



Grantee Support Services

Nurse Consultant Position for

Ounce of Prevention Fund – Grantee Support Services

The nurse must be a content area expert in health that provides direct support to the Grantee and its delegate, partner, and directly operated programs to meet the health requirements for Head Start.

Preferred experience in Early Childhood health.

Qualifications:

Masters level Nursing degree preferred, but not required.

Nurse Recommended Hours:

20 hours/month

Nurse Mandated Responsibilities:

- Attendance and participation at Grantee health trainings and meetings related to health.
- Work closely with Grantee Health and Nutrition Coordinator to develop plans to support programs and work to implement these plans.
- Participation in training new nurses at programs.
- Collaborating with GSS team on emerging health trends and issues.
- Assisting the Grantee with monitoring action plans, IHP's and medication.
- Supporting programs and their staff to review physical exams, using the well child checklist, to determine if the child is up-to-date on EPSDT requirements for their age.
- Supporting programs and their staff to review physical exams and health history of all initial enrollments to ensure proper follow-up is being conducted.
- Supporting programs and their staff in reviewing immunization records of all children to ensure each child is fully up to date for age.
- Supporting programs and their staff in entering health data into the ChildPlus database.
- Supporting programs and their staff in monitoring and running reports to track health services in the ChildPlus database.

Additional Responsibilities:

- Supporting programs and their staff in monitor on-going follow-up.
- Supporting programs and their staff to review dental exams to ensure proper follow-up is being conducted.
- Develop relationships in the community with clinics, doctors, and dentists that are frequently used by parents to:

1. Ensure they are clear on the documentation needed for families to participate in Head Start/Early Head Start.
 2. Advocate for providing preventive care as described in the EPSDT schedule
 3. Support programs in building relationships with these providers and improving their communication with them
- Supporting programs and their staff to provide training for the program (parents and staff).
 - Supporting programs and their staff to provide or obtain medication administration training for sites.
 - Supporting programs and their staff to monitor medication and medication records on-site.
 - Supporting programs and their staff to develop and update Individual Health Plans.
 - When at a program, working with FSS to ensure they have support when following up on health and dental treatment.
 - Supporting programs and their staff to provide on-site services such as blood pressure, TB risk assessments, and lead risk assessments.
 - Support site staff to provide height/weight measurements and head circumference.

Please send Resume and Cover Letter to:

Melanie Santarelli, Health & Nutrition Coordinator at The Ounce of Prevention Fund, Grantee Support Services: msantarelli@theounce.org