

## **NURSE PRACTITIONER**

**JOB CODE:** 2603  
**DEPARTMENT:** Tioga Co. Public Health Department  
**CLASSIFICATION:** Competitive  
**SALARY:** CSEA - Grade XVII per Reso 136-01  
**ADOPTED:** Revised 07/10, Tioga Co. Personnel & Civil Service

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves professional primary health care nursing services of a specialized nature in a public health clinic setting. This position functions as a member of a health care team taking histories and performing physical examinations, selecting clinical laboratory test and diagnostic radiological procedures and choosing regimens of treatment. The work may require flexible work hours due to the scheduling of clinics. Work is performed under the general direction and supervision of a physician who is licensed and currently registered to practice in New York State, and in compliance with applicable laws, codes, acts, policies and procedures. Supervision is exercised over the work of subordinate clinic staff. Does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

- Performs physical examinations and collects and assembles historical and clinic patient data;
- Assesses and evaluates patient's physical and/or gynecological condition and recommends follow up or makes referrals when necessary;
- Performs specialized clinical procedures such as pap smears, tests for sexually transmitted diseases and fitting of diaphragms, IUD's insertions and removals;
- In collaboration with the physician, orders, administers and interprets a variety of laboratory tests such as venal puncture, hematocrit testing, urinalysis, pap smears and cultures;
- Counsels individuals toward self help in recognition and solution of physical, emotional, social and nutritional health problems;
- Educates patients to family planning methods available through the clinic;
- Dispenses, under physician's orders, prescriptions associated with individual's health care plan;
- Trains and supervises clinic staff;
- Reviews cases with the physician and participates in staff meetings to assess patient needs and clinic services;
- Prepares, reviews and maintains a variety of medical records and reports;
- Attends seminars, conferences and meets with medical and public health personnel to keep current in the profession;
- May, on occasion, speak to community organizations regarding clinical services available.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of applicable medical and clinical sciences; thorough knowledge of clinical nursing specialty; thorough knowledge of the routines, practices and policies of the agency; skill in the application of nursing procedures, practices and techniques; ability to perform physical examinations to assess the physical condition of patients; ability to recognize signs and symptoms associated with changes in the physical and emotional health of patients; ability to explain and/or interpret instructions of a technical nature to patients, nursing staff or other personnel; ability to deal empathetically with problems of patients; ability to work well with all levels of personnel and to apply

## 2. Nurse Practitioner

leadership skills; flexibility, professional conduct, physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Licensure and current registration as a Nurse Practitioner AND a Registered Professional Nurse in New York State and **either:**

- (a) A Master's degree in nursing from a regionally accredited or New York State registered college or university; **OR**
- (b) A Bachelor's degree in nursing from a regionally accredited or New York State registered college or university and one (1) year of professional nursing experience.

**SPECIAL REQUIREMENT:** Most assignments made to employees in this class will require reasonable access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner.