



District Substitute Nurse JOB DESCRIPTION

Purpose: The District Substitute School Nurse is responsible to help ensure a safe and healthy learning environment to facilitate the personal, social, and academic development of all students. The District Substitute School Nurse will be responsible for the care and safety of all students while attending school. To fulfill these responsibilities, the District Substitute School Nurse must work closely with the building staff, Health Services Coordinator and Building Principal.

Responsible to: District Health Services Coordinator and Building Principal

Payment Rate: Commensurate with Professional Licensure

Qualifications:

1. Current Kansas State Board of Nursing License-(minimum-Licensed Practical Nurse).
2. Health and Inoculation Certificate on file in the USD 231 District Office (after employment offer is made).

Essential Functions:

1. Assist in the care and supervision of all students.
2. Closely monitor and document student physical functioning and behaviors.
3. Deliver prescribed medical treatments/interventions in a consistent, safe and timely manner.
4. Communicate effectively with all team members.
5. Share essential student information in a timely and effective manner with Director of Health Services and other medical providers, including community based providers, as appropriate, including accidents and injuries.
6. Appropriately operate all equipment as required.
7. Provide daily feeding and/or mealtime supervision, toileting, diapering and hygiene care as needed.
8. React to change and other tasks productively.

General Responsibilities:

1. Assist in facilitating the health and wellbeing of all students.
2. Able to perform basic assessments of student physical health functioning.
3. Demonstrate accurate documentation of student health and medical interventions.
4. Ensure all activities conform to district guidelines.
5. Demonstrate effective interpersonal relationships.

6. Support the philosophy and mission of the school district.
7. Assist in safeguarding confidential information.
8. Adhere to required regulations and statutes as defined by the Kansas Department of Health and Environment.
9. Adhere to all district health and safety policies, including all precautions of the Bloodborne Pathogens Exposure Control Plan.
10. Other duties as assigned by the Health Services Coordinator or Building Principal.

Physical Requirements of position:

1. Direct physical contact with students, including first aid care, direct nursing procedures and physical assessment of students with possible exposure to bodily fluids.
2. Lift up to 40lbs unassisted.
3. Good physical agility which requires the follow:
 - a. Getting up and down off of floor
 - b. Frequent bending, kneeling and bending
 - c. Sitting
 - d. Standing
4. Physical exertion to manually move, lift, carry, pull or push heavy objects and materials.

Environmental Conditions:

1. May require travel between buildings/facilities.
2. Must work in noisy and crowded environments.
3. Must work in both indoor and outdoor activities (year round).