PUBLIC HEALTH NURSE I/II

DEPARTMENT: Public Health & Community Services

SALARY RANGE:  
- PHN I: $26.04 – 27.90 per hour, 40 hours per week  
- PHN II: $27.90 – 29.90 per hour, 40 hours per week

POSTING DATES: June 25, 2014 - Open Until Filled

THE POSITION:
This position requires Spanish Bilingual/Bicultural. This position provides Public Health Communicable Disease Nursing services – primarily working in our Tuberculosis clinic – TB testing, evaluation and treatment – and may also include immunizations, disease investigation, education and reporting; Hepatitis testing, vaccination and education; and STD knowledge, education, reporting and treatment. It provides a wide range of education, prevention, early identification, treatment and health promotion activities.

ESSENTIAL RESPONSIBILITIES:
- Provides TB testing, evaluation, chest x-rays, blood draws, sputum collection and treatment as appropriate.
- Provides immunization services – evaluates client’s current immunization status, advises clients regarding benefits and risks of vaccines, obtains consent and administers vaccines appropriately for all ages.
- Provides comprehensive public health communicable disease clinical nursing services involving assessment, treatment, reporting and evaluation of clients with a variety of illnesses.
- Provides communicable disease epidemiological investigation, reporting, prevention, education, guidance and counseling regarding disease spread.
- Manages and/or leads outbreak investigations in cooperation with local practitioners, Environmental Public Health Division, local and state laboratories and other State offices.
- Offers and Immunizes State grant vaccines for low income, underinsured, uninsured adults when appropriate.
- Assists practitioner in STD education, treatment and reporting.
- Maintains complete and accurate CD data and submits CD/STD reports to the State via PHIMS in a timely manner.
- Provides services to maintain the safety of the community by controlling and/or reducing exposure of individuals, families and communities to communicable disease conditions, or factors that may cause disease, disability, injury or death.
- Provides Perinatal Hepatitis B care coordination of infants, follows-up on treatment, and reports to DOH as necessary.
- Provides pregnancy testing, family planning services, and education as directed by practitioner at Teen Clinics and in the Health Department.
- Coordinates flu sentinel surveillance for the County if necessary.
- Acts as a liaison, serves as a resource person, and provides information about public health services available to individuals, groups, agencies and other professional disciplines.
- Represents Skagit County Department of Public Health and Community Services at various state and local partnership meetings.
- Participates as a team member with nurses, physicians, nurse practitioners and personnel.
- Participates in team staff meetings, in-service education, and conferences as required for continuing education.
- Performs other clinic duties as assigned.

MINIMUM REQUIREMENTS:
- Bachelor of Science degree in Nursing from an accredited school of nursing
- Valid Washington State Registered Nurse license
- Valid Washington State Driver's License
- Spanish, bilingual required.
- Washington State Patrol background check

APPLICATION PROCEDURE:
Cover letter and resumes are accepted but must be accompanied by a completed Skagit County application and received by the closing date. Submit applications to: Skagit County Human Resources Department, 1800 Continental Place, Suite 200, Mount Vernon, WA 98273. Applications and job announcements are also available at our web site: www.skagitcounty.net

SELECTION PROCESS:
Following a review of the applications and resumes, the highest qualified applicants will be interviewed and may be tested. After a selection is made, all applicants not selected will be notified in writing. Skagit County reserves the right to fill any other Public Health Nurse I/II position which may open within the Skagit County Public Health and Community Services Department for a period of six months following the closing this position using applications received for this position.
Position Title: Public Health Nurse – Communicable Disease
Department: Public Health & Community Services
Report To: Communicable Disease Nursing Manager
Occupation Code: Class Code: 1715 (PHN I) ; 1720 (PHN II)
Salary Range: 26 (PHN I) ; 27 (PHN II)

Summary
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Distinction between Public Health Nurse I and II
PHN I: This is the entry level range for Public Health Nurses with no Communicable Disease experience. Advancement to the PHN II level generally occurs after two years of experience as a Public Health Nurse, and is based upon demonstrated adequate performance, satisfactory evaluations, supervisor and director recommendations, and adequate budget.

PHN II:
Employees within this range are distinguished from the PHN I by the performance of the full range of duties as assigned. The PHN II has a full working knowledge of public health nursing communicable disease principles and can apply them with considerable independent judgment and action. They should be able to administer to community health needs in complex and sometimes difficult and/or emergent situations, according to the recommended guidelines. They may be assigned program coordination or other leadership roles. They work independently, are fully aware of the operating procedures and policies of the workplace, and need only occasional instruction or assistance. Positions in this range are normally filled by advancement from the PHN I range; or when filled from the outside, by prior Communicable Disease experience.

Essential Functions
- Provides TB testing, evaluation, chest x-rays, blood draws, sputum collection and treatment as appropriate.
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- Provides comprehensive public health communicable disease clinical nursing services involving assessment, treatment, reporting and evaluation of clients with a variety of illnesses.
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- Offers and Immunizes State grant vaccines for low income, underinsured, uninsured adults when appropriate.
- Assists practitioner in STD education, treatment and reporting.
- Maintains complete and accurate CD data and submits CD/STD reports to the State via PHIMS in a timely manner.
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- Represents Skagit County Department of Public Health and Community Services at various state and local partnership meetings.
- Participates as a team member with nurses, physicians, nurse practitioners and personnel.
- Participates in team staff meetings, in-service education, and conferences as required for continuing education.
- Performs other clinic duties as assigned.
Skills, Knowledge, and Abilities

Skills:
• Confident self-starter who is goal oriented
• Works independently
• Is organized
• Has injection/treatment skills

Knowledge of:
• Principles and practices of all communicable diseases
• Immunizations and schedules
• Family Planning methods
• Environmental, sociological, and cultural factors which influence individual and community health
• Infant through adult health care to prevent the spread of communicable disease
• Community resources available

Ability to:
• Interview, obtain history, counsel and assess clients
• Exercise independent good judgment
• Plan, organize, and carry out communicable disease clinical public health nursing activities
• Analyze situations accurately and take effective action
• Communicate effectively both orally and in writing, using tact and diplomacy
• Establish and maintain cooperative relationships with a diverse population of clients,
• Work with minimal supervision
• Use the computer and fax machines

Education and Experience
Bachelor of Science degree in Nursing from an accredited school of nursing
Valid Washington State Registered Nurse license
Valid Washington State Driver's License
Spanish, bilingual required.

Working Conditions
Work is performed primarily in the clinic setting such as office, school, clinic, senior center and/or hospital or triage center, utilizing vehicles, telephones, fax and other standard office equipment, including a personal computer. This position may entail exposure to poor driving conditions, communicable diseases, and other unpredictable situations.

Physical Requirements
Adequate eye-hand coordination
Ability to lift and carry up to 40 pounds
Sufficient hearing and speech ability to communicate orally
Ability to utilize a computer

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the work load.