

NORTHERN KENTUCKY INDEPENDENT DISTRICT HEALTH DEPARTMENT
JOB POSTING

JUNE 6, 2019

CLINIC REGISTERED NURSE IIs (CLINIC RN IIs) [Code: HCRNz]

The Clinical Services Division is accepting applications for Clinic Registered Nurse IIs (Clinic RN IIs) to coordinate offsite clinics and work in an onsite or offsite clinic setting to independently deliver a broad range of quality public health nursing services, including complex case management services, thereby promoting a safe and healthy community. We are accepting applications for full-time (40 hours/week) positions at all locations (Covington, Florence, Newport, and Williamstown).

Status: Full-time non-exempt (hourly pay) merit system positions
Classification: Clinic Registered Nurse II (Clinic RN II)
Band: 9
Pay Rate: \$22.99 - \$31.83/hour (commensurate with ability to perform)
Reports to: Clinic Manager

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Essential functions will include, but are not limited to:

- 1. Performs simple to complex client services for a broad range of assigned program(s) in a clinic setting.** (Identifies and collects physiologic, psychosocial, and environmental data by interview and/or physical examination to detect and identify problems. Performs health assessments and screenings by interview and/or physical examination. Develops plans of care to achieve expected outcome(s) by identifying problems, identifying needed resources and working with client and/or client medical providers to develop a timetable for reaching goals. Follows up with clients at regular intervals to determine level of compliance with established plan of care and to make adjustments where necessary. Shares findings from follow-up as needed. Provides one on one or group client education. Performs counseling on issues including but not limited to preconceptional maternal/child health, breastfeeding, communicable disease, nutrition, etc. Performs lab procedures.)
- 2. Refers clients to other sources as needed.** (Makes referrals to community resources. Refers non-routine complex problems to Clinical Supervisor or appropriate provider. Maintains communication with other disciplines in coordinating health care activities on and off-site.)
- 3. Serves as referral source for clients, Health Department staff, health professionals and the general public.** (Provides general technical assistance and consultation to schools, health professionals and organizations, co-workers, community organizations, and the general public on designated public health service(s) or program(s).)
- 4. Maintains records.** (Maintains client charts. Documents activities using appropriate forms. Enters data into database(s).)
- 5. Assists with community outreach activities as assigned.** (Attends health fairs and community education programs. Assists with offsite clinics including but not limited to immunizations, family planning, GO365 etc.)
- 6. Coordinates, implements, and evaluates offsite clinics.** (Contacts community partner(s) to schedule and arrange for set-up of offsite clinics. Contacts NKY Health management to make staffing arrangements for offsite clinics. Sets up and oversees offsite clinic operations. Evaluates overall offsite clinic functions and provides summary report to Clinic Manager and Clinical Director. Recommends changes to supervisor and implements approved changes. Provides back up to Clinic Supervisor in absence.)

7. **Coordinates case management service(s).** (Provides case management activities, coordination, and implementation of designated public health service(s) or program(s) for assigned program(s). Recommends changes to supervisor. Provides expert assistance for designated public health service(s) or program(s). Maintains database(s) of case information for assigned service(s) or program(s). Follows up with clients at regular intervals to determine level of compliance with established plan of care and to make adjustments where necessary.)
8. **Completes special projects.** (Responds to public health emergencies as assigned; Completes other special projects.)
9. **Performs other duties.** (Attends work as scheduled or uses approved leave. Collaborates in and contributes to individual, team, and/or organizational quality improvement and evaluation activities. Participates in internal and external meetings. Serves on internal and external committees. Completes timecard. Completes travel reports. Completes required training. Completes other assigned reports. Attends work as scheduled or uses annual leave.)

Minimum Qualifications:

Valid, Active Driver's License, license to work as an RN in KY, CPR certification, and one of the following:

- Successful completion of Introductory Period as a Clinic RN, assignment of professional case management duties using at least 10% of work time, assignment of program/project coordination duties in the community using at least 20% of work time, and demonstration of mastery of competencies sufficient to perform the essential functions of the job.
- Equivalent education as determined by licensing board recognized by the Kentucky Board of Nursing PLUS the equivalent combination of experience sufficient to successfully perform the essential functions of the job.

Desired Qualifications:

Same as above plus prior public health experience and/or bilingual English/Spanish.

To Apply:

Apply through CareerBuilder only (www.careerbuilder.com)

Paper applications, faxed applications, and e-mailed applications will be discarded without consideration.

For immediate consideration apply by 6/14/2019.

Applications will be accepted as long as the position is posted on CareerBuilder.

Please reference code HCRN2z on any attachments or correspondence. No phone calls, paper applications, or paper resumes please. Selection will be made by interview(s), and/or review of submitted documentation, which must indicate that applicant meets minimum qualifications. Criminal background check and drug screen will be required. Failure to meet any of the selection criteria shall disqualify an applicant.

Norther Kentucky Health Department Health Human Resources – HCRN2z

web: WWW.NKYHEALTH.ORG

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