



JOB DESCRIPTION

Job Title:	Community Health Nurse	Department:	Health Center
Reports To:	Director	Employment Status:	Full Time
Exemption Status:	Exempt	Classification:	Sensitive
Supervisory Status:	Yes	Salary Minimum:	DOE
Driving Classification:	Valid Driver's License		

Summary:

Become a part of a Tribal facility of dedicated health care providers working to meet the individual health care needs of our patients. Employees are considerate in our care, creative in our approach, enthusiastic about our work and compassionate with our patients. Our lifestyle is adventurous, community oriented and focused on service and problem solving as part of a professional interdisciplinary team. Join us in improving the health outcomes of our patients.

The position provides direct service to patients by instructing individuals and families in health education and disease prevention in the home and in community settings. Provides home and clinic contacts to determine patient and family needs, develop a treatment plan to meet these needs and provide RN/LVN level nursing services as needed. Provides treatments to patients at home or in agency settings, following physician instruction and with frequent communication with the provider. Teaches other subjects related to individual and community health welfare.

Performance Expectations in performance of their respective tasks and duties all employees of the Fort Mojave Health Center are expected to conform to the following:

- Fully uphold all principles of confidentiality and patient care.
- Adhere to all professional and ethical standards of the healthcare industry.
- Interact in an honest, trustworthy, and dependable manner with patients, employees, and vendors.
- Possess cultural awareness and sensitivity.

Essential Duties and Responsibilities:

- Conducts home visits for treatment, assessments, and educational purposes.
- Oversees the CHR and Respite Care Program. Attendance and participation in meeting with CHR/Respite and related staff to review the status of current active patients served at home or in other community settings. Provide documentation and tracking of individuals discussed in weekly case conference meetings.
- Will participate in data collection and documentation related to activities conducted for the Special Diabetes Program. Will assist with data gathering related to the QA/PI program of this health center.

- Will help develop and implement Wellness. These activities will include, but are not limited to nutrition, exercise, and diabetes prevention. The program will include the entire community with a special emphasis on our youth. (i.e., Summer nutrition program, charter high school, day care, and Anya Itpak Elementary School).
- Maintain OB register to track all expectant women on or near the reservation. Provide education and support throughout pregnancy and after delivery with special emphasis on those with gestational diabetes. Postpartum care to include immunization tracking for the newborns and newborn care.
- Will manage, conduct and document all issues related to employee health. Administration of vaccine, screening for TB, infection control, and annual in-service related to employee health and safety.
- Performs other duties as assigned.

Qualifications:

- **Required:** Sufficient experience and/or education to perform the duties of the specific position for the Community Health Nurse.
- **Required:** Experience working in tribal, rural or underserved communities.
- **Required:** Ability to travel to home visits and community locations.
- **Desired:** Demonstrated ability to work independently in patient's homes and community-based settings.

Education/Experience:

- **Required:** High School Diploma or GED.
- **Required:** Bachelor of Science in Nursing (BSN) from an accredited nursing program/
- **Required:** Minimum of two (2) years of nursing experience, with at least one (1) year in a community health, public health, or home health setting.
- **Required:** Knowledge and ability to utilize Electronic Health Records.

Licensure/Certifications:

- **Required:** Possess a current, active, full, and unrestricted license or registration as a professional nurse from a State, the District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States.
- **Required:** Passed the National Council Licensure Examination.
- **Required:** Basic Life Support (BLS) Certification.
- **Required:** Valid driver's license and the ability to be insured under the FMIT insurance plan.
- **Desired:** Demonstrated ability to work independently in patient's homes and community-based settings.

Language Ability:

- Proficient in English, with the ability to communicate effectively with management and residents.

Reasoning Ability:

- Critically evaluate information, identify assumptions, and consider alternative viewpoints.
- Identify public health problems, analyze their root causes, and develop effective solutions.
- Analyze data to identify trends, patterns, and emerging health issues.
- Apply logical principles to draw conclusions and make decisions that are supported by evidence.
- Consider the social, cultural, and environmental factors that influence health outcomes.
- Make decisions that are consistent with ethical principles, such as respecting autonomy and beneficence.

Computer Skills:

- Required: Electronic Health Records (EHR) experience.
- Computer skills with various applications in Office 365, MS Teams, and Zoom.
- The ability to type and use modern office equipment and have experience in using Microsoft products such as Word, Excel, Teams and Outlook.

Requirements:

- **Required:** Valid driver's license and be insurable under the FMIT insurance plan.

Knowledge, Skills, and Abilities:

- Understanding of health determinants, health disparities, and community health assessment methodologies.
- Knowledge of disease transmission, prevention, and control strategies.
- Understanding of evidence-based interventions and strategies for promoting healthy lifestyles.
- Awareness and respect for diverse cultural beliefs and practices.
- Ability to analyze information, make informed decisions, and evaluate outcomes.
- Knowledge of different medications, dosages, and safe administration practices is essential.
- educate patients and their families about their conditions, treatment plans, and how to manage their health at home.
- Effective communication, both verbally and nonverbally, is critical for building rapport with patients, families, and other healthcare professionals.
- Ability to identify needs and opportunities and take action to address them.
- Understanding of health disparities and a commitment to addressing them.
- Working effectively with physicians, other nurses, and support staff is crucial for providing coordinated and comprehensive care.

Physical Demands and Work Environment

- The employee may occasionally be required to move boxes of up to 25 pounds. Normal vision requirements, i.e., close vision, distance vision. The employee is frequently required to sit or stand for long periods of time and walk distances as well as stoop, bend, kneel and crouch. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions.

Additional Information:

The above statements describe the general nature and level of work being performed. This is not an exhaustive list of all duties and responsibilities associated with the position. The Fort Mojave Indian Tribe reserves the right to amend and adjust responsibilities to meet organizational and business needs.

Employee must pass a pre-employment drug test and maintain a drug/alcohol free work environment. Employee may be required to travel to various departments, entities and locations within the Tribal Reservation and may be required to travel to various trainings, as necessary.

The Indian Preference Act will be enforced. The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities associated with it. The Fort Mojave Indian Tribe reserves the right to amend and change responsibilities to meet business and organizational needs.

Employee Acknowledgment:

I acknowledge that I have received, read, and understand this job description. I understand that this document provides a general overview of my responsibilities and that my duties may be modified as necessary to meet the needs of the organization.

Employee Name (Print): _____

Employee Signature: _____

Date: _____