

PUBLIC HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS:

This position involves the performance of professional public health nursing duties in the Dutchess County Department of Behavioral and Community Health (DBCH) or the Office for the Aging. Incumbents of the position have the responsibility to provide safe, effective, and efficient comprehensive nursing services in homes, clinics and other community settings. The Public Health Nurse is responsible for the initial implementation of nursing care plans and provision of nursing care. Incumbents may direct and/or supervise the work of Community Health Nurses, Case Manager Aides and others assigned to carry out the patient care plan. Work is performed under the supervision of higher level titles.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Uses nursing knowledge and interpersonal communication skills to perform comprehensive nursing assessments;
2. Establishes the plan of care to provide services according to clients' needs and in accordance with regulations;
3. Provides case management services including multi professional coordination, referrals and linkages to community services;
4. Maintains current knowledge of community programs and resources;
5. Maintains individual case records and compiles records, reports, forms and statistical information for evaluation and planning of programs;
5. Provides ongoing needs assessment and care review to patients and monitors appropriateness and quality of services being provided;
6. When assigned to the Office for the Aging provides ongoing orientation and supervision of auxiliary personnel in the client's home and monitors appropriateness and quality of services;
7. When assigned to the Office for the Aging, may monitor agencies and programs providing authorized services;
8. May act as liaison to health care facilities and attend discharge planning meetings;
9. May participate in population based programs and services for health promotion and disease prevention;
10. May provide community education, and participate in community planning efforts and coalitions;
11. May participate in public health emergency activities as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Knowledge of current public health nursing practices;

Knowledge of the administrative organization of community facilities and of the community resources available;

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 supervise nursing personnel assigned to assist with this care;

Ability to communicate effectively both orally and in writing; ability to establish and maintain cooperative working relationships;

PUBLIC HEALTH NURSE (Cont'd)

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: (Cont'd)

Ability to accept and utilize guidance;
Ability to perform duties in accordance with ANA Code for Professional Nurses;
Personal characteristics necessary to perform the duties of the position;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from a regionally accredited or New York State recognized college or university with a Bachelor's degree in nursing.

SPECIAL REQUIREMENTS:

1. Possession of a New York State Registered Professional Nurse's license and current registration certificate at time of application.
2. Possession of a New York State Motor Vehicle Operator's License at time of application.

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