

**WELD COUNTY SCHOOL DISTRICT RE-2**

**POSITION DESCRIPTION**

**TITLE:** School Nurse

**PROGRAM:** Health Services

**QUALIFICATIONS:**

1. A current unrestricted Colorado RN license
2. A Bachelor's Degree in Nursing
3. Current Special Services Provider's license-School Nurse through the Colorado Department of Education or must meet the requirements to obtain this license
4. Current certification in CPR-BLS

**TERM OF EMPLOYMENT:** Annually as approved by the Board of Education

**ESSENTIAL FUNCTIONS:**

1. Serve as a member of school Staffing Teams.
2. Follows district policies and procedures and maintains strict confidentiality.
3. Demonstrated effective written and oral communication skills.
4. Evidence of ability to establish and maintain effective, cooperative relationships with school personnel, students, and parents.
5. Demonstrated understanding and empathy necessary for working with students.
6. Supervision of health aides.
7. Primary resource for care of ill or injured students.
8. Organization and management of health rooms and health records.
9. Monitors immunization status of students and promotes compliance with Colorado Immunization Laws
10. Monitors accident/incident reports for school safety issues

**DUTIES AND RESPONSIBILITIES:**

**I. Direct Service**

- a. Identify health needs of students
- b. Formulate a plan of health care
- c. Implement health care services, providing primary care for students
- d. Evaluate health care services
- e. Establish screening programs for various health problems. i.e., vision and hearing
- f. Develop procedures for crisis intervention for emergencies, acute illnesses, injuries, and emotional disturbances

**II. Health Counseling and Education**

- a. Identify family health-related needs
- b. Provide in-service to staff and volunteers
- c. Assist staff with health curriculum needs
- d. Counsels with students concerning nutrition and eating disorders, chronic health conditions, mental health issues, problems such as substance abuse, in order to facilitate responsible decision making practices

**III. Consultation**

- a. Function as part of an educational team in the development of the IEP (Individual Educational Program) and 504's.
- b. Cooperate with other agencies and professional workers

**IV. Program Management**

- a. Provide training, delegation and supervision of health techs and other staff.

- b. Write and maintain protocols for Health Services Program

**V. Diagnosis and Planning**

- a. Assists in the identification and programming for students with special health needs
- b. Plan intervention consistent with the Individual Educational Program (IEP)
- c. Develop Individualized Health Care Plans.

**VI. Human Relations**

- a. Enhances positive self-concept and attitude toward learning among students
- b. Portrays a positive attitude toward school nursing
- c. Fosters a positive learning environment

**VII. Professional Responsibilities**

- a. Participation in professional growth opportunities
- b. Collaborates with others to fulfill responsibilities related to building and district goals and priorities
- c. Demonstrates a concern for student health and safety
- d. Maintains necessary student records

**SALARY:** Determined by the Board of Education

**RESPONSIBLE TO:** Director of Health Services

**EVALUATION:** As specified in District Policies and appropriate rules and procedures.

*Note – these statements are intended to describe the general nature and level of work being performed by the school nurse. They are not intended to be an exhaustive list of all responsibilities, skills, and duties required of a school nurse.*

**NOTICE OF NON-DISCRIMINATION**

Eaton School District RE-2 does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Marcy Sanger, Director of Student Services, 211 1<sup>st</sup> Street, Eaton, CO 80615 - phone 970-454-3402

For further information on notice of non-discrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481