

Position Title:	Public Health Nurse				
Working Title:	Public Health Nurse				
Agency Unit:				Reports to:	Deputy Director of Clinical Services
Employment Status:	Full-Time & Permanent Seasonal Part-Time	Pay Grade:	LPN \$18.96 - \$26.17 RN \$25.00 - \$37.02	FLSA Status:	Non-exempt Hourly

Position Summary: All positions of PPHD will work to support the PPHD mission of "Working together to improve the health, safety, and quality of life for all who live, learn, work and play in the Panhandle." This position will support the implementation of PPHD strategic plan objectives through collaboration with partners and the community, a commitment to Community Health Improvement, dedication to implementing evidence-based practices, and implementation of the standards and measures of PHAB accreditation.

The Public Health Nurse works closely with partners, businesses and employers, and communities to increase immunization rates, health screening access, disease investigation, and infection control through a variety of approaches by providing evidence-based strategies for the promotion of safety, health, and well-being.

Essential Duties: Under the general supervision of the Deputy Director of Clinical Services and/or as part of various workgroups and teams, the Public Health Nurse performs the following essential functions within the framework of Panhandle Public Health District's provision of the core functions and essential services of public health:

- Collaborate on the implementation of the district's immunization program.
- Work closely with community vaccine providers, partners, businesses, and employers to coordinate onsite and community vaccination events.
- Monitor area immunization rates and work to increase rates through innovative, evidence-based public health strategies and partnerships.
- Knowledgeable in area community health services and referral mechanisms.
- Provide onsite biometric health screenings for area businesses and employers.
- Conduct fit testing for area nursing home, assisted living, and health facilities.
- Provide technical assistance and education on infection control practices for area long-term care facilities, healthcare, worksites, and schools as requested.
- Work closely with the Organizational Wellness Coordinator to guide area businesses and employers on the most current health, safety, injury, and illness prevention practices to ensure a healthy and safe workforce.
- Provide expertise on the Panhandle Community Health Improvement Plan and maintain progress reporting to share immunization rates, health screening access, and occupational injury and illness rates.
- Perform patient assessments, record vitals, and update patient records.
- Targeted outreach to minority communities.
- Conduct Sexually Transmitted Infection (STI) case investigations & community education.
- Conduct disease investigation for reportable diseases.
- Comply with all reporting requirements.
- Actively participate in Performance Management and Quality Improvement activities.
- Participates in PPHD and community emergency response training and drills in support of public health emergency and disaster preparedness.
- Contribute to and participate in the implementation of the strategic plan as assigned.
- Contribute to development of programs goals and objectives.

- Assumes responsibility for own professional growth and development by pursuing education, participating in professional committees and work groups and contributing to a work environment where continual improvements in practice are pursued.
- Performs other duties as assigned.
- Compliance with all PPHD personnel policies and procedures
- Follow and adhere to all HIPAA and PPHD confidentiality and privacy policies and practices.

Behavior Expectations: Treats other with courtesy and respect in all interactions and abides by PPHD’s Guiding Principles.

Minimum Qualifications: RN preferred, LPN accepted. Associates or Bachelor of Science in Nursing.

Valid driver’s license, current certificate of vehicle insurance, and access to reliable transportation to all assigned work locations.

Knowledge, Skills and Abilities: This position will require the following knowledge, skills, and abilities:

- Apply the principles, practices and theories of public health assessment and planning to health promotion, policy development, and health improvement.
- Communicate effectively and work collaboratively with individuals and groups from a wide variety of backgrounds, interests and experiences.
- An energetic self-starter who is able to function comfortably in a team environment and independently and relates well to the public.
- Excellent written, oral, and interpersonal communication skills.
- Delivery of services and education in a culturally sensitive manner.
- Effective presentation of data to address scientific, political, ethical, and social public health issues.
- Flexibility and the ability to manage time and multiple tasks with little supervision.
- The core functions and essential services of public health
- Program planning, implementation, and evaluation.
- National public health accreditation standards.
- Demonstrate ability to facilitate processes with diverse groups.
- Ability to use databases and spreadsheets, Outlook, internet searches.
- Understanding of public health competencies and how they relate to the work.
- Computer Skills.

Work Environment: General office setting in the PPHD office sites, as well as community sites. Equipment used to perform functions is computer, fax, copier, personal or PPHD vehicle, and public health equipment and supplies. This job may encompass light lifting, standing, walking, being seated for periods of time, possible overtime, driving, some overnight travel, and infrequently working nights and weekends.

Approvals

Name **Date**

Name **Date**

Name **Date**

