

**New York State Department of Civil Service**  
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

***Occ. Code 5601400***

**Registered Nurse 3 (Infection Control), Grade 22**

Brief Description of Class

Registered Nurses 3 (Infection Control) are registered professional nurses who administer infection control and prevention programs in State facilities, including inpatient, outpatient, and community-based settings, where care and treatment services are provided to individuals\*. Incumbents develop infection control assessments and plans; develop and provide education and training programs for individuals and staff; and act as liaison to and consult with various departments, disciplines, and staff responsible for infection control services and local, State, and federal agencies to ensure compliance with established standards, policies, and regulatory requirements.

Positions are classified in the Department of Corrections and Community Supervision, Department of Health's Helen Hayes Hospital and Veterans' Homes, Office of Mental Health, and Office for People With Developmental Disabilities.

\*Individual refers to a person who is being treated or cared for, and is used in place of patient, client, or other nomenclature specific to an agency.

Distinguishing Characteristics

*Registered Nurse 3 (Infection Control):* advanced performance level; coordinates and administers an infection control and prevention program for a facility or a group of facilities within an assigned region; performs a wide variety of clinical, consultative, surveillance, education, training, and monitoring activities related to overall infection control and prevention among individuals, employees, and visitors, including proper techniques, practices, and handling of issues; consults with, reports, and provides information required by local, State, and federal regulatory agencies; and may supervise staff involved in infection control activities.

Illustrative Duties

*Registered Nurse 3 (Infection Control)*

Develops and implements policies and procedures in support of an infection control and prevention program to eliminate or reduce risks of infection among individuals, employees, and visitors through daily surveillance.

- Identifies, investigates, and reports infections among individuals and employees through ongoing surveillance, including assessment, monitoring, and maintenance of personal protective equipment, training individuals and employees in their use, and testing and record keeping protocol.
- Develops, implements, and evaluates infection control risk assessments and plans, using evidence-based guidelines and standards.
- Conducts and/or oversees environmental surveillance rounds; periodically rounds treatment units for the purpose of case findings and supervision of isolation techniques.
- Monitors and tracks infections, including healthcare associated infections and rates and community acquired pathogens or risks.
- Notifies physicians and health care staff of individuals exposed to an infectious or communicable disease.
- Ensures compliance with established infection control standards and policies.

Researches, reviews, revises, and implements appropriate infection control and prevention measures.

- Compiles clinical data and assists in research studies related to infection control.
- Assists medical staff in identifying carriers, tracing sources of infection, and preventing the transmission of diseases.
- Gathers and analyzes infection data, facts, and trends to stakeholders and prepares and presents reports on the effectiveness of the program.
- Reviews microbiological data and advises appropriate staff of significant findings.
- Develops and implements systems for identifying, reporting, and analyzing health care associated infections.
- Reviews and updates infection control policy, procedure, and resource materials and informs staff of changes in local, State, and federal guidelines.

Coordinates with public health departments, other government and regulatory agencies on reporting, investigation, and prevention of infectious diseases.

Acts as infection control liaison between departments, medical services, infection control committees, facility administration, and community programs; and provides consultation on infection control matters and issues.

Oversees a preventive health program integrated into the overall infection control and prevention program.

- Plans, organizes, and administers annual vaccine programs for individuals and employees; administers vaccines; and ensures individuals and staff are up to date on immunizations.
- Performs and/or ensures that pre-employment screenings and health assessments are completed; and maintains related records.

### Minimum Qualifications

#### *Registered Nurse 3 (Infection Control)*

Promotion: possession of a license and current registration as a registered professional nurse in New York State and two years of service in any Grade 18 or higher position that requires a registered professional nurse license; or one year of service in any Grade 20 or higher position that requires a registered professional nurse license.

Open Competitive: possession of a license and current registration as a registered professional nurse in New York State; and three years of post-licensure clinical nursing experience. One year of this experience must have been primarily working in the development, implementation, or administration of an infection control program.

#### Substitutions:

1. A bachelor's degree in nursing may substitute for one year of post-licensure clinical nursing experience.
2. A master's degree in nursing may substitute for two years of post-licensure clinical nursing experience.
3. Possession of a current Certified in Infection Control (CIC) certificate issued by the Certification Board of Infection Control and Epidemiology may substitute for the one year of infection control program experience.

**Note:** Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

Date: 3/2023

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