BIRMINGHAM COMMUNITY CHARTER HIGH SCHOOL
Job Description: School Nurse

Job Purpose

Provides nursing services at an assigned school or children's center, or in a position providing District-wide nursing services.

Reporting Relationships

When serving at a school, receives administrative direction from the principal and/or Assistant Principal

Functions

1. Interprets the principles underlying a school, children's center, or District-wide health program.
2. Counsels and guides students to meet their individual health needs by interpreting health appraisals and standards of normal growth and development.
3. Assists with in-service education of school personnel in healthful living and communicable disease control.
4. Assists school personnel in relating health instruction and guidance to specific needs of students.
5. Notifies, counsels, and assists parents in remediating student health defects.
6. May provide nursing assistance in schools designated as shelters during major disasters.
7. Participates with school administrators and other school personnel in developing and conducting, in accordance with established policy, a school health program which includes the following:

a. Appropriate health education for students, individually, and in groups;
b. Responsiveness to accidents, emergency illnesses, and crisis situations which occur at school;
c. Determination of student's health status including vision, hearing, dental, orthopedic, and general health appraisals, with emphasis on scoliosis screening;
d. Consultation with students and school personnel to promote emotional health;
e. Coordination and implementation of services provided by teams from the Child Health and Disability Prevention Program, Tuberculin Skin Testing Program, and Dental Health Program;
f. Assistance to school physicians with health examinations;
g. Maintenance of necessary health records;
h. Control of communicable diseases through readmissions, exclusions, inspections, and determination of immunization assessment with follow-up where needed;
I. Inspection of the school plant to help maintain an environment for optimum health; and
j. Reporting or assisting in the reporting of suspected child abuse.

8. Assists in maintaining proper student control in school buildings and on the grounds.
9. Evaluates the performance of subordinate personnel.

Other Functions

1. During periods of critical personnel shortage or other emergency situation, shall temporarily perform any duties, as directed, within the authorization of any credentials held by the incumbent that are registered with the Office of the Los Angeles County Superintendent of Schools and that are a part of the class description requirements in effect at the time such duties are performed.
2. Performs other duties as assigned.

Qualifications

Education Required: A bachelor's degree from an accredited college or university.
Experience Required: At least two years of successful paid work experience as a Registered Nurse.

Knowledge, Skills, Abilities, and Personal Characteristics

1. Skill in detecting symptoms of communicable diseases and physical defects.
2. Ability to communicate effectively with students, parents, other District personnel, and community representatives, both individually and as a group.
3. Knowledge of the fundamental principles, accepted trends, literature, and research in the field of school nursing.
4. Ability to compose and comprehend written communication.
5. Ability to work effectively with all racial, ethnic, socio-economic, linguistic, and disability groups.
6. Mobility to traverse all areas of the work site.
7. Mobility to respond quickly in an emergency situation.
8. Ability to observe subordinates' activities.
9. Ability to properly use and to care for the materials, supplies, and equipment employed in nursing.

Health

Physical and mental fitness to engage in nursing service as certified by a licensed physician and surgeon or medical officer pursuant to Education Code Section 44839 and evidence of freedom from active tuberculosis pursuant to Education Code Section 49406.

License

Possession of a valid active California Registered Nurse License.

Credential

A valid California Health and Development Credential authorizing service as a school nurse, a Service Credential with a specialization in health authorizing service as a nurse, or a School Nurse Services Credential must be in force and on file in the Office of the Los Angeles County Superintendent of Schools.

Special Requirements

1. A valid active Health Care Provider CPR card issued by an approved program.
2. A valid active First Aid card issued by an approved program.