



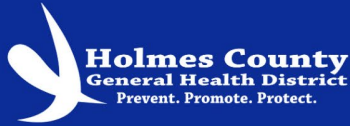
December 27, 2024

Public Health Nurse/CMH Program Coordinator

The Holmes County General Health District is actively seeking a qualified candidate for the full-time position of public health nurse/CMH program coordinator. Under the general supervision of the Director of Nursing, the public health nurse/CMH program coordinator delivers hands on patient care to the Complex Medical Help (CMH) program and is responsible for the appropriate documentation of patient records.

ESSENTIAL DUTIES MAY INCLUDE:

1. Provides education and immunization updates to immunization providers, parents, and the community.
2. Provides clinical and nursing services to patients of the Holmes County General Health District at outreach immunization clinics such as administering immunizations; answering patient questions; identifying possible health issues and referring patients to other Health Department programs or community services; responding to emergencies; etc.
3. Makes home visits to children with special health care needs in order to assess the physical, mental, emotional, and social needs of the children and their families; provides nursing services and monitors the health conditions of children and families; makes referrals to and collaborates with other programs, agencies, and health care providers; schedules appointments with physicians, service teams, and other health care professionals; initiates Complex Medical Help (CMH) program diagnostic and treatment services; assists families in locating and applying for services; participates in case conference and reviews; works to ensure family understanding and cooperation; etc.
4. Promotes the CMH Program by informing others about it through in-services, community events, health fairs, pamphlets, etc.
5. Prepares and maintains records, reports, and other documentation related to CMH program in order to comply with policies and procedures and to ensure quality of care; keeps current with program policies and procedures, activities, and changes
6. Maintains required licensure and certification.



7. Demonstrates regular and predictable attendance.
8. Meets all job safety requirements and all applicable OSHA safety standards that pertain to essential functions.

QUALIFIED CANDIDATES MUST POSSESS:

Must have an associate's or bachelor's degree in nursing and hold licensure in the State of Ohio as a registered nurse. Must have at least one (1) year of work experience as a nurse. Public Health nursing experience is preferred. Bilingual candidates are a plus.

BENEFITS:

The HCGHD offers a family friendly, flexible work environment with a competitive benefits package. Employees are awarded 12 paid holidays, vacation time, personal time, and sick time. Additionally, we offer health insurance, dental insurance, vision insurance, life insurance, tuition reimbursement, and an employee assistance program. Retirement plan is provided through OPERS.

The HCGHD is an equal opportunity employer and provider of services.

Position is open until filled

Email or mail application and resume to:

Holmes County General Health District
Attn: Lavonne Flickinger
2600 Glen Drive
Millersburg, OH 44654
HR@holmeshealth.org