

City and County of San Francisco
Micki Callahan
Human Resources Director



Department of Human Resources
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**NOTICE OF FINAL ACTION TAKEN BY THE
HUMAN RESOURCES DIRECTOR**

Date: February 9, 2018

Re: **Notice of Proposed Classification Actions – Final Notice No. 21 FY 17/18 (copy attached).**

In the absence of requests to meet addressed to the Human Resources Director, the classification actions contained in the above referenced notice became effective February 9, 2018.

Micki Callahan
Human Resources Director

by: _____

Steve Ponder
Classification and Compensation Director
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
DHR – Class and Comp Unit
DHR – Client Services Unit
DHR – Employee Relations Unit
DHR – Recruitment and Assessment Unit
DHR – Client Services Operations
Micki Callahan, DHR
Michael Brown, CSC
Sandra Eng, CSC
Christopher Colandene, SFERS
Theresa Kao, Controller/ Budget Division
E-File

**NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY
THE HUMAN RESOURCES DIRECTOR**

The following actions are being posted in accordance with Civil Service Rule 109. In the absence of a protest addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

Posting No: 21
Fiscal Year: 2017/2018
Posted Date: 01/31/2018
Reposted Date: N/A

AMEND THE FOLLOWING JOB SPECIFICATION(S):
(Job specification(s) attached.)

Item #	Job Code	Title
1	2325	Nurse-Midwife

Protests on an item should be addressed to the Human Resources Director and can be submitted by mail to the City and County of San Francisco, Department of Human Resources, 1 South Van Ness Ave, 4th Floor, San Francisco, CA 94103 or by email to DHR.ClassificationActionPostings@sfgov.org. All protests must be received in writing no later than close of business seven (7) calendar days from the posting date, and must include the posting and item number(s), the basis on which the protest is submitted and identify the affected parties.

For additional information regarding this proposed classification action, please contact Stephen Fu, Management Assistant, at (415) 701-5680 or by email at Stephen.Fu@sfgov.org.

Copies of this notice may be obtained from the Department of Human Resources or from the website at: <http://sfdhr.org/index.aspx?page=109>. Copies of Civil Service Rule 109 may be obtained from the Department of Human Resources, the office of the Civil Service Commission at 25 Van Ness Ave, Suite 720, San Francisco, CA 94102 or from the website at: <http://www.sfgov3.org/index.aspx?page=328>.

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**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES**

**Title: NURSE-MIDWIFE
Job Code: 2325**

DEFINITION

Under general medical and nursing direction, functions as a Nurse-Midwife and manages the obstetric, gynecologic and neonatal care of a selected group of patients.

DISTINGUISHING FEATURES

Class 2325 Nurse-Midwife is distinguished from 2323 Clinical Nurse Specialist (CNS) in that the former requires certification as a Nurse-Midwife and the approval of credentials by the Zuckerberg San Francisco General (ZSFGH) Medical Staff, whereas the 2323 Clinical Nurse Specialist requires certification as a CNS.

SUPERVISION EXERCISED

None

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

According to Civil Service Commission Rule 109, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Provides direct nursing care to individuals or groups of patients where specialized knowledge of nurse-midwifery is required.
2. Furnishes medication under physician supervision and according to standardized procedures, when appropriately licensed with the California Board of Registered Nursing Furnishing Number.
3. Provides clinical instruction to nurse-midwife students, medical students, and residents.
4. Develops and implements instructional programs and curricula.
5. Formulates standards, policies and procedures for a program or area of nursing practice.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: Principles, practices and objectives of Nurse-Midwifery specialty; conceptualization and critical analysis as used to evaluate the application of theory to complex clinical or programmatic problems.

Ability and Skill to: Apply specialized scientific nursing knowledge to the practice of patient care; integrate specialized nursing knowledge with principles of teaching and learning; work as part of a multi-skilled health team; design and implement new or revised nursing procedures in response to changes in technology, nurse-midwifery practice or patient needs; provide leadership in ongoing professional development of self and other team members.

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES**

**Title: NURSE-MIDWIFE
Job Code: 2325**

MINIMUM QUALIFICATIONS

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

Education:

Experience:

License and Certification:

1. Possession of a valid license as a Registered Nurse issued by the California State Board of Registered Nursing.
2. Possession of a California Certificate as a Nurse-Midwife.
3. Possession of certification by the American Midwifery Certification Board.
4. Possession of a valid Nurse-Midwife Furnishing Number issued by the California Board of Registered Nursing.

Substitution:

SUPPLEMENTAL INFORMATION

PROMOTIVE LINES

ORIGINATION DATE: 12/24/2001

AMENDED DATE: 02/09/18

REASON FOR AMENDMENT *To accurately reflect the current tasks, knowledge, skills & abilities, and minimum qualifications.*

BUSINESS UNIT(S): COMMN