

PUBLIC HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision of a higher level nurse and in accordance with Public Health Law, incumbents of this class perform public health nursing activities which focus on population health through continuous surveillance and assessment of the multiple determinants of health with the intent to promote health and wellness, prevent disease, disability and premature death; and improve the overall quality of life for individuals, families and community groups. Incumbents may supervise professional or auxiliary nursing staff and/or serve as a team leader in providing nursing services. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Provides assessment, along with skilled nursing care, education and prescribed treatments to patients, families, communities and populations in their homes, in a clinic setting or in any offsite location ;

Serves as a team leader in the provision of nursing services in both onsite and offsite settings;

Assesses, coordinates and plans for the provision of services in collaboration with nutritionists, social workers, physical therapists, physicians, and other professional workers involved in individual and family health care;

Educates, supports and empowers patients, families, communities and populations, on strategies that create healthy environmental, social and economic conditions in which populations may thrive;

Identifies groups within the community who may benefit from a specific activity or service provided by the Westchester County Department of Health or Westchester County Department of Social Services (i.e. environmental services, nursing, handwashing, nutrition, lead, Home Care, Pediatric (Foster Care), etc.);

Acts as community resource for partners in public health including but not limited to neighborhood health centers, schools, detention centers, and shelters;

Counsels and guides individuals and families towards self-help in recognizing and resolving physical, emotional and environmental health problems;

Provides nursing services in clinics, neighborhood health centers, schools, detention centers, and shelters;

Teaches classes, addresses groups and participates in community planning related to nursing and health;

Conducts and participates in surveys and studies related to health needs and changes in the community health status;

EXAMPLES OF WORK (Illustrative Only) (cont'd):

Collects, interprets, recommends and reports targeted surveillance data related to population health for application in assigned programs (i.e. TB, Sexual Health, Immunization);

Compiles and presents complex data using computer applications such as Microsoft word, Excel, Outlook, Power Point, electronic medical record (M&M) NYSDOH HCS, Q-Mack, Health Commerce System, Uniform Assessment System (UAS), eMedNY, CureMD etc. to formulate reports and statistical information for evaluation and planning of the assigned programs;

May participate in the preparation and/or maintenance of Patient Examination Rooms, depending on work location, or as assigned;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

Accesses protected health information (PHI) in accordance with departmental assignments and guidelines defining levels of access (i.e. incidental vs. extensive).

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of current public health nursing practice; knowledge of the administrative organization of community facilities and the cultural components of the populations that they serve; skill in the application of current nursing procedures and techniques of patient care; ability to plan, assess and coordinate nursing care for individuals, families, communities and targeted populations; ability to communicate in a culturally competent, nonjudgmental, effective and professional manner; ability to establish and maintain productive, cooperative working relationships; ability to accept and incorporate changes and recommendations to support best practices; ability to perform duties in accordance with ANA Code for Professional Nurses; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; physical and mental health commensurate with the demands of this position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A Bachelor's Degree* in Nursing, possession of a valid license and current registration issued by the State of New York to practice as a Registered Nurse, and one year of professional nursing experience in a hospital or healthcare setting.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

1. A Public Health Nurse may not be appointed until satisfactory evidence of possession of the above requirements has been presented to, and approved by, the NYS Department of Health.

2. Possession of a valid license to operate a motor vehicle in the State of New York will be required at time of appointment and maintain same while in the title.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

NOTE: Employees are required to maintain valid licensure/certification as required by the minimum qualifications throughout employment in this title.