

**Caswell County Health Department
Invites applications for the position of:**

Public Health Nurse II

SALARY: \$47,376 with 4% increase after 9-month probationary period

OPENING DATE: 12/13/2021

CLOSING DATE: Open until filled

DESCRIPTION:

The Caswell County Health Department has an opening for a Public Health Nurse II. This employee will work in the Health Services Unit, serving as the Nurse Assessor for Community Alternatives Program (CAP). This includes performing comprehensive assessments to identify medical, functional, and psycho-social needs on all interested individuals wishing to participate in the CAP/DA waiver (initially and annually) by scheduling in-person home visits to identify health conditions, functioning level, informal support network and social determinants. In addition, this program serves as the Care Manager for Care Management for High-Risk Pregnancy (CMHRP) and Care Management for At-Risk Children (CMARC) programs as part of the Health Services Unit of the Health Department. CMHRP provides care management to high risk women during pregnancy and for two months after delivery. The goal of this program is to ensure healthy pregnancies and healthy babies. CMARC provides care management to eligible children from birth to age five, who are at risk for poor health outcomes. The goal of CMARC is to work with families to identify specialized support services for themselves and their children. In-home visits are required for these programs.

Work is performed under the general supervision of the Social Work Supervisor with leeway to exercise independent judgement within the framework of the applicable rules, regulations, program guidelines, policies, and procedures in the performance of duties, both in terms of planning and accomplishing work and in making decisions public health needs and requests. Nursing duties are performed under the oversight of the Director of Nursing.

Participation in a drug screen and background check are required.

Caswell County is an equal employment opportunity employer.

EXAMPLES OF DUTIES:

The following are examples of typical work activities and responsibilities. The incumbent may be responsible for performing other related duties and responsibilities as required or assigned. A position may not include all the work examples given, nor does the list include all that may be assigned.

- CAP Nurse Assessor
 - At initial admission and annually thereafter, perform of a comprehensive assessment to identify medical, functional, and psychosocial needs; on all interested individuals wishing to participate in the CAP/DA waiver by scheduling an in-person home visit to identify health conditions, functioning level, informal support network and social determinants.
 - Ask questions from each of the sections of the assessment packet and ask the participant or primary caregiver demonstrates how specific tasks, activities of daily living, and instrumental activities of daily living are performed. The nurse assessor will review all medications (active and expired) in the home and all medical equipment and supplies. The assessor will assess the entryways, egress, and living areas of the waiver participant's home to evaluation the accessibility.
 - Participate in multidisciplinary team (MDT) meetings quarterly to review and analyze assessment findings to identify risk impact and reasonable need for at least one waiver service that will assist to avoid an institutional placement.
 - Completion of the required workflow in the e-CAP business system that is consistent with the enrollment decision.
 - Documentation of CAP/C services in e-CAP business system must fully detail the purpose of the intervention along with the date and duration of time taken to complete the approval or task.

- Care Management for High Risk Pregnancy (CMHRP)
 - Perform periodic assessment/evaluation to develop, monitor, and update Plan of Care and maintain case records
 - As needed, assist client in obtaining services needed for her pregnancy or designated another discipline with expertise in a particular field of need
 - Provide educational counseling focused on client needs
 - Maintain client case until two months postpartum. Case review will be monitored periodically by team members and state authorities as designated by NC program guidelines
 - Serve as a community liaison for the client in obtaining services that may affect the outcome of her pregnancy.
 - After consultation with immediate supervisor and Health Director, act as a representative for the Health Department in court or legal matters for a client that has received CMHRP services
- Care Management for At-Risk Children
 - Provide coordination of variety of services to child and child's family which can include:
 - Developmental testing
 - Health care visits
 - In-home training for developmental delays
 - Obtaining preschools preparation for children with physical handicaps to help mainstreaming into regular classroom
 - Placement of children into institution for treatment of handicaps
 - Referral for family and funding sources needed for treatments
 - Develop, monitor, and update Plan of Care and maintain case records. The CMARC Care Manager and parents of patient will serve as the base of Child Service Team.
 - Counsel parent/guardian of patient on alternatives for Plan of Care for client. This includes providing or obtaining social and grief counseling to parents relating to child and special needs.
 - Maintain a caseload as determined by Agreement Addendum and/or Health Director
 - Function as a community liaison for other county programs doing similar work with at-risk children and serves as a consultant with these agencies for their patients.
 - Participate in Local Interagency Coordinating Council (LICC) to ensure that efforts to identify and serve children at-risk or diagnosed with development delays are continued.
 - After consultation with immediate supervisor and Health Director act as representative for Health Department in court or legal matters for a patient that has received CMARC services.

TYPICAL QUALIFICATIONS:

- Thorough knowledge of health appraisal tools
- Thorough knowledge of highly technical procedures now being provided at home
- Considerable knowledge of available resources
- Considerable knowledge and skills in application of nursing theory, practices, principles, and techniques.
- Understands and applies concepts of public health and community health
- Understands and applies concepts of nursing care for selected individuals, families and groups for health promotion, health maintenance, health education, and coordination of care.
- Community organization and development skills
- Effective written and verbal communication skills
- Time management skills
- Ability to coordinate available resources as needed
- Ability to make independent nursing judgments
- Ability to exercise good judgment in apprising situations and making decisions
- Ability to plan and execute work effectively and to deal tactfully with the public and with other health professionals
- Ability to secure cooperation of clients
- Ability to maintain effective working relationships
- Ability to record services rendered and to interpret and explain records, reports, and physicians' orders
- Ability to handle emergency situations as they arise
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- License Or Certification Required By Statute Or Regulation:
- License to practice as a Registered Nurse in North Carolina by the NC Board of Nursing

- CPR Certification
- Employees who are required to drive in the performance of their job duties must show proof of a valid driver's license.

MINIMUM QUALIFICATIONS:

- Required Minimum Training:
 - BS Degree in nursing
 - From a four-year college or university
 - Which includes a public health nursing rotation
 - And one year of public health nursing experience
 - Or, graduation from an accredited school of professional nursing,
 - Two years of professional nursing experience
 - Including one year in public health
- Equivalent Training And Experience:
 - An equivalent combination of education and experience
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There is no equivalent for nursing training BS Degree or Registered Nurse

SPECIAL REQUIREMENTS:

Possession of or ability to obtain a valid Drivers License for the type of vehicle or equipment operated.

All offers of employment are conditional upon successful clearance of a background check and pre-employment drug testing. Employment cannot commence until the employee has been cleared.

May be required to possess additional certification(s) as deemed necessary by the Health Services Coordinator.

SUPPLEMENTAL INFORMATION:

PHYSICAL REQUIREMENTS AND POSSIBLE HAZARD

Must be able to physically perform the basic life operational support functions of standing, walking, stooping, crawling, fingering/typing, talking, sitting, bending, kneeling, climbing, grasping, hearing, handling, pushing, pulling, lifting, carrying, reaching and repetitive motions of the hands/wrists/feet.

Must be able to perform sedentary work, exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or consistently to lift, carry, push, pull or otherwise move objects.

Must possess the visual acuity to prepare and analyze data and figures, perform extensive reading, and operate a computer terminal.

Must be able to be exposed to chemicals, contagious and/or infectious diseases, and blood borne pathogens.

May be subject to possible hazards that include emotional stress due to the nature of interactions with clients or service providers, irate clients and/or family members who may be hostile, resistant or violent.

APPLICATIONS MAY BE FILED AT:

bhodges@caswellinc.us

189 County Park Road – PO Box 1238

Yanceyville, NC 27379

336-694-4129

Position #: PHN-7
Public Health Nurse II

* Required Question