



PUBLIC HEALTH NURSE I/II

DEFINITION

Under general supervision or direction, provides a full range of professional nursing practices promoting and protecting the health of populations using knowledge from nursing as well as social and public health sciences, including the delivery of clinical, community, field, and population based intervention; licensed case management; data collection and analysis; program planning; and outreach and health promotion activities at all levels of prevention in connection with the mitigation of diseases and the development of healthy lifestyles; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision or direction from a Public Health Nurse Supervisor or other assigned licensed management personnel. Exercises no direct supervision over staff. May provide technical and functional direction to lower-level staff.

CLASS CHARACTERISTICS

Public Health Nurse I: This is the entry-level classification in the Public Health Nurse class series. Initially under general supervision, incumbents learn and perform routine public health nursing duties, as well as the provision of preventive health services, including but not limited to vaccination, health screening, early intervention to promote positive lifestyle choices, health education and acute disease intervention in the form of communicable/infectious illness identification, treatment and control, crisis intervention to mitigate adverse health events affecting children and adults. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the II-level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Public Health Nurse II: This is the fully qualified journey-level classification in the Public Health Nurse class series. Positions at this level are distinguished from the I-level by the performance of the full range of duties as assigned, working independently and under less supervision than the I-level, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

This class is further distinguished from the Public Health Nurse Supervisor in that the latter is the full supervisory-level class in the series that has responsibility for the assignment, supervision, and evaluation of the work of assigned professional, technical, and administrative support personnel as well as programmatic and budgetary administration duties.

Positions in the Public Health Nurse class series are flexibly staffed and positions at the II-level are normally filled by advancement from the I-level, after gaining the knowledge, skill, and experience which meet the qualifications for and after demonstrating the ability to perform the work of the higher-level class.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

- Participates as an interdisciplinary team member in the design and evaluation of public health programs to individuals, families, communities, and at-risk populations.
- Conducts assessments of individual, family, community, and at-risk population assets, needs, values, beliefs, resources, and environmental factors.
- Conducts physical assessments; dispenses medicinal products and therapeutic agents; performs diagnostic testing/screenings, immunization techniques, and withdrawal of human blood; reviews and interprets laboratory findings and provides intervention in accordance with standardized procedures and protocol at the facility level and in the community as appropriate.
- Evaluates the effectiveness of public health intervention through ongoing assessment of the individual's physical condition and behavior, signs and symptoms of illness and reactions to treatment, interpretation and analysis of community level epidemiology, effective communication with community systems of care, and qualitative research data.
- Assesses the health literacy of individuals, families, and populations served.
- Functions as a specialty medical/health care case manager to ensure improved wellness and a continuum of appropriate services for individuals, families, and population groups subject to adverse health and social outcomes.
- Develops and conducts educational and outreach activities for community and professional groups on selected public health concerns, best practices, and early intervention techniques.
- Initiates field visitation to deliver independent, interdependent, and dependent public health nursing intervention to enhance the health and safety of populations, prevent and control communicable disease through varied prevention activities including immunization, identify and mitigate maternal, child and adolescent health concerns, prevent abuse and neglect of children and adults, coordinate health and wellness resources and respond to health threats as identified in high risk aggregate communities, and provide early intervention to mitigate adverse childhood events as a means to improve the health of the community.
- Delegates nursing functions, as appropriate, to licensed vocational nurses and instructs paraprofessional public health workers as appropriate.
- Provides professional consultation on health and wellness matters to non-medical health care disciplines; community organizations; the general public; and as a member of policy, health planning, educational, or social welfare committees.
- Acts as the client's advocate, as circumstances require, by initiating action to improve health care or to change decisions or activities which are against the interests or wishes of the client, and by giving the client the opportunity to make informed decisions about health care before it is provided.
- Prepares a variety of periodic and special reports.
- Performs related duties as assigned.

QUALIFICATIONS

Some knowledge and abilities may be gained by employees at the entry (I) level while in a learning capacity.

