

NORTH SCOTT COMMUNITY SCHOOL DISTRICT

TITLE: School Nurse

QUALIFICATIONS:

1. Proper license as an Iowa School Nurse,
2. RN or BA Degree,
3. Valid Iowa Driver's License.

REPORTS TO: Building Principals

JOB GOAL: To provide the fullest possible education opportunity for each student by minimizing absence due to illnesses and to create a climate of health and well-being in district schools.

PERFORMANCE RESPONSIBILITIES:

1. Renders first aid to and/or obtain emergency assistance for sick and/or injured students.
 - a. Instruct lay personnel to act competently when nurse is out of building.
 - b. Report sickness, accidents, and emergencies to the building principal and/or District Superintendent.
2. Acts as liaison between school/home, doctor/school on matters concerning student health.
3. Maintains accurate, up-to-date health records on all students.
4. Facilitates various health screening procedures, records, results, referral follow-up including:
 - a. Vision
 - b. Hearing
 - c. Height, weight on all students yearly
 - d. Scoliosis- various grade levels
5. Establishes good student dental hygiene practices.
6. Records and reports all communicable diseases in the district according to the State Health Dept of Health guidelines.
7. Regularly reviews attendance records in each building; follow-up on health concerns for students who have a history of poor attendance.
8. Creates and participates in implementation of Individual Health Plans for all students with physical disabilities pursuant to Iowa Administrative Code (281-41.96 (1995))
9. Supervises all medication administration and trains other staff, pursuant to Iowa Code Chapter 204

10. Serves as the District's Special Education Nurse (Iowa Administrative Code 281.41 (9) (1995)
 - a. Assesses, identifies, and evaluates health needs of eligible individuals
 - b. Interprets for family and educational personnel how health needs relate to education
11. Serves as a Child Abuse Regulator
 - a. Examines students with potential child abuse injuries
 - b. Conducts legal reporting and follow-up
12. Counsels students and staff on health related issues
13. Participates in health teaching projects within the school
14. Verifies completeness of health information for all new students and all kindergartners
15. Participates in kindergarten round-up
16. Performs quarterly analysis of district immunization cards- prepares for annual audit in October.
17. Keeps abreast of new medical techniques by attending significant workshops, classes, etc.
18. Facilitates low cost medical care for families without adequate resources
19. Provides end of year report on all activities to District administrators
20. Creates materials for newsletter communication
21. Performs required tasks to ensure compliance with Bloodborne Pathogen OSHA Regulation 1910:1030
22. Maintains adequate first aide and illness supplies
 - a. Inventories on annual basis
 - b. Makes annual order plus as needed supplies throughout the year
23. Participates in creating and implementing District's Special Health Services policy pursuant to Iowa Administrative Code (281-41.96(2) (1995)
24. Performs other duties as assigned

TERMS OF EMPLOYMENT: Ten month year. Salary established by the Board.

EVALUATION: Performance of this job will be evaluated per contract language.

Approved by: _____ Date: _____

Reviewed and agreed to by _____ Date: _____
(Incumbent)

(This job description contains only measurable performance responsibilities).

