



700 Columbine St., Sterling, CO 80751 - (970) 522-3741 - 877-795-0646 - www.nchd.org

JOB DESCRIPTION

JOB TITLE: Public Health Nurse Practitioner

UPDATED: 09.10.2020

Part Time, 32-40 Hours per Month, \$75 - \$100/hour based on experience

GENERAL STATEMENT OF DUTIES

The Public Health Nurse Practitioner provides primary health care in the area of reproductive health for both females and males, as part of an interdisciplinary team focusing on quality, culturally sensitive care to meet the needs of a diverse clientele and community. The Public Health Nurse Practitioner may also be utilized to provide consultation and/or other appropriate services in other programs as needed.

SUPERVISOR | DEPARTMENT

Director of Client Health Services | Client Health Services

LOCATION:

- Based in Logan or Morgan County

PRIMARY DUTIES:

Any one position may not include all of the duties listed, nor do the listed examples include all tasks which may be found in positions of this class. The Northeast Colorado Health Department retains the right to modify or change the duties or essential and additional functions of the job at any time.

The Public Health Nurse Practitioner will be an integral part of community-based nursing in core public health clinical services and education including,

- Practices sound principles of public health nursing. Participates in the decision-making process concerning the delivery of family planning services. Assesses the patient's family planning needs by obtaining and/or evaluating a medical and social history. Performs appropriate health assessment procedures, including but not limited to evaluation of the heart, lungs, thyroid, extremities, abdomen, breasts and pelvic area.
- Develops and utilizes written protocols for the performance of activities related to initiation or modification of medical therapeutic regimes.
- Provides counseling and teaching about all available family planning methods.
- Provides counseling and instruction about related health needs such as infertility, human sexuality, nutrition, self-breast examination, sexually transmitted diseases, and other minor gynecological concerns.
- Adheres to the minimum medical guidelines for Title X funded programs. Maintains standards of service delivery in accordance with applicable local, state and federal guidelines.
- Ensures patient confidentiality and that clients are treated with respect, compassion and empathy.



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- Performs appropriate laboratory screening tests. Refers individuals to other medical professionals or community resources as indicated. Maintains and reviews patient records, including referral and follow-up systems.
- Participates in the quality assurance component of family planning, e.g., chart audit of nursing/medical care standards. Participates in training/education for agency staff. Allocates time regularly to update professional practice, e.g., reading, conferences, professional meetings, etc.
- Achieves proficiency within training plan timeline as determined by the Family Planning Program Lead and/or Nurse Practitioner in the assessment, preparation, education, and dispensing of birth control methods, supplies, pregnancy testing, STD screening and treatment, as well as referrals.
- Complete Title X orientation and participate in ongoing training/updates.

Other duties as assigned by the Director of Client Health Services.

QUALIFICATIONS

A successful Public Health Nurse Practitioner will have the following traits and abilities:

- Current certificate to practice as a Nurse Practitioner in the State of Colorado.
- Must possess a valid driver's license and have access to dependable transportation readily available for business use.
- At least one year of appropriate nursing experience, with the expanded nursing function evidenced by completion of an organized educational program in either adult health, women's health care, or family planning nurse practitioner with a certificate.
- Knowledge of concepts of public health nursing practice and ability to apply concepts to a diverse patient population.
- Ability to develop sound judgment relative to caseload management and recognition of priorities in the context of limited nursing resources.
- Incredible work ethic and passion for community health.
- Ability to speak, read, and write English; Spanish or other languages highly desired
 - Bilingual Incentive: NCHD compensates bilingual employees with an additional salary stipend to recognize the value it brings to our operations.
- Excellent interpersonal skills required and ability to interact professionally and with compassion with clients.
- Excellent computer skills, including Microsoft Office, word processing, spreadsheets, and databases.

WORKING ENVIRONMENT:

- Activities involve standing, sitting, driving, stooping, kneeling, climbing, lifting and carrying, transferring objects, reaching, pushing and pulling.
- Stairs are present in many offices.
- The climate and/or temperature may not be comfortable at times.



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- Office equipment will be used including calculators, copy machines, telephones, keyboards and computers. Skills and activities require fine motor dexterity, good vision, good hearing and clear speaking.
- Travel is expected of all staff throughout the 6 county region (Logan, Morgan, Phillips, Sedgwick, Washington and Yuma).

DRUG-FREE WORKPLACE STATEMENT

The Northeast Colorado Health Department is a drug-free workplace that provides employment opportunities in compliance with all pertinent federal, state and local laws and values that promote employee participation in the delivery of quality services to and on behalf of the community.

EQUITY IN THE WORKPLACE

NCHD celebrates diversity in the workforce. We welcome applicants of all ages, ethnicities, genders, sexual orientations, and religions.

HIPAA STATEMENT

Employees are required to maintain sensitive and confidential client information according to the HIPAA policy.

EMERGENCY PREPAREDNESS AND RESPONSE DUTIES

Employees are required to complete emergency response training, exercises, and drills to prepare for a public health emergency. Employees required to support public health emergencies, incidents and events.

OTHER

The Public Health Nurse Practitioner position is a part-time position funded by grants, contracts and per capita contributions. While there is no guarantee of continued employment if funding is discontinued, NCHD will attempt to place the affected employee in a position of equal responsibility and wage, if a position is open and available.