



## **REGISTERED NURSE**

### **DEFINITION**

Under general supervision, provides a range of professional nursing functions, including evidence-based preventive care to individuals and community through outreach, education, and individual clinical services such as vaccine preventable diseases and immunizations; and performs related duties as assigned.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from assigned supervisory or management personnel. May provide direction to lower-level staff.

### **CLASS CHARACTERISTICS**

This is the full working level classification in the professional nursing class series. Incumbents are responsible assessing individuals and systems of care in order to develop, implement, and evaluate an intervention plan specific to an assigned area where specialized nursing activities are required, including clinical care, education, training, and community assessment, and that require a substantial amount of scientific knowledge or technical skill.

This class is distinguished from the Public Health Nurse I/II in that the latter performs advanced public health and population based intervention, licensed case management, data collection and analysis, and health promotion activities at all levels of prevention in connection with the mitigation of diseases and the development of healthy lifestyles.

### **EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)**

- Implements and oversees the day-to-day vaccine management plan consistent with the California Vaccines for Children Program (VFCP), including providing technical guidance on the administration, storage, and handling of vaccines used for the prevention of disease; mitigation of post exposure to disease; and storage, handling, documentation, and inventory control of supplied biologicals.
- Acts as a County liaison between the State Immunization Branch and Health and Human Services Agency, Public Health Division immunization activities, and performs day-to-day grant operations.
- Administers various vaccines, regents, and biologicals through oral, subcutaneous, intradermal, or intramuscular routes.
- Participates as a member of a multi-disciplinary team with other professionals, paraprofessionals, and support staff in the delivery of clinical nursing services.
- Assesses the health literacy of individuals, families, and populations served; provides corresponding education regarding health topics, preventable diseases, and associated medications.
- Completes intervention documentation for rendered care for all clients receiving such service; prepares a variety of accurate, concise, and legally appropriate records and reports.
- Formulates and initiates nursing intervention based on nursing assessment in alignment with standardized procedures as appropriate, or in response to changes in health status of the client and/or family.

- Delegates functions and instructs paraprofessional public health workers as appropriate.
- Assists in the development and implementation of educational outreach programs.
- Monitors immunization levels in the County by looking at data and trends; works with community partners, schools, medical providers, and internal staff to develop strategies to increase immunization rates.
- Promotes, educates, and trains community providers in disease prevention and restorative measures.
- Audits community medical providers and provides technical guidance on the effective implementation of immunization services as established by the VFCP.
- In partnership with the individual and/or family, formulates nursing diagnoses and care plans, which describe active or potential problems, ideologies, and contributing factors that impact health outcomes and puts a plan in place to address them as appropriate.
- Maintains medical and medication supplies; dispenses and administer medications; creates and maintains charts, records, and accurate program reports.
- Performs related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Basic intervention skills in preventive, remedial, supportive, and rehabilitative nursing, including, but not limited to, medical surgical, maternal child, mental health, psychiatric, and geriatric nursing.
- Basic symptoms and treatment of communicable diseases.
- Standard medical recordkeeping.
- Interviewing techniques.
- Principles, practices, and standards for vaccinating infants, children, and adults.
- State of California laws and regulations on registered nursing.
- Professional registered nursing principles, procedures, and techniques.
- Proper handling and administering of biologicals.
- 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 health education and outreach.
- 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 professional nursing intervention to individuals, families, communities, and at-risk populations.
- Identify individual, family, community, and population-based assets, needs, values, beliefs, resources, and influencing environmental factors.

- Identify and interpret the impact of cultural differences on public health care practices.
- Perform focused physical assessments, apply selected diagnostic testing and disease detection screening, and develop effective interventions.
- Exercise sound, independent judgment within legally established parameters and best practice standards.
- Prepare complete and concise documents and reports.
- Understand and follow oral and written instructions.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the County in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- 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.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:**

*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

Possession of a bachelor's degree from an accredited four-year college or university with, major coursework in nursing, and

Six (6) months of experience as a Registered Nurse in an acute care setting;.

OR

Possession of an associate degree from an accredited educational institution, with major coursework in nursing, and

Two (2) years of experience as a Registered Nurse in an acute care setting.

**Licenses and Certifications:**

- Possession of, or ability to obtain, a valid California or Nevada Driver's License and a satisfactory driving record.
- Possession of California Registered Nurse license issued by the California State Board of Registered Nursing.
- Possession of CPR certification.

**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 objects while 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 diseases. Positions require vaccination for communicable diseases 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 least once every ten (10) years.