

BEAVERTON SCHOOL DISTRICT

Position Title: Classroom Nurse
Department: Special Education
Reports To: Assigned Administrator
Pay Grade: TECH/6
FLSA Status: Non-Exempt
Bargaining Unit: OSEA
Approved Date: October 2013
Revised Date: March 17, 2014

POSITION PURPOSE:

Provides a variety of health related, instructional and clerical services to assure safe and meaningful participation of students who require direct nursing care in school.

Performs work of a recurring nature with established nursing methods, practices and procedures under general supervision of administrator, district school nurse, and/or student's teacher (case manager).

EXAMPLES OF DUTIES:

Duties may include but are not limited to the following:

- 1) Provides nursing services for students in specialized programs and throughout the district as determined by Health Services: administers medication, provides general first aide, performs nursing assessments and/or data collection, interventions, and treatments, maintains medically related equipment and maintains school health and nursing records.
- 2) Assures that students' nursing needs are monitored and met in the classroom and/or on the bus. Consults with the district school nurse and other staff. Provides updates to staff and district school nurse regarding students' health status and needs.
- 3) Contributes to the implementation of students' health management as directed on IEPs.
- 4) Assures nursing care is provided, within the scope of nursing licensure, according to instructions, district guidelines and applicable laws.
- 5) Assists with and supervises non-nursing student activities as time allows, including bus loading, recess, lunch, field trips, academic support, behavior support and activities of daily living.
- 6) Performs other related duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- Practices and procedures related to scope of nursing licensure.
- Policies and legal standards related to nursing activities in public schools.
- Work hazards and safety precautions related to the work.

Skills/Ability to:

- Work with accuracy and attention to detail to meet deadlines.
- Understand and execute oral and written instructions, policies and procedures.
- Operate and maintain equipment related to nursing services.
- Work with a variety of students including those with intellectual or developmental disabilities, mental health conditions and/or other differences.
- Prepare accurate records and reports.
- Physically perform assigned duties.

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EDUCATION AND EXPERIENCE:

Any combination of experience and training that would provide the required knowledge and abilities is appropriate. A representative way to obtain the required knowledge and abilities would be:

- Completion of nursing degree and experience that would provide the applicant with the desired skills, knowledge and ability to perform the job.

LICENSING/SPECIAL REQUIREMENTS:

- Possession of or ability to obtain a valid Oregon or Washington driver's license
- Valid Oregon State LPN or RN license
- Current CPR certificate

WORKING CONDITIONS:

Work is performed primarily indoors with some outdoor work, requiring physical effort in carrying out nursing procedures. Employees are exposed to blood and other bodily fluids and communicable diseases. Must be able to lift up to 35 lbs. and bend, kneel, squat, push, pull and move quickly.

The statements contained herein reflect general details as necessary to describe the principle functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veterans status, genetic information or disability in any educational programs, activities or employment.