

## SUPERVISING PUBLIC 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 settings. An employee in this class may supervise a public health nursing program in an assigned functional or geographic area under the general supervision of the Director of Patient Services. Supervision is exercised over the work of assigned public health professional or paraprofessional staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only) Supervises nursing practice to ensure a high quality of professional service and maintenance of agency standards; Provides oversight for planning, implementing, coordinating and evaluating the agency programs; Provides oversight for planning and conducting educational programs. Maintains 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 Public 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 one or more program areas as directed by the Director of Public Health or the Director of Patient Services.

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; Thorough knowledge of the administrative organization of community agencies; Good knowledge 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; Acceptable physical and mental health to carry out the responsibilities of the position.

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

- A. Graduation from a regionally accredited or New York State registered four-year college or university with a baccalaureate degree in nursing, and
- B. Three years experience as a Public Health Nurse; or
- C. Master's degree in nursing and two years professional experience in health care one year must have been as a Public Health Nurse.
- D. An equivalent combination of training and experience as indicated in (A), (B), or (C) above.

NOTE: A valid New York State driver's license is required at time of appointment and maintained during employment.

Adopted 3/13/00

Revised 1/16/09; 1/21/15