

COMMUNITY HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS:

This is a professional nursing position in the Department of Behavioral and Community Health. This position is responsible for performing community health nursing activities in the Public Health Nursing Division or Communicable Disease Control Division. Community Health Nurses have the responsibility for implementing nursing care plans as established by a higher level employee and for the periodic re-evaluation of individual and family nursing needs. In addition, employees in this title are also responsible for providing nursing care in the various clinics conducted within the department. Work is performed under the general direction of a higher level employee. Supervision of others is not a function of this position. This position may involve field work at patient's homes and in clinic settings and may require weekend coverage.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Provides periodic nursing assessments and follows an established plan of care for individuals and families;
2. Identifies and coordinates community resources and support services for individuals and families;
3. Administers prescribed medications and treatments to patients as part of a plan of care, including the administration of vaccines in the appropriate clinic setting;
4. Provides nursing in various clinic settings within the department such as pulmonary and mantoux skin testing clinic, sexually transmitted disease and HIV testing and counseling clinic, maternity clinic and immunization clinic (childhood/adult/travel/influenza);
5. Provides health teaching and counseling for prevention of illness and disease management/investigations for individuals and families;
6. Maintains medical records and completes a variety of required documentation;
7. Participates in community planning and outreach efforts designed to increase public awareness and safety, including emergency preparedness drills;
8. Attends staff development programs to keep nursing skills current and updated;
9. Participates in quality assurance programs/activities.

COMMUNITY HEALTH NURSE (Cont'd)

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:

Good knowledge of current professional nursing practices;
Working knowledge of community resources available;
Skill in the application of current nursing procedures and techniques;
Ability to plan and coordinate nursing care for patients;
Ability to maintain competency and to keep abreast of latest developments in the field;
Ability to communicate effectively, both orally and in writing;
Ability to establish and maintain cooperative working relationships with others;
Ability to perform duties in accordance with the ANA Code for professional nurses;
Personal characteristics necessary to perform the demands of the position;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Completion of a course of study approved by the New York State Education Department as qualifying for a Registered Professional Nurse PLUS two years of nursing experience.

SPECIAL REQUIREMENTS:

1. Eligibility for a New York State Registered Professional Nurse's license at time of application. Possession of the license and current registration at time of appointment.
2. Possession of a New York State Driver License at time of appointment.

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ADOPTED: 01/01/08

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