

Jurisdictional Class: Competitive  
Adopted: June 16, 1998  
Revised: May 25, 2016

## **PUBLIC HEALTH NURSE**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for planning, providing, directing, and evaluating nursing care in a variety of settings with the goal of improved health outcomes. The work involves planning, development, provision, and evaluation of public health programs designed to prevent disease and improve the health of individuals, families, specific populations, high risk groups, and/or communities. The work requires the application of biological, physical, and psycho-social sciences and nursing skills in the care of the sick, the prevention of disease, and the conservation of health to individuals, families, and communities. The work requires specialized judgment, skill, and complex activities with minimum supervision. The work is performed under the general supervision of a Supervising Public Health Nurse or supervisor as designated by the Department Head and routine day-to-day tasks may be overseen by a Public Health Nurse II. A Public Health Nurse may supervise Registered Professional Nurses, Licensed Professional Nurses, unlicensed personnel, and staff assigned to carry out plans of care. The incumbent does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

Assesses, evaluates, and modifies individualized patient nursing care plans that incorporate comprehensive physical assessments, subjective and objective clinical patient and environmental data, and current best practice;

Provides skilled nursing care and prescribed treatments to patients in their homes, clinics, schools, and other community settings, and demonstrates nursing care to patients and families;

Provides health teaching and counseling appropriate to the client/family;

Performs initial assessments on patients and/or families being considered for admission to nursing services and develops a plan of care;

Maintains client records showing systematic assessment, planning, intervention, and evaluation in accordance with agency requirements and professional nursing standards;

May lead a team of peers and subordinates providing nursing care and evaluates the effectiveness of team activities;

May provide for the continuity of patient care by promoting referral of hospital and clinic patients to appropriate community agencies;

Coordinates/collaborates with other members of the health care delivery team to determine best level of care along the health care continuum, uses community resources, discharge planning, and case management to maximize patient outcomes;

Counsels and guides individuals and families towards self-help in recognition and solution of physical, emotional, and environmental health problems, and provides health education and training in the prevention of illness and the attainment of maximum health;

Conducts epidemiological surveillance, investigation, case finding, and screening;

Addresses groups regarding multiple public health topics using a variety of teaching/media techniques;

Participates in conducting surveys and studies related to health matters, and monitors performance indicators for effectiveness of programs;

Compiles and uses records, reports and statistical information for evaluation and planning of the assigned programs.

## Public Health Nurse

For PHNs assigned to the Clinton County Health Department, additional work activities include:

- Participates in assessment, planning, implementation, operations, and evaluation of public health programs and projects that address population needs;
- Participates in leadership activities including working on teams addressing work improvement projects, staff orientation, and mentoring staff and students' clinical and educational experiences;
- Participates in community partnerships and alliances to address priority community health needs and conducts outreach and case findings;
- Applies and interprets Health Department and unit regulatory changes and policies to clients and others;
- Assumes responsibility for professional development;
- Completes paperwork such as day sheets, OASIS, billing information and documents in records as required for reimbursement of services;
- Participates in training for Incident Command System, emergency response and drills, and responds to community emergencies/disasters as part of the Public Health Response requirements;
- In the event of a health care emergency (strike, natural disaster, etc.), you may be assigned to monitor resident patient care;
- Operates within the context of the essential public health services and core functions, and participates in best practice and evidence based programming.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

- Thorough knowledge of current public health nursing practices;
- Working knowledge of the administrative organization of community facilities;
- Skill in the application of current nursing procedures and techniques of patient care;
- Ability to plan and coordinate nursing care for individuals, families, and groups, and ability to supervise nursing personnel assigned to assist with this care;
- Ability to communicate effectively orally and in writing;
- Ability to establish and maintain cooperative working relationships;
- Ability to understand and complete financial billing processes necessary to assist with reimbursement;
- Ability to use technology for accurate, efficient, and secure data management and communication;
- Ability to accept and utilize guidance;
- Ability to perform duties in accordance with ANA Code for Professional Nurses and other applicable codes and regulations;
- Sensitivity to individual client needs with the ability to approach situations that take into account diversities and cultural differences;
- Flexibility;
- Sound judgment.

**MINIMUM QUALIFICATIONS:** Possession of a Baccalaureate Degree in nursing from a regionally accredited or New York State registered college or university as well as licensure and current registration to practice as a registered professional nurse in New York State.

**SPECIAL REQUIREMENTS:** Certain assignments made to employees in this class will require reasonable access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner.

### **SPECIAL REQUIREMENT FOR POSITIONS IN THE CLINTON COUNTY HEALTH DEPARTMENT:**

Upon appointment, candidates will be required to submit to and pay for all costs associated with a pre-employment health assessment, conducted and approved by a medical practitioner prior to assuming duties. Regulated by NYSDOH regulations Section 766.11 (c) Article 36.

Qualifications are regulated by Part 11 of the State Sanitary Code (10 NYCRR).