

PUBLIC HEALTH NURSE

Summary:

FT LPN with minimal direction and supervision, provides a wide variety of nursing duties to a diverse population of patients within the Infectious Disease Department of the Rock Island County Health Department. Position will work towards becoming (DIS) Disease Intervention Services trained to further support STI services and will also be a support with CD (contagious disease) services. Refugee Services and daily immunization schedule support will also be a learned expectation. During flu season will work offsite with scheduled flu clinics during September and October as needed. Assisting also with other programmatic needs as requested.

Essential Duties and Responsibilities:

- Provides professional nursing care according to physicians' orders, protocols, and/or in accordance with recognized nursing practices, techniques and procedures.
- Follows and recommends improvements on the established standing orders, standards and administrative policies of the Rock Island Health Department.
- Communicates effectively with patients verbally to assess symptoms and needs.
- Uses clear, concise verbal and written communication for follow-up activities and reporting, using language services when needed for ensuring effective communication with non-English speaking clients.
- Recognizes and interprets symptoms of patients and reports to appropriate people.
- Receives and initiates referrals for additional and/or follow up on health conditions or social services.
- Works well within and communicates well within team environments to support over all functioning and well-being of team, while being cognizant of client needs and client flow ensuring best client outcomes.
- Provides services to patients in areas such as; Refugee Screening Services, STI services, immunization appointments and contagious disease programs within Infectious Disease Department.
- Provides services under IBCCP program 8 hours per week.
- Prepares patients for and provides special services as needed.
- Prepares, cleans, stocks and maintains clinic area for client services.

- Is able to understand and communicate to clients the basics of investigation and control of communicable diseases as needed, requested.
- Maintains clinical charts, records, and reports within electronic systems and on paper as per program needs/requirements.
- Oversees clinic supplies and equipment and alerts supervisor to equipment repair and supply needs.
- Meet and maintain OSHA standards.
- Provide services to clients in clinics or in non-clinic settings.

Supervisory Responsibility:

May supervise others according to licensure requirements.

Qualifications & Requirements:

Education: LPN from an approved school of nursing with current Illinois LPN license. BLS certification

Experience: Minimum of 1 year working as LPN in ambulatory care setting-preferred.

Valid driver's license

Compensation: \$17.82/hr. according to Local 2025B Union Contract.

Necessary Skills:

- Ability to multitask and prioritize as well as being detailed oriented.
- Ability to accurately document with clear and concise language.
- Vaccination proficiency and knowledge.
- Working knowledge of professional nursing theory and practice.
- Attention to detail and the ability to follow without fail, written and oral directions.
- Interpersonal skills necessary to communicate effectively with a diverse variety of client personalities and cultures.

- Able to work effectively within a team environment among personalities that may differ from one's own to ensure effective and collaborative work environment is maintained.
- Ability and aptitude to work in and keep records accurately within multiple electronic systems, along with paper charting. Obtains reports and prepares reports, is able to understand and interpret reports and data.
- Experience with working in various electronic record systems.
- Ability to work with in Word and Excel documents.
- Maintain client and department confidentiality.
- Ability to work with a wide variety of clients, family members, medical professionals and co-workers with diverse personalities and backgrounds.
- Familiarity with the medical-legal aspects of public health nursing.
- Assist with quality assurance activities of the health department as required by grants.
- Basic knowledge of organization, content and goals of the public health programs.

Physical Demands:

Must be able to lift or move 40 pounds occasionally.

Repetitive motions using the hands

Tolerate noisy environment

Occasional work outside of HD