

COMMUNITY HEALTH NURSE I

NATURE AND VARIETY OF WORK

This is entry level professional staff work performed to address the health care needs of target populations (e.g. infants, youth, adults, seniors) using the nursing process of assessment, planning, implementation, and evaluation. Incumbents provide a variety of professional nursing and health care services to a diverse range of clients, patients, families, and groups from diverse cultural backgrounds. Direct nursing care provided by incumbents is designed to promote health and wellness and prevent disease and disability.

Incumbents experience frequent contacts with nursing, medical, and social services personnel in order to coordinate and provide comprehensive nursing services to the public. Work assignments are performed in a variety of community settings (e.g., home, clinics, schools, office) and may expose the employee to infectious/ contagious diseases. Work assignments are performed within the framework of established nursing care standards and departmental policies and procedures. Work is performed under the close supervision of higher level nursing personnel and is evaluated through observation, record review, and employee/ management conferences.

Upon the satisfactory completion of a one (1) year probationary period, entry level incumbents may be non-competitively promoted to the II full performance level at management's discretion.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Performs entry level professional nursing services in order to address the health care needs of target populations (e.g., infants, youth, adults, seniors).

Assesses the health care needs/requirements of target populations (e.g., infants, youth, adults, seniors).

Develops comprehensive nursing care plans for clients/patients.

Implements/adjusts comprehensive nursing care plans for clients/patients.

Evaluates the status/condition/progress of the patient and takes appropriate action.

Counsels patients from target populations about health care needs.

Makes visits to clients/patients in their homes or other settings.

Administers oral medications and/or gives injections to patients.

Assesses patients prior to administration of medication.

Monitors patient reaction/side effects after administering medication and takes appropriate action.

Participates in meetings/workshops/training sessions/ conferences.

Maintains accurate, complete, and retrievable charts/records/ data/statistics/logs/files in order to document health care services provided.

Administers appropriate screening test(s) (e.g., vital signs Denvers, Milani, hearing, vision, etc.).

Conducts tests on specimens.

Makes entries on a variety of documents (e.g., charts, logs).

Coordinates the provision of nursing/medical services for clients/patients with other agencies and health care providers.

Provides information to callers/clients/patients/medical personnel in order to (1) respond to phone calls and/or (2) to refer them to the appropriate party/agency.

Accesses automated/manual nursing/medical records in order to (1) review/verify the file (2) update information and/or (3) print out records.

Instructs individuals/groups (e.g., patients, families, teachers, etc.) and other personnel by teaching/demonstrating nursing/medical care procedures and/or health care concepts.

Consults health care providers and other personnel/agencies in order to discuss/share information/opinions and coordinate services.

Writes narrative reports in order to communicate ideas/ information to services personnel/agencies/management using analytical and written communicative skills.

Performs direct nursing care procedures (non-emergency) (e.g., catheterization, ostomy care, tracheostomy care, suctioning, etc.) on clients/patients.

Performs emergency procedures (e.g., first aide, CPR, etc.) on patients.

KNOWLEDGES, SKILLS AND ABILITIES AND OTHER CHARACTERISTICS

Knowledge of the principles, practices and procedures required to provide nursing care to target populations.

Knowledge of human growth and development process throughout the human life cycle.

Knowledge of selected pharmaceuticals, their desired results, side effects, and potential complications.

Knowledge of data collection methods.

Skill in operating nursing and medical equipment (e.g., blood pressure apparatus, stethoscope, etc.).

Skill in performing technical nursing procedures (e.g., injections, catheterization, ostomy care, etc.).

Ability to provide emergency treatment for life-threatening situations (e.g., shock, cardiac arrest, hemorrhage).

Ability to provide health counseling to target populations and/or their families.

Ability to communicate effectively, both orally and in writing.

Ability to prepare and maintain client records.

MINIMUM QUALIFICATIONS

Graduation from an accredited school, college, university or an equivalent program with a Bachelor's Degree in Nursing or a related health field or an equivalent combination of education and experience.

CONDITIONS OF EMPLOYMENT

Possession of a valid license to practice as a Registered Nurse in the State of Maryland issued by the Maryland State Board of Nursing at the time of appointment.

Possession of a valid license to operate a motor vehicle when required for the performance of job-related duties at time of appointment.

Possession of a valid cardiopulmonary resuscitation (CPR) certification at time of appointment.

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