

TITLE: Community Health Nurse

REPORTS TO: Director of Operations/Communicable Disease Coordinator

QUALIFICATIONS

1. Is currently licensed as an RN through the Illinois Department of Professional Regulation or is eligible and will obtain Illinois license within six months of employment.
2. Complies with accepted professional standards and principles.
3. Is self-directed with the ability to work with little supervision, has good organizational skills.
4. Possesses ability to use own initiative in planning and executing services.
5. Has excellent observation, good nursing judgment, and good oral and written communication skills.
6. Possesses and maintains current CPR certification.
7. Is flexible and cooperative in fulfilling role obligation.
8. Possesses and maintains good physical stamina and mental health.
9. Must be a licensed driver with an automobile that is insured and is in good working order. Proof of current automobile insurance coverage is required.

SUMMARY OF JOB RESPONSIBILITIES

The RN provides nursing care to the patients/clients as requested by the patient/client and, when required, as prescribed by the physician and in compliance with applicable laws and regulations and the policies of the agency.

RESPONSIBILITIES AND DUTIES

1. Seeks and obtains sufficient information necessary to function effectively in the health care setting where assigned.
2. Provides professional nursing care by utilizing all elements of nursing process.

3. Assesses and evaluates patient's/client's status by:
 - A. Reviewing and implementing the plan of care
 - B. Regularly re-evaluating patient/client needs.
 - C. Revising the plan of care as necessary.
 - D. Referring clients to other health care services or other health care professionals. As appropriate.
4. Administer medications and treatments as prescribed by the physician.
5. Initiates and applies appropriate preventative, therapeutic and rehabilitative nursing procedure and techniques and maintains communication regarding patient/client care with the physician and pertinent health care personnel.
6. Completes, maintains and submits accurate and relevant clinical notes regarding patient/client's condition and care/services provided.
7. Use supplies and equipment effectively, efficiently and safely.
8. Observes the patient/client for changes in condition, discusses changes with the patient/client or family/caregiver and reports changes, as necessary, to the physician.
9. Teaches the patient/client and family/caregiver self-care techniques as appropriate. Provides medication, diet and other instructions as ordered by the physician and recognizes and utilizes opportunities for health counseling with patients/clients and families/caregivers.
10. Provides and maintains a safe environment for the patient/client.
11. Assists the patient's/client's family/caregiver and other health care personnel in providing continuity of care.
12. Supervises paraprofessionals and support staff and delegates responsibilities when required.
13. Performs within the limits of preparation and experience.
14. Assumes responsibility for personal growth and development and maintains and upgrades professional knowledge and practice skills through attendance and participation in continuing education and inservice classes.

15. Fulfills the obligation of requested and/or accepted case assignments.

The above statements are only meant to be a representative summary of the major duties and responsibilities performed by incumbents of this job. The incumbents may be requested to perform job related tasks other than those stated in this description.

WORKING CONDITIONS

1. General office environment.
2. Community home environment.
3. Exposure to infectious diseases.
4. School environment.
5. In and out of automobile.

CONTINUING EDUCATION REQUIREMENTS.

Agency personnel are expected to participate in appropriate continuing education as may be requested and/or required by their immediate coordinator. All agency personnel must attend mandatory educational programs.