



## **Position: Public Health Nurse**

### **Basic Qualifications:**

- BSN and 2 years of nursing experience
- Experience in working with older adults
- Registered Nursing license in the state of Ohio
- Strong computer skills
- Knowledge of modern medical procedures and protocols
- Valid driver's license and reliable transportation

### **Preferred Qualifications:**

- Multilingual
- Advanced degree
- Experience in multiple medical specialties;
- Experience in promoting evidence-based practice, education, and research
- Previous public health nursing experience

### **Responsibilities:**

Prepare, maintain, and complete appropriate client and clinic records.

Help clients obtain appropriate medical and social assistance; educate and counsel clients and their families when appropriate; act as an advocate and promote client autonomy; perform outreach functions, attend interagency meetings as assigned, and work collaboratively with all community agencies.

Perform initial client assessment by acquiring health and family histories, conduct routine vital signs, blood glucose, height/ weight measurement, and make appropriate referrals; maintain, update, evaluate, and interpret cumulative health data to promote and maintain optimal health.

Provide health information to educate clients on individual and common chronic conditions and prevention of illness.

Ensure that client records are kept secure, confidential, and are maintained consistent with all federal, state, local, and Health Department policies and HIPAA regulations. Educate clients on their rights as related to privacy of medical information.

Promote evidence-based practices as indicated, maintain best practices, and determine and maintain essential Public Health Nurse competencies.

Assess current health status/perform focused assessments to evaluate the client based on concerns and complaints.

Educate clients and caregivers about the importance of taking medications as prescribed and following physician recommendations in order to maintain optimal health status.

Promote and assist in the control of communicable diseases through educating clients on preventive immunizations, safe sex practices, and hand hygiene.

Participates in Sixty Plus-site Flu vaccination clinics as requested by participants and permissible by Adult Immunization Clinic Staff and availability of product. Transports vaccine products, sharps, and other required supplies to clinic sites in a safe and secure manner and administers vaccines.

Provide training and oversight at Sixty Plus Clinics for newly hired nurses, medical students, and nursing students; mentors students as public health leaders to strengthen the public health nursing workforce.

Participate in community events such as health fairs to promote the health older adults and to promote the 60 Plus Program activities.

Demonstrate, promote, and provide education on fall prevention strategies.

Prepare for, and respond to, emergencies (e.g. communicable disease outbreak) within a clinic, or in the community at large.

Make specific individual nursing judgment decisions using Centers for Disease Control, and the Ohio Department of Health, Ohio Office on Aging, and other professional guidelines as indicated.

Update public health job knowledge by participating in educational trainings and workforce development opportunities.

Must undergo and pass additional background and database checks in accordance with the Criminal Records Check Policy of the Ohio Administrative Code (OAC) Sections 179-9-01 through 179-9-10 prior to hire or within 30 days of transferring into the position and repeated every 5 years/5 years + 30 days from anniversary date.

Other Duties & Responsibilities: Provide programmatic oversight. Keep supplies ready by inventorying stock, placing orders through proper channels, verifying receipt. Documents actions by completing forms, reports, logs, and patient records. Maintain personal networks, participate in professional organizations, and represent the Health Department in the community. Works with diverse cultures including non-English speaking clients to overcome barriers to obtaining healthcare.

**Please email or mail cover letter and resume to:**

Email: [TLCHDresumes@co.lucas.oh.us](mailto:TLCHDresumes@co.lucas.oh.us)

Toledo-Lucas County Health Department  
Attn: Khayla Finnegin  
635 N. Erie  
Toledo, Ohio 43604

**The Toledo-Lucas County Health Department is an Equal Opportunity Employer. The Department operates in accordance with Title VII of the Civil Rights Act of 1964.**