

## **SUPERVISING PUBLIC HEALTH NURSE**

**General Statement of Duties:** Supervises a public nursing program in an assigned functional or geographic area; does related work as required.

**Distinguishing Features of the Class:** Under supervision of the Director of Patient Services has responsibility for the provision of nursing services and supervision of nursing practice to assure safe, effective and efficient comprehensive nursing care in homes, clinics, schools and other community facilities. Supervises the work of assigned public health professional or auxiliary nursing staff.

**Examples of Work:** (ILLUSTRATIVE ONLY)

- Assists in planning, implementing, coordinating and evaluating the nursing program within the agency;
- Supervises nursing practice to ensure a high quality of professional service and maintenance of agency standards;
- Assists in planning and conducting educational programs for nursing staff;
- Assists in maintaining the proper utilization of the services of nursing staff;
- Participates in surveys, studies and research in the field of public health;
- Assists faculty with the implementation of student programs;
- Reviews and complies appropriate records and reports.

**Full Performance Knowledge, Skills, Abilities and Personal Characteristics:**

- Thorough knowledge of current nursing practices and supervision;
- Thorough knowledge of the epidemiological approach to prevention and control of disease;
- Working knowledge of the administrative organization of community facilities;
- Skill in the application of nursing procedures and techniques of patient care;
- Ability to plan and supervise the work of others;
- Ability to establish and maintain cooperative working relationships;
- Ability to communicate effectively;
- Ability to accept and utilize guidance;
- Ability to perform duties in accordance with ANA Code for Professional Nurses;
- Physical condition commensurate with the demands of the position.

**Acceptable Experience and Training:**

Either

- a) A bachelor's degree in nursing from an approved school acceptable to the New York State Department of Health preparing graduates for beginning positions under supervision; **OR**
- b) A bachelor's degree in nursing from a non-approved school supplemented by content which equates to the program of an approved school; **AND**

**Supervising Public Health Nurse** continued

- a. Two years experience as a Public Health Nurse, one of which must have been in a health agency giving direct nursing services; **OR**
- b. Three years of experience which shall have included one year as a Public Health Nurse in a health agency giving direct nursing services and two years of nursing in a health facility, one of which shall have been in a supervisory capacity.

**Special Requirements for Acceptance of Applications:** Eligibility for a license New York State Registered Professional Nurse's license at time of application. Possession of the license at the time of appointment.

Agreed to by the New York State Department of Health and the Municipal Service Division, December 1975.

03/10/1988

11/20/1990

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CLASS:       COMPETITIVE