

POSITION DESCRIPTION NURSE HOME VISITOR

Job Title: Nurse Home Visitor

Reports to: Nurse Supervisor

Job Summary

The Supporting Hands Nurse-Family Partnership (SHNFP) nurse home visitor is responsible for providing comprehensive community health nursing services to women and their families eligible for the SHNFP program. The nurse home visitor is responsible for maintaining highest standards in clinical practice and adherence to the Nurse-Family Partnership (NFP) model. The nurse home visitor is responsible for adherence to policies, procedures, guidelines and standards of NFP and the lead agency.

Basic Job Functions

- Provides home visits to women and their families eligible for the SHNFP program.
- Adheres to the NFP model of home visitation.
- Carries a caseload of at least 21 clients per full-time home visitor and/or carries a caseload that results in an average of **32 plus** visits per month.

Administrative

- Supports policies, procedures, guidelines and standards of SHNFP and the lead agency.
- As requested, participates in community coalition in support of SHNFP.
- As requested, promotes public awareness of SHNFP.
- Develops and maintains community relationships to support client referrals.

Clinical

- Attends and completes all SHNFP required trainings.
- Successfully achieves reliability with DANCE.
- Develops therapeutic relationships with women and their families in a home visiting environment.
- Performs home visiting in accordance with the NFP model and guidelines.

- Assesses physical, emotional, social and environmental needs of women and their families as they relate to the SHNFP domains.
- Assists women and their families in establishing goals and outcomes.
- Provides education, support and referral resources in assisting women and their families in attaining their targeted goals.
- Consults and collaborates with other professionals involved in providing services to women and families.
- Actively engages in skill building to meet all SHNFP nurse home visitor competency requirements.
- Meets with SHNFP supervisor weekly for clinical supervision.
- Utilizes reflective practice in supervisory sessions.
- Schedules joint home visits with SHNFP supervisor every four months.
- Attends and participates in case conferences and staff meetings as scheduled.
- Provides information to support staff for timely and accurate data input **into the NSO Data System.**
- Cooperates in review and analysis of the **NSO Data System** reports for achievements and areas for improvement.
- Maintains confidentiality.
- Maintains accurate, concise and timely documentation.
- Performs related duties as assigned or required.

Team

- Understands and supports the SHNFP vision, mission and model to both internal and external customers, team members and colleagues.
- Represents the SHNFP vision, mission and model in actions and verbally to both internal and external customers and colleagues.
- Assists in creating a positive work environment that promotes productivity, mentoring, teamwork and cooperation.
- Elicits and considers differing viewpoints when analyzing issues.
- Recognizes accomplishments of team members.

Communication

- Maintains clear, effective, open, honest communication with both internal and external customers and colleagues.
- Creates, maintains and supports a safe environment for open discussion.
- Maintains confidentiality.
- Seeks and responds appropriately to feedback.

Professional Development

- Accurately assesses own learning needs and develops strategies to meet them.
- Stays informed of current health care developments within field of maternal/child health, public health, and home visitation.
- Establishes and records progress toward annual goals as directed.
- Participates in Minnesota Department of Health trainings and webinars.
- Completes CEU requirements of Licensure.
- Participates in SHNFP required training.

Job Qualifications

- BSN required
- PHN Certification preferred
- Valid (state) RN license required
- Current CPR required
- Two years recent experience in maternal/child health, public health, home visiting or psych nursing preferred
- Home visiting experience preferred
- Excellent written and verbal communication skills
- Computer skills required
- Valid drivers license and insured automobile required
- Must be able to work a flexible schedule including some evenings
- Pre-employment checks may include a driver's license verification and history check, verification of the Registered Nurse License, and a criminal background check.
- Experience with diverse populations, communities and organizations preferred.

Competencies and abilities required

- Knowledge and skill in current maternal and child health theory and practice
- Ability to communicate clearly and succinctly both verbally and in writing
- Ability to listen and reflect with peers and others
- Strong time management and organizational skills
- Flexible work style and approach
- Ability to work effectively with diverse groups and situations
- Self-directed: able to identify and address needs of self and staff
- Ability to assess situations, set priorities, and problem-solve quickly and effectively
- Enthusiasm for working with children and families
- Willingness to work collaboratively with all SHNFP “partners” in a community of practice environment