



COMMUNITY HEALTH-IN-PARTNERSHIP SERVICES
Job Description

Community Health Nurse

Status: Part-time – less than 30 hours a week

Responsible to: Director of Health Services

Position Description:

CHIPS Health and Wellness Center is a charitable clinic that has served the low income, uninsured residents of Metropolitan St. Louis since 1990. This nursing position works closely with all providers and clients to ensure that services are delivered with respect, dignity and courtesy in a comprehensive manner with special concern for the spiritual dimensions of illness and health. Salary and hours are negotiable.

Qualifications:

BSN Graduate of an accredited School of Nursing.
Licensed as a Registered Nurse in the State of Missouri
Excellent clinical and interpersonal skills
Previous work experience in primary care setting preferred.
Desire to work with at-risk population in a community setting

Duties and responsibilities:

1. Provide professional nursing support to providers.
2. Draw blood, collect other lab specimens and prepare for pickup by Lab, as needed.
3. Assist in maintaining electronic and paper medical records, making all pertinent documentation in a timely manner.
4. Assist Director of Health Services to schedule work plan for clinic staff.
5. Assist in compiling statistical data for reports.
6. Perform initial nursing assessment on new clients.
7. Confer with providers on any abnormal findings.
8. Collaborate with medical team to schedule client education sessions for new diabetics and other chronic illnesses.
9. Participate in inventory control
10. Case management review with medical team.
11. Manage client referral process.
12. Assist in maintaining professional environment in service areas.
13. Assist in enrolling clients in Pharmaceutical Plans.
14. Assist in obtaining medications as prescribed by providers.
15. Provide BP, GLU and BMI screenings at outreach events, including health education, referrals and follow-up.
16. Other duties as assigned.

This activity is financed in part through an allocation of Community Development Block Grant funds from the Department of Housing and Urban Development and the City of St. Louis' Community Development Administration.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation or national origin. **To apply, send resume to info@chipsstl.org.**