GENESEE COUNTY

SUPERVISING COMMUNITY HEALTH NURSE (CHHA/LTHHCP)

DISTINGUISHING FEATURES OF THE CLASS: This is important work involving responsibility for maintaining high standards of professional nursing services in the management of the homecare unit, with special emphasis on the supervision, instruction, and coordination of a number of nursing and other healthcare personnel. The work is performed under the general supervision of the Public Health Director, with wide latitude allowed for instructing, planning, and making assignments to subordinates. Does related work as required.

TYPICAL WORK ACTIVITIES:
Supervises nursing practice to ensure a high quality of professional service and
        maintenance of agency standards;
Collaborates with providers in the care and treatment of clients;
Prepares and supervises the preparation of descriptive medical and statistical reports,
        records and data, and presents same to agency and community stakeholders;
Instructs, plans educational programs, and assists nursing and other healthcare
        personnel in nursing problems, clinical techniques, client management, and
        related activities;
Insures follow through of client care plans;
May perform basic client care;
Coordinates the services rendered by other agencies in the interest of effective client
        management and welfare;
Formulates and implements policies and procedures in accordance with and identified
        by agency quality assurance activities;
Promotes and maintains good relationships with clients and community partners;
Works as a team member in promoting excellence in agency nursing standards.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND/OR PERSONAL CHARACTERISTICS: Thorough knowledge of current nursing practice and supervision; thorough knowledge of professional nursing techniques and skill in their application; thorough knowledge of homecare population issues; good knowledge of client management and supply distribution practices; ability to supervise the administration of prescribed therapeutic measures; ability to establish and maintain cooperative working relationships; ability to plan and supervise the work of others; ability to understand and carry out technical, oral, and written instructions; good observation; ability to communicate effectively; ability to accept and utilize guidance; mental alertness; thoroughness, cheerfulness, patience; emotional stability; empathetic attitude towards the sick and dying, tact and courtesy; integrity; good judgment.
CONTINUED…….

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an appropriate equivalency diploma recognized by the NYS Department of Education, **AND EITHER:**

A.	A Registered Nurse, currently licensed in the State of New York, with a Bachelor's degree in nursing **AND** two (2) years of satisfactory experience as a Supervising Community Health Nurse,

OR:

B.	A Registered Nurse, currently licensed in the State of New York, with a Master's degree in nursing, public health, business administration, or other health related field **AND** two (2) years satisfactory experience in home care nursing.

SPECIAL REQUIREMENTS FOR APPOINTMENT AND CONTINUED EMPLOYMENT:
Possession of a New York State Registered Professional Nurse's license. Possession of a valid New York State driver's license.

NOTE: A Supervising Community Health Nurse will be on call and available twenty-four hours a day, seven days a week, for the provision of 24 hours case management and provision of all CHHA/LTHHCP services.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Competitive Class
Adopted 2/9/76, Revised 8/26/82, 7/29/98, 12/16/03, 12/9/04
CHHA/LTHHCP Revision: 12/30/04