

Job Codes 32F (HS); 32E (MS); 32D (other)
Professional/Exempt
Certified salary schedule
Revised 02/18

SCHOOL NURSE

QUALIFICATIONS

A. REQUIRED

- License to practice as a Registered Nurse in Arizona
- Current CPR and First Aid certification from the Red Cross, American Heart Association or National Safety Council, for adults and children

B. DESIRED

- Bachelor's degree
- Ability to meet Arizona State Board of Nursing requirements for certification as a school nurse
- Two years of nursing experience in the field of clinical nursing, school nursing, and/or maternal child health nursing, pediatric nursing, community health
- Bilingual skills (English/Spanish)
- Background with medically fragile and technologically dependent school-aged children

SUMMARY

The school nurse aids children and youth in developing their full potential in health and education. She/he works as a part of the total school health service program planned by the school in cooperation with the local health department. The School Nurse should function within the concepts of public health nursing, working with the school-age population in a sound program aimed at meeting the needs of all children, including those with complex problems. She/he must be able to relate particular understanding of nursing and health issues to educational process conditions which affect learning.

Reports to: Director of Health Services

ESSENTIAL FUNCTIONS

- Assesses and evaluates the health and development status of a student in order to make a nursing diagnosis and establish priority for action
- Interprets the health and development status of students and communicates the information to the student, parents, and school personnel
- Counsels students, parents, and school personnel and plans action for elimination, minimizing, or accepting the health problem(s) that interfere with students' effective learning
- Trains appropriate school staff regarding medications and equipment related to students with medical needs related to but not limited to; Diabetes, Seizures, Asthma, Allergies, etc. to ensure safety of students
- Recommends modifications in the educational program when indicated by the health or development status of the students
- Serves as a health consultant and resource person in the health instruction curriculum by providing current scientific information from the related fields

- Utilizes community resources for students and their families
- Serves as member of the placement committee for special education programs and assist with IEP's and 504's as needed
- Attends monthly staff meetings another school nurse conferences to enhance ongoing knowledge in field of practice
- Organizes vision and hearing screenings during school year
- Documents health office visits, medications, Action Plans, Health Alerts, etc., and notifies appropriate school staff of students with medical needs

ESSENTIAL FUNCTIONS – (continued)

- Responsible for determining and initiating home visits, as necessary
- Assists at other sites within the district, as needed
- Exhibits patience, courtesy and tact when dealing with others
- Promotes and supports district-wide educational advancement in 21st Century Skills.
- Integrates knowledge and skills that are relevant to the 21st Century
- Performs other related duties, as required

MENTAL AND PHYSICAL REQUIREMENTS

- Ability to evaluate written material
- Ability to communicate clearly, both orally and in writing
- Ability to exercise judgement in accordance with established procedures
- Ability to deal effectively with stressful situations
- Ability to see and hear at a normal range, with or without reasonable accommodations
- Ability to read documents, chart electronically and use screening equipment
- Ability to multi-task in an office setting
- Ability to prioritize and organize
- Ability to use office equipment such as telephones, computers, copiers and printers
- Ability to carry up to 40 pounds
- Ability to lift, climb, stoop, twist, bend, reach, walk and stand
- Ability to perform tasks requiring manual dexterity