

DEPARTMENT: Public Health
BY: C. B. Mosher, MD, Health Officer
PHONE: 966-3689
RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No_x_)

Recommend resolution adopting class specification for Public Health Nurse I (190-206), Public Health Nurse II (200-216), and Registered Nurse (180-196); recommend resolution authorizing Health Officer to recruit and fill one of the three positions to direct the Perinatal/Maternal Child Health Program. This position was created as an extra help position at the time the Board approved establishing the program (Resolution 93-142), and the Board was told that the process of establishing these full time class specifications was underway at that time.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

See above.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

An adequately trained and experienced person for this program will most likely not be able to be recruited.

COSTS: () Not Applicable
A. Budgeted current FY \$ 38,170
B. Total anticipated costs \$ 11,573
C. Required additional funding \$
D. Internal transfers \$
SOURCE: () 4/5ths Vote Required
A. Unanticipated revenues \$
B. Reserve for contingencies \$
C. Source description:
Balance in Reserve for Contingencies,
if approved: \$

SPECIAL INSTRUCTIONS:
List the attachments and number
the pages consecutively:

CLERK'S USE ONLY:
Res. No.: 93-235 Ord. No. _____
Vote - Ayes: 5 Noes: _____
Absent: _____ Abstained: _____
Approved () Denied
() Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of
the original on file in this office.
Date:
ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
____ Recommended
____ Not Recommended
____ For Policy Determination
____ Submitted with Comment
____ Returned for Further Action
Comment: _____
A.O. Initials: _____

MARIPOSA COUNTY

JOB TITLE: Public Health Nurse I

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

Under general supervision as an entry level professional worker, to perform public health nursing services in clinics, conferences, schools and homes, and in the community, including, but not limited to, counseling on tobacco cessation, sexual health, immunization, infections, and environmental disease control, and to perform other related duties as required.

SUPERVISOR: County Health Officer

TYPICAL DUTIES:

- Performs public health nursing services, including promotion of maternal and child health, promotion of and teaching of tobacco cessation, the rehabilitation of crippled or handicapped children, safeguarding the health of school children, and assisting with the work in local prenatal clinics and child health conferences.
- Assists with epidemiological investigations and in teaching patient or family members safe care of infected individuals and prevention of spread of infection.
- Performs public health nursing services in occupational health and chronic disease programs.
- Participates in conferences and institutes on community public health problems.
- Correlates the community public health nursing work with the work of other social and health agencies.
- Addresses interested groups on public health subjects.
- Keeps records, analyzes data, and prepares reports.
- Other duties as assigned.

EMPLOYMENT STANDARDS

Possession of:

- a valid, current certificate as a Public Health Nurse in the State of California (in some circumstances, the obtaining of such a certificate within a reasonable period of time after employment may be acceptable).

MARIPOSA: Public Health Nurse I

Possession of: (cont'd)

- a valid, current license as a Registered Nurse in the State of California.
- a valid California Driver's license.

Knowledge of:

- principles, methods and procedures of nursing as applied in public health practice, and of preventive medicine.
- causes and means of transmission and the methods of control of communicable diseases, including tuberculosis and venereal disease.
- procedures involved in promoting maternal and child health and in decreasing infant, child and maternal mortality.
- principles and purposes of public health programs, sociological problems of handicapped and crippled children and other afflicted persons and of those accompanying the occurrence of chronic diseases.
- principles of mental health.

Ability to:

- work effectively with individuals and families and assist them in satisfactory solution of health problems.
- establish and maintain cooperative relations with public and private social and health agencies.
- analyze situations accurately and take effective action.
- speak and write effectively.
- work effectively with co-workers.

A typical way to gain the knowledge, skill and ability outlined above is:

- graduation from an accredited program of study for public health nursing, and graduation from an accredited program of registered nursing.

Creation date: Unknown
Revision Date: 4/93
PHNurse1.frm

(93-235 - 4/20/93)

MARIPOSA COUNTY

JOB TITLE: Public Health Nurse II

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

Under general supervision, plans and directs a specific public health program, performs public health nursing services in clinics, conferences, schools and homes, and in the community, including, but not limited to, counseling on tobacco cessation, sexual health, immunization, infections, and environmental disease control, and to perform other related duties as required.

