



SELMA CITY SCHOOLS

OFFICE OF THE
SUPERINTENDENT

300 WASHINGTON ST.
P. O. BOX F
SELMA, AL 36702-0318
(334) 874-1600

JOB DESCRIPTION

<u>Position Title:</u>	School Nurse
<u>Department or Unit:</u>	Chapter I & School Board
<u>Reports To:</u>	Superintendent of Schools
<u>Supervises:</u>	None
<u>Job Summary:</u>	Provides school nursing services for students in grades pre-k through 12.

Typical Duties:

1. Identify and provide services to students with health problems including referrals for treatment and follow-up.
2. Assist in emergency health or accident situations and review accident reports for follow-up.
3. Obtains comprehensive health history on pre-k, kindergarten, and first grade students as well as new transfers.
4. Reviews health records of pre-k, kindergarten, first and sixth grade students to ensure proper immunization.
5. Visual screening of all pre-k, kindergarten, first, third, and fifth grade students as well as teacher referrals. Referral and follow-up as needed.
6. Audiometric screening of pre-k, kindergarten, first, third, and fifth grade students as well as teacher referrals. Referral and follow-up as needed.
7. Spinal screening of all fifth, sixth, seventh, and eighth grade students. Referral and follow-up as needed.
8. Health Appraisals on all students with chronic health problems (i.e. asthma, diabetes, etc.) as verified by school faculty on enrollment.
9. Health Education and counseling at all grade levels.

10. Holds conferences with students, teachers, and parents when necessary.
11. Health assessment of staff as requested.
12. Community Assessment - serve as liaison between the school system and community agencies as relates to health.
13. Environmental assessment of school site for safety.
14. Coordinate health related in-service activities for school personnel.
15. Establish innovative programs with approval. Assist in development and revision of health policies, goals, and objectives for school system.
16. Assist Dallas County Health Department with school based health screening program **(EPSDT)** at each school site.
17. In presence of students, display constructive health behavior patterns which will promote and encourage a healthy lifestyle.

Minimum Requirements:

1. Graduate of an accredited school of nursing.
2. Bachelor's degree preferred but not required.
3. Licensed by State Board of Nursing to practice as a Registered Nurse.
4. Minimum of three (3) years experience as a Registered Nurse.
5. Specialization in working with children and adolescents preferred.

I have received and read my job description, and I fully understand and accept the duties and responsibilities of my position.

Nurse's Signature

Date

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