



CITY OF LONG BEACH CLASSIFICATION SPECIFICATION

TITLE: PUBLIC HEALTH NURSE I-III

DEFINITION: Under supervision, promotes health and wellness through education, referral, advocacy, primary care, case management, coordination of services, and case-findings.

DISTINGUISHING CHARACTERISTICS:

Grade Level I - Entry Level

Grade Level II- Performs journey-level professional work.

Grade Level III - In addition to duties of PHN II, performs the more difficult duties of the classification, which includes mentoring new staff, nursing and/or medical students, and volunteers. Acts as lead PHN. Three years of experience as a Registered Nurse in a Public Health setting. May substitute 1 year of experience with a Master's Degree in Nursing (MSN) or a Master's Degree in Public Health (MPH) with a community health focus.

EXAMPLES OF DUTIES:

- Provides public health nursing services in a variety of settings e.g. homes, clinics, programs and the community.
- Recognizes multicultural practices and beliefs, and their impacts on health behaviors.
- Identifies/evaluates medical, psychosocial and socio-economic barriers – both systems and individual – to optimal health and well-being and takes the appropriate steps to mitigate their impact.
- Coordinates Nursing Division grant funded programs including development of budgets, identification of goals, objectives and scopes of work, and program implementation and evaluation.
- Identifies, collects and analyzes health data about communities, population groups-at-risk, families, and individuals.
- Develops a system for maintaining current knowledge of community trends in order to anticipate and plan for the changing health needs of the community, populations at risk, families, and individuals.
- Represents the Nursing Division and the Long Beach Department of Health and Human Services as a leader or participant on community advisory boards, task forces and committees to provide assurance in meeting the health needs of the people of Long Beach.



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- Develops and conducts educational and outreach programs for community and professional groups based on assessed need.
- Functions as case manager/case coordinator utilizing a multi-disciplinary approach to ensure improved health status and an evolving continuum of care for populations at risk, families, and individuals.
- Establishes and evaluates nursing plans of care based on identified client needs, strengths and availability of resources.
- Counsels, educates and serves as a advocate for populations at risk, families, and individuals emphasizing prevention, anticipatory guidance, mutual goal establishment, compliance and follow-up, and the development of feedback systems between clients, families and all involved professionals. .
- Makes appropriate linkages to community resources to meet the identified needs of clients.
- Provides individual, family, and community level crisis intervention/management and appropriate reporting as mandated by law in cases of child/elder abuse, domestic violence, lack of access to mental health care, homelessness, communicable disease outbreak, bioterrorism and general disaster services.
- Conducts epidemiological investigations of communicable diseases and provides coordination between the Public Health Laboratory, other Public Health programs, private physicians, employers and other affected individuals and groups.
- Obtains medical histories, conducts physical assessments, administers prescribed treatment, dispenses medications, performs diagnostic tests and specimen collection, reviews and interprets laboratory findings, and follows up in accordance with standardized procedures and protocols.
- Interprets applicable rules and program requirements to individuals and groups as they relate to area of assignment and responsibility.
- Acquires and maintains updated knowledge of federal, state and local health laws, regulations, policies, procedures and protocols as they relate to area of assignment and responsibility.
- Responds to and researches inquiries from clients, members of the public and other public and private social service and health care providers to explain program services.
- Participates in professional development activities that increase public health nursing knowledge.
- Participates in the development, revision and implementation of nursing protocols, policies and standardized procedures.
- Performs in a leadership role to orient and train new Nursing Division staff, other employees, student nurses, medical residents and volunteers.
- Delegate assignments to other professionals and para-professional staff members to ensure effective and efficient operation.
- May assume supervisory roles, and on those occasions will be responsible for providing direction to staff.



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- May serve on Nursing Division or Department committees.
- Completes other duties as assigned.

MINIMUM REQUIREMENTS:

Bachelors Degree in Nursing or a related field and completion of a specialized Public Health Nursing Program

Valid license as a Registered Nurse for the State of California

Public Health Nurse Certificate issued by the State of California

Valid California motor vehicle operator license

Current cardiopulmonary Resuscitation (CPR) certificate

HISTORY:

- Established: 12/24/73
- Grade levels I/II/III added 11/20/06
- Approval/Adoption Dates: 11/20/06 – Human Resources
01/17/07 – Civil Service