

INDEPENDENT SCHOOL DISTRICT 196
Rosemount, Minnesota
Educating our students to reach their full potential

Series Number 506.3.2AR Adopted September 1997 Revised _____

Title Private Duty Nurses

1. **General** -- This regulation shall apply to private duty nurses employed by a student's parent or guardian, an outside agency or any other entity other than District 196.
 - 1.1 The role of a private duty nurse accompanying a student to school is to attend to the ongoing and emergency medical needs of the client in her or his care.
 - 1.1.1 The private duty nurse is an independent contractor who is responsible for all the student's medical care at school and/or on district vehicles, including in emergency situations, except for usual health services provided by the school nurse which are available to all students.
 - 1.1.2 District staff will not become involved in the student's ongoing medical care and treatment in excess of usual health services provided by the school nurse.
 - 1.2 As independent contractors hired by a student's parent or guardian, private duty nurses are expected to abide by all district and school policies unless specifically stated otherwise in the student's individualized health plan (IHP).
 - 1.3 The district's function in relation to the private duty nurse is to permit the nurse to accompany her or his client on school premises and on district vehicles to provide her or his client with health services that are over and above usual health services provided by the school nurse.
 - 1.4 The district does not exercise any control over the private duty nurse's medical actions and, except in a medical emergency will not furnish any tools, equipment or material to the private duty nurse. The district and district staff will avoid any actions that could be construed as instructing or supervising the private duty nurse.
2. **Private Duty Nurse**
 - 2.1 The private duty nurse is only responsible for medical services for her or his client, and shall not be asked to provide medical services of any type to any other students, staff or visitors.

- 2.2 The private duty nurse is an independent contractor employed to provide medical services to an individual student, and shall not be asked to act as a liaison between the school and his or her client's parent or guardian on education issues.
- 2.3 Unless stated otherwise in the student's IHP, individualized education plan (IEP) or Section 504 plan, the student's private duty nurse must be allowed visual access and must be available to her or his client at all times.
- 2.4 The private duty nurse shall make every attempt to ensure that the medical services she or he provides to her or his client shall be as non-disruptive and non-intrusive as possible for the client, for other students and for staff.
- 2.5 The private duty nurse shall be responsible for handling any medical emergency which may occur for her or his client.
- 2.6 The private duty nurse may be requested to attend IEP, IHP or Section 504 meetings about her or his client to provide relevant medical information.

3. Role of Teachers and Other School Staff

- 3.1 Teachers and other school staff shall not expect or request the private duty nurse to assist with any tasks, medical or other, for any students other than the private duty nurse's own client.
- 3.2 Teachers and other school staff shall help ensure that the private duty nurse is available to her or his client -- in school, on school property, at school activities and/or on district transportation -- at all times.
- 3.3 Teachers and other school staff shall consider the student's medical needs and schedule when planning the student's educational program.
- 3.4 Teachers and other school staff shall not share educational information with the private duty nurse unless it is necessary for medical planning purposes for her or his client.

4. School Nurse -- In relation to a student with a private duty nurse and to the private duty nurse, the school nurse's responsibilities are as follows:

- 4.1 Providing the student with the usual school health services that are available to all students, unless stated otherwise in the student's IHP;
- 4.2 Providing back-up emergency nursing support services for the student, as indicated in the student's IHP;

- 4.3 Helping to determine where and when the student's medical needs will be met within the school setting, and
- 4.4 Participating in development of the student's IHP.

5. Individualized Health Plan (IHP)

- 5.1 If the student has an IHP which calls for a private duty nurse to be with the student at school, it shall include the following:
 - 5.1.1 In the absence of the private duty nurse, the student may not attend school but shall receive home instruction in accordance with applicable state law;
 - 5.1.2 School staff will abide by district policies and the educational components of the student's IHP, and will not assume or share the duties of the private duty nurse, and
 - 5.1.3 A statement of the clear delineation of the roles of the private duty nurse and the school health nurse, including a statement of their respective obligations and duties in ongoing and emergency medical circumstances.
- 5.2 The IHP must be developed, agreed to by participants and on file in the school office before the student attends school with the private duty nurse.

- 6. **Communications** -- This regulation, and related district policies, regulations and procedures shall be reviewed with school nurses, private duty nurses and the parents or guardians of students who have private duty nurses.