



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

PUBLIC HEALTH NURSE II – TB and Communicable Disease Specialist			
Department:	Communicable Disease and Epidemiology	Reports to:	Communicable Disease Supervisor
Direct Reports:	N/A		
Assignment Category:	<input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part Time		
Classification:	<input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt		
Compensation:	\$5,784.83/Mo., - \$8,144.68 Line <u>NN</u> of the wage scale		
Option to become a member of the local collective bargaining unit?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Summary Description: The primary responsibility of the Public Health Nurse II (PHN II) is to use clinical judgement to provide professional nursing care, education, and resource coordination to individuals that have been diagnosed with, or who are at risk of contracting, Tuberculosis (TB), or other communicable diseases in Chelan or Douglas Counties. The PHN II is an integral part of the Communicable Disease and Epidemiology Department at Chelan-Douglas Health District (CDHD) and will be trained as the subject matter expert on TB. The PHN-II will assist clients and families understand TB, collaborate with TB professionals, and make sure clients are receiving the appropriate care they need.

This position also serves as a disease investigator with the communicable disease division, and on the Incident Command Service (ICS). They will work with vulnerable and diverse populations, clinical facilities, providers, community-based organizations and district staff to identify risks for exposure to infectious diseases, provide population education, prevent illness and respond to outbreaks in the region.

Based on applicant supervisory experience, they may be eligible to serve as the Communicable Diseases Supervisor for the communicable disease team – a team of nurses and medical assistants that respond to notifiable conditions and outbreaks reported to the health district.

To ensure the highest level of services are provided, additional duties and responsibilities may be assigned as needed.

Job Duties and Responsibilities (Essential Functions):

1. Works effectively as a member of the Communicable Disease and Epidemiology (CD-Epi) team and participates in the development of program planning and prevention strategies.
2. Provides direct health assessment and screening of clients in the clinical, community or home environment.
3. Communicates effectively with clinical and practice partners, including TB and infectious disease providers, as well as school nurses, veterinarians, dentists, epidemiologists, clinical sites, and regional, state and national public health professionals.
4. Ability to access, analyze, use and interpret data, including notifiable condition data.



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5. Ability to uphold business standards and accountability in accordance with local, state and federal laws, regulations and policies.
6. Coordinates with staff to provide timely, statewide, locally relevant and accurate information to communities on prevention and control of TB, communicable diseases and other notifiable conditions.
7. Ability to provide reports to staff or others, as needed, on TB and/or communicable disease.
8. Provides surge capacity support in the CD division, as needed, and participates on the readiness and Incident Management Team (IMT).
9. Assist in the training and orientation of new team members, and provides staff education on prevention of infectious diseases.
10. Participates as a member of local interagency committees and in the development of new community resources related to areas of assignment.

Tuberculosis Care and Management:

1. Conducts risk assessments and follow-up evaluations for individuals at risk or diagnosed with TB.
2. Develop and implement personalized care plans for TB patients, ensuring adherence to treatment protocols and providing education on disease management.
3. Collaborate with healthcare providers, laboratories and community organizations to ensure comprehensive TB care and support. This can include TB case management activities such as:
 - a. Coordination of client referrals (including connecting immigrants, refugees, parolees) to primary care or TB providers for timely medical evaluation.
 - b. Consultation and education to clients and/or families on screening requirements, immunizations, treatments and documentation.
 - c. Starting and monitoring clients on latent TB infection (LTBI) medications.
 - d. Field visits to interview clients, attend appointments with clients on TB treatment, and provide Directly Observed Therapy (DOT) – or video DOT (vDOT).
 - e. Provision of isolation and quarantine information and resources to patients.
 - f. Identification and follow-up of close contacts to clients with active TB.
 - g. Order and maintain inventory of first-line TB medications (340 B medications).
 - h. Provide follow-up for Class B immigrants entering our jurisdiction, including monitoring electronic disease notifications, arranging TB evaluations, and facilitating treatments.
4. Assist local health care providers with questions on TB diagnosis and treatment standards for Washington State.

Communicable Disease Control:

1. Participate in the investigation and management of notifiable conditions and outbreaks.
2. Support the communicable disease and epidemiology (CD-Epi) department in disease surveillance, data collection and reporting.
3. Provide guidance and recommendations for infection control practices to prevent the spread of diseases within congregate settings, workplaces, healthcare facilities and the community.



