

# Stanislaus County Health Services Agency

## Staff Nurse III - Continuous



**Staff Nurse III Salary: \$78,561.60 - \$95,492.80**

***Stanislaus County is now offering recruitment bonuses!***

*Full-Time Bonus: \$3,000*

*Part-Time Certain (PTC) Bonus: \$1,500*

**Currently hiring Full-Time, Part-Time, & Part-Time Certain Nurses (PTC)**

**Applicants are encouraged to apply immediately as this recruitment may close at any time**

The Stanislaus County Health Services Agency invites qualified candidates who are dedicated to public service and who possess strong administrative, communication, and leadership skills to serve as staff nurses. The Staff Nurse III classification serves as a supervisor. Responsibilities include hands-on care, assessment, testing, and treatment of patients; interviewing patients and assisting them in follow-up care; maintaining medical and medication supplies; rendering emergency medical treatment; dispensing and administering medications; and maintaining charts and records.



## ABOUT THE COMMUNITY

Stanislaus County is located in Central California within 90 minutes of the San Francisco Bay Area, the Silicon Valley, Sacramento, the Sierra Nevada Mountains and California's Central Coast. With an estimated 538,388 people calling this area home, the community reflects a region rich in diversity with a strong sense of community. Two of California's major north-south transportation routes (Interstate 5 and Highway 99) intersect the area and the County has quickly become one of the dominant logistics center locations on the west coast.

The County is home to a vibrant arts community with the world-class Gallo Center for the Arts, a symphony orchestra, and abundant visual and performing arts. Stanislaus County is a global center for agribusiness, positioned by its mild Mediterranean climate, rich soils and progressive farming practices.

The area is recognized internationally for agricultural innovation with wine, almonds, poultry, milk, cattle, and walnuts being some of the featured industries. The County is also home to Stanislaus State University, Modesto Junior College and benefits from satellite locations of other high-quality Educational institutions. The County was established in 1854 and has a total land area of 1,515 square miles. Temperatures range from an average low of 38 degrees Fahrenheit in the winter to an average high of 85 degrees in the summer. Temperatures move up into the 90s during the summer months with low humidity and cool evening breezes from the San Joaquin Delta.

## ABOUT THE HEALTH SERVICES AGENCY

The Health Services Agency (HSA) serves as the local Public Health Department, and operates a network of outpatient medical programs and services. HSA includes medical offices in six locations throughout Stanislaus County, provides traditional public health services, health education programs and participates in the Valley Consortium for Medical Education (VCME), a California nonprofit public benefit corporation which trains resident physicians. HSA has approximately 500 full-time and 100 part-time employees, facilitates an active volunteer program, and hosts formal and informal internships. HSA holds strongly to its vision of "Healthy People in a Healthy Stanislaus" by developing its services with the community, in ways that support community need.

This recruitment is being conducted to fill vacancies at the Health Services Agency in the Clinics & Ancillary and Public Health Divisions and to establish an eligible list to fill future full-time and part-time vacancies throughout Stanislaus County. While this is a continuous recruitment, we encourage you to apply immediately as this recruitment may close at any time.

## ABOUT THE POSITION

Under general supervision of Clinic or Program Manager, the Registered Nurse provides professional nursing care and treatment for patients. This leadership position plans, coordinates, implements and assists with the administration of assigned clinical patient care in monitoring caseloads to insure compliance with quality assessment and regulatory timelines. The positions are subject to overtime, standby, callback, shift work, and weekend assignments.

Working in Public Health or one of the Health Services Agencies seven (7) clinics, a clinical staff nurse will provide nursing care and treatment for patients in an ambulatory setting. Clinics are located in Ceres, Hughson, Turlock, Paradise Road in Modesto, Woodrow Avenue in Modesto, McHenry Avenue in Modesto, and the Family and Pediatric Health Center and Public Health clinics on Scenic Drive in Modesto. All clinics are open 8:00 am to 5:00 pm and some evenings, Monday through Friday, except Urgent Care (at the Paradise Road Clinic) which operates 5:30 pm to 9:30 pm on weekdays and 10:00 am to 6:00 pm on weekends.



