

JOB ANNOUNCEMENT

POSITION: Community Health Nurse or Community Health Nurse Practitioner

PROGRAM: Community Health Department

SUPERVISOR: Nursing Administrator

SALARY RANGE: (RN) \$82,638.40 - \$95,680.00 (Grade: 32-35, Step 01)

(NP) \$110,760.00 - \$148,449.60 (Grade: 38-44, Step 01)

CLASSIFICATION: EXEMPT

LOCATION: Owyhee, Nevada

OPENS: March 26, 2024

CLOSES: May 1, 2024

SPECIFICATIONS: All applications must be fully completed. Any incomplete, undated or unsigned applications will not be processed (Do not refer to the resume in lieu of making required comments on the application) Please attach all required documentation as specified in the Job Announcement. **Failure to attach required documents will disqualify you from consideration for this position.** Employment Applications are available at the Human Resource Department. Any questions regarding this position is to be directed to the Human Resource Department at the above listed telephone number.

Preference for filling vacancies will be given to qualified Indian Applicants in accordance with the Indian Preference Act (Title 25 U.S. Code, Section 472 and 473). However, the Shoshone-Paiute Tribes is an equal opportunity employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (l) of the Title VII of the Civil Rights Act of 1964, as amended.

The Shoshone-Paiute Tribes application form for employment must be received by the Human Resources Office by 5:00 PM of the closing date of this job announcement.

All Interview notifications will be made by certified mail. It is your responsibility to notify HR if your mailing address and/or phone number changes.

In accordance with Shoshone-Paiute Tribes' Resolution No. 00-SPR-31, all new employees are required to pass a pre-employment drug/alcohol test.

THE SHOSHONE-PAIUTE TRIBES RESERVES THE RIGHT TO CONDUCT BACKGROUND CHECKS ON ALL NEW EMPLOYEES. In accordance with Shoshone-Paiute Tribes' Resolution No. 95-SPR-135

SPECIAL CONSIDERATIONS:

Because of the sensitive and trusted nature of this position, the Community Health Nurse is subject to initial, for cause, and suspicion less (random) drug/alcohol testing. Prior to providing patient care, a background check and skills verification is required. This individual works in patient situations requiring good judgment, critical thinking skills, and discretion. Work requires driving on rural roads, and in inclement weather.

POSITION SUMMARY:

The Community Health Nurse (CHN) **or** Community Health Nurse Practitioner (CHNP) provides nursing services to individuals, families, groups and the community at large. Nursing interventions are directed towards the goals of prevention, assessment, risk reduction and health improvement. Under the general direction of the Nursing Administrator, the CHN utilizes the nursing process to assess and identify community needs, analyze data, plan interventions, implement, and then evaluate the outcome. Using the principles of community health care planning, and case management, facilitates linkages between families, community agencies, specialty and primary care providers. This supervisory position assures the establishment of a system of staff development linked to semi-annual performance evaluations and individual development plans. The incumbent must be sensitive to the needs of the Native American community, its culture, traditions, behavior patterns, and background. If the incumbent is a Nurse Practitioner, they shall have additional duties as described below.

MAJOR DUTIES AND RESPONSIBILITIES:

- Promotes positive working relationships and works effectively as part of the nursing team to meet the goals of the patients and the objectives of the OCHF.
- Provides direct patient care in compliance to all community health care standards.
- Promotes positive, supportive, respectful communication to all external sources, patients, family and staff.
- Strives for continuous improvement in all aspects of care delivery by adhering to established policies, processes and standards regarding patient care, quality and documentation.
- Provides an environment which promotes respect for the patients, their privacy, confidentiality and property.
- Initiates appropriate preventive and rehabilitative strategies.
- Consults with and educates the patient, family, and other team members regarding disease process, self-care techniques and preventive strategies.
- Provides supervision of the licensed practical nurse (LPN) and community health representatives (CHRs) to ensure patient health, safety, and compliance with the plan of care.
- Directs, coordinates, evaluates and supervises the quality of patient care services provided by the department.

- Supports care management philosophy. This includes collaborative patient focused planning, case management designed to meet individual health needs, and promote quality and cost effective outcomes.
- Assures the completion of all appropriate clinical records needed for compliance with state and federal legislation, and the delivery of seamless service within established timeframes.
- Maintains current knowledge and contact with all available tribal resources.
- Ensures problem resolution at the point of contact.
- Monitors results, progress and takes corrective action on quality indicators.
- Knowledge of QA principles, standards and activities.
- Performs other duties as assigned by supervisor.

