



# JOB DESCRIPTION

|                    |                              |                         |            |
|--------------------|------------------------------|-------------------------|------------|
| <b>Title</b>       | <b>Public Health Nurse I</b> | <b>Created</b>          | May 2011   |
| <b>Department</b>  | Public Health                | <b>Revised</b>          |            |
| <b>Job Class</b>   | A 16 O 3                     | <b>Safety Sensitive</b> | Yes        |
| <b>Labor Union</b> | Oregon Nurses Association    | <b>FLSA</b>             | Non-exempt |

## **Purpose**

Under supervision, gains experience in planning and providing for a broad range of generalized community health Nursing services to individuals, families, and communities. A holistic approach to Nursing services is emphasized including concern not only for the physical needs but also the emotional and social needs, economic status, and cultural and educational backgrounds of the individual. Preventive nursing care is stressed in order to promote, maintain and restore good health.

## **Essential Functions**

- Develops skill in the techniques required to provide health surveillance services to infants, children, youth, and adult populations for early detection of deviations from the norm and for therapeutic intervention. Services include periodic health appraisals consisting of health/developmental history taking, growth measurements, physical and developmental assessments, health-screening tests. Under guidance, identifies and refers health problems for evaluation and care when appropriate. Provides immunizations. Counsels parents on infant and childcare, growth, and development.
- Participates in family planning providing clinical, counseling, and educational services to individuals and couples; advises on contraceptive methods and counsels patient in chosen method of contraception; refers for medical consultation using non-directional options counseling; may conduct educational classes on family planning concepts and methods; provides family planning counseling in home visits; gives follow-up care in clinic and home. Participates in immunizing selected age groups against specific diseases, instructing individuals, families, and community groups on controlling the spread of communicable diseases; under direction locates suspects, cases and contacts of communicable diseases by using epidemiological methods of investigation; collects specimens for bacteriological exam; may treat infectious diseases according to agency medical protocols; provides follow-up and surveillance to previously infected persons such as patients with tuberculosis, sexually transmitted diseases (STD) and other communicable diseases. Prepares correspondence, referrals, social histories, narrative Nursing activity reports, initiates and maintains problem oriented patient records to provide for continuum of health care.
- May participate in preparing and/or presenting health education programs on topics such as nutrition, sex education, STD, bloodborne pathogens, prenatal classes, etc.



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- Knowledge of sound nursing principles and practices; behavioral, physical, and biological sciences underlying nursing practices; philosophy and principles of community (public) health nursing; sound health practices; patterns of growth and development and deviations from the norm; methods of controlling and preventing disease. Ability to learn and apply techniques to identify individual, family, and community health needs through interview, observation, examination, analysis of reports, records and health data; learn and participate in the health care delivery system provided through the health center; counsel and communicate effectively on an individual basis and with small groups; establish and maintain cooperative working relationships with patients of all ages, families, community representatives, and other professionals; prepare clear, concise correspondence, referrals, reports, social histories, patient data, etc.; exercise judgment, initiative, and resourcefulness. Follow all safety rules and procedures established for work areas.
- Maintain work areas in a clean, orderly and safe manner.

## ***Mandatory Qualifications***

Graduation from an accredited college with either a Bachelor's Degree in Nursing; Associate Degree in Nursing or Licensed Practical Nurse through a program accredited by the National League for Nursing, OR graduation from a diploma degree program.

Special Requirement: Eligibility for licensure to practice as a Registered Nurse in the State of Oregon.

Requires ability to communicate effectively both verbally and ability to make decisions, work under stress and respond appropriately and rapidly in emergency situations. Ability to ensure confidentiality of information. Possess and maintain driving privileges in the State of Oregon.

## ***Desired Qualifications***

## ***Physical Demands***

Physical demands of the position are minimal involving moving books, files, equipment, etc.

## ***Working Conditions***

Most duties involve usual clinic working environment with other duties occurring in the field including satellite clinics, correctional facilities and client homes depending upon the assignment.

## ***Supervisory Responsibility***

Supervision of other employees is not a typical responsibility of this position.

THE ABOVE DESCRIPTION COVERS THE MOST SIGNIFICANT DUTIES PERFORMED BUT DOES NOT INCLUDE OTHER OCCASIONAL WORK, THE INCLUSION OF WHICH WOULD BE IN CONFORMITY WITH THE FACTOR DEGREES ASSIGNED TO THIS JOB.

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