

San Benito County

Date Last Revised:

11\99

Bargaining Unit:

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FLSA:

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## SENIOR PUBLIC HEALTH NURSE

### DEFINITION

Under direction, to provide lead direction and work coordination for other professional nursing and support staff; to plan and conduct a variety of public health nursing clinics and services; to provide complex, specialized, and general nursing, 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 advanced journey level and lead class in the Public Health Nurse class series. Incumbents provide the more complex public health nursing services in a specialized public health program, as well as provide lead direction and coordination for other professional nursing staff. This class is distinguished from Public Health Nurse II by assignment of a higher level of public health program responsibilities and the performance of lead responsibilities for other professional nursing staff.

### REPORTS TO

Director of Nursing Services.

### CLASSIFICATIONS SUPERVISED

Provides lead direction and work coordination for Public Health Nurse I, II.

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

Investigates outbreaks of communicable diseases; plans and implements programs for the prevention and control of communicable disease, including tuberculosis, sexually transmitted diseases, and AIDS; develops procedures to control the spread of communicable diseases and identify people needing public health services; provides interpretations of public health laws and regulations for others; assesses individuals and families, using health histories, observations of physical condition, and a variety of evaluative methods to identify health problems, health deficiencies, and health service needs; identifies psycho/social, cultural background, and environmental factors which may hinder health care services; assists with determining funding needs for the program; monitors budget expenditures; plans and coordinates services for special programs such as perinatal, maternal, child and adolescent (MCAH), or family planning; performs public health nursing activities to promote perinatal, child, and adolescent health; provides local case management and coordination for State mandated programs; participates in programs

### **SENIOR PUBLIC HEALTH NURSE - 2**

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

to enhance school children health; works with community groups to identify needs, develop and facilitate a variety of health services, and improve existing programs; refers individuals and families to appropriate agencies and clinics for health services; participates in programs to enhance community health services and education; attends conferences and workshops related to community health issues; assists with the preparation of program and service policies and procedures; may supervise paraprofessional staff and volunteers; prepares reports and maintains records; compiles statistical information for appraisal and planning purposes; performs a wide scope of

complex professional public health nursing services; provides lead direction, training and work coordination for other professional nurses.

### **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 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. Incumbent 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 and public health nursing and preventative medicine.
- Community resources and demography influencing public health nursing services.
- Federal, State, and local laws and regulations governing communicable disease, disabling conditions, and public health nursing services.
- Environmental, sociological, and psychological problems related to public health nursing programs and services.
- Causes, means of transmission, and control of communicable diseases.
- Child growth and development.
- Unique psycho/social and cultural issues encountered in a rural health program.
- Principles of public health education.
- Program planning, evaluations and development principles.
- Principles of lead direction, program and work coordination, and training.

### **SENIOR PUBLIC HEALTH NURSE - 3**

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

#### **Ability to:**

- Plan, organize, and carry out public health nursing activities and services for an assigned service area or program.
- Develop and maintain public relations with clients, staff, community groups and other government organizations.
- Collect, analyze and interpret technical, statistical and health data.
- Analyze and evaluate health problems and take appropriate action.
- Provide work direction and coordination for other staff.
- Provide instruction in the prevention and control of diseases.
- Communicate effectively orally and in writing.
- Develop and maintain health records and prepare clear and concise reports.
- Deal tactfully and courteously with the public, community organizations, and other staff when explaining public health issues and providing public health 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.

One year of public health nursing experience comparable to a Public Health Nurse II with San Benito County.

**Special Requirements:**

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

Possession of a Certificate as a Public Health Nurse issued by the California State Board of Registered Nursing.

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

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