



Irvine Unified School District

SCHOOL NURSE

DEFINITION

Under general supervision, plans, organizes, directs, and accomplishes goals and objectives of the Health Services Program.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Assess and evaluate the health and developmental status of selected students through nursing diagnosis and the use of appropriate evaluative techniques.
- Work cooperatively with other School Assessment Team members to assess health needs related to learning, and determine appropriate educational plan.
- Complete Health and Developmental History and 3-year updates as needed.
- Conduct (or arrange for) mandated vision and hearing screening.
- Conduct mandated Scoliosis Screening - requires team approach.
- Accesses student population for compliance with immunization and CHDP laws.
- Supervises proper administration of medication procedures.
- Provides adequate care for ill and injured children.
- Provide student and parent health counseling.
- Develop specialized and standardized procures as needed for special needs students.
- Conduct staff in-service on select health topics and related issues, i.e., abuse reporting, recognition of communicable disease and appropriate action.
- Comply with law regarding suspected child abuse.
- Serve as a resource to teachers for health instruction, provide health education resource materials for classroom teachers, and provide student instruction of selected health topics and issues.
- Provide growth and development instruction at grades 5 and 6 with communicable disease at grade 6.
- Instruct CPR/MFA/ER Preparedness classes for district personnel.
- Present parent information meetings as Indicated, i.e., growth and development, child abuse prevention, substance abuse.
- Actively participate as a member of school(s) disaster preparedness team.
- Supervise the performance of the assigned health clerk.
- Maintain and submit data for state annual reports and district monthly reports (Special Education, immunization, CHDP, scoliosis, etc.)
- Skill to make independent, immediate decisions.
- Ability to remain calm in an emergency situation.
- Capability to demonstrate respect for children, teenagers, and adults.
- Competence to accurately record, transfer, and relate information.
- Ability to follow directions and procedures.
- Skill to demonstrate active and reflective listening skills.
- Capability to present information in an organized manner.
- Attend health services staff meetings.
- Other duties as assigned by Coordinator or Health Services and/or Deputy Superintendent.

QUALIFICATIONS GUIDE

CREDENTIAL:

Valid California registered nurse license and credential authorizing health services in grade level K- 12. must possess or be willing to obtain, American Heart Association BLS Instructor's Certification, and Medic First Aid Instructor's Certification.

EDUCATION:

Bachelor's degree, including all courses to meet credential requirements.

EXPERIENCE:

Clinical nursing experience and/or previous school nurse experience. Teaching experience desired.

PERSONAL QUALITIES:

Appearance, grooming and personality which establish a desirable example for students. Ability to meet district standards for physical and mental health. Above average recommendations from supervisors and other professionals who have observed the characteristics, scholastic attainment and performance of the nurse.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls and talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles. The employee occasionally works in outside weather conditions and is occasionally exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderate.

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