



City of Kansas City, Missouri Job Class Specification

Job Title: NURSE PRACTITIONER **Department:** HEALTH

Job Code: 4033 **Status:** EXEMPT **Grade:** EX-5

Summary

This is clinical, professional public health nursing practice in the provision of advanced specialized nursing services activities and/or coordinating and providing services for clients with specialized needs.

Work involves planning, implementation, delivery, and evaluation of advanced specialized nursing services in a local health unit, district office, or regional primary care program. Under collaborative agreement, which may include protocols developed in concert with the physician, the employee functions in the advanced nursing practice role of nurse practitioner. Work involves performing a variety of specialized diagnostic and therapeutic procedures requiring advanced training and skills to include performing physical examinations, initiating screenings and diagnostic procedures, taking health histories and initiating treatments. Work may include teaching or orientation of nursing staff in area of expertise and collaborating with community health nurses. Work requires the exercise of highly autonomous judgment and initiative within limits of established policies of the agency and collaborative agreements. Administrative supervision is received from a designated superior. Work is reviewed by observation, conferences, submitted reports and results achieved.

Duties and Responsibilities

- Assist with identifying social determinants of health, including policies related to food access and safety, housing, transportation, public safety, education, sustainability, climate change, parks, air and water quality, criminal justice, data dissemination, and economic development.
- Functions as an advanced practice nurse in such primary care areas as family health, women's health, behavioral health, pediatrics, and adult health care, usually as defined by the Missouri State Board of Nursing.
- Performs complete screenings in primary care clinics; obtains records and interprets clients' medical histories; performs comprehensive physical examinations; performs pregnancy tests and interprets results; counsels clients on findings and refers them to appropriate sources as necessary; initiates and interprets laboratory tests, initiates treatments and provides follow-up care as indicated according to professional standards, the collaborative agreement or guidelines.
- Provides relevant health instructions and information to clients/families in areas such as prenatal care, nutrition, hygiene, child growth, and development, women's health, acute episode illness, and chronic disease prevention and maintenance.
- Provides core services to a defined group of clients/families who require advanced nursing expertise.
- Serves as a preceptor for nurses in the process of completing nurse practitioner courses.
- Provides consultation to and collaborates with other health service providers in planning and improving client care.
- Provides consultation, education, and orientation to nursing and other staff in their area of expertise.
- Performs related duties as required.

Technical Skills	• Thorough knowledge of: • Must demonstrate knowledge of the principles and practices of public health, business, and public administration programs. • Considerable knowledge of: • Nursing assessments of health and of illness conditions, prevention, and treatment. learning theory and teaching strategies as related to client care and staff development. Current developments in the field of public health nursing. • Ability to: • Function in the primary care advanced practice nurse role and follow professional standards, agency policies, and collaborative agreements. • Identify client problems, symptoms, behavioral changes, and deviations from the normal. Make physical and developmental assessments and develop nursing care plans, including conducting histories, initiating diagnostic tests, interpreting the results, making diagnoses, initiating appropriate treatment, and/or making referrals. • Explain clinical instructions and information to clients, their families, and staff. maintain nursing and clinic records • Establish and maintain effective working relationships with employees, personnel of other agencies, patients, and the public.
Education and Experience	Registration or certification as a nurse practitioner from a program recognized by the Missouri State Board of Nursing-
Certificates/ Licenses/Special Requirements	• Possession of a current license or temporary permit (for transfers from other states) as a nurse practitioner as issued by the Missouri State Board of Nursing. A current license must be obtained by transfers within six months of the date of the permit issuance. • Must pass a physical examination as prescribed by the City. • Must pass a pre-employment drug screen. • Must pass a background check as prescribed by the City.
Supervisory Responsibility	• Supervision is exercised over public health nurses.
Supervision Received	Work is performed under the general supervision of a professional superior. Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions and perform any other related duties as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.
Created	7/96
Revised	9/06, 4/16, 8/2022 , 01/2024, 6/2024

