

SUPERVISING NURSE PRACTITIONER (PUBLIC HEALTH)

DISTINGUISHING FEATURES OF THE CLASS: This is professional nursing work involving responsibility for coordinating, supervising and actively participating in the clinical assessment and care planning of patients across various clinics and programs administered by the Department of Health (e.g., Family Planning Health Services Program and the Sexual Health Clinic). The work is performed under the general direction of the Medical Director in accordance with standing orders and protocols established by the department. Supervision is provided to professional and technical staff. Does related work as required.

TYPICAL WORK ACTIVITIES:

Develops and manages care planning policies to ensure treatment plans meet each patient's health needs and goals;

Serves as a liaison with medical professionals in designing and implementing clinic protocols that uphold established standards of practice;

Reviews and implements new regulations for public health clinics and programs, ensuring they are properly followed and seamlessly integrated into daily operations;

Manages and supervises the daily operations of clinics and related health programs, including clinical and program staff, ensuring smooth workflow, efficiency and continuity of patient care services;

Organizes training to ensure staff members have the knowledge and skills necessary to provide quality care and adhere to clinical guidelines;

Tracks and assesses program performance and recommends procedural adjustments as needed to ensure alignment with overall program goals and objectives;

Serves as a liaison with State and local officials and other agencies to promote collaboration and drive progress towards program goals;

Leads in the development, implementation and assessment of nursing services to address community health priorities and advance program goals;

Provides full nurse practitioner services, including examinations, patient education, referrals and follow-up care to support consistent, high-quality treatment;

Delivers specialized clinical services across key public health domains, including immunizations, Tuberculosis (TB) management, sexually transmitted infection (STI) treatment, communicable disease control, family planning and other community-based health programs;

Collaborates with healthcare providers, public health experts, social services personnel and program leadership to ensure integrated and effective delivery of care;

Serves as a liaison with county departments including Social Services and Mental Health to foster integration and coordination of services;

Plans and oversees outreach efforts that link patients with the community and support clinic programs and goals;

Oversees the prompt submission of required budget, financial and operational reports to meet regulatory and organizational deadlines;

Manages and contributes to the development of the clinic or program's annual budget and prepares various reports to support financial planning and operational oversight;

Represents the Department of Health in meetings with various agencies and participates in conferences and seminars to promote collaboration and stay informed on public health topics and developments.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of public health nursing, especially as they relate to a Nurse Practitioner; thorough knowledge of the procedures and equipment used in physical examinations; ability to oversee and manage a clinic or public health program; ability to apply nursing practices and techniques to patient care; ability to supervise the work of others; ability to develop

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policies and procedures for the operation of a public health clinic or program; ability to establish and maintain cooperative working relations with others; ability to communicate effectively, both orally and in writing; ability to interpret and implement complex government regulations; ability to prepare a variety of reports.

MINIMUM QUALIFICATIONS: A Master's degree or higher in Nursing and two (2) years of paid work experience as a Nurse Practitioner, at least one (1) year of which involved the supervision of staff.

SPECIAL REQUIREMENTS:

1. Possession of a valid license and current registration as a Registered Professional Nurse in New York State which must be maintained throughout the course of employment in this title. The appointing authority shall have responsibility for verification of the Registered Professional Nurse license and current registration.
2. Possession of a license and current registration as a Nurse Practitioner issued by New York State which must be maintained throughout the course of employment in this title. The appointing authority shall have responsibility for verification of the Nurse Practitioner license and current registration.