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## Scott County Health Department

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March 11, 2019

To: Mary Thee, Human Resources Director  
From: Edward Rivers, Health Director

RE: Increase in FTE of Health Department Grant Funded Position

The Scott County Board of Health was awarded the Maternal, Child, and Adolescent Health Grant from the Iowa Department of Public Health (IDPH) for the project period of October 1, 2016 to September 30, 2020. It is an expectation of the Iowa Department of Public Health that maternal health direct care services are provided through this grant to pregnant and post-partum women, as well as oral health direct services to pregnant, post-partum, and children in Scott County.

Our FFY19 contract performance measurement requirement is that a minimum of 100 unique maternal health services must be provided to Scott County pregnant and post-partum women, and 855 unique Scott County clients ages 0-5 must receive oral health services. This is a sharp increase in the number of direct care services that have previously been provided. There is a financial disincentive if we do not meet this requirement. With the increase in number of projected services, we are expecting an increase in Medicaid revenue as many of the services will be eligible to be billed to Iowa Medicaid.

A registered nurse is eligible to provide both maternal health and oral health direct services, whereas a registered dental hygienist can only provide oral health services. We currently have a 0.4 FTE Maternal, Child, and Adolescent Health nurse who works on Mondays and Tuesdays at Scott County WIC to provide these services. Our 1.0 FTE Community Dental Consultant provides oral health services at Scott County WIC on Tuesdays and Thursdays, as well as at the SCHD Immunization Clinic on Wednesdays. In addition, she occasionally provides services at child care centers. The services we can provide will fill gaps identified by existing service providers and include breastfeeding classes, care coordination, listening visits (a gap filling mental health services until a client can see a mental health provider), health education, presumptive eligibility, alcohol, substance abuse, and/or drug screening, as well as dental screening, fluoride varnish, oral hygiene instruction, and risk assessment.

In order to meet our contract performance measure requirement, provide back-up for the maternal health services, and help to free up time for the Community Dental Consultant so that other contract requirements can be met, we are requesting to add a 0.8 FTE Maternal, Child, and Adolescent Health Nurse be added to the department's table of organization. This position would be benefit-eligible. The annual loaded cost for the position is \$72,427.81. The cost of

the position will be primarily covered by Medicaid revenue, and supplemented with the Maternal, Child, and Adolescent Health grant funds. We understand that maintaining this position is dependent on continued funding from both external sources.

Thank you for your consideration of our request. If you have any questions, please do not hesitate to contact me at extension 3277 or Amy Thoreson at extension 8833.



# Maternal, Child & Adolescent Health Nurse

Class Code:  
2033-105-01

Bargaining Unit: Temporary & Part-time Staff

SCOTT COUNTY (IA)  
Established Date: Feb 1, 2018  
Revision Date: Feb 8, 2018

## SALARY RANGE

\$26.07 - \$35.29 Hourly

### JOB SUMMARY:

Incumbent is responsible for nursing practices in all areas of Maternal, Child, and Adolescent Health. Works directly with pregnant and post-partum women, children, and adolescents. Provides direct services including, but not limited to breastfeeding classes, health education, risk assessment, mental health services, and oral health services. This is a grant funded position.

### MAJOR DUTIES/PERFORMANCE MEASURES:

1. Administers direct client care, including but not limited to: breastfeeding classes, health education, risk assessments, mental health services, oral health services, presumptive eligibility, and care coordination to pregnant and post-partum women, children, adolescents and/or their parents/guardians.
2. Completes appropriate documentation of Maternal, Child, and Adolescent Health services provided. Submits reports of actions/outcomes to supervisor on routine or as needed basis.
3. Refers clients to appropriate federal, state, and local resources.
4. Develops, implements, and coordinates specific health promotion/health education programs as assigned.
5. Participates in meetings and committees (internal/external) as appropriate or requested. May act as a liaison to external agencies/organizations to monitor/represent the Health Department's responsibilities and provide assistance.
6. Maintains proper operation, maintenance and upkeep of assigned equipment.
7. Performs other duties as needed and/or assigned.

### BACKGROUND REQUISITES:

Education:

Associate's degree in nursing. Must possess licensure as Registered Nurse in the State of

Iowa. Certification in CPR required.

Work Experience:

Requires minimum of one (1) year related work experience. Two years of general nursing experience in maternal, pediatric, school, or public health preferred. Certified Lactation Counselor preferred.

Essential Skills:

Ability to deal with the public in a professional manner, regardless of the situation.

Ability to organize and prioritize workload to meet established deadlines.

Ability to effectively communicate, orally and in writing.

Ability to maintain confidentiality.

Ability to follow protocols and adhere to appropriate safety and security policies in accordance with local, state and federal guidelines.

Must have or complete state mandated training including but not limited to Abuse Identification and Reporting.

Ability to exemplify, by his/her actions, the County's PRIDE philosophy.

**SUPPLEMENTAL INFORMATION:**

Relationships

Reports to: Community Health Coordinator.

Supervises: Not Applicable

Works with: Health Department staff, Medical Services Organizations, other agencies, and the public

Physical/Environmental Conditions

Work performed in office setting or in the field. Possible exposure to communicable diseases and/or physical hazards.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

March 21, 2019

#### APPROVING ORGANIZATIONAL CHANGE IN THE HEALTH DEPARTMENT BY ADDING A 0.8 FTE MATERNAL, CHILD & ADOLESCENT HEALTH NURSE TO THE TABLE OF ORGANIZATION

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the table of organization for the Health Department be increased by 0.8 FTE to allow for the addition of a 0.8 FTE grant covered for the new position of Maternal, Child & Adolescent Health Nurse (total 0.8 FTE). The position shall be placed at a salary range 27.

Section 2. It is understood that if grant funding is not available this position will be eliminated.

Section 3. This resolution shall take effect immediately.