



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Public Health Nurse - Women & Child Health
Lummi Tribal Health Clinic

***Re-Advertised ***

OPEN: June 19, 2018

EXEMPT: Yes

SALARY GRADE: (10) \$28.85-\$32.32 DOE

SHIFT: Day

LOCATION: LTHC

DURATION: Regular Full Time

CLOSES: July 2, 2018

JOB CODE:

DIVISION: Health & Human Services

DEPARTMENT: Public Health

SUPERVISOR: Public Health Nurse Manager

VACANCIES: 1

JOB SUMMARY: The Public Health Nurse (PHN) promotes community health by working with families to support maternal and child health. The nurse will serve as a resource across departments to support the health and wellness of families, mothers, and children. Serves as a key team member of the New Beginnings Program supporting healthy pregnancies. Will also work with other public health nurses, clinic nurses and primary care providers to monitor and treat communicable diseases, develop preventative health strategies and programs, and provide individual and community health education programs.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Provide comprehensive nursing services to families during pregnancy, infancy and childhood; includes developing and coordinating PHN clinic for first time mom's conducting prenatal, infant, child and home assessment; developing care plans, coordinating care, and monitoring progress.
2. Provide home visits to new mothers to support healthy transitions, breast feeding, and connection to pediatrics.
3. Ability to identify high risk pregnancies, make appropriate referrals, and provide necessary support for patient follow-through.
4. Serve as a link between the Lummi Tribal Health Center (LTHC) and other LIBC departments including, but not limited to, Indian Child Welfare, Chemical Dependency and Behavioral Health, Lummi Nation School, and the Youth Academy to support care coordination activities for youth and their families.
5. Coordinates OB care between OB providers, Peace Health Hospital, and the LTHC.
6. Nursing Consultant at Child Care Centers (Lummi Day Care, NWIC and Headstart Schools).
7. Provides clients with family planning, STD screening and counselling. Coordinates partner notification with County Health Departments. Provides education and consultation regarding sexually transmitted diseases to nursing staff and community groups.
8. Provide in-depth, disease specific health assessments for individuals and families. Makes nursing diagnosis. Plans and implements nursing interventions through teaching, counseling,

screening evaluation and monitoring. Route referrals to dental, physicians, hospital, health department, clinics and case management as appropriate.

9. Documents nursing activities in the Electronic Health Record; responsible to document care accurately and appropriately in conjunction with established nursing documentation standards.
10. Provide communicable disease intervention, treatment (including administering prescribed medications and immunizations), education and prevention, as needed.
11. Provide health assessments for individuals, families, and groups in the community.
12. Participate in quality improvement activities such as developing standards, performing chart audits. Make recommendations to update health care policies, procedures and records, as requested.
13. Works with both internal and external programs to identify and coordinate necessary resources including access to health coverage, state and tribal benefits, and others.
14. Maintain confidential records, and prepare statistical reports applicable to assigned area, as required.

KNOWLEDGE, ABILITIES AND SKILLS: (List of knowledge, abilities and skills)

- Understands public health core functions of assessment, policy development and assurance.
- Attentive to detail and when making decisions; constantly follow written and oral instructions, policies, procedures and legal guidelines.
- Establish a rapport with clients from diverse backgrounds in a non-judgmental and professional manner.
- Apply public health principals and make informed recommendations and decisions as appropriate to the circumstance.
- Discuss issues such as human sexuality, reproductive issues and diagnosis with comfort and sensitivity to the feelings of clients.
- Communicate effectively, both orally and in writing, in clear, concise language appropriate for the purpose and parties addressed.
- Proficiently use and maintain nursing and emergency equipment and supplies and follow safety policy and procedures related to the area of assignment.
- Maintain accurate records and organize and manage own workload.
- Work independently and cooperatively as a team member with staff, community, and other agencies.
- Assume responsibility for continuing education through workshop attendance, journal review, use of consultants, and participation in professional associations to insure adherence to current, safe and legal practices.
- Must maintain strict confidentiality at all times.
- High level of comfort and proficiency with Microsoft Office products including Outlook, Word, Power Point, Excel.
- Comfort using an electronic health record; maintains and documents patient health information according to relevant State and Federal guidelines.

MINIMUM QUALIFICATIONS: (Minimum Qualifications in education and work experience)

- Registered Nurse license with prenatal experience, required
- Bachelor of Science Degree in Nursing with coursework in Public Health, preferred
- 1 year of experience in maternal and child health required
- Requires a valid Washington State License to practice as a Registered Nurse
- Experience working with tribal communities preferred.
- Lummi/Native American/Veteran preference policy applies.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or control over Indian children and is therefore subject to successful and extensive criminal background check, CAMIS background check.
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <http://lnnr.lummi-nsn.gov/LummiWebsite/Website.php?PageID=376> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.