



## FBI OCCUPATIONAL HEALTH NURSE: An Inside Look

At the Federal Bureau of Investigation (FBI), Occupational Health Nurses (OHNs) have vital job responsibilities ensuring workforce medical readiness, assessing and treating both routine and emergency health care needs and promoting the health and wellness of employees. FBI OHNs apply their knowledge and skills as Registered Nurses (RNs) to a variety of tasks both at FBI Headquarters and Field Offices nationwide.

As an FBI OHN, you will serve as the technical authority on the administration of health care services and programs within your office and be responsible for clinic visits, medical counseling and stabilization of work-related illnesses or injuries. You may provide limited treatment, as well as make referrals. You'll also ensure the proper maintenance and monitoring of medical equipment (such as automated external defibrillators, oxygen cylinders, pulse oximeters and vaccine refrigerators) while complying with all medical protocols.

### Research and Investigative Skills

At the FBI, OHNs may be asked to provide medical technical support to investigative operations in coordination with operational medicine personnel and to assist Special Agents by collecting forensic DNA evidence samples (hair, blood, saliva).

It's critical that you have knowledge of basic research principles and techniques. In coordination with the FBI Office of Medical Services, OHNs may be tasked to research medical topics of investigative interest and then apply current medical literature to potential workplace health threats, formulate response plans and assess factors that may affect employee or community health.

Exceptional interpersonal abilities are a must, as well as excellent communication skills, both orally and in writing. You will prepare medical case reports and statistical updates and must clearly communicate and disseminate Medical Operations and Readiness Unit (MORU) health policy statements. Occupational Health Nurses liaison with other FBI health personnel, as well as with various health agencies, hospitals and medical providers within the division's area of responsibility.

FBI OHNs also provide training to FBI staff, including specialized teams. Training may include travel health, immunizations, health and wellness topics and OSHA-mandated medical surveillance training.

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At the FBI, Occupational Health Nurses coordinate the development and implementation of nationally mandated health protection programs and protocols to ensure employee safety across the Bureau.

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## Advanced Opportunities for OHNs at the FBI

In addition to facilitating patient care, OHNs, along with RNs, are also eligible to work in the following management fields at the FBI:



### Regional Program Managers (RPMs)

are assigned to oversee a specific FBI region, where they are responsible for the:

- » Implementation, operation, evaluation and oversight of FBI-directed health programs.
- » Development of policies, procedures and regional directives.
- » Interface with FBI leadership, supervisors, fit-for-duty personnel and contracted health care providers about FBI fitness for duty and health issues.
- » Scheduling of division visits to determine compliance with FBI medical policies and guidelines and provide performance feedback to division managers for single nurse offices.



### Supervisory Nurses

are assigned to oversee multi-nurse offices, where they are responsible for:

- » Overseeing all staff selection, training, development and evaluation.
- » Assessing, monitoring and implementing care priorities.
- » Conducting day-to-day operations of respective work environments.
- » Budgeting for all supplies and equipment.
- » Providing assistance and direction to all nursing staff.
- » Overseeing and scheduling all caseloads.



# Becoming an FBI Occupational Health Nurse Takes Dedication

The Occupational Health Nurse role is both demanding and rewarding but requires stringent entry qualifications. Those who complete the process become part of an elite team that keeps our country safe.

### Minimum Qualifications You must:

- » Be a U.S. citizen.
- » Possess a valid driver's license.
- » Be able to obtain a Top Secret Clearance.
- » Have a degree or diploma from a professional nursing program approved by the legally designated state accrediting agency at the time the applicant completed the program.
- » Have an active, current and unrestricted license as a registered nurse in any state, the District of Columbia, Puerto Rico or a U.S. territory.
- » Have at least one year experience as an RN.

### Automatic Disqualifiers

- » Non U.S. citizenship.
- » Conviction of a felony.
- » Violation of the FBI Employment Drug Policy.
- » Default on a student loan insured by the U.S. government.
- » Failure of an FBI-administered drug test.
- » Failure to register with the Selective Service System (males only).
- » Knowingly or willfully engaged in acts or activities designed to overthrow the U.S. government by force.
- » Failure to pay court-ordered child support.
- » Failure to file income tax returns.

## OUR core VALUES:

Rigorous Obedience to the Constitution

Respect

Compassion

Fairness

Integrity

Accountability

Leadership

Diversity

## Applicant Process

If you're inspired by our mission, here's what you need to know about the Occupational Health Nurse application process:

### STEP 1 > INFORM & APPLY

Visit [FBIJobs.gov](http://FBIJobs.gov) to view careers and open positions.

### STEP 2 > INTERVIEW & SELECTION

The hiring process varies depending on the job. For some FBI careers, it can take a year or more.

### STEP 3 > CONDITIONAL JOB OFFER & BACKGROUND INVESTIGATION

Once accepted you will undergo an intensive background investigation including:

- » Polygraph examination.
- » Credit and records checks.
- » Drug test.
- » Interviews with former and current colleagues, neighbors, friends, etc.

### STEP 4 > FINAL JOB OFFER & ONBOARDING

Once accepted, attend the FBI Academy in Quantico, VA, for a short new employee introduction course.