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4. Ability to identify statewide and local community assets for the control of communicable disease and other notifiable conditions.
5. Coordinate with the CD-Epi team in the development and implementation of prioritized control plans for addressing communicable diseases and other notifiable conditions.
6. Advocates for high priority prevention and control policies and initiatives regarding communicable diseases and other notifiable conditions.
7. Promote immunization through evidence-based strategies and collaboration with schools, health care providers and other community partners to increase immunization rates in coordination with the CD-Epi department and regional immunization coordinator.
8. Ensures disease surveillance, investigation and control for communicable diseases and notifiable conditions in accordance with local, state and federal mandates and guidelines.

Knowledge/Skills/Abilities:

- Knowledge of professional nursing principles, concepts and skills of public health nursing, resources, and social and economic forces within the community.
- Infection control measures for patients with active TB and other infectious diseases.
- Ability to work with clients in a supportive manner while establishing clear boundaries.
- Practiced problem solver and decision maker with good judgment capable of taking action as per public health guidelines and other mandates that relate to tuberculosis.
- Knowledgeable of company policies and quality procedures; participate in the ongoing creation and updating of SOPs.
- Identify and address concerns immediately and determine ways to resolve them expediently. Provide internal and on-site customer support and problem solving as a work product/services expert. Make recommendations to management regarding solutions.
- Is aware of and actively supports the achievement of departmental goals. Implement new company initiatives as assigned.
- Able to work effectively both individually and in a team with minimal supervision; able to make decisions using own initiative based on company policy and regulating entities. Give regular updates to direct supervisor regarding progress and non-routine occurrences that may disrupt work schedule.
- Ensure knowledge of the appropriate safety, security and environmental revisions. Handle relevant equipment with care, being concerned with safety and security. Immediately report safety concerns to Supervisor/Lead.
- Ability to manage multiple and varied tasks in a fast-paced, high-volume, regulated environment amongst multiple interruptions and competing demands while ensuring strong attention to detail.
- Ability to analyze issues, troubleshoot, problem-solve and effectively and efficiently make decisions.



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- Strong communication skills with external and internal personnel to include:
 - Active listening skills; ability to read, write and communicate effectively in English.
 - Ability to clearly explain technical subjects to internal and external personnel.
 - Strive for clarity and for alleviation of tension when the need arises.
 - Able to be effective in a wide range of cultural groups and cross-cultural relationships and have the ability to communicate clearly too non-native speakers.
 - Strong business management and people relationship skills used to make decisions on what and when to communicate with others.
- Maintains licensure and participates in appropriate continuing education workshops/conferences to increase skills and competencies in TB and infectious disease.
- Ensure that all working hours, including overtime, have been approved and recorded accurately and truthfully for each time period worked.

Required Qualifications (Minimum):

- Nursing degree from an accredited university which includes a community health component. Bachelor of Science in Nursing (BSN) preferred, but not required. BSN completion within 2 years of hire will be required - may be eligible for tuition assistance to complete BSN.
- Current and unencumbered license to practice as a Registered Nurse (RN) in Washington State, or ability to obtain one upon hire.
- A valid Washington Driver's License or the ability to obtain one within two (2) weeks of hire.
- Basic computer knowledge in Word, Excel and Outlook. Able to maintain written and computer records in accordance with regulatory agencies.

Desired Qualifications

- Public health or community-based nursing experience.
- Experience providing tuberculosis case management in a public health setting or similar.
- Bilingual in English and Spanish.
- Experience using online client record system, paper charts and Video conferencing.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job with or without reasonable accommodation:

- Visually or otherwise identify, observe and assess distance, color and depth; required to regularly communicate with others and exchange accurate information.
- Able to operate a computer and other office productivity equipment; able to remain stationary at a computer or other equipment for extended periods of time and move around their assigned workspace.
- Frequently move up to 25 pounds and occasionally move up to 50 pounds. The employee must be able to work within different temperature changes, indoors to outdoors; moving between buildings, occasionally ascend/descend a ladder or stairs as required.



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- Occasional exposure to patients with active tuberculosis; Frequent exposure to bodily fluids; frequently required to give immunization injections; the noise level in the work environment is usually low.
- Ability to comply with the health policy or requested accommodation.
- PPE for this position includes face mask and gloves. Additional PPE required for active tuberculosis patients required when delivering direct observed therapy medications or evaluations at home.

This Job Description is not intended to describe, in detail, the multitude of tasks that may be assigned but rather to give you a general sense of the responsibilities and expectations of what this position requires. As the nature of business demands change, so may the essential functions of this position.