



STATE OF COLORADO

CLASS SERIES DESCRIPTION

July 1, 2001

NURSE CONSULTANT

C7E1XX

DESCRIPTION OF OCCUPATIONAL WORK

This class uses one level in the Health Care Services Occupational Group and describes professional consulting, educational, and regulatory work in the field of nursing. Positions in this class series apply the principles, theories, and practices of nursing. By statutes CRS 12-38-101 et. seq., a license is required in this class series.

Nurse consultants provide clinical nursing expertise and technical program assistance to public health nurses, the state nursing board, community health clinics, and allied health professionals in various agencies or settings. Duties involve providing training and educational programs; evaluating nursing practices for conformance to ethical, legal, and safety standards; consulting on planning, implementing, and evaluating public health nursing programs by local government agencies and school districts; overseeing state licensure procedures; auditing nurse education and training programs; overseeing disciplinary actions and procedures; and interpreting Board rules and regulations as they relate to nurse education and practice.

CONCEPT OF CLASS

This class describes the fully-operational nurse consultant. Positions operate independently in performing the full range of professional tasks. Work requires the use of discretion and creativity within limits of theory and principles of the profession; management's program objectives; law and regulations; and, general systems and guidelines. Judgment is used in the adaptation and skilled application of guidelines to solve the full range of problems related to the assignment. An employee in this class must anticipate and analyze the impact and consequences of decisions made. Positions serve as a resource to others in the field of nursing and provide advice to program directors, supervisors, local health and government officials, and school and

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community agency management and staff for the development of statewide nursing programs, policies, procedures, and treatment standards.

FACTORS

Allocation must be based on meeting all of the four factors as described below.

Decision Making -- The decisions regularly made are at the process level, as described here. Within limits set by professional standards, the agency's available technology and resources, and program objectives and regulations established by a higher management level, choices involve determining the process, including designing the set of operations. The general pattern, program, or system exists but must be individualized. This individualization requires analysis of data that is complicated. Analysis is breaking the problem or case into parts, examining these parts, and reaching conclusions that result in processes. This examination requires the application of known and established theory, principles, conceptual models, professional standards, and precedents in order to determine their relationship to the problem. New processes or objectives require approval of higher management or the agency with authority and accountability for the program or system.

Complexity -- The nature of, and need for, analysis and judgment is formulative, as described here. Positions evaluate the relevance and importance of theories, concepts, and principles in order to tailor them to develop a different approach or tactical plan to fit specific circumstances. While general policy, precedent, or non-specific practices exist, they are inadequate so they are relevant only through approximation or analogy. In conjunction with theories, concepts, and principles, positions use judgment and resourcefulness in tailoring the existing guidelines so they can be applied to particular circumstances and to deal with emergencies.

Purpose of Contact -- Regular work contacts with others outside the supervisory chain, regardless of the method of communication, are for the purpose of advising, counseling, or guiding the direction taken to resolve complaints or problems and influence or correct actions or behaviors.

Line/Staff Authority -- The direct field of influence the work of a position has on the organization is as an individual contributor or work leader. The individual contributor may explain work processes and train others. The individual contributor may serve as a resource or guide by advising others on how to use processes within a system or as a member of a collaborative problem-solving team. This level may include positions performing supervisory elements that do not fully meet the criteria for the next level in this factor.

OR

The direct field of influence the work of a position has on the organization is as a work leader. The work leader is partially accountable for the work product of two or more full-time equivalent positions, including timeliness, correctness, and soundness. Typical elements of direct control over other positions by a work leader include assigning tasks, monitoring progress and work

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flow, checking the product, scheduling work, and establishing work standards. The work leader provides input into supervisory decisions made at higher levels, including signing leave requests and approving work hours. This level may include positions performing supervisory elements that do not fully meet the criteria for the next level in this factor.

ENTRANCE REQUIREMENTS

Minimum entry requirements and general competencies for classes in this series are contained in the State of Colorado Department of Personnel web site.

For purposes of the Americans with Disabilities Act, the essential functions of specific positions are identified in the position description questionnaires and job analyses.

CLASS SERIES HISTORY

Effective 7/1/01 (LLB). HCS Consolidation Study consolidated Public Health Nurse (C6H) and State Board Nurse (C6I) and revised class description. Draft published 2/21/01, proposed 5/10/01, and final 7/1/01.

Effective 9/1/93 (KAS). Job Evaluation System Revision project. Published Public Health Nurse Consultant (C6H) as proposed 5/17/93. Created State Board Nurse (C6I).

Revised 7/1/86. Class description for Public Health Nursing Consultant I and II (A5121-24).

Revised 7/1/85. Changed relationship for Public Health Nursing Consultant I and II (A5121-24).

Revised 7/1/82. Changed relationship for Public Health Nursing Consultant I and II (55121-24).

Revised 5/1/75. Class description for Public Health Nursing Consultant I and II (55121-24).

Created 12/1/71. Public Health Nursing Consultant I and II (55121-24).

SUMMARY OF FACTOR RATINGS

Class Level	Decision Making	Complexity	Purpose of Contact	Line/Staff Authority
Nurse Consultant	Process	Formulative	Advise	Indiv. Contributor or Work Leader

ISSUING AUTHORITY: Colorado Department of Personnel/General Support Services