

San Benito County

Date Last Revised:

11/99

Bargaining Unit:

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FLSA:

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## COMMUNITY HEALTH NURSE I

### **DEFINITION**

Under direction, to learn to plan and conduct a variety of community health nursing services to promote and preserve the health of the community; to provide nursing services, health education, and health consulting services, including the prevention and control of diseases and the promotion of health awareness; and to do related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is the entry and basic working level in the Community Health Nurse class series. Incumbents must have requisite nursing certification, but have limited community health nursing work experience. As experience is gained, incumbents learn to perform the full scope of community health nursing duties. This class is distinguished from Community Health Nurse II in that Community Health II's have responsibility for more independently performing a larger scope of community health nursing duties and activities. Community Health Nurse II's are also responsible for special programs such as School Nursing or Immunizations Clinic Coordination. When a Community Health Nurse I incumbent becomes familiar with the Department and demonstrates good sustained work performance, they may be promoted to the Community Health Nurse II.

### **REPORTS TO**

Senior Public Health Nurse, Director of Nursing Services.

### **CLASSIFICATIONS SUPERVISED**

This is not a supervisory class.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES** *(The following is used as a partial description and is not restrictive as to duties required.)*

Learns to plan, organize and provide community health nursing services, health instruction, counseling, and guidance for individuals, families, and groups regarding prevention of illness, disease control, health awareness, health maintenance, and rehabilitation; identifies and interacts with local community care resources and/or local school districts in providing mandated health screening for children; learns to develop plans and direct resources consistent with program goals and objectives; provides referrals; teaches and demonstrates health practices to individuals and groups; instructs clients in sexually transmitted disease prevention and follow-up, and immunization procedures; identifies individual and family problems which are detrimental to good health; may make home visits to assess individual's

progress; works with the families to alleviate

## **COMMUNITY HEALTH NURSE I - 2**

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES** (continued)

health problems and promote good health habits; refers and coordinates the care of individuals and families with other public and private agencies; learns to identify special health needs for assigned cases, recommending and implementing services to meet those needs; may perform investigations in homes, schools, and the community; prepares appropriate records and case documentation, arranging follow-up services based on findings; confers with physicians, nursing staff, and other staff regarding community health programs, patient reports, evaluations, medical tests, and related items; may consult with multi-disciplinary teams for the purpose of identifying and creating a plan of service for "at risk" families; works with community groups in identifying community health needs, developing needed health services, and improving existing services; prepares reports and maintains records; compiles statistical information for program evaluation and planning purposes.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit and stand for extended periods; normal manual dexterity and eye-hand coordination; lift and move objects weighing up to 50 lbs.; corrected hearing and vision to normal range; verbal communication; use of medical and office equipment, including computer, telephone, calculator, copiers, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is performed in clinic, office, and home environments; exposure to communicable diseases and blood borne pathogens; continuous contact with other staff and the public. Incumbents are expected to follow universal precautions. Incumbents may be required to drive in remote areas of the County in all weather conditions.

### **MINIMUM QUALIFICATIONS**

#### **Knowledge of:**

Principles, methods, practices, and current trends of general nursing and preventive medicine.

Federal, State, and local laws and regulations governing communicable disease, public health, and disabling conditions.

Environmental, sociological, and psychological problems related to community health nursing programs.

Child growth and development.

Causes, means of transmission, and methods of control of communicable disease.

Methods of promoting child and maternal health and community health programs.

## COMMUNITY HEALTH NURSE I - 3

### **MINIMUM QUALIFICATIONS** (continued)

#### **Ability to:**

\_\_\_\_\_ Learns the principles, methods, practices and current trends of community health nursing.

\_\_\_\_\_ Learns the community aspects of nursing including community resources and demography

Learns to plan, organize, and carry out community health nursing activities in an assigned program.

Learns the psycho/social and cultural issues encountered in a rural health program.

Learn to analyze and conduct health assessment/problems and take appropriate action.

Provide instruction in the prevention of diseases.

Develop and maintain health records and prepare clear and concise reports.

Communicate effectively orally and in writing.

Deal tactfully and courteously with the public, community organizations, and other staff when explaining community health issues and providing community services.

Establish and maintain cooperative working relationships.

#### **Training and Experience:**

Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Completion of sufficient education and experience to meet State of California certification requirements.

Some nursing experience in a community health setting is highly desirable.

#### **Special Requirements:**

Possession of a valid license as a Registered Nurse in California.

Certain positions may require a School Nurse Credential.

Possession of, or ability to obtain, an appropriate valid California Driver's License.

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