



Home Visitation Public Health Nurse II

Job Description

Department: Health
Position: Career Service
Grade: 725
Supervisory: No
Reports to: Bureau Director – Nursing or
Home Visitation Nurse Supervisor

Summary

Under the direction of a Bureau Director or other nursing supervisor, performs comprehensive nursing services for eligible women and their families. Maintains the highest standards in clinical registered nursing practice and adherence to evidence-based models, policies, procedures, and standards of the programs for pregnant and new mothers at the Utah County Health Department (UCHD), in private homes, and in the community.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Complete initial and ongoing home visitation education, as required.
2. Follow the Nursing Process in implementing home visiting into personal nursing practice.
3. Visit clients in their homes to provide assessment and education about their newborn/infant/toddler care and development, including nutrition, breast and bottle feeding, and related issues.
4. Develop therapeutic relationships, utilize concepts of reflection and motivational interviewing with women and their families in a home visitation environment.
5. Identify parents and children who need services; make referrals, as needed.
6. Provide case management for mothers, children, and families; document home visits, service plans, assessments, and contacts appropriately; attend case conferences and team meetings, as needed; maintain appropriate caseload count, as required.
7. Assess vision, hearing, nutrition, and infant/toddler development; conduct reflex assessments; obtain and evaluate health and nutrition history; identify high-risk or developmentally delayed infants/toddlers; provide appropriate referrals for early intervention, as needed.
8. Identify parents and children in need of services; assess physical, emotional, social, and environmental strengths and risk factors of women and their families; assist families with managing severe issues; provide education and referrals, as appropriate.
9. Ensure pregnant clients receive appropriate prenatal care.

For Office Use Only

Job Code: 2636

Job Title: Home Visitation Public Health Nurse II

FLSA: Exempt

Effective Date: 3/2/2023

Public Safety: No

Worker's Compensation: County

Background Level: I

Safety Sensitive: No

DOT: No

ML: Individual Contributor

10. Assist women and their families with establishing and attaining goals; provide education, support, and referrals, as needed.
11. Develop and maintain community relationships; collaborate and consult with other professionals involved in providing services to women and families; coordinate care activities with other agencies serving the same clients.
12. Assist with completing the Medicaid enrollment process, as needed.
13. Participate in community coalition and group activities, which may fall outside of usual working hours.
14. Participate in quality improvement efforts, such as reviewing client records, standardizing processes, reducing variation, and improving outcomes.
15. Mentor nursing students, as assigned.
16. Respond to public health emergencies as required by the Department or Division Administration; carry mobile phone or other emergency communication devices during work hours and at all other times when unavailable by phone at home.
17. During times of emergency or pandemic, and at times deemed necessary by a supervisor, job duties may be modified as needed, and may be significantly different from primary duties.

Knowledge, Skills, and Abilities

- Current knowledge of community health issues
- Knowledge of the Health Insurance Portability and Accountability Act (HIPAA) and compliance requirements
- Highly skilled in conducting assessments related to physical, intellectual, emotional, social, and environmental health issues
- Skilled in accessing and using paper and electronic medical records (EMR)
- Skilled in written and verbal communication
- Skilled in emergency and first aid response
- Skilled in the use of health screening equipment
- Ability to abide by program and UCHD policies and procedures
- Ability to maintain regular contact with clients
- Ability to establish rapport and maintain cooperative working relationships
- Ability to maintain organized and accurate medical records
- Ability to teach health-related issues to mothers of diverse backgrounds, education, and learning abilities
- Ability to lead discussions, activities, and conduct presentations for large and small groups

Supervisory Responsibility

This position has no direct supervisory responsibility but does serve as a coach and mentor for other positions in the department as well as nursing students.

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Work Environment

This job typically operates in an environmentally controlled setting such as an office, or client's home and requires daily travel between work sites. This position requires frequent contact with the public, which exposes incumbent to others' illnesses and to possible high-stress or dangerous situations, including confrontational, emotionally charged, or uncomfortable circumstances. Incumbent may be exposed to contagious or infectious diseases or hazardous chemicals and work may require the use of personal protective equipment (PPE), such as gowns, masks, eye shields, and gloves. This role routinely uses standard office equipment such as a laptop, desktop, smartphone, photocopier, shredder, and filing cabinets. The noise level in the work environment is usually moderate. The incumbent is required to drive a personal vehicle to travel between work locations, including conducting home visits. The incumbent may be required to drive a County owned vehicle in the course of conducting County business and must abide by the Utah County Vehicle Policy.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is required to use manual dexterity to handle, feel, and operate objects, tools and controls, and reach with hands and arms. This employee is frequently required to stand, talk, and hear. Specific vision abilities by this job include close vision, ability to adjust focus, and ability to distinguish between shades of color and patterns. The employee is required to type, file, and lift office supplies weighing up to thirty (30) pounds. The employee regularly drives a motor vehicle.

Position Type/ Expected Hours of Work.

Incumbent must work eighty (80) hours each pay period to maintain full-time status. There may be availability to work out a flex schedule ahead of time that works for both the County and the employee. Occasional evening and weekend work may be required as job duties demand, and incumbent may be contacted at any time during emergency situations and during off hours as required by department policy.

Travel

Travel is primarily local during the business day, although some out-of-area and overnight travel may be expected, up to ten (10) percent, including occasional out-of-state travel.

Required Education and Experience

1. Bachelor's degree in nursing from an accredited college or university.

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Preferred Education and Experience

1. Preference may be given to candidates with home visitation, public health, maternal/child health, mental/behavioral health, or community nursing experience.
2. Preference may be given to candidates who are bilingual in English and Spanish.

Additional Eligibility Qualifications

1. Applicant must possess either a current State of Utah Registered Nurse license, a current State of Utah Temporary Registered Nurse license, or a current out-of-state registered nurse license recognized through interstate compact legislation, without restrictions. Incumbents possessing temporary or out-of-state licensure must obtain a State of Utah Registered Nurse license during the probationary period for new hires or during the trial period for promoted County employees.
2. Incumbents must possess Basic Life Support (BLS) CPR and first aid certifications.
3. Incumbents must successfully complete annual training required to maintain licensure and certifications.
4. Applicants must possess a current driver license and obtain a valid State of Utah driver license within sixty (60) days of employment.
5. Selected applicants will be required to submit to a pre-employment drug screen and background check.
6. Selected applicants shall follow UCHD immunization and TB policy for healthcare workers.

AAP/EEO Statement

It is the policy of Utah County Government to assure equal employment opportunity to its employees and applicants for employment without regard to race, color, religion, national origin, disability, age, sex, sexual orientation, genetic status, or gender identity.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee of this job. Duties, responsibilities, and activities may change at any time.

Utah County Government is a drug-free workplace.

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Acknowledgement below to be completed after an offer has been extended and accepted.

This job description has been approved by the Office of Human Resource Management in consultation with the Department Head.

Signature below constitutes an understanding of the requirements, essential functions and duties of the position.

Candidate / Employee _____ Date _____

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