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| EXEMPT (Y/N): | No | JOB CODE: | CSC |
| DEPARTMENT: | Public Health | CLASSIFICATION: | 494 |
| SUPERVISOR: | Community Health Nurse Supervisor | SALARY RANGE: | 25 |
| UNION (Y/N): | Yes | LOCAL: | AFSCME 1442 |

GENERAL STATEMENT OF DUTIES: Plan, organize and deliver community health nursing programs within the Public Health Department. Facilitate Public Health Department's communicable disease identification, management, treatment and education efforts. Partner with Community Health Nurse Supervisor, peers, and community, regional and state service providers to ensure effective public health care delivery system for the County. Do related work as required

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Coordinate and implement community health nursing programs at Columbia County, including communicable disease prevention and control, and child health, prenatal, family planning, tuberculosis and HIV/AIDs services.

Assess individual and group health situations of assigned caseload. Provide a variety of nursing functions in a clinical and community setting. Provide in-home visits in compliance with professional, county and state standards.

Plan and facilitate work involved in prevention and control of communicable diseases. Administer immunizations for preventable communicable diseases to children and adults.

Serve as resource to general public and the medical community on immunization practices. Answer questions from providers about communicable disease requirements, control and prevention, disease transmission, and treatment.

Provide County-led communicable disease prevention and education activities, in collaboration with Communicable Disease Intervention Specialist.

Maintain complete and accurate records of each client in community health care programs.

Maintain current knowledge of resources within the healthcare and social service delivery systems available in the community. Collaborate with community health providers, partners and agencies to provide effective community health care delivery system.

Participate in local, regional and state public health meetings, at the direction of the Community Health Nurse Supervisor. Participate in Public Health Emergency Preparedness planning and coordination of exercises and real-time events, at the direction of the Community Nurse Supervisor.

Work with Community Health Nurse Supervisor to develop program policies or procedures, in support of the Health Officer's standing orders.

Attend department and interagency meetings related to assigned programs and services. Participate in team planning activities.

Follow all safety rules and procedures established for work areas. Comply with all policies and procedures.

SUPERVISION RECEIVED: Works under the general direction of the Community Health Nurse Supervisor, who assigns and reviews work, evaluates performance and sets direction and goals for the unit.

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 in nursing from an accredited college or university. At least three years of work experience as a Registered Nurse, two of which must have been in a community health nursing. Any satisfactory equivalent combination of experience and training which demonstrates the ability to perform the above-described duties may be acceptable.

SPECIAL LICENSES, CERTIFICATIONS: Current licensure in good standing as a registered nurse in the State of Oregon. Possession of a driver's license valid in the State of Oregon and an acceptable driving record.

KNOWLEDGE, SKILL AND ABILITY: Knowledge of the principles, practices and procedures of public health nursing; the methods and techniques of nursing; modern office procedures, methods and computer equipment; principles and procedures of record keeping and reporting; the American Nurses Association standards and policies; the principles of harm reduction; the theories and practices of public health administration; school exclusion requirements; public health laws and regulations, including communicable disease reporting requirements and laws related to prevention and control of communicable diseases.

Skill in the use and care of nursing and medical equipment. Skill in the operation of various software applications programs, including word processing, spreadsheets and electronic mail. Skill in using communicable disease control and prevention systems. Skills in organization and project management.

Ability to express ideas effectively, verbally and in writing. Ability to meet deadlines and work independently in cooperation with agency, community and industry representatives. Ability to maintain confidentiality of sensitive information. Ability to develop and maintain harmonious and effective working relationships with employees, other agencies, County officials and the public.

PHYSICAL DEMANDS: The physical demands described here are representative of those that

must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical demands while in the office are usually minimal, involving the movement of files, books, equipment, etc. seldom exceeding 20 pounds. Field activity and participation in program events or disaster response requires additional physical demands, such as walking and/or standing for long periods of time, bending, stooping, climbing, etc., as well as the need to occasionally lift and move objects up to 50 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Usually work in a general office environment. Position is potentially subject to call back due to emergency situations. Working hours may be extended and highly stressful during an emergency situation. The performance of field work may require walking over various terrain or other hazards and exposure to all weather conditions. Travel is necessary, requiring the operation of a motor vehicle, often to remote areas. The employee may be required to travel at night time or on weekends or in inclement weather to participate in meeting, program events or to respond to public health emergencies.