

**LOCAL HEALTH PERSONNEL JOB DESCRIPTION**

<b>CLASS TITLE:</b> Public Health Nurse I	
<b>TITLE CODE:</b> 2022	<b>SERIES:</b> Nursing
<b>SELECTION METHOD:</b> 100% qualifying	<b>SALARY: (MIN-MID) \$20.30-\$25.24/HR</b> <b>GRADE: 17</b> <b>SPECIAL ENTRANCE RATE:</b> May be adjusted at agency's discretion based upon additional education & experience.
<b>POSITIONS IN THIS CLASS GENERALLY REPORT TO:</b> Nurse Supervisor	
<b>PRIMARY USER AGENCY:</b> LOCAL HEALTH DEPARTMENT	

**CHARACTERISTICS OF THE CLASS:** CHARACTERISTICS OF A CLASS ARE GENERAL STATEMENTS INDICATING THE LEVEL OF RESPONSIBILITY AND DISCRETION OF POSITIONS IN THAT JOB CLASSIFICATION.

Provides entry-level nursing functions and services to individuals and families under close supervision in a clinic or community setting, focusing on the prevention of illness, injury or disability, the promotion of health and maintenance of the health of populations. The nurse in this classification would receive job specific training in the requirements and scope of practice of the various assigned health department programs and services.

**MINIMUM REQUIREMENTS:** MINIMUM REQUIREMENTS ARE COMPREHENSIVE STATEMENTS OF THE MINIMUM BACKGROUND AS TO EDUCATION, EXPERIENCE, AND OTHER QUALIFICATIONS WHICH WILL BE REQUIRED IN ALL CASES AS EVIDENCE OF AN APPOINTEE'S ABILITY TO PERFORM THE WORK PROPERLY.

**EDUCATION:** See Special Requirements

**EXPERIENCE:** None

**SUBSTITUTION CLAUSE:** N/A

**EDUCATION:** N/A

**EXPERIENCE:** N/A

**SPECIAL REQUIREMENTS:** (AGE, LICENSURE, REGULATION, ETC.) Must have RN license in Kentucky or compact state or provisional license in Kentucky, meeting all requirements of KRS 314.041 and approval to practice as Registered Nurse Applicant (RNA).

**POST EMPLOYMENT REQUIREMENTS:** EMPLOYEES IN THIS CLASS WILL BE REQUIRED TO OBTAIN CREDENTIALS OUTLINED BELOW WITHIN A REASONABLE TIME, OR IF EMPLOYEES POSSESS SUCH CREDENTIALS AT THE TIME OF HIRE THEY WILL BE REQUIRED TO MAINTAIN THOSE CREDENTIALS SO LONG AS THEY ARE EMPLOYED IN THIS CAPACITY.

Must maintain current RN licensure in Kentucky or compact state. Must complete required annual updates.

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE CLASSIFICATION:** EXAMPLES OF DUTIES OR RESPONSIBILITIES ARE NOT TO BE CONSTRUED AS DESCRIBING WHAT THE DUTIES OR RESPONSIBILITIES OF ANY POSITION SHALL BE AND ARE NOT TO BE CONSTRUED AS LIMITING THE APPOINTING AUTHORITY'S ABILITY TO ADD TO, OR OTHERWISE ALTER THE DUTIES AND RESPONSIBILITIES OF A POSITION.

Conducts nursing assessments and assists with community assessments and epidemiological investigations, as appropriate, using CCSG service guidelines; develops and implements a plan of care based upon identified health risks; provides basic nursing care to the client consistent with the Core Clinical Service Guide, Nursing Scope and Standards of Practice, established policies, procedures and licensing laws; documents services provided to the client according to standards of the CCSG and Administrative Reference (AR); maintains confidentiality and privacy according to guidelines; develops and conducts educational counseling and teaching activities for individual clients and families, and communities. Provides or assists in providing a variety of nursing services to particular at-risk or high-risk populations or populations with limited access to care.

**TYPICAL WORKING CONDITIONS AND UNIQUE PHYSICAL REQUIREMENTS:** INCUMBENTS IN THIS CLASSIFICATION WILL TYPICALLY PERFORM THEIR PRIMARY JOB DUTIES UNDER THESE CONDITIONS. THESE CONDITIONS MAY CHANGE ON OCCASION IN PERFORMING THE DUTIES OF AN INDIVIDUAL POSITION.

Work is spent primarily inside the clinic or community setting.

**ADDITIONAL REQUIREMENTS:**

May be required to submit to a drug screening test and background check according to the agency's policies.

**DATE CLASS ESTABLISHED:** 7/1/07      **DATE OF LAST REVISION:** 10/3/22

THE LOCAL HEALTH DEPARTMENTS DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, SEXUAL ORIENTATION, GENDER IDENTITY, ANCESTRY OR VETERAN STATUS. REASONABLE ACCOMMODATIONS ARE PROVIDED UPON REQUEST.