

**DEPARTMENT:** HEALTH  
**CLASSIFICATION:** COMPETITIVE  
**APPROVED:** DECEMBER 5, 2013

### **PUBLIC HEALTH NURSE**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for performing public health nursing activities in the assessment of health needs and development of plans of care for individuals, families and children to promote health and prevent disease. Public Health Nurses have the responsibility for initial implementation of nursing care plans, for the provision of nursing care and for the periodic re-evaluation of individual, family and children's nursing needs. General supervision is received from the Director of Nursing Services – Public Health, a Supervising Public Health Nurse or other public health administrator with leeway permitted for the exercise of independent judgment in carrying out the details of the work. Does related work as required.

#### **TYPICAL WORK ACTIVITIES:**

1. Provides skilled nursing care and prescribed treatments to patients in their homes and clinics and demonstrates nursing care to patients and families;
2. Provides preventive health care clinics and seminars providing information, including but not limited to breast health, diabetes, lead poisoning and other relative diseases;
3. Provides for the continuity of patient care by promoting referral of hospital and clinic patients to appropriate community agencies;
4. Coordinates public health programs which involves acting as a liaison between New York State Department of Health (NYSDOH) representatives and local staff, communicating with medical offices as it relates to specific programs, and maintaining vaccine inventory control;
5. Counsels and guides individuals and families towards self-help in recognition and solution of physical, emotional and environmental health problem;
6. Provides nursing services in clinics and consultation with schools;
7. Teaches classes, addresses groups, and participates in community planning related to nursing and health;
8. Participates in the conduct of surveys and studies related to health matters;
9. Compiles and uses records, reports and statistical information for evaluation and planning of the assigned programs;
10. May set up and dismantle health clinics of supplies and equipment;
11. May make home visits to provide nursing services to individuals, families and children;
12. Participates in planning and training for community emergencies and disaster preparedness;
13. Maintains necessary records and reports.

#### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of modern public health nursing and clinical practices; good knowledge of medical/nursing terminology and equipment; good knowledge of epidemiology and the epidemiological approach to health; working knowledge of the organization of community service agencies and facilities; skill in the application of current nursing procedures and techniques of patient care; basic computer skills; ability to plan and coordinate nursing care for individuals, families and groups and oversee health care personnel assigned to assist with this care; ability to exercise sound judgment, use initiative and be resourceful; ability to communicate effectively both orally and in writing; ability to establish and maintain effective working relationships with others; ability to organize and maintain accurate records and files; ability to understand and empathize with the needs and concerns of others; physical condition commensurate with the demands of the position.

#### **MINIMUM QUALIFICATIONS:**

Graduation from a regionally accredited or New York State registered college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree in nursing.

#### **SPECIAL REQUIREMENTS:**

- 1) License and current registration to practice as a Registered Professional Nurse in New York State.
- 2) Possession of a valid New York State Driver's license or otherwise demonstrate their ability to meet the transportation needs of the job.