SCHOOL NURSE

Job Summary:
The School Nurse is responsible to the Principal/Superintendent and conducts the school health program in assigned schools.

Essential Functions and Responsibilities include, but are not limited to:
• Assessing and evaluating student health and developmental status;
• Communicating with students, families, caregivers, and health care providers;
• Interpreting assessments and medical information to school staff working with the students;
• Designing and implementing an Individualized School Health Plan, Emergency Care Plan, Individual Education Plan and/or Section 504 Plan related to health care needs or chronic illnesses;
• Determining the appropriate level of care for students with specialized health care needs or chronic illnesses;
• Determining the appropriate level of care for students with specialized health care needs and training, monitoring and supervising licensed and unlicensed staff;
• Providing school nursing case management services for students;
• Counseling students and parents regarding health or school related issues and providing information and referral to community services;
• Administering and training and supervising school staff in assisting students with routine emergency medications;
• Serves as a health consultant and provides in-service programs to staff on a variety of health topics; including compliance with Occupational Safety and Health Act (OSHA) regulations on Bloodborne Pathogens
• Assisting in delivery of comprehensive health education to students;
• Uses professional skills, nursing judgment and leadership ability to create a safe and healthy school environment that supports the well-being, academic success and life-long achievement of students.
• Performing federal and state mandated tasks including but not limited to emergency area; child abuse reporting; communicable disease control, prevention and follow up; and CHDP, audiometric, scoliosis and vision screening;
• Providing routine direct healthcare services and referrals;
• Maintaining, protecting and managing confidential electronic and written student health records.
• Maintains records for reimbursement to Medi-Cal and MAA billing
• Audits for compliance with Child Health and Disability Program (CHPD) and immunization requirements.
• May participate in Student Study Team meetings.
• Maintains good working relationships with public and voluntary health agencies such as the Department of Public Health, Mental Health Services, Pre-schools, etc.
• Complies with the rules and regulations set forth in the California Education Code; Title V; and Procedures and Policies of Clear Creek School.
Knowledge, Skills and Abilities:
• Knowledge of child development, common childhood health care agencies and resources, public school operations and materials, and methods of health education.
• Skills in administration, analysis, and interpretation of a variety of assessment measures
• Ability to work with minimum supervision and to adapt to a variety of settings.
• Ability to counsel pupils, teachers, and parents regarding health needs and functions.
• Ability to give specialized instruction to schoolchildren of wide ranges of age and ability.
• Ability to function as a positive, contributing member of an educational team.

Working Conditions:
• Work is performed in an office, home or community playgroup environment, and involves continuous contact with staff and representatives of other agencies.

Physical Demands:
The usual and customary methods of performing the job’s functions requires the following physical demands: occasional lifting, carrying, pushing and/or pulling, some stooping, kneeling, crouching; reaching, handling, significant fine finger dexterity and/or feeling.
• Manual dexterity to operate a telephone and enter data into a computer.
• Facility to sit at a desk, conference table or in meetings of various configurations for extended periods of time.
• Facility to see and read, with or without visual aids, laws and codes, rules, policies and other printed matter, and computer screens and printouts.
• Facility to hear and understand speech at normal room levels and to hear and understand speech on the telephone.
• Facility to speak in audible tones so that others may understand clearly in normal conversations, in training sessions, and other meetings.
• Facility to lift 50 pounds maximum or carry any object weighing up to 25 pounds; may necessitate lifting of children.
• Facility to drive an automobile.

Education and Experience:
• A Bachelor’s degree from an accredited college
• Current cardiopulmonary resuscitation and have knowledge and experience in advanced first aid principles.
• Classroom experience instructing children and adults preferred not required.
• One year experience in school or community health preferred not required.

Certificates & Licenses:
• Must possess a valid California driver’s license
• Current California Registered Nurse license
• Possession of or eligible for a California credential with an authorization as school nurse
• Must possess a valid Public Health Nurse certificate.
• Must possess a valid Audiometric certificate.
• Must possess a valid CPR adult and child certificate. Instructor certificate desired.

OTHER REQUIREMENTS: These requirements will have to be met prior to beginning employment.
• Criminal Justice Fingerprint and Background Clearance
• TB Clearance
• Must possess a valid California Driver’s License
• Must provide proof of automobile insurance coverage