

**TULE RIVER INDIAN HEALTH CENTER, INC.**  
**NOTICE OF POSITION VACANCY**

**POSITION: PUBLIC HEALTH NURSE**

**LOCATION: Porterville, CA**

**NUMBER OF POSITIONS: 1**

**CLOSING DATE: Until Filled**

**SALARY: \$65,000 per year**

**POSTION SUMMARY:**

Under the general direction of the Community Health Services Director, independently performs professional nursing work of considerable difficulty in providing for the physical, mental, and emotional needs of patients. Provides case management and utilization review for medical care to eligible clients in the service community. The PHN is expected to have knowledge of principles relating to community health care management, Medi-Cal programs, health insurance, hospital, outpatient and home care. Facilitates linkages between families, community agencies, and specialty and primary care providers. Incumbent must be sensitive to the needs of the Indian community, its cultures, traditions, behavior patterns and background.

**PRIMARY RESPONSIBILITIES:**

Provides skilled nursing care to individuals, families and communities; coordinates patient care with medical and other providers; makes referrals to appropriate service provider to order equipment (i.e. walkers, wheel chairs); applies care to wounds; provides home health care, post-operative, pre-natal care, postpartum/newborns and other hospital and clinic referrals and case findings; consults with physicians.

Performs acute communicable disease follow-ups such as measles, pertusses, plague, tuberculosis, hantavirus, etc.; reviews referrals, determines urgency and assigns to appropriate workers; writes and submits quarterly reports on communicable disease issues; meets with Community Health Workers to exchange information on patients.

Performs home health visits including checking blood pressure, glucometer test for diabetes, temperature, physical assessment and checks medication; arranges transportation; assesses social situation; schedules and discusses appointments with patient; may transport seriously ill patients; provides instructions regarding the use of equipment such as nebulizers, oxygen concentrators, wheel chairs, etc.

Tracks referrals and provides patient follow-up; conducts hearing and vision screening; provides influenza shots; develops and implements care plans and immunization monitoring; provides patient health/wellness education; provides disease prevention in-service and updates; maintains assigned vehicle.

**QUALIFICATIONS:**

Minimum requirements – BSN with a valid California license as a Registered Nurse; possession of a Public Health Nurse Certificate issued by the California State Department of Health Knowledge. One (1) year of verifiable experience as a Public Health Nurse and a minimum of (3) years experience in an acute care hospital setting.

**MANDATORY TRAVEL:**

Must be able to drive on a daily basis to and from client homes and or community agencies within the service community.

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### **PHYSICAL STANDARDS:**

Positions in this work class are situated in a clinical, field, and/or home settings where there is routine exposure to variations in the weather or other similar elements, but also moves about the clinic to meet with physicians, patients, and co-workers. Physical agility must be such that the employee is able to stand, walk, or sit for extended periods. Employees must also be capable of ingress and egress various offices, homes, and other structures without assistance. Must be able to write, type, copy, fax, and utilize a basic calculator. This position has direct patient/client contact. The employee should be able to lift up to 25 pounds repeatedly and 50 pounds intermittently. Because the work can be situated in multiple environments, it may be categorized by OSHA as Bloodborne Pathogen Category I, there is potential for exposure to blood, body fluid/tissue, and infectious wastes. There is potential for exposure to chemicals, biologicals, toxicants, and irradiants.

### **USE OF COMPUTER AND INFORMATION SYSTEMS:**

The use of personal computer and/or Health Center's Information System(s) is essential for success in this position. Experience of the IHS RPMS system is preferred. In addition to a basic operating knowledge in Word, Excel, and electronic mail (email), you may be required to possess, or have the ability to gain proficiency in the use of other software packages and/or programs specific to your job duties. You will be expected to use the resources assigned to you as you have been instructed by your supervisor, and to comply with TRIHCI's policies and user agreements associated with the use of all information systems.

### **STATEMENT OF SAFE WORK PRACTICES:**

As an employee of TRIHCI, you will be required to comply with all TRIHCI's safety standards, TRIHCI's policies and procedures, and all other applicable Federal, State, or Local safety laws and regulations as a condition of employment. This is a condition of employment in order to promote a safe working environment for all employees, contractors, and patients. This will be accomplished through observation and enforcement of safe work practices, which include, but are not limited to:

- Keeping yourself informed of conditions affecting your health and safety;
- Participating in training programs, as required and as they become available to you;
- Adhering to healthy and safe practices in the workplace;
- Promptly reporting potential hazard(s) in the workplace;
- Refraining from "horseplay";
- Promptly reporting any injuries or accidents to your supervisor;
- Properly using TRIHCI's property/equipment and protecting it from damage or misuse;
- Respecting other employees, contractors, and patients rights to a safe environment.

**At-Will Employment:** all employment with Tule River Indian Health Center, Inc. is At-Will Employment. While we strive to provide fulltime employment to all of our employees who so desire, we make no guarantees, expressed or implied, to provide any guaranteed number of hours of employment in a given week. Changing conditions in the healthcare field make it impossible to predict the demand for our services and as a result, all of our offers of employment are offers of At-Will Employment.

**Indian Preference Act (IPA):** Preference in hiring is given to qualified Native Americans in accordance with the *Indian Preference Act*: (Title 25, US Code, Section 472 and 473). Applicants claiming Indian Preference must submit verification of Indian certification by tribe of affiliation or other acceptable documentation of Indian heritage.

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**Equal Opportunity Employer (EOE):** Within the scope of Indian Preference, all candidates will receive equal consideration without regard to race, color, gender, religion, national origin or other non-merit factors.

**Age Discrimination in Employment Act (ADEA):** Tule River Indian Health Center, Inc. (TRIHCI), abides by the mandates of the ADEA (protecting individuals 40 years and older) and considers age a non-merit factor in all employment decisions and considerations.

**Americans with Disabilities Act (ADA):** TRIHCI abides by the mandates of the ADA and considers disability a non-merit factor in all employment decisions and considerations. Furthermore, TRIHCI will make any practical, feasible, and reasonable arrangements to accommodate qualified applicants and employees with disabilities.

Send Applications, resume, Indian Preference Documentation, if applicable to:

**TULE RIVER INDIAN HEALTH CENTER, INC.**

**Attn: Human Resources**

**P.O. Box 768**

**Porterville, CA 95841**

**(559) 781-6514 FAX**

**E-mail**

**[Human.resources@ihs.gov](mailto:Human.resources@ihs.gov)**