### TYPICAL TASKS

- Initiates the nursing process and performs nursing care, including therapeutic measures prescribed by medical authority within the limits of the Nurse Practice Act and department policy;
- Observes and assesses the patient's condition. Assists the Health Care Provider in the assessment of the patient's condition, physical examinations of patients and educates and advises clients on pertinent health issues;
- Administers routine and specialized treatments, applies dressings and bandages to patients as relevant to the clinic visit;
- Reports suspected cases of abuse and neglect of children and adults to proper authorities, according to procedures and protocols;
- Accurately obtains and records vital signs;
- Teaches patients and families about preventable healthcare measures, such as nutrition, immunization, accident prevention, and family planning;
- Utilizing nursing experience, evidence-based practice and/or clinic policies, triages patients for acuity and need by telephone or as patient presents to clinic for care. The Staff Nurse also performs follow-up with the triaged patient as necessary to ensure patient's needs have been met;
- Ensures patients receive and comprehend information and appropriate instructions concerning their healthcare needs following the clinic visit;
- May consult with therapeutic multi-disciplinary team in reviewing patient progress and success of treatment plans;
- Attends and participates in training, demonstration sessions and in-service education programs, to attain and maintain nursing skills, and further the knowledge of less experienced members of the nursing team as well as unlicensed staff;
- Participates on committees, attend meetings, in-service programs and workshops relevant to the area of assigned patient care or specialty;
- Participates as triage nurse returning/routing patient calls to appropriate team members;
- Provide operational oversight when necessary;
- Acts as a resource for less experienced nursing and unlicensed staff;
- Assists or manages program-related issues;
- Formulates and communicates case management plans that efficiently utilize health care series to move the patient along the continuum of care towards optimum outcomes in a safe and cost effective manner;
- Works with providers to establish short and long term goals that meet the patient's need, functional abilities and referral sources requirements;
- Plans and oversees patient education on health maintenance, disease and injury prevention;
- Coordinates the planning and implantation of individual and agency based outreach services;
- Trains, directs, monitors, assigns, supervise and organizes the work of other personnel, which may include Staff Nurses, Medical Assistants, Community Health Workers, Administrative Clerks, Health Educators, Students Volunteers, and other healthcare workers;
- Maintains appropriate control over supplies. Performs and ensures the performance of Quality Assurance checks of equipment and/or supplies in the clinic and initiates replacement of items needed or in need of repair;
- Provides leadership for program planning and the development or revision of policies and procedures;
- Assumes responsibility for the supervision of clinic and/or specific programs as assigned;
- Participates in the preparation of budget development, oversight and reporting; and
- Prepares or assists in the preparation of annual staff evaluations under the direction of the manager.

### SKILLS/ABILITIES

- Perform in stressful and crisis situations, interpret policies and procedures and apply them with good judgment;

- Communicate effectively orally and in writing;
- Use of various computer programs such as Windows and an Electronic Medical Record;
- Follow complex oral and written directions and prepare clear and concise written reports including documentation in the medical records;
- Provide safe, effective and efficient nursing care;
- Train and evaluate the work of assigned staff and other support personnel;
- Provide leadership and direction of personnel to maintain the efficient delivery of effective Health Services Agency patient care services;
- Direct the care given to a patient including coordinating the activities of clinic staff and/or program effectiveness;
- Direct, check, review, assign and organize the work of other personnel;
- Communicate expectations, monitor performance and address unsatisfactory performance; and
- Participate in the recruitment process and make recommendations for hire.

### KNOWLEDGE

- Principles and practices of the nursing process;
- The Health Insurance Portability and Accountability Act of 1996 (HIPPA) Privacy, Security and Breach Notification Rules and supervision;
- Nursing procedures, techniques, equipment and supplies;
- Principles of contact investigation and infection control;
- Collaborative health planning with multi-disciplinary teams;
- Medical terminology, modern nursing principles, methods and procedures; and
- Use and effects of medicine, controlled substances, clinic supplies, equipment, and disease processes including communicable diseases, symptoms and treatments;
- Case Management Protocols and Procedures;
- Developing care management programs and plans that focus on improving the health status of insured members;
- Nurse-Patient Relationships and Management of Patient Health Maintenance/Illness Status; and
- Monitoring and ensuring the quality of a Health Care Practice.

