



Jason Zaccaria, Administrator
Amy Person, MD, Health Officer
Lisa Wight, Human Resources

Contact Us

Voice: (509) 460-4200
Fax: (509) 460-4590
Online: www.bfhd.wa.gov
Email: info@bfhd.wa.gov
Visit: 7102 West Okanogan Place
Kennewick, WA 99336

*Benton-Franklin Health District is an
Equal Opportunity Employer*

BFHD Values

Excellence:

We deliver the highest quality services incorporating community assessment data and evidence based practices to produce the best possible health outcomes.

Diversity:

We feel a stronger community is based on engaging all cultures, attitudes, and beliefs.

Communication and Collaboration:

We share information and talents to best serve our community.

Integrity and Accountability:

We make informed decisions to earn the trust of those we serve and strive to do what's right.

Effectiveness: We maximize resources to provide proactive and relevant services that improve our community's health.

Drug-Free Workplace

*Benton-Franklin Health District is a
drug-free, tobacco-free workplace.*

Mission: BFHD provides all people in our community the opportunity to live full productive lives by promoting healthy lifestyles, preventing disease, reducing injury and protecting our environment.



Licensed Practical Nurse I (Immunization & Communicable Disease)

Hours: Full-time, 40 hours per week
Salary: \$3206 - \$3534
Closing Date: Until Filled

The Position

DEFINITION: The Immunization Nurse practices in the assigned program providing immunizations, Tuberculosis Skin Testing (TST), and conducting communicable disease investigations. Primarily functions in a clinic setting but may provide these services in alternative settings such as schools, businesses and other agencies.

ESSENTIAL JOB FUNCTIONS:

- Reviewing immunization records to determine need
- Screening clients for contraindications
- Vaccinating in accordance with Standing Orders
- Providing post-vaccination instructions
- Recording all vaccination services in accordance with Health District policy and procedure, including electronic record keeping
- Assuring clinic rooms are hygienically maintained after client visits
- Conducting routine inventories of supplies and vaccines and ordering as indicated
- Conduct all immunization reporting requirements such as to the Department of Health through the Washington Immunization Information System (WIIS)
- Conducting limited TB risks assessments
- Placing and reading TST's
- Referring clients for chest x-rays per CDC Guidelines and Health District Standing Orders
- Referring clients to the CD/TB nurse as indicated

- Answering questions via telephone
- Responding to email inquiries for information
- Participating in health fairs and other community events
- Conducting telephone interviews for select disease as assigned
- Entering information into the DOH electronic reporting system

KNOWLEDGE, SKILLS AND ABILITIES:

- **Knowledge of:** Immunization practices, schedules, and vaccination techniques; Public Health and relationship with the community
- **Skills:** Must have excellent written and oral communication skills; basic computer skills
- **Abilities:** Maintain a professional and respectful work relationship with a culturally diverse population; able to work collaboratively and cooperatively with co-workers and the public; exercise professional judgment in the application of public health principles and nursing practice using independent judgment; maintain accurate client records; organize work load while juggling multiple projects

The Requirements & Selection Process

MINIMUM QUALIFICATIONS:

- Current Washington State Practical Nurse License
- 2 years' experience with vaccination administration desired
- Bilingual Spanish preferred

Additional Requirements: Performance of job duties requires driving on a regular basis, a valid Washington State driver's license, the use of the incumbent's personal motor vehicle when a District fleet vehicle is not available for use, and proof of appropriate auto insurance.

SELECTION PROCESS: The most qualified applicants, based in part upon evaluation of the completed application and related information will be invited for an interview. Applications should be submitted to the Human Resources Manager, Lisa Wight, 7102 W. Okanogan Place, Kennewick, WA 99336

About Our Area

South-central Washington provides a wonderful living environment with access to numerous rivers and four seasons of weather. We have affordable housing and excellent schools, including local colleges. We have fine dining, shopping, and access to many sporting and cultural offerings without the traffic of larger cities. When you want to see other sites, Seattle, Spokane, Portland, Oregon, and Idaho are just a couple of hours away.

Goal 1:

Excel at internal communication, external communication, and customer service

Goal 2:

Advance the agency's ability to reduce & prevent chronic diseases and injury across the life-course

Goal 3:

Expand partnerships with businesses, community organizations, and government agencies.

Goal 4:

Enhance Technology and Infrastructure.

Goal 5:

Manage our resources with fiscal responsibility and efficiency through a transparent, comprehensive process.

Goal 6:

Strengthen the resilience and culture of our workforce.