

SCHOOL NURSE – SHARED SERVICES
POSITION DESCRIPTION

Description of Position

The School Nurse, as a case manager, provides primary preventive health care services to students in cooperation with the school staff, parents and community agencies.

Classification Certificated Employment

Work Year 192 Days

1. Qualifications:

- 1.1 Standard Designated Services Credential with specialization in Health.
- 1.2 Valid California License as a Registered Nurse
- 1.3 California Audiometrist Certificate
- 1.4 Valid California Driver's License
- 1.5 Bachelor's Degree from an accredited institution.
- 1.6 Public health or school health experience is highly desirable.
- 1.7 An ability to work and establish effective relationships with individuals and groups of people with varied educational and cultural backgrounds.

2. Duties and Responsibilities:

- 2.1 Participates as a contributing member of the school team.
- 2.2 Works with site clerical staff in the compilation of health problems list, reviews health records for all students to identify and interpret to staff present and potential health problems.
- 2.3 Plan and carry out school health management protocols for children with chronic health problems, i.e., diabetes, seizure disorders, asthma, HIV, eating disorders, severe allergies; including the administration of medicine
- 2.4 Develop, implement, and monitor Individual Health Support Plans (IHSP) for students requiring Specialized Physical Health Care Procedures (SPHCS) as appropriate; train designated staff per individual protocol.
- 2.5 Conduct the mandated vision, hearing, and scoliosis screening, retests, and referrals to identify problems that might affect school performances and interpret results to staff.
- 2.6 Identify and develop appropriate interventions for students with medically related chronic absences.
- 2.7 Provide health assessments and counseling, including growth and development, health problems, and behaviors.
- 2.8 Initiate referrals to appropriate sources for medical care.

- 2.9 Participate as the health specialist on the Special Education Team performing the following functions:
 - 2.9.1 Individual testing of vision and hearing on all new referrals and 3-year evaluations
 - 2.9.2 Assess Health and Developmentals or obtain a health and developmental history if presence of potential health problems warrant
 - 2.9.3 Confer with psychologists, counselors, teachers, parents, regarding multiple health problems
 - 2.9.4 Perform medical follow-up, requesting reports, conferring with physicians, CCS, etc.
 - 2.9.5 Monitor medication regimen
 - 2.9.6 Attend selected Individualized Education Program (IEP) meetings
- 2.10 Recommend modification of school programs to meet students' health needs.
- 2.11 Serve as resource person with health education and the implementation of wellness policies:
 - 2.11.1 Promote wellness to students, staff and parents
 - 2.11.2 Family Life Education
 - 2.11.3 Drug, alcohol and tobacco use prevention
 - 2.11.4 HIV/AIDS instruction
 - 2.11.5 Health education units; dental, hand washing
- 2.12 Provide crisis intervention for sudden, emergency illness, injury and emotional disturbances of students and staff.
- 2.13 Fulfill the mandated responsibilities related to child abuse and neglect.
- 2.14 Promote and assist in communicable disease control through monitoring of students' immunization status, and early identification, reporting, education and follow-up for infectious and nuisance diseases.
- 2.15 Direct school clerical staff in responsibilities for immunizations and CHDP physical examinations; initiate appropriate referrals for medical follow-up as recommended.
- 2.16 Serve as staff resource for medical issues.
- 2.17 Keeps current on work email and website communications and technological proficiencies.
- 2.18 Performs other duties as assigned.

3. Organizational Relationship:

- 3.1 Supervision/Evaluation – Principal