### EDUCATION/EXPERIENCE

#### Education:

- Associate or higher degree in Nursing.

#### Experience:

- After receiving Registered Nurse license, three (3) years full-time experience in a hospital/outpatient care setting or experience which utilized the development of critical thinking skills; **OR**
- Performing the job functions as a Staff Nurse II in an HSA clinic/program for three (3) years.

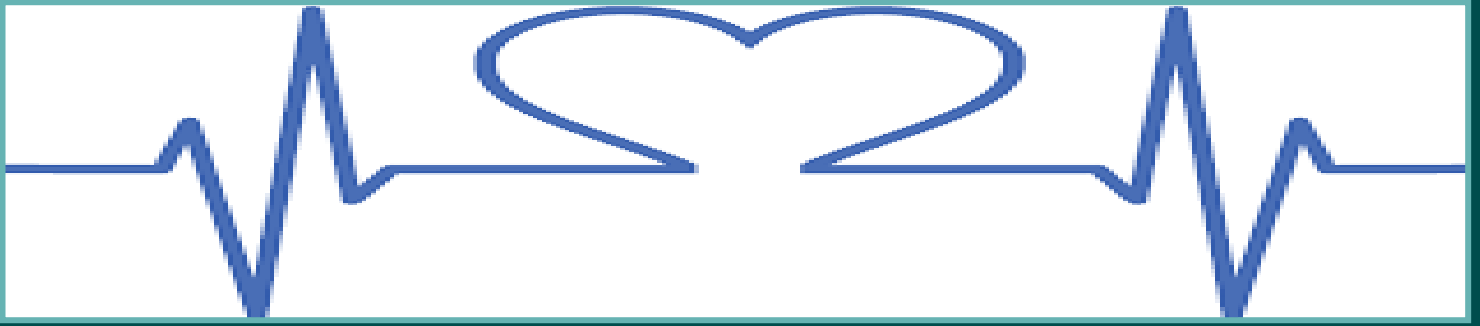
#### License/Certifications:

- Current valid California license to practice as a Registered Nurse California; **AND**
- Current valid BLS/CPR certification; **AND**
- Applicants must possess and maintain a valid California Driver's License and remain free from repeated preventable accidents.

Proof of Education must be provided at the time of the Selection Interview. Applicants who are not able to submit proof of their education at the time of their Selection Interview will be unable to continue in the recruitment process.

### GENERAL QUALIFICATIONS

- Pass County paid pre-employment drug screening and job related background investigation; **AND**
- Perform job duties in a manner assuring a safe working environment for oneself and others; **AND**
- Maintain confidential information according to legal standards and/or County regulations as required.



## CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Classified Service of the County and is assigned to the California Nurses' Association (CNA) bargaining unit for labor relations purposes.

Individuals who are in a full-time classification position are required to serve a twelve-month probationary period, which may be extended an additional six months, for a total of eighteen months. The probationary period does not apply to unclassified positions.

## EQUAL EMPLOYMENT OPPORTUNITY

The County of Stanislaus is an Equal Opportunity Employer. All qualified applicants are encouraged to submit online application(s) for open position(s).

Stanislaus County is committed to establishing and maintaining effective working relationships with the general public, co-workers, supervisors, and members of diverse cultural and linguistic backgrounds regardless of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, pregnancy related condition, marital status, gender/sex, sexual orientation, gender identity, gender expression, age (over 40), political affiliation or belief, or military or veteran status.

## APPLICATION PROCEDURES/ FINAL FILING DATE

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

**Resumes will not be accepted in lieu of a complete application.**

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

## RECRUITMENT ACCOMMODATIONS

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodation Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

<http://www.stancounty.com/personnel/pdf/ADATestingForm.pdf>

## APPLICATION AND/OR EXAMINATION

### APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

### DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this bulletin to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provisions contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is informational, which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and any other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum and Understandings, and such information prevails over information contained in this bulletin. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/Human Resources.

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management website at <http://www.stancounty.com/riskmgmt/> under "Disability Management."

### BENEFITS

For a complete summary of all benefits, please visit our Human Resources webpage at: <http://www.stancounty.com/personnel> and select "Employee Benefits" under "Related Links" on the right-hand side.