

SUPERVISING COMMUNITY HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for the provision of nursing services and supervision of nursing practice to assure safe, effective and efficient comprehensive nursing care in homes, clinics, schools and other community facilities. An employee in this class may supervise a public health nursing program in an assigned functional area under the general supervision of the Public Health Director or the Director of Patient Services. Supervision is exercised over the work of assigned public health professional or auxiliary nursing staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only) Assists in planning, implementing, coordinating and evaluating the nursing program within the agency; Supervises nursing practice to ensure a high quality of professional service and maintenance of agency standards; Assists in planning and conducting educational programs for nursing staff; Assists in maintaining the proper utilization of the services of nursing staff; Participates in surveys, studies and research in the field of public health; Carries out the duties of a Community Health Nurse as required; Assists faculty with the implementation of student programs; Reviews and compiles appropriate records and reports; Assumes overall responsibility for the supervision of the certified home health agency as directed by, or in the absence of, the Director of Patient Services; In the absence of both the Public Health Director and Director of Patient Services, may assume responsibility for the overall supervision of the agency.

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of current nursing practice and supervision; Thorough knowledge of the epidemiological approach to the prevention and control of disease; Working knowledge of the administrative organization of community facilities; Skill in the application of nursing procedures and techniques of patient care; Ability to plan and supervise the work of others; Ability to establish and maintain cooperative working relationships; Ability to communicate effectively; Ability to accept and utilize guidance; Ability to perform duties in accordance with ANA Code for Professional Nurses; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Licensure and current registration to practice as a Registered Professional Nurse in New York State, and either

- A. Masters Degree in Nursing and one year experience as a Registered Nurse in public health/home care; Or
- B. Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in nursing and two years experience as a registered nurse in public health/home care; Or
- C. 30 credit hours towards a bachelor's degree in Business Management/Economics, Behavioral Sciences, Health and Human Services or related field and four years of experience as a registered nurse in public health/home care which shall include six credit hours, or the equivalent, of education/training in public health and principles of management; OR
- D. 30 credit hours towards bachelor's degree in nursing and four years experience as a registered nurse in public health/home care which shall include six credit hours, or the equivalent, of education/training in public health and principles of management.

Adopted 3/22/00

Revised 4/10/00, 4/5/02, 4/24/02, 12/31/02