

CLASS TITLE: **Public Health Nurse II**

CHARACTERISTICS OF THE CLASS: Under supervision, the class works primarily in the field, providing professional nursing care to individuals, groups and families to improve the overall health of communities, or functions as a nursing team leader in a health clinic; and performs related duties as required.

ESSENTIAL DUTIES: Works with a caseload of clients in a community setting, making home visits to collect data, complete assessments and ensure clients follow prescribed treatment plans; assesses the community's needs as they relate to the health status of clients and develops nursing care plans to address identified health care problems; works with community health providers to plan and implement community health problems and establish standards for client care; coordinates client services with departmental and community health and social service agencies; educates and instructs individuals, families and others in health education, disease prevention, nutrition, child care and related health topics; collects comprehensive medical, psychosocial, and environmental histories, laboratory results and related data on clients and their families; conducts physical examinations to assess clients' health status; makes preliminary assessments of clients' health problems and needs and prioritizes for medical attention; develops and implements nursing care plans for patients; administers prescribed medications according to departmental protocols; assists team members in developing appropriate nursing plans and reviews plans for appropriate nursing intervention; observes team members providing client care and instructs them on appropriate nursing practices; ensures clients' and community case files are complete and current.

RELATED DUTIES: Organizes and conducts interdisciplinary case conferences; may assign nursing activities to team members; participates in the collection of data for epidemiological studies; assists in the development of standards for client care and staff development of paraprofessional employees.

MINIMUM QUALIFICATIONS:

Training and Experience. A Bachelor's degree in Nursing accredited by the National League for Nursing or an approved foreign credential evaluation supplemented by one year of public health nursing experience. Must be licensed to practice as a Registered Nurse. Applicants must possess a valid State of Illinois Registered Nurse license at the time of employment.

CLASS TITLE: **Public Health Nurse II** (Cont'd)

Knowledge, Abilities and Skill. Knowledge of nursing theories and practices for the treatment of patients. Good knowledge of the

practices and principles of public health nursing. Good knowledge of the resources and services provided by community health and social service agencies. Good knowledge of public health issues and trends. Good knowledge of departmental nursing protocols and policies.

Ability to conduct health assessments. Ability to organize a caseload and complete work assignments in a timely manner. Ability to administer medications and provide nursing care. Ability to explain treatment plans to patients. Ability to prepare patients' medical records and to follow prescribed medical orders. Ability to work effectively with medical staff, patients and families of patients. Ability to access multi-level facilities.

Skill in the application of public health nursing practices. Skill in administering nursing care plans. Skill in assessing community health needs and developing appropriate nursing programs. Good interpersonal skills. Good oral and written communication skills.

Physical Requirements. Ability to frequently lift and carry medical equipment needed to conduct physical exams in the field.

Working Conditions. Outside: Unavoidable exposure to unfavorable atmospheric conditions or extreme temperatures. Inside: Clinic environment.

Equipment. Standard medical/health equipment including but not limited to stethoscopes, portable scales, thermometers, and related medical instruments. Standard office equipment.

Note: While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

February, 2002  
City of Chicago  
Department of Personnel

(Minimum Qualifications revised February, 2006)