

REDLANDS UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

TITLE School Nurse

REQUIRED QUALIFICATIONS

EDUCATION: Valid California credential authorizing service as a school nurse; or BSN and School Nurse preliminary credential; or BS in related field plus RN and preliminary credential; valid Audiometric Certificate

SKILLS: Ability to establish and maintain cooperative and effective working relationships with the Lead Nurse, students, staff, parents, and administrators; skills in communicating verbally and in writing with individuals from varied educational and cultural backgrounds, directing support personnel; ability to perform a variety of specialized job related tasks, maintain records, meet schedules and deadlines; and knowledge of evaluative techniques; health rules and regulations.

EXPERIENCE: Prior job related experience.

BRIEF DESCRIPTION OF POSITION

Under the direction and supervision of the Executive Director, Special Services, and the Lead School Nurse, provides services for the purpose(s) of meeting the individual health needs of pupils in grades Preschool (toddler)-grade twelve (12); provides prescribed specialized physical health care requirements in accordance with IEP and 504 plan requirements; incorporates plans directed by physicians, complying with legal requirements; promotes needed treatment; provides health information and serves as a resource to teachers, staff, and administrators; identifies health problems and refers for proper treatment; complies with all state mandates as needed. Performs other related duties as assigned.

ESSENTIAL FUNCTIONS

- Develops health care plans for the purpose of addressing students' health needs and implementing health care directions from physicians, including, but not limited to, administering blood pressure monitoring, catheterization, diabetic monitoring, administer insulin, gastrostomy tube feeding method, gastrostomy tube reinsertion, intravenous medication and infusion (with tube in place), siliastic catheterization, Central Venous Line site care, feeding or medicating, mechanical ventilation, ostomy care, oxygen administration, postural drainage and percussion, respiratory assistance with inhaler or mechanical nebulizer, tracheotomy care including cleaning, suctioning and tube replacement.
- Collaborates with parents, students, health care providers, other agencies for the purpose of promoting needed treatment, securing information, and complying with legal requirements.
- Supervises and/or administers first aid, medication, and specialized health care treatment, as needed, for the purpose of providing appropriate care for ill, medically fragile, and/or injured children.
- May provide training on various subjects e.g., CPR, child abuse, health education, etc. for the purpose of acting as a resource to students, teachers, and other school personnel on health related issues.

ESSENTIAL FUNCTIONS (continued)

- May direct and train health clerks and other staff for the purpose of meeting the health needs of the students.
- In concert with Lead Nurse, coordinate the assignment of staff to meet student medical needs at assigned schools.
- Consults in situations involving students' safety, abuse (physical, sexual, drug), and other health related issues for the purpose of identifying problems and referring for proper treatment; complying with legal requirements.
- Prepares documentation e.g., student health history, current health status, etc. for the purpose of providing written support and/or conveying information when required.
- May report students with contagious diseases to local public health authorities for the purpose of minimizing infection and complying with the law.
- Maintains health care plans, records e.g., Medi-Cal reimbursement, etc. for the purpose of providing information required by legal requirements, state and federal guidelines and professional standards.
- Provides resources for students requiring further medical attention for the purpose of providing needed medical/dental treatment, counseling, etc.
- Conduct mandated vision, hearing, scoliosis screenings and immunization clinics, including follow-up at all assigned school sites.
- Administer PPD (TB) skin testing for District employees and volunteers.
- Provides health counseling for identified special education students to increase school attendance and to assist in benefiting from school programs.
- Maintains current knowledge of medical complications, signs and symptoms, emergency care and use of appropriate emergency medical resources.
- Maintains current skills necessary for providing health care services including use of appropriate techniques, equipment and supplies, and record keeping.
- Orients school personnel regarding health care plans.

OTHER JOB FUNCTIONS

- Networks with other teachers and school personnel for the purpose of improving the quality of student outcomes, developing solutions, and/or providing information.
- Participates in inservice/staff development programs for the purpose of meeting professional growth, state/district/credential requirements.
- Provide input on assigned health staff evaluations.
- Attend all District meetings as required.
- Participates in committees and supports community-school activities.
- Communicates effectively with staff and parents.
- May plan and coordinate the work of site staff, Health Care Assistants, and paraprofessionals to meet the health needs of students.

PHYSICAL REQUIREMENTS

Significant physical abilities include sitting for prolonged periods, lifting/carrying, reaching/handling/fingering/feeling, talking/hearing normal conversation and other sounds, near and far visual acuity/visual accommodation.

OTHER REQUIREMENTS

TB test clearance, Department of Justice fingerprint clearance, valid driver's license, and proof of insurability.

09/15