

SUBJECT: Public Health Nurse Job Description	REFERENCE
DEPARTMENT: Cedar County Public Health FLSA: Exempt	PAGE: 1 OF: 3
APPROVED BY: Cedar County Board of Health	EFFECTIVE: Sept 94 REVISED: Sept 99 June 11, 2007 June 30, 2009

PURPOSE OF POSITION

Under supervision, provides skilled nursing care to consumers in their homes, clinics, or the Public Health Nursing agency office using acquired skills to identify health-related problems, adopt appropriate intervention measures and promote standard health practices.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Assess consumer condition, environment, and social adaptability to determine the need for public health services.

Plan the care of the consumer in a systematic, coordinated approach for intervention with appropriate verbal or written communication with a licensed physician.

Develop health-related goals with consumer and family utilizing the nursing process with appropriate nursing/medical diagnosis; teach/demonstrate self-care procedures; evaluate responses to plans established and recommend modifications.

Establish and maintain current clinical records for each consumer.

Coordinate program services provided by Direct Care Workers; speech, physical, and occupational therapists and other programs as appropriate.

Participate in the planning and coordination of various public health clinics in order to prevent communicable disease and promote wellness.

Provide blood pressure screenings, perform TB testing, and gives immunizations as appropriate. Maintains consumer records, follow up with appropriate agency referrals and participate in peer review to promote professional standards.

Provide program promotion, education and teaching in such areas as maternal and child health, nutrition, disease prevention, communicable disease control, aging, and mental health.

Prepare and submit various consumer and operational reports as directed by Nurse Director.

Attend staff meetings, workshops and seminars to enhance nursing skills.

Comply with nursing process to include assessment, diagnosis, outcome, identification, planning, evaluation, and emergency response.

Maintain confidentiality of all records and reports maintained for the public health nursing program.

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Participate in on-call schedule to attend to care needs of consumers outside of regular agency hours.

Maintain current Iowa Driver's license and ability to operate an automobile along with providing proof of automobile insurance is required at time of appointment and upon demand.

Must maintain current/valid Iowa nursing license.

Establish and maintain effective working relationships with County officials, employees and the general public, and maintain regular and punctual work attendance.

Ability to evaluate their own performance at least annually with supervisor.

Perform related duties as required or assigned by the Director or Deputy Director.

SUPERVISORY RESPONSIBILITIES

Supervises Direct Care Workers in their various assignments in the consumer's home.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Bachelor's degree from a four-year college or university; or Associate Degree from an accredited community college or Diploma from an accredited school of nursing plus completion of approved Public Health course from an accredited school of nursing. Specific knowledge of a body of rules or operations for a particular functional area or areas such as might be acquired in one to three years of prior related experience.

LANGUAGE ABILITY

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write speeches and articles for publication that conform to prescribed style and format. Ability to effectively present information to top management, public groups, and/or boards of directors.

MATHEMATICAL SKILLS

Ability to calculate figures and amounts such as proportions, percentages, area and volume. Ability to apply concepts of basic algebra and geometry.

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