

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
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(406) 675-2700
PERSONNEL OFFICE FAX: (406) 226-2562
WEBSITE ADDRESS: csktribes.org
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TITLE: Public Health Nurse (1 or more positions in Polson/Elmo locations)

LOCATION: Tribal Health Department

SALARY: \$31.74 - \$36.41 per hour plus benefits, may be employed under contract

CLOSING DATE: Thursday, March 21, 2024 at 5:30 p.m. (MST)

SPECIAL CONDITIONS:

Position is a Testing Designated Position within the definition of the CSKT Drug Free Workplace Policy effective January 1, 1998. The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) month probationary period.

The Public Health Nurse, independently and/or as part of various workgroups and teams, performs the following essential functions within the scope of work of the CSKT Tribal Health Public Health Division. The Public Health Nurse conducts a continuous and comprehensive practice providing primary, secondary, and tertiary preventative nursing interventions to individuals, families, and communities/populations. Services include but not limited to: assessment of the multiple determinants of health, monitoring of health status of the community/population, diagnosis and investigation of community health problems and hazards, informing and educating individuals and populations, linkage of individuals to health services, and mobilizing community partnerships and actions.

Public Health Nursing services and activities are guided by the Ten Essential Public Health Services (CDC), the Minnesota Intervention Wheel Model of Public Health Nursing (Minnesota Department of Health), the Scope and Standards of Practice of Public Health Nursing (American Nurses Association), and Public Health Nursing competencies (Quad Council Coalition of Public Health Nursing Organizations).

Essential Duties

- Performs comprehensive individual and family assessments which include health history, physical assessment, growth monitoring, developmental assessment, psycho-social assessment, assessment of family functioning, assessment for substance abuse or domestic violence issues, and assessment of basic needs including food, housing, income, resources and supports, and access to health care. Provides referral and follow-up to individuals and families.
- Assists patients to access appropriate health/medical services and links patients to care coordination services, medical clinicians, counselors, emergency rooms, home health agencies, fitness centers, other tribal departments, transportation services, etc.
- Conducts continuous surveillance and assessment of the community health status and evaluates health trends and risk factors of population groups. Through surveillance and disease investigation, identifies communicable disease, infectious disease, and environmental health concerns that threaten the health of the community.
- Conducts communicable disease investigation, education, and follow-up; conducts epidemiological investigations during communicable disease outbreaks and coordinates these activities with the federal, state and county epidemiology staff, as indicated.
- Is the immunization point-of-contact for their respective community, monitoring vaccination rates of populations; plans and participates in immunization campaigns.
- Responsible for initiating and maintaining collaborative partnerships with other Tribal Departments, government organizations, private organizations, and non-profit organizations, schools, etc.
- Utilizes evidence-based and evidence-informed strategies to promote the health of individuals and populations and prevent disease and injury.
- Provides education and counseling to individuals, families and community/population groups that are adapted to their unique needs, lifestyle, cultural and socio-economic situation.

- Visits individuals, families and community/population groups in various settings such as homes, jails, schools, hospitals and clinics to provide patient care and education/instruction in prevention and health promotion matters
- Plans, implements, evaluates, and modifies nursing care plans based on subjective and objective data, collaborating with members of the primary care team, other health care professionals and service providers to ensure optimal patient care.
- Obtains and completes appropriate patient "Consent to Treat" forms, ensures patient confidentiality and maintains orderly medical records; follows established Tribal Health medical records policies and procedures as well as the State and Federal laws that govern the release of health care information.
- Documents patient assessment and intervention data in the current electronic health record.
- Collaborates in development and delivery of programs and activities for individuals, families and population groups that promote health and prevent disease, in settings including, but not limited to all Health Department buildings/sites, homes, community organizations and businesses, schools, and the community in general.
- Evaluates outcomes of public health nursing interventions; making quality improvements driven by data, as applicable.
- Participates in response teams to prevent, minimize, and contain adverse health events and conditions resulting from communicable diseases; food-, water-, and vector-borne outbreaks; chronic diseases; environmental hazards; injuries; and health disparities.
- Collaborates in the development of and contributes to individual, team, and Departmental quality improvement, performance management and evaluation activities.
- Collaborates in developing a work environment where performance management, continuous quality improvements in professional practice is pursued.
- Collaborates in the CSKT Tribal Health Department's community health assessment and health improvement planning and intervention activities.
- Participates in the analysis of data to identify trends, health problems, environmental health hazards, and social and economic conditions that adversely affect the public's health.
- Delivers targeted, culturally-appropriate information to help individuals and groups understand health promotion and disease prevention information, policies, regulations and local/state code.
- Actively participates in and acts as a liaison with other community agencies and professionals in collaborative efforts to address community health priorities.
- Other duties as assigned.
- **Request copy of full position description for a detailed description of job duties.**

MINIMUM QUALIFICATIONS (AS REFLECTED ON THE TRIBAL EMPLOYMENT APPLICATION):

- Bachelor of Science Degree in Nursing from an accredited college of nursing.
- Valid and unrestricted Registered Nurse license in the state of Montana or compact state.
- Three years of full-time nursing experience providing direct patient care, with at least one year of Public Health or Community Health Nursing preferred
- Supervisory experience preferred
- A background to manage and supervise a broad range of public/community health nursing skills and public health programs
- Public Health Nurse certificate, within 6 months of employment
- Basic Life Support (BLS) for healthcare providers certification, Heart Saver CPR does not qualify
- Incident Command System (ICS) 100, 200, 700 certification within 4 months of employment
- Valid Montana Driver's License with ability to operate a vehicle

SUBMIT:

1. Completed Tribal employment application.
2. Copy of degree/relevant academic transcripts, training certificates
3. Copy of licensure.
4. Copy of valid driver's license
5. Proof of enrollment from a federally recognized Tribe if other than CSKT.
6. If claiming veteran's preference, a copy of DD214 must be submitted.

SUBMIT ALL OF THE ABOVE TO: Tribal Personnel Office, PO Box 278, Pablo MT 59855, Telephone (406) 675-2700 Ext. #1040 or personnel@cskt.org .

FAILURE TO SUBMIT ALL OF THE ABOVE INFORMATION WILL RESULT IN IMMEDIATE DISQUALIFICATION DURING THE SCREENING PROCESS

FOR MORE INFORMATION: Chelsea Kleinmeyer, Tribal Health Department – (406) 675-2700 Ext. #7362