

Public Health Nurse School Clinics

Knox Public Health is seeking to hire a registered nurse for a Public Health Nursing position in the Public Health Education and Nursing division. The responsibilities of the position will include but not be limited to: delivering school nursing service to high school students within Knox County (Knox County Career Center). The position will also provide public health nursing services at health department locations throughout the county as assigned and requested.

REQUIREMENTS:

- Currently licensed Registered Nurse in the State of Ohio
- Baccalaureate degree in nursing or School Nurse license required
- Minimum of 5 years experience preferred.
- Experience working with a diverse population in public health nursing, school nursing, case management, knowledge of infectious disease, immunization administration, and electronic health records a plus.
- Applicant must have excellent verbal and written communication skills.
- Must be proficient in Microsoft Office, (i.e. Word, Excel) & Google docs and have excellent computer skills.
- Individual needs to possess ability to work autonomously and work with a variety of community partners.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Under the direction of the Director of Nursing and PHEN Director, the responsibilities include, but are not limited to:

- Serves as nurse for the Knox County Career Center; duties include, but not limited to:
 - Appraises the health status of pupils and school personnel, as requested
 - Assumes the responsibility for referral to the appropriate agency of students in need of medical care
 - Advises on modification of the educational program to meet the health needs of individual students
 - Sees that immunizations are maintained according to standards of Ohio law
 - Serves as liaison with the public health department in the control of communicable diseases
 - Maintains first aid supplies and sees that procedures are being implemented
 - Provides individual or group health counseling, within scope of practice
 - Advises school district personnel on health education
 - Communicates with community agencies regarding school health matters
 - Assists in implementing health and safety regulations
 - Assists in training and supervision of any grant programs relating to health services
 - Coordinates screenings to ensure all students are screened on schedule, and as mandated by the State of Ohio
 - Develops, implements, evaluates and modifies student's health plans, in cooperation with school district personnel
 - Provides follow-up with school district personnel and parents/guardians regarding screenings
 - Communicates with parents/guardians about immunizations
 - Trains school district personnel on health issues, policies and procedures
 - Serves on school and community committees as requested and approved by the Director of Nursing or Health Commissioner
 - Other duties as assigned by the Director of Nursing

- Serves as back-up nurse for immunization program
- Administers immunizations, children and adults, at the primary agency site and at satellite locations throughout Knox County
- Updates and reconciles statewide immunization registry, as needed
- Serves as back-up nurse for the Newborn Home Visiting Program; duties include, but are not limited to:
 - Receives referrals and conducts home visits as indicated
 - Keeps appropriate records/documentation of client visits
 - Provides health, emotional, and physical assessment of mother and baby in the home setting to determine well-being
 - Exercises clinical skills in appraising situations and making suitable decisions based on nursing assessment
- Serves as back-up nurse for the Cribs-for-Kids program; duties include, but are not limited to:
 - Conducts home visits to families who qualify for the program
 - Implements the safe-sleep questionnaire with the family
 - Demonstrates how to set-up and take-down the appropriate crib
 - If necessary, completes a follow-up visit
 - Appropriately document all visits and interactions with families in the Cribs-for-Kids program
- Serves as back-up in the Community Health Center, as needed, duties include, but are not limited to:
 - Administers immunizations, children and adult, within the Community Health Center, including satellite locations
 - Comprehensively assess clients to assist MDs and CNPs with clinical procedures
 - Completes ordered testing as necessary
 - Schedules ordered follow-up exams
 - Performs screenings on clients according to Child and Family Health Services (CFHS) guidelines and completes required documentation
 - When necessary, performs various tests and screenings
 - Per MD or CNP order, performs nursing procedures (i.e. blood draws, basic wound care, etc.)
 - Conducts HIV rapid testing
- Familiarizes self with community resources and services; refers clients to such resources or services and documents such referrals

The position is part-time (32.5 hours/week) with normal hours M-F 7:45 a.m. – 2:45 p.m. This position works year-round, dividing the time between Knox County Career Center and Knox Public Health. Occasional evenings and weekends.

Benefits

- Paid holidays
- Vacation
- Sick time
- Personal leave
- Retirement
- Health, dental, and vision insurance available.

Interested applicants should submit their resume and application to Human Resources, Knox Public Health, 11660 Upper Gilchrist Road, Mount Vernon, OH or email to resume@knoxhealth.com. Position opened until filled.

Knox Public Health is an Equal Opportunity Employer Provider.

Knox Public Health regularly accepts resumes which are kept on file for one year from the date received. Resumes can be sent to:

Human Resources

**Knox Public Health
11660 Upper Gilchrist Road
Mount Vernon, OH 43050**

Resumes can also be sent via email to: resume@knoxhealth.com

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