

## **JOB DESCRIPTION**

**JOB TITLE: *School Nurse (2212)***

### **Job Summary:**

The School Nurse will assist the educational team in meeting the medical needs of each individual student.

### **Essential Job Functions:**

- ▶ Facilitates specialized nursing services to provide tube feeding, catheterizations, and other specialized health care services as outlined in the manual for specialized nursing.
- ▶ Provides mandated health screenings to rule out health problems with vision, immunization, and scoliosis.
- ▶ Provides first aid to address immediate and emergency medical needs of students.
- ▶ Communicates with parents, doctors, and agencies to facilitate services to students with special health care needs.
- ▶ Maintains/Dispenses medications to provide students with prescribed medication on a scheduled basis.
- ▶ Completes school health records to maintain current and accurate records of students school health history.
- ▶ Interprets health findings to staff, parents, and doctors to respond to medical issues in the educational program.

### **Experience Required:**

- ▶ Experience working with public schools, pediatrics, child care centers or related agencies.
- ▶ Experience as a school nurse preferred.

### **Skills, Knowledge and/or Abilities Required:**

- ▶ **Knowledge of:**
  - mandated school screening criteria
  - health assessment and evaluation criteria
  - first aid procedures
  - prescriptive medications and doctors orders for care
  - specialized nursing services
- ▶ **Skills to:**
  - screen students for vision, immunizations, hearing, and scoliosis
  - assess students health and evaluate results
  - provide first aid care to students
  - dispense prescriptive medications
  - provide specialized nursing services
- ▶ **Ability to:**
  - provide health care services to students
  - assess and evaluate student health
  - maintain current and accurate records
  - attend IEP/IFSP meetings as a member of the educational team
  - counsel with parents, doctors, and agency personnel

### **Education Required:**

- ▶ Bachelors Degree.

### **Licenses, Certifications, Bonding, and/or Testing Required:**

- ▶ Valid California License to practice as a Registered Nurse.
- ▶ Health Services School Nurse Credential, or be eligible for a Preliminary Health Services School Nurse Credential.
- ▶ Valid California Drivers License and proof of automobile insurance.
- ▶ Department of Justice and FBI fingerprint Response.

### **Other Specialized Requirements:**

- ▶ Audiometry Certificate, or be eligible to obtain the certification within one year.

**FLSA Status:** Exempt

**March 2014**

This organization is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, creed, age, gender or disability. Inquiries regarding compliance procedures may be directed to our personnel office.

This organization complies with the Americans with Disabilities Act. Persons with a disability who may need some accommodation in the hiring process should contact our personnel office.

This organization is a Drug and Tobacco - Free Workplace.

This organization requires a successful candidate to provide it with employment eligibility and verification of a legal right to work in the United States in compliance with the Immigration Reform and Control Act.