

## CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

### CLASSIFICATION

**TITLE:** Public Health Nurse I

**CLASS CODE:** 5651

### **GENERAL DESCRIPTION OF DUTIES:**

Incumbents in this classification conduct home health visits to provide care and support to high-risk clients. Incumbents counsel and provide culturally specific educational programs in order to decrease patient morbidity and mortality.

### **DISTINGUISHING CHARACTERISTICS:**

This is an entry-level professional classification in the Public Health Series – Public Health Nurse Group job family within the City of St. Louis. Incumbents within this classification perform moderately complex duties with a variety of related tasks. The distinguishing characteristics of this classification within the series include providing home health care and advising and educating clients under a variety of special programs.

Incumbents work under general supervision. While workers require some supervision in most assignments, they are free to develop their own work sequences within established procedures, methods and policies. They are generally subject to periodic supervisory checks.

### **EXAMPLES OF WORK (Illustrative Only):**

***(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)***

Collaborates with various organizations and agencies to identify prospective clients; publicizes available programs and services.

Obtains pertinent data on assigned cases through in-depth investigations and personal interviews; assesses health risk to general public.

Conducts home visitations with clients; assesses personal health needs as well as emotional and environmental needs; provides treatment.

Counsels and educates clients on the necessity of follow-up treatment, family planning, disease prevention and related health problems.

Refers client to community resources; consults with agencies regarding client and family services.

Establishes goals; evaluates progress and assists in the development and delivery of a total health plan for the client.

Collects research and documents actions; completes forms and paperwork; creates forms, documents and promotional materials; maintains records.

May maintain a database and tracking system to capture program outcomes.

Performs other duties as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

### **Data Utilization:**

Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

### **Human Interaction:**

Requires the ability to provide first-level professional medical administration such as physical therapy, occupational therapy, and registered nursing care.

### **Equipment, Machinery, Tools and Materials Use:**

Requires the ability to operate, maneuver and/or provide simple but continuous adjustment on equipment, machinery and tools such as an overhead projector, stethoscope, motor vehicle and/or materials used in performing essential functions.

### **Verbal Aptitude:**

Requires the ability to utilize a variety of advisory data and information such as client records, service directories, procedures manual, and non-routine correspondence.

### **Mathematical Aptitude:**

Requires the ability to perform addition, subtraction, multiplication and division.

### **Functional Reasoning:**

Requires the ability to apply principles of influence systems such as leading, teaching, directing, planning, coordinating and controlling. Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.

### **Situational Reasoning:**

Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory, judgmental and/or subjective criteria, as opposed to criteria that are clearly measurable or verifiable.

### **Environmental Factors:**

Tasks may risk exposure to adverse environmental conditions, such as traffic hazards, toxic agents, violence or disease.

**Physical Requirements:**

Requires the ability to lift, carry, push and pull objects and materials of moderate weight, twelve to twenty pounds, such as transporting medical supplies.

Tasks involve the ability to exert very moderate physical effort in light work, typically involving some combination of stooping or crouching, in order to perform health assessments.

**Sensory Requirements:**

Requires the ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds and odors associated with job-related objects, materials and tasks, such as assessing infant health or looking for infection.

The City of St. Louis is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of St. Louis will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.

**EDUCATION AND EXPERIENCE STATEMENT:**

Bachelor's degree in Public Health Nursing with one year experience health and social agency work or any combination of education and experience that provides equivalent knowledge, skills and abilities.

**SPECIAL REQUIREMENTS:**

Certified by the State Board of Nursing as a Registered Nurse.  
Possession of a valid state driver's license.  
Possession of CPR certification.