

**LIBERTY HEALTH  
DEPARTMENT OF NURSING  
COMPETENCY BASED JOB DESCRIPTION**

**TITLE:** Nurse Practitioner-Employee Health (Addendum)      **Employee Name:** \_\_\_\_\_

**Reports to:** \_\_\_\_\_      **Effective Date:** \_\_\_\_\_

**Department:** Patient Care Services      **Revised Date:** \_\_\_\_\_

<b>Duties and Responsibilities</b>	<b>NA</b>	<b>U</b>	<b>BS</b>	<b>MS</b>	<b>ES</b>	<b>O</b>
◆ Demonstrates the ability to assess, plan, implement and evaluate continuum of care.						
◆ Organizes, administers and maintains the policies of the employee health service consistent with JCMC general policies concerning health services						
◆ Assists with fiscal and budgetary planning in order to provide efficient and effective employee health services						
◆ Plans, develops and maintains the necessary facilities, equipment, supplies for proper operation of employee health services						
◆ Ensures confidentiality of employee health information while complying with standards for clinical documentation, statistical reporting and surveillance requirements utilizing paper-based and computerized methods						
◆ Contributes to the design of health controls and surveillance relative to actual and potential toxic and hazardous conditions in the work environment. Notifies employees, managers and administrative staff of compliance status with regulatory standards						
◆ Participates in appropriate hospital committee activities to communicate and integrate employee health issues and regulatory standards in hospital operations						
◆ Works collaboratively with Infection Control Practitioners to monitor, prevent and control the spread of communicable diseases						
◆ Works collaboratively with Human Resources in relation to personnel issues including but not limited to absenteeism, CDS abuse, disability, Family Medical Leave, etc...						
◆ Maintains current knowledge of technological and professional changes associated with employee health and safety. Assess institutional adherence to accepted industry standards through involvement with employee health specific organizations						
◆ Performs nursing and medical services in accordance with scope of practice parameters: <ul style="list-style-type: none"> <li>○ Pre-placement examination to determine clearance for work</li> <li>○ Medical evaluation, initial care, case management and referral of employees who are returning to work after short term illness, absent due to long term illness or experiencing personal illness while at work</li> <li>○ Medical evaluation, diagnosis and treatment of work related illness or injury or exposure. Provides case management services ensuring compliance with workers compensation guidelines</li> <li>○ Interprets TB surveillance testing and determines the need for referral for evaluation of the need for latent TB infection</li> <li>○ Implements a program of communicable disease prevention utilizing titer interpretation and immunization appropriately</li> <li>○ Integrates employee health promotion and disease prevention concepts in all levels of care</li> </ul>						
◆ Demonstrates the knowledge and skill necessary to assess and provide care appropriate to the age of the patients on the unit within the job category						
◆ Oversees database on all employee's related to EHS (ie: TB Testing, Physicals, etc)						
<b>Total Score:</b>						

**Comments:**