

SENIOR PUBLIC HEALTH NURSE

DEFINITION

Under general direction, to develop, implement, provide and coordinate specialized services in the field of public health nursing; and to perform other work as required.

CLASS CHARACTERISTICS

Incumbents in this class serve as program consultants, liaisons and advisors and exercise considerable discretion in acting on behalf of the Health Care Agency in the performance of their duties. They independently interpret program regulations and policies, implement and coordinate specialized services for an assigned area and work under a minimum of supervision.

Positions in this class are assigned to a nursing service or project which requires a high degree of independent judgment and the application of specialized nursing knowledge to develop and implement working procedures and provide leadership responsibility for programs with County-wide impact. Incumbents represent the County as designated specialists and spokespersons in a specialty assignment and are required to establish cooperative working relationships with Agency administrators, nurses, physicians and others in the public and private sectors.

Incumbents may also provide a variety of direct nursing services to patients and their families; however, these duties would only comprise a small portion of the overall assignment. This class differs from the Public Health Nurse III class in that the focus of the senior level position is that of a program consultant or advisor and the responsibility for administering a specialized public health nursing service, program or project with broad impact.

EXAMPLES OF DUTIES

1. Develops and coordinates a specialized public health nursing service, program or project; evaluates and recommends improvements in the service area.
2. Participates in planning, developing and implementing service goals objectives, policies and procedures.
3. Serves as a liaison/consultant to community groups and other community health care agencies and organizations.
4. Meets with community organizations, private individuals, administrators, patients, physicians and other medical personnel to secure cooperation in achieving service goals, to promote the exchange of information, to gain or give specific information related to patient needs, and to provide instruction concerning the specialized area; may serve as County representative at state level meetings and conferences.
5. Organizes, leads or participates in discussion groups for educational programs; compiles material for class presentations, prepares teaching aids, delivers lectures and performs demonstrations.

6. Provides consultation services or educational programs to public and private sector employers, school personnel, public and private health care providers, community groups and other interested persons.
7. Orients new nurses and other personnel to the functions of a nurse working in a specialized area.
8. Prepares statistical and narrative records, reports and correspondence; develops, maintains and uses statistical information for program planning, reporting and research.
9. Researches and prepares grant proposals, obtains and analyzes statistical data establishing goals/scope of work, writes agenda transmittals and related documentation; monitors grant activities and expenditures and submits reports.
10. Acquires and maintains working knowledge of current federal, state and local regulations affecting area of responsibility; may review and analyze legislation and prepare reports or summaries.
11. Provides a variety of direct nursing services to patients and their families incidental to specialty program.
12. May act in a leadworker or supervisory capacity for other professional, paraprofessional or support staff determining priorities and assigning and evaluating work. May participate in the selection and training of staff.
13. Assesses the problem of under-reporting of communicable diseases; identifies physicians, health care facilities and laboratories that are not in compliance with communicable disease reporting laws; assesses barriers to reporting; provides information and training; coordinates information with other public health programs.
14. May be assigned to community clinic or field assignments in cities with a higher incidence of social and health problems and crime. May be exposed to communicable diseases.

MINIMUM QUALIFICATIONS

License/Certificate Required

Possession of a valid Registered Nurse License issued by the California Board of Registered Nursing.

Possession of a valid certificate of Public Health Nurse issued by the California Board of Registered Nursing.

Possession of a valid California Driver License is required for most positions.

Education/Experience

Two years of relevant experience subsequent to receipt of a Public Health Nurse Certificate. A Master's Degree in nursing or public health may be substituted for one year of the required experience.

Ability to

Develop, implement and coordinate a specialized public health nursing service, program or project.

Represent the County as a designated specialist or spokesperson for area of assignment in a wide range of contacts.

Analyze situations accurately and take effective and appropriate action.

Establish and maintain effective working relationships with individuals in other programs, state and local agencies and the community.

Speak and write effectively, including preparation of clear and concise records and reports.

Hear and speak well enough to communicate in person and by phone at normal conversational levels.

Physical Requirements

Body mobility to walk, climb stairs, reach, bend, and stoop; stamina to sit for a prolonged period of time (up to one hour); strength to lift and carry objects such as boxes of nursing supplies or audiovisual equipment, which may weigh up to 25 lb.; manual dexterity to grasp, manipulate/operate small objects and precision instruments such as, but not limited to, giving injections and taking pulse and blood pressure readings; vision sufficient to read thermometers and calibrated measuring instruments, labels on medications etc.

DBL:mm

4-8-99