



Central Union School District
Lemoore, CA

CENTRAL UNION SCHOOL DISTRICT School Nurse (Certificated Position)

JOB DESCRIPTION

ESSENTIAL FUNCTION

The School Nurse coordinates, collaborates, and implements a comprehensive health services program for the District. The School Nurse strengthens the educational process through evaluation, improvement and protections of the health status of children and school personnel according to state law and District policies and procedures

DIRECTLY RESPONSIBLE TO

Superintendent
Site Principal

IMMEDIATE SUBORDINATES

School Health Aide

DUTIES AND RESPONSIBILITIES

- Initiates referrals to parents, school personnel and community health resources for intervention, remediation, and follow-through
- Utilizes existing health resources to provide appropriate care of students
- Plans and implements school health management protocols for the child with chronic health problems, including the administration of medication
- Coordinates school and community health activities and serves as a liaison person between the home, school, and community
- Assists in the formation of health policies, goals and objectives for the school district
- Maintains, evaluates and interprets cumulative health data to accommodate individual needs of students
- Function as the health specialist to design and implement an Individualized School Health Care Plan, Emergency Care Plan, Individual Educational Plan or Section 504 Plan as it relates to the physical health care needs or chronic illnesses of students
- As part of the Individual Education Plan Assessment Team:
 - Obtains a health and development history
 - Conducts vision and hearing evaluation as part of initial and triennial assessment
 - Develops appropriate goals/plans related to the IEP
- Coordinates, collaborates and implements mandated School Health Screenings including vision, hearing and scoliosis
- Prepares and files mandated reporting as follows
 - Immunization Assessment of Kindergarten Students Report
 - School Mandate for TB Skin Testing Report Form
 - Annual CHDP School Report
 - File Required Scoliosis Services Time Accounting Report
 - Annual Report of Hearing Testing
- Train appropriate school personnel in the following areas related to their duties:
 - Immunization compliance
 - Health Record keeping

- Administration of first aid, universal precautions
- Medication administration
- Communicable disease reporting and exposure notices
- CPR and First Aid administration
- Administers and monitors medication distribution to students
- Interprets the health and development status and results of medical findings concerning the student and communicates to the appropriate school personnel
- Confers with family health care provider as needed concerning the health and development status of students
- Plans actions for eliminating, minimizing or accepting health conditions that interfere with student's learning and motivates and guides the persons responsible for student's health to appropriate resources
- Serves as liaison to the parents, school and community in health matters
- Serves as health consultant and resource to teachers in health education and growth and development curriculum
- Attends designated field trips and student curricular activities (such as Outdoor Education), in order to serve as the health care professional monitoring student needs
- Advise District on changes in health requirements
- Perform other related duties as assigned

QUALIFICATIONS

Knowledge of:

- Provisions for a school environment conducive to learning and safety
- Procedures and crisis intervention for acute illness, injury and emotional disturbances
- Federal and state laws, district policies and regulations, and information related to school nursing
- Medication effects and proper administration procedures
- Proper operation of specialized health assessment instruments
- Modern medical terminology, equipment and techniques
- Accepted methods and principles of personal hygiene
- Medical conditions and diseases
- Accepted testing techniques for hearing, vision and scoliosis and other screenings
- Interpersonal skills using tact, patience and courtesy
- Oral and written communication skills
- Public health agencies and local health care resources
- Modern office practices, procedures and equipment
- Record-keeping techniques

Ability to:

- Develop and implement appropriate health care plan
- Screen students for vision, hearing, scoliosis, and other problems.
- Perform technical duties related to assigned components of the IEP program.
- Train and provide health information to parents, students and staff.
- Identify various health needs, and unusual and critical cases such as child abuse, and recommend appropriate action.
- Maintain records and prepare comprehensive reports according to established rules, regulations and State mandates.
- Establish and maintain files, records, reports and referrals.
- Communicate effectively both orally and in writing.

- Plan and organize work.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Establish and maintain cooperative working relationships with colleagues and supervisors

Education and Experience:

- Bachelor's degree in nursing, health education or related field
- Appropriate School Nurse Credential
- Previous experience in a school situation preferred but not required.

Requirements:

- Current valid School Nurse Services Credential
- Possess a valid California Registered Nurse License
- Valid California driver's license
- Valid first aid and CPR certificate
- School Audiometry Certificate
- Valid CPR and Standard First Aid Instructor Certificate (i.e., ASHI or American Red Cross)

Physical Abilities:

- Facility to sit or stand for extended periods of time
- Vision to see and read and distinguish colors, with or without correction, medical materials, student files and records, laws and rules and other printed matter
- Vision to observe physical symptoms of medical conditions.
- Hearing to understand speech at normal room levels, and to hear and understand speech on the telephone.
- Manual dexterity to operate office equipment and to utilize medical equipment using both hands.
- Speaking in audible tones so that others may clearly understand instructions in presentations, explanations and directions in normal conversations, in training sessions, on the playground, in other meetings and on the telephone.
- Physical agility to lift up to 25 pounds to shoulder height and up to 50 pounds to waist height
- Physical agility to bend at the waist and turn/twist to examine students and administer first aid or CPR
- Operate a car to travel between school sites and for community visits

WORKING ENVIRONMENT

- Potential for contact with blood-borne pathogens and communicable diseases
- Office, school, campus, community environment, school field trips.
- Constant interruptions

SALARY AND WORK INFORMATION

Certificated Salary Schedule: Certificated

Work Year: 183 Days, ten (10) month full-time work year.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.