



BARNSTABLE COUNTY JOB DESCRIPTION

Title: Assistant Public Health Nurse	Classification: Barnstable County
Department: Health and Environment	Grade: SPT-4
Reports to: County Health Nurse	FLSA Status: Exempt
Effective Date:	Union Status: Non-represented

Summary

Professional nursing and administrative work to address chronic disease and communicable disease, including COVID-19, through primary, secondary, and tertiary prevention programs; all other related work, as required.

Supervision

Works directly under the supervision of the county public health nurse and the general direction of the Director of the Department of Health and Environment and in accordance with professional standards; responsible duties require professional judgment in promoting and implementing public health programs.

Medical administrations under the authority of a Medical Director assigned to the County. Position helps with management of a group of at least 25 contract nurses.

Expected to independently develop community and public health, and COVID-19 response programs to address the needs in the communities under direct guidance of the public health nurse and the general guidance of the department manager and the County Commissioners.

Essential Functions

The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Convenes and administers a Long Term Care working group to address infection control, in particular COVID and other respiratory diseases, in Barnstable County skilled nursing facilities.

Assists with the development of inventories of personal protective equipment, development of staffing protocols for facilities to reflect best practices learned in the COVID-19 pandemic. Assists skilled nursing facilities with the use of the Incident Command System during a communicable disease incident.

Coordinates with Barnstable County communities to provide public health nursing services on scheduled days. Provides COVID-19 support to the towns through COVID testing Contact Tracing and case management. Coordinates COVID testing popup clinics for communities responding to numerous infections and exposures.

Provides public health support to the Barnstable County School Departments through planning and organizing influenza vaccination clinics for school staff and students. Coordinates COVID education



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and testing programs for students and staff. Assists school departments with rapid COVID-19 response testing and Contact Tracing during increasing prevalence in systems.

Provides recommended immunizations to the general public. This may be in the office or in the community.

Provides annual tuberculosis testing for fire department personnel; blood borne pathogen training to paramedics and town public works, grounds and facility workers, and private sector businesses.

Provides coordination of tickborne illness prevention and education to public and private schools, farmer's markets, and through online platforms.

Reorganizes preventive health screening for community-based programs to reflect current pandemic protocols.

Maintains records and prepares reports. Reviews the work of other staff when medical judgment is required.

Performs similar or related work as required, directed or the situation dictates.

Recommended Minimum Qualifications

Education and Experience

Bachelor's Degree in Nursing; four years of nursing experience; public health experience preferred; or an equivalent combination of education and experience.

Certifications:

Registration by the Commonwealth of Massachusetts as a Registered Nurse and valid Massachusetts motor vehicle operator's license.

Knowledge Knowledge of public health nursing principles, practices and public health resources; knowledge of communicable diseases and vaccine preventable diseases; knowledge of applicable regulations and healthcare trends.

Ability Ability to work independently; ability to communicate effectively in written and oral form; ability to assess individual and public health needs and issues; ability to establish and maintain harmonious relationships with public officials, public health officials and the general public.

Skill: Excellent interpersonal skills; good oral and written communication skills; basic computer skills; skill in performing nursing techniques and the use of various medical equipment.

Job Environment

Some work is performed under typical office conditions, other work is performed under field conditions



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with the possibility of risk of exposure to contagious diseases, blood borne pathogens, unsafe housing conditions which require basic safety procedure; the volume and nature of work are subject to unplanned events, such as disease outbreaks; responds to public health emergencies.

The employee has regular contact with the general public, public agencies and private organizations to provide and obtain information pertaining to public health issues and provision of services.

The employee may have access to confidential medical information.

Errors could endanger public health, result in personal injury or injury to others, or have legal repercussions.

Physical Requirements

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Light physical effort is required to perform duties. The employee is frequently required to stand, walk, sit, speak and hear and use hands to operate equipment. Vision requirements include the ability to read routine documents, fine print and medical instruments, operate a vehicle and to use electronic devices.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.

Equal Opportunity/Americans with Disabilities Act Employer