

CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

CLASSIFICATION

TITLE: Public Health Nurse II

CLASS CODE: 5653

GENERAL DESCRIPTION OF DUTIES:

Incumbents in this classification perform client care, public health education and health related investigations in order to promote wellness in the community.

DISTINGUISHING CHARACTERISTICS:

This is a journey-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 direct client care and education.

Incumbents work under general direction. They are generally in charge of an organizational unit, plan and carry out assignments with considerable independence, and have some latitude in developing procedures and methods. Supervision is given by occasional conferences.

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.)

Acts as a community resource regarding specialized health issues and activities; coordinates outreach public health education.

Assesses and attends to client needs; recommends public health education resources.

Provides direct client care, which includes immunizations, health screening, lab samples and education.

Conducts training on public health issues and prevention; works with community and other professionals regarding health education.

Evaluates and documents client's treatment and progress.

Investigates facilities, such as day care centers, to assess health issues.

Develops and presents cultural and reading level appropriate information regarding specific health issues.

Networks with service providers and refers clients when appropriate.

Develops rules, recommendations and regulations of laws and standards.

Consults with affiliated organizations to enhance health and safety practices and activities.
Completes and updates appropriate records and forms.
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 a computer, motor vehicle, syringe, stethoscope and/or materials used in performing essential functions.

Verbal Aptitude:

Requires the ability to utilize a variety of reference, descriptive and advisory data and information such as lab reports, patient charts, nurse's handbook, immunization records 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/poisonous agents, violence, disease, or pathogenic substances.

Physical Requirements:

Requires the ability to lift, carry, push and pull objects and materials of moderate weight, twelve (12) to twenty (20) pounds, such as transporting supplies and educational materials.

Tasks involve the ability to exert moderate but not constant physical effort, typically involving some combination of stooping, kneeling and crouching such as administering vaccinations to children.

Sensory Requirements:

Requires the ability to recognize and identify degrees of similarities or differences between characteristics of colors, and odors associated with job-related objects, materials and tasks, such as selecting the proper container for immunizations.

EDUCATION AND EXPERIENCE STATEMENT:

Bachelor's degree from an accredited school of nursing, current license as a Registered Nurse issued by the Missouri State Board of Nursing and one (1) year of professional nursing experience; or completion of a nursing program from an accredited school of nursing, current license as a Registered Nurse issued by the Missouri State Board of Nursing and three (3) years of professional nursing experience; or an equivalent combination of education, training and experience.

SPECIAL REQUIREMENTS:

Possess and maintain license by the Missouri State Board of Nursing as a Registered Nurse.

Possess and maintain a valid Missouri driver's license while employed by the City of St. Louis.

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.