

GENESEE COUNTY
Human Resources
15 Main Street, County Building I
Batavia, NY 14020
585-344-2550 Ext. 2221

JOB OPENING NOTICE

Posting Date: September 19, 2018

JOB TITLE: Community Health Nurse
LOCATION: Genesee County Health Department
RATE OF PAY: \$25.19/hour

Full-time, with benefits.

Provisional appointment pending Civil Services examination.

APPLY DIRECTLY TO: **Karen Smykowski**
 Genesee County Health Department
 3837 W. Main St.
 Batavia, NY 14020
 585-344-2550 Ext. 5501

GENESEE COUNTY

COMMUNITY HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS: The work involves performing community health nursing duties in a certified Home Health Agency, Public Health Department, and/or Departmental Health or Preventive Programs. Duties include assessment of health care needs of individual and families, the development of plans of care, and intervention relative to assessed needs and care plans. A Community Health Nurse is also responsible for the re-evaluation of the health care needs of individuals and families, and assessment of the effectiveness of the plans of care. In addition to those duties performed by a Registered Professional Nurse, the Community Health Nurse is also in charge of clinics and the conduct of communicable disease investigation and control. All the duties are under the direct supervision of the Supervising Community Health Nurse or Director of Patient Services. Does related work as required.

TYPICAL WORK ACTIVITIES:

Gives direct nursing care and physician-prescribed treatments to patients in their homes or at clinics;

Performs communicable disease investigation and control activities;

Directs various clinics as scheduled;

Demonstrates nursing care to patients and family members;

Participates in programs designed to promote and secure well-being of the public;

Provides training and supervision for ancillary workers;

Coordinates plans for service with physicians and other professionals who are providing individual and family health care;

Provides rehabilitative/restorative care services, preventive care services, and supportive care services to terminally ill persons, as well as to those with non-terminal, acute and chronic or handicapping conditions;

Counsels and guides individuals and families in recognizing and attempting to resolve or ameliorate physical, emotional and environmental problems;

Participates in discharge and planning;

Provides for continuity of patient care by referring patients and families to appropriate agencies or community workers;

Prepares and documents written clinical progress notes, service reports, renewal of orders requests and other pertinent reports on a timely basis;

May provide nursing services in clinics and schools;

May lead a team providing nursing care to a group of patients or families and be responsible for evaluating the effectiveness of team activities;

May be assigned to coordinate a specific health or preventive program offered by the department;

CONTINUED.....

COMMUNITY HEALTH NURSE

Page 2

TYPICAL WORK ACTIVITIES, Cont'd:

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

Participates in surveys and studies related to nursing and health care;

Compiles statistical information, maintains records and prepared reports for use in evaluating health care needs, planning health care programs, and evaluating effectiveness of existent health care programs.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND/OR PERSONAL CHARACTERISTICS:

Thorough knowledge of current community health nursing practice; working knowledge of the administrative organization of community facilities; 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 to supervise nursing personnel assigned to assist with their care; ability to function independently, without close and continuous supervision; ability to communicate effectively; ability to establish and maintain cooperative working relationships with others; ability to carry out duties in conformance with ANA Code for Professional Nurses; ability to recognize and respect legal aspects of nursing service and care; tact and courtesy; integrity; good judgment.

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.

While performing the duties of this job, the employee is frequently required to sit, use hands to finger, handle or feel objects, tools, or controls; and reach with hands and arms. The employee is required to walk, talk and hear.

The employee must occasionally lift and/or move up to 75 pounds and position patients as needed. Specific vision abilities required by this job include close vision and the ability to adjust focus.

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

CONTINUED.....

COMMUNITY HEALTH NURSE

Page 3

accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an appropriate equivalency diploma recognized by NYS Department of Education, **AND:**

Possession of a Bachelor's Degree in Nursing from a regionally accredited or New York State registered four year college or university.

SPECIAL REQUIREMENT FOR APPOINTMENT AND CONTINUED EMPLOYMENT:

Possession of a valid Registered Professional Nurse license and possession of a valid NYS Drivers license.

Competitive Class

Non-Competitive (PT)

Revised 7/15/79

4/8/80

4/5/82

8/26/82

10/4/84

6/27/85

7/29/98