

BERRIEN COUNTY
JOB DESCRIPTION

TITLE: Public Health Nurse

CODE: 8242

DEPARTMENT: Health

GENERAL SUMMARY

Under general supervision, provides public health nursing services in a professional manner using nursing assessment, diagnosis, outcomes identification, planning, assurance and evaluation framework, and performs related tasks as required.

TYPICAL DUTIES:

1. Promotes the health of individuals, families, and the community through education, counseling, and appropriate preventive, therapeutic and rehabilitative measures.
2. Provides nursing service in homes and clinics including services such as immunization of children and adults; communicable disease control; childhood lead poisoning; adolescent school services; case management of children with special needs; women, infants and children; nutrition education, and family planning services.
3. Participates in the determination of priorities for nursing service according to identified community needs and the kind and amount of available nursing service.
4. Maintains communication with professional and lay members of the community and with other social service agencies regarding public health services.
5. Provides supportive care by listening, managing client interactions and making referrals to appropriate agencies and organizations.
6. Documents client interaction, activities, phone calls and follow up.
7. Participates in activities to promote professional advancement through conferences, workshops and professional readings.
8. Performs a variety of assessments and uses problem solving techniques to determine a client's level of health risk.
9. Provides and maintains a confidential environment.
10. Performs related tasks as required.

TITLE: Public Health Nurse (continued)

MINIMUM QUALIFICATIONS:

Education: Bachelors degree in nursing and registration as a Nurse in the State of Michigan.

Experience: None.

OR

Education: Registration as a Nurse in the State of Michigan.

Experience: An accumulated total of two years paid, full-time experience in a hospital, clinic or the military services which includes an accumulated total of one year paid full-time experience in community or public health field nursing.

SPECIAL REQUIREMENTS:

Possession of a valid vehicle operator's license and a vehicle is required.

In times of a public health emergency, may be required to report for specialized assigned duties inside or outside of Berrien County.

DESIRED QUALIFICATIONS:

1. Thorough knowledge of nursing theory and skills
2. Reasonable knowledge of the scope of state and local public health programs
3. Reasonable knowledge of the practices of public health nursing and of applicable public health laws and ordinances
4. Reasonable knowledge of the epidemiology of communicable diseases and the ability to conduct epidemiological investigations
5. Reasonable knowledge of growth and development and the ability to recognize deviations from the norm
6. Reasonable knowledge of medical/clinical protocols and procedures
7. Ability to interpret and explain public health laws and regulations
8. Ability to utilize problem-solving techniques in planning for and providing skilled nursing services
9. Ability to establish and maintain effective working relations with consumers, co-workers, other professionals, community agencies and the general public

This description is intended to describe the type and level of work being performed by a person assigned to this job. It is not an exhaustive list of all duties and responsibilities required by a person so classified.

Endorsed by the Berrien County Board of Health, November 3, 2004; Approved by the Berrien County Board of Commissioners Personnel and Human Services Committee, November 18, 2004
Effective Date: November 18, 2004

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