



**UMATILLA COUNTY
POSITION DESCRIPTION**



Department: *Public Health*
Position Title: *Public Health Nurse*

Employee Name: _____

Effective Date: _____

Job Series: Nurse Family Partnership – Home Visit **Salary Range:** 25/26
Union Covered: Yes **BOLI Exempt:** Yes

GENERAL DESCRIPTION OF POSITION

Work to protect and improve the health of Umatilla County residents through prevention, education and the provision of home visiting services. Provide home visiting services in accordance with the Nurse Family Partnership program, Maternity Case Management (MCM) program, and other home visiting programs as assigned. Nurse home visitors are responsible for maintaining the highest standards in clinical nursing practice and adherence to policies, procedures, guidelines and standards of UCo Health.

SUPERVISORY RELATIONSHIPS

Works under the direct supervision and assignment of the Nursing Supervisor and/or indirectly under the supervision of the Public Health Deputy Director. Supervision of employees is not a responsibility of this position, but may direct and oversee the work of other team members, students and volunteers. All Public Health nurses are part of the Health Department team.

PRINCIPAL DUTIES OF POSITION

- Provides home visits to women and their families eligible for the NFP Program, MCM Program and other home visit programs as indicated. (EE)
- Adheres to nursing process and the NFP model of home visitation. (EE)
- Carries a case load of 25 clients. (EE)
- Supports policies, procedures, guidelines and standards of UCo Health. (EE)
- As requested/required, participates in community coalition in support of UCo Health home visit programs. (EE)
- As requested/required, promotes public awareness of all UCo Health home visit programs. (EE)
- Develops and maintains community relationships to support client referrals. (EE)
- Completes all required NFP education. (EE)
- Develops therapeutic relationships, utilize concepts of reflection and motivational interviewing with women and their families in a home visiting environment. (EE)
- Performs home visiting in accordance with appropriate model and guidelines. (EE)

- Follows nursing process in implementing home visit models (including NFP) into nursing practice. (EE)
- Assesses physical, emotional, social and environmental needs of women and their families. (EE)
- Assists women and their families in establishing goals and outcomes. (EE)
- Provides education, support and referral resources in assisting women and their families in attaining their targeted goals. (EE)
- Consults and collaborates with other professionals involved in providing services to women and families. (EE)
- Formulates nursing diagnoses based on nursing assessment and client goals. (EE)
- Evaluates client progress toward stated goals and UCo Health outcomes. (EE)
- Plans home visits in accordance with client goals and NFP outcomes. (EE)
- Actively engages in professional development to meet all NFP Nurse Home Visitor competency requirements. (EE)
- Meets with Nursing Supervisor weekly for clinical supervision. (EE)
- Utilizes reflective practice in supervisory sessions. (EE)
- Schedules joint home visits with MCH Program Manager on as needed basis, but at a minimum of quarterly. (EE)
- Attends and participates in case conferences and staff meetings. (EE)
- Provides information to support staff for timely and accurate data input to home visiting data programs. (EE)
- Participates in review and analysis of the data reports for achievements and areas for improvement. (EE)
- Participates in quality improvement efforts. (EE)
- Maintains confidentiality. (EE)
- Documents appropriately. (EE)
- Assist with orientation of new staff. (EE)
- Public speaking at community/school meetings regarding public health issues. (EE)
- Establish and maintain positive, professional, respectful and productive working relationships with supervisor, other employees, and customers/clients. (EE)
- Understands, supports, and coaches others in the NFP vision, mission and model. (EE)
- Represents the UCo Health vision and mission in actions and verbally to both internal and external customers and colleagues. (EE)
- Elicits and considers differing viewpoints when analyzing issues. (EE)
- Maintains clear, effective, open, honest communication with both internal and external customers and colleagues. (EE)
- Creates, maintains and supports a safe environment for open discussion. (EE)
- Seeks and responds appropriately to feedback. (EE)
- Other duties, as assigned. (EE)

REQUIREMENTS FOR POSITION

- Public Health Nurse:
 - PHN II: Graduation with a BSN from an accredited school of professional nursing, or ADN and four (4) years nursing experience or combination of education and experience.

- PHN III: Graduation with a BSN from an accredited school of professional nursing and four (4) years of public health experience or combination of education and experience, or BSN with Master's Degree in a related field; or ADN and eight years (8) years public health experience or combination of education and experience.
- PHN IV: Graduation with a BSN from an accredited school of professional nursing and four (6) years of public health experience or combination of education and experience, or BSN with Master's Degree and 2 years of experience in a related field, or ADN and fifteen (15) years public health experience or combination of education and experience.
- Hold a current Oregon Registered Nurse license; valid Oregon driver's license with a satisfactory driving record.
- Bilingual (Spanish) desired.
- Ability to work with minimal supervision, ability to work with clients of varying ages, gender, race, ethnicity, religious and social backgrounds.
- Experience working with children and youth preferred.
- Must be able to work a flexible schedule, including some evenings and weekends.
- Work site location assignments will be based on community need and is subject to change. Your work week may require you to report to different Umatilla County Public Health locations during the week. Travel to and from your home to work site is not work time and is at your expense.

Signature/Date