

PUBLIC HEALTH LICENSED VOCATIONAL NURSE**DEFINITION**

Under supervision provides public health education and para-professional level nursing and counseling support to clients and does other work as required.

DISTINGUISHING CHARACTERISTICS

Public Health Licensed Vocational Nurses provide educational and para-professional counseling and nursing support to clients participating in specialized public health programs or being treated in clinics. Work emphasis is placed on the educational/counseling component of the job. "Nursing" duties are performed in support of these activities and are typically limited to patient observation, immunizations, hematocrit, blood pressure measurement and venipuncture.

Public Health Licensed Vocational Nurses are distinguished from the Community Service Aide career series in that the latter provides clerical and clinic aide support and do not perform nursing or counseling duties.

Public Health Licensed Vocational Nurses are distinguished from traditional clinic, acute-care and public health nursing positions in that the nursing duties performed are in support of education and counseling which are the primary work activities.

Public Health Licensed Vocational Nurses are distinguished from Health Education Assistants in that the latter do not perform nursing or counseling duties in support of their educational activities and, therefore, are not required to be licensed as LVN's.

EXAMPLES OF DUTIES

1. Provide and facilitate group and/or individual health education of a general or specific nature
2. Provide one to one para-professional level counseling of a specific nature, as directed, for clients requiring life style or nutrition modifications
3. As part of a "team" approach, assess and evaluate client medical histories, risk behaviors and/or test results to determine educational/counseling needs
4. Monitors clients' medical and psychological status and behavior and keeps case managers informed as to their status
5. Performs venipuncture for the purpose of drawing blood samples; may give immunizations under physician or mid-level practitioner orders, collects and transports various specimens for laboratory testing; performs other nursing duties required to obtain information in support of counseling/education activities
6. Develops and maintains communication with relevant community and government organizations which provide services to clients; serves as client's advocate for obtaining services
7. May visit clients at home in order to carry out assignments or provide transportation so client may participate in program activities
8. Responds to questions from the public and informs prospective clients about specific program activities

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9. Keeps records and statistical data, and inputs case management information into personal computers as required
10. Participates in developing and evaluating educational materials, curriculum and sessions
11. Refers clients to providers of service according to protocol or under the direction of the Public Health Nurse case manager.

QUALIFICATIONS

A combination of experience, education, and/or training which substantially demonstrates the following knowledge, skills and abilities:

Knowledge and Skills:

Working knowledge of:

1. The principles, methods and techniques used in clinical vocational nursing
2. Medical terminology
3. Basic math and statistical concepts
4. Basic computer usage

Some knowledge of:

1. The principles, methods and techniques used in public health education
2. The principles, methods and techniques used in counseling designed to bring about life style or nutritional adjustments
3. The available sources and methods of obtaining public health/counseling/medical treatment services
4. The principles of treatment used in a specified medical specialty depending upon the position being filled

Skill and ability to:

1. Collect, tabulate and analyze data and draw logical conclusions
2. Keep accurate written records in English
3. Communicate effectively with persons from a variety of socioeconomic and cultural backgrounds for the purpose of gaining confidential medical and personal histories, and educating and counseling them concerning health practices or nutrition
4. Perform venipuncture and apply other vocational nursing skills
5. Develop and maintain effective work relationships with those contacted in the course of work
6. Work under limited daily supervision and function as part of a "team" approach to client management
7. Exhibit professionalism and deal tactfully with clients known to have, or who may be carrying a variety of diseases including the HIV virus
8. Speak before groups

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9. Operate standard office equipment, including a computer and specialized software for case management.

REQUIRED CONDITIONS OF EMPLOYMENT

As a condition of employment, the incumbent will be required to:

1. Pursuant to Section 4211 of the California Business and Professions Code, incumbents in these positions must be licensed to perform venipuncture in California without a licensed physician in attendance and perform immunizations and/or medical tests under client specific orders from a physician or practitioner. This would require, at a minimum, licensure as a Licensed Vocational Nurse.
2. Possess a valid California class C driver license or be able to provide suitable transportation that is approved by the appointing authority.
3. May be required to work occasional evenings and weekends. May be exposed to infectious respiratory secretions and bodily fluids.

EXAMPLES OF TRAINING AND EDUCATION

The knowledge, skills and abilities listed above may be acquired through various types of experience, education or training, typically:

EXPERIENCE/EDUCATION

Possession of a valid California license as a Vocational or Registered Nurse, and one year of experience as a community worker or related position, which included outreach education within a public health or voluntary non-profit health, related agency preferably dealing with 'at risk' populations.

PHYSICAL AND SENSORY REQUIREMENTS

The physical and sensory abilities required for this classification include:

1. Physical strength and ability to transport and assist patients in and out wheelchairs in order to participate in program activities and to carry laptop computer and professional equipment
2. Manual dexterity to give immunizations, check patients' blood pressure, collect various specimens for laboratory testing and enter patient information in computer case management files
3. Ability to see well enough to observe patients, check blood pressure, and to view test results
4. Ability to hear, understand, and communicate clearly
5. Physical ability and mobility to drive a motor vehicle to and from field inspections

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CLASS HISTORY

Class Code: 52E01
Established Date: June 1992
Revised Date: January 2007
Former Title: Health Education Clinic Assistant

CLASS DATA

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| Job Group: | 14 |
| EEO Category: | T |
| Work Comp. Code: | 8810 |
| Bargaining/Employee Unit: | H |
| FLSA: | C |
| MOCO OT: | Y |

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County Administrative Office

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Date