Knowledge of:

- Principles, practices, and current trends of public health nursing, including population-based nursing practices in high risk and high acuity populations.
- Provisions of the California Nursing Practice Act; and applicable business and professions codes such as California Code of Regulations, Title 17, Public Health and the State of California Health and Safety Code.
- Demographic, biostatistical, and data collection methods utilized in evaluating public health needs and problems.
- Major health concerns and risk factors of the populations served.
- Principles and practices of public health case management and coordinative care.

- Principles, practices, and techniques used to assess the physical, mental, and developmental health of children and adults.
- Principles and practices of prenatal and postpartum health care.
- Detection, prevention, intervention, and reporting requirements for family violence, including child, spouse, and elder abuse and neglect.
- Principles, practices, and techniques of developing and delivering public health education and outreach in a variety of formats.
- Pathophysiology of the major causes of illness and disease.
- The role of proper nutrition in developing and maintaining good health in children, adults, and the elderly.
- Principles, practices, and methods in the treatment and prevention of communicable disease.
- Community resources for the provision of public health services, including social services and financial support resources.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and County staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Manage and prioritize the provision of public health nursing intervention to individuals, families, communities, and at-risk populations.
- Provide specialized health care case management to diverse pediatric and adult populations with varying levels of acuity.
- Identifying individual, family, community and population based assets, needs, values, beliefs, resources and influencing environmental factors.
- Perform focused physical assessments, apply selected diagnostic testing and disease detection screening, and develop effective interventions.
- Apply the principles of epidemiology to a broad range of social, health, and wellness concerns.
- Identify community health needs through analysis of epidemiological data and information.
- Coordinate services across a broad range of disciplinary practices for clients with multiple risk factors for adverse health conditions.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Exercise sound independent, interdependent, and dependent nursing practice within legally established parameters and best practice standards.
- Effectively represent the County in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Identify and interpret the impact of cultural differences on public health care practices.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

A combination of the required experience, education, and training that would provide the essential knowledge, skills, and abilities is qualifying; however, education may not solely substitute for the required experience.

Public Health Nurse I:

Equivalent to a bachelor's degree in nursing from an accredited four-year college or university.

Public Health Nurse II:

Equivalent to a bachelor's degree in nursing from an accredited four-year college or university;

AND

One (1) year of experience at a level equivalent to the County's class of Public Health Nurse I.

Licenses and Certifications:

- Possession of, or ability to obtain and maintain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Must possess a California Registered Nurse license issued by the California State Board of Registered Nursing or eligibility for Registered Nurse licensure reciprocity in the State of California.
- Must possess a California State Public Health Nursing certificate.
- Must possess valid CPR certification.
- Must have completed child abuse and neglect recognition and reporting training requirements pursuant to the State of California Health and Safety Code.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office, clinical, or community field setting, and use standard office and various health care related equipment, including computer, stethoscope, blood pressure device, otoscope, hypodermics, specimen collection equipment; vision to assess emergency situations, conduct physical assessments and identify adverse environmental conditions and to read printed material and a computer screen; hearing to perform auscultatory tasks and client interpersonal communication dynamics; and speech to communicate in person, before groups, and over the telephone. Depending on assignment, standing in work areas and walking between work areas may be required, and travel to visit various cultural, physical, behavioral, and environmental settings may be required. Finger dexterity is needed to access, enter, and retrieve data using keyboard technology, and to operate standard office and health care related equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull in carrying out nursing practice tasks. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 45 pounds. Reasonable accommodations will be made for individuals on a case-by-case basis.

ENVIRONMENTAL CONDITIONS

Employees work in a standard office, clinical, or community field environment with moderate noise levels, controlled and uncontrolled temperature conditions; and direct exposure to potentially hazardous physical conditions or environments, chemicals, biopharmaceutical substances and bloodborne/aerosolized communicable disease. Positions require vaccination for communicable disease as stipulated in Cal-OSHA regulations and may be subject to violence in the workplace related to interaction with clientele afflicted with behavioral disorders or in exercising a public health enforcement role. Employees

may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

As required by Internal Revenue Service Publication 1075, individuals in positions that have access to Federal Tax Information (FTI), will be subject to a background investigation and a criminal history check. In addition, individuals hired into positions that have access to FTI will be re-investigated at the frequency prescribed in Publication 1075.