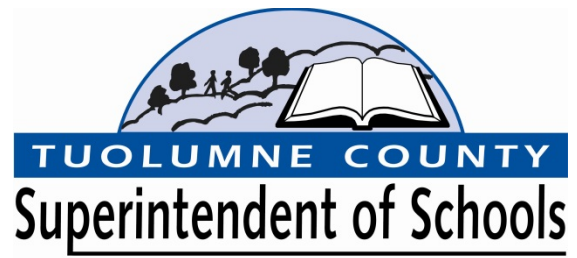


TUOLUMNE COUNTY
SUPERINTENDENT OF SCHOOLS OFFICE

175 South Fairview Lane • Sonora, CA 95370
(209) 536-2000



POSITION: SCHOOL NURSE

DEFINITION

Under direction of the SELPA Executive Director or designee, provides school health and nursing services to the public school community in Tuolumne County. Duties are estimated to be 80% for special education services and 20% for regular education.

ESSENTIAL JOB TASKS

1. Serves as a resource and consultant to school personnel, pupils and parents with regard to the health needs of children
2. Plans, conducts or facilitates screening programs such as: vision, hearing, dental, immunization, scoliosis, physical assessments and communicable diseases
3. Works with family physicians, dentists, health agencies, service clubs, local voluntary, governmental and professional health and welfare organizations, etc. to obtain examinations and treatment for children referred by teacher and/or other school personnel
4. Supervises duties and activities of school nurse aide
5. Oversees the health records of K-12 students in the county
6. Maintains a working relationship with public and private agencies providing health-related services to children
7. Collects and disseminates information concerning new programs and interprets school health laws to school administrators, health service personnel and others providing service to school children
8. Previews films, publications and other instructional materials in the area of health and makes information available to appropriate school district personnel
9. Provides or arranges for inservice/workshops on: first aid, Family Life, CPR, health curriculum
10. Assists in the prevention and control of communicable diseases by implementing policies and procedures concerning communicable diseases
11. Provides annual staff updates on communicable diseases and effective and necessary precautions
12. Conducts a special health assessment, as needed, which may include a developmental and health history, home/environment assessment, neurological assessment and a review of all pertinent medical information
13. Participates as the health specialist on the multi-disciplinary team which works to develop the Individual Education Plan (IEP) and oversees the implementation of IEP goals for specialized physical health care services
14. Provides instruction and ongoing supervision of personnel providing specialized physical health care
15. Maintains professional competence through participation in inservice education activities provided by the office and/or self-selected professional growth activities as approved by the Assistant Superintendent

KNOWLEDGE OF

- all phases of growth and development
- developmental, home/environmental and neurological assessment instruments
- Individualized Education Plan process
- standardized procedures for specialized health care services
- policies and procedures concerning communicable diseases
- family life, first aid and comprehensive health curriculums, rules, regulations and policies regarding provision of health services

SKILLS/ABILITIES

- work independently
- establish professional rapport with school personnel, medical community and parents
- identify and utilize community health resources
- conduct inservice training and provide health counseling
- organize, manage and supervise specialized health care needs of special education students
- collaborate with inter-disciplinary professionals in evaluating individual student health needs and school health programs

QUALIFICATIONS

- Appropriate California school nurse credential or ability to qualify for a preliminary credential
- Valid California Registered Nurse license
- Valid California driver's license
- Experience with students with various disabilities is desirable