OTHER FACTORS INFLUENCING POSITION:

- Knowledge of health programs and professional public health nursing principles, practices and procedures.
- Knowledge and ability to apply methods and techniques of education to stimulate behavioral changes related to good health practices.
- Knowledge of the mores and customs of the Native American people and the ability to appreciate cultural differences and their effect on health care delivery.
- Knowledge of available local resources including tribal, community, state and federal programs.

QUALIFICATIONS:

- Graduation from an accredited professional nursing program.
- Current license from any state or U.S. territory as a registered nurse (RN) in good standing. BSN or MPH preferred.
- Possess and maintain AHA BLS certification (CPR/AED) or obtain within 30 days of hire. ACLS and PALS certification preferred.
- Two years' supervisory experience preferred.
- Minimum of two years' clinical experience required.
- Driver's license in good standing in order to operate Tribal vehicles.

- Two-step TB skin testing is required before facility start date. Record of one TB test may be considered the 1st step if received/interpreted within previous 12 months.

GENERAL SCOPE:

- The CHN scope of work covers a wide range of nursing services including supervision and management of personnel, assessment and implementation of patient care, organizational capabilities to perform department responsibilities, problem solving skills, resource development, and management.

ADDITIONAL INFORMATION FOR NURSE PRACTITIONER INCUMBENT

DUTIES AND RESPONSIBILITIES:

1. Works under the clinical direction and in collaboration with the Medical Director or their designee; however, reports to the Nursing Administrator for administrative matters.
2. Interview patients and family members and consults with primary care providers, and other staff members, to determine and evaluate the health and physical care required.
3. Reviews and interprets findings to distinguish between normal and abnormal condition during patient screening/triage.
4. Carries out treatment and emergencies or other procedures as indicated, administer medications, observe and document patient's conditions, changes, and reactions to medications and medical treatment.
5. Provides guidance and counseling to patients and families on preventive, curative, and rehabilitative health measures.
6. Provides medical and nursing care in patient's home, the outpatient clinic, and/or other locations within the Duck Valley Indian Reservation, as directed.
7. Maintains records and reports on patients, program activities, and other healthcare-related information.
8. Telephone triage of urgent and same day appointments, as needed.
9. Other duties as assigned.

QUALIFICATIONS:

- Master's or Doctoral nurse practitioner education obtained from program accredited by the Commission on Collegiate Nursing Education (CCNE) or the Accreditation Commission for Education in Nursing (ACEN).
- Valid RN **and** APRN (NP) license in any state, U.S. territory or commonwealth, or the District of Columbia.
- Must show evidence of prescribing and dispensing authority.

- Incumbent may be considered if they have completed the education requirements but are awaiting testing for NP certification; however, national certification must be obtained within 12 months of graduation from the approved program. Incumbent will still require licensure as a Registered Nurse and shall perform only the nurse duties until their NP certification/licensure and privileges have been granted.
- Board certification must be from a national certifying agency recognized by the National Council of State Boards of Nursing (e.g., AANP or ANCC). **Certification as a Family Nurse Practitioner meets both of the below requirements.**
 - Adult and Geriatric – Should hold current certification as a Nurse Practitioner in the area of Acute, Adult, Family Medicine or Gerontology.
 - Pediatrics – Should hold current certification as a Nurse Practitioner in the area of Pediatrics or Family Medicine by a national nurse certification organization.

PREVIOUS EXPERIENCE:

- Active practice or completion of training in the field of advance practice nursing (nurse practitioner) in the last six months.
- Demonstrated ability to plan, organize, and carryout nursing activities in a clinical setting.
- Able to work effectively with individuals and/or families to assist them in satisfactory solution(s) to health relationships with others.
- Ability to analyze situations accurately and take effective action.
- Confirmed ability to effectively communicate both verbally, and in writing to various individuals, cultures and groups.

HIPAA Privacy Act- (Significant Facts):

The Privacy Act of 1974 mandates that the incumbent shall maintain complete confidentiality of all administrative, medical and personnel records and all other pertinent information that comes to his/her attention or knowledge. The Privacy Act carries both civil and criminal penalties for unlawful disclosure of records. Violations of such confidentiality shall be cause for adverse action.

Electronic Health Record access shall be determined in collaboration with direct supervisor, the Health Information Manager, and the IT Specialist and/or their designees, based on the job duties respective to the level of licensure and scope of practice of incumbent. HIPAA and HITECH regulations shall be strictly enforced.