SUPERVISOR: County Health Officer

TYPICAL DUTIES:

- Directs and manages public health programs including data analysis, setting of objectives, management of program budget, preparation of reports, and performance of field clinical activities typical of public health nursing.
- Performs public health nursing services, including promotion of maternal and child health, promotion of tobacco cessation, the rehabilitation of crippled or handicapped children, safeguarding the health of school children, and works with physicians and community groups to help establish and carry on the work in prenatal clinics and child health conferences.
- Assists with the prevention and control of communicable disease through epidemiological investigations and in care of patients and application of procedures designed to prevent the spread of communicable disease in the community.
- Performs public health nursing services in occupational health and chronic disease programs.
- Participates in conferences, institutes and confers with public health administrators and others on community public health problems.
- Carries on health education and interprets public health to the community.
- Correlates the community public health nursing work with the work of other social and health agencies.
- Addresses interested groups on public health subjects.
- Keeps records, analyzes data, and prepares reports.

MARIPOSA: Public Health Nurse II

TYPICAL DUTIES (Cont'd):

- Supervises others who are responsible for the execution of less complex activities - which include assigning responsibilities, reviewing and evaluating work.
- Other duties as assigned.

EMPLOYMENT STANDARDS

Possession of:

- a valid, current certificate as a Public Health Nurse in the State of California
- a valid, current license as a Registered Nurse in the State of California
- a valid California Driver's license.

Knowledge of:

- principles of administration, personnel management, budget creation and scopes of work.
- principles, methods and procedures of nursing as applied in public health practice, and of preventive medicine.
- causes and means of transmission and the methods of control of communicable diseases, including tuberculosis and venereal disease.
- child growth and development and procedures involved in promoting maternal and child health and in decreasing infant, child and maternal mortality.
- principles and purposes of public health programs, sociological problems of handicapped and crippled children and other afflicted persons and of those accompanying the occurrence of chronic diseases.
- principles of mental health.

Ability to:

- work effectively with co-workers.
- work effectively with individuals and families and assist them in satisfactory solution of health problems.

MARIPOSA: Public Health Nurse II**Ability to: (Cont'd):**

- establish and maintain cooperative relations with public and private social and health agencies.
- exercise independent judgement, plan, organize, evaluate and provide leadership in community health programs and public health nursing activities.
- analyze situations accurately and take effective action.
- speak and write effectively.
- understand and execute oral and written instructions.

A typical way to gain the knowledge, skill and ability outlined above is:

- graduation from an accredited program of study for public health nursing, graduation from an accredited program of registered nursing, and a minimum of one year's experience working as a PHN with increasing assumption of administrative responsibilities; or two years of experience as a PHN in a generalized public health nursing program.

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PHNurse2.frm

(93-235 - 4/20/93)

MARIPOSA COUNTY

JOB TITLE: Registered Nurse

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

Under general supervision, to provide nursing services in clinics, conferences, schools, and homes. Clinical nursing services provided will be those ordinarily considered within the scope of the registered nurse in the State of California.

SUPERVISOR: Public Health Nurse or County Health Officer

TYPICAL DUTIES

- Provides initial patient assessment, invasive nursing services including injection of biological substances, venapuncture, finger stick determinations for chemical analysis, and related activities.
- Provides patient assessment and intervention within the scope of the registered nurse and pertaining to mental health, substance abuse and dependence, infectious disease, maternal and child health, pediatric health, and related areas.
- Provides acute nursing intervention including resuscitation and provision of CPR when required.
- May provide program direction for a specific health care program or constellation within the scope of the registered nurse and under the supervision of the Public Health Nurse or Health Officer; such activities would include community outreach, education, counseling, identification of high-risk persons, intervention for high-risk persons, provisions of nursing, and appropriate administrative activities which would support such a program.

EMPLOYMENT STANDARDS

Possession of:

- a valid, current license as a registered nurse in the State of California.
- a valid California Driver's license.

MARIPOSA COUNTY: Registered Nurse

Knowledge of:

- principles, methods, and procedures of nursing as applied to the usual scope of registered nursing in the State of California.
- availability of technical methods needed for the performance of such nursing skills including laboratory tests and diagnostic tests within the scope of a registered nurse.
- availability of consultative services from physician or public health nurse.
- methods of community outreach and community organization applicable to a program of health care delivery or intervention for a health problem.
- principles and specifics regarding pharmacology, physiology, biochemistry, and psychology as applicable in clinical nursing.
- principles of mental health.

Ability to:

- work effectively with individuals and families to assist them in the satisfactory resolution of health problems.
- establish and maintain cooperative relations with public and private social health agencies.
- analyze clinical situations accurately and take appropriate action.
- document clinical parameters in patient care and nursing interventions in a manner consistent with the current state-of-the-art.
- work effectively with co-workers.
- understand and execute oral and written instructions.

A typical way to gain the knowledge, skill, and ability outlined above is:

- graduation from an accredited program of study in registered nursing.

Creation date: 6/91
Revised: 9/91
Revised: 4/93
regnurse.frm

(93-235 - 4/20/93)