MARION COUNTY SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: School Nurse

QUALIFICATIONS:

1. Valid license to practice as a Registered Nurse (RN) or as a Licensed Practical Nurse (LPN) in the state of South Carolina
2. Current certification in cardio-pulmonary certification (CPR) and first aid from a recognized provider
3. Minimum of two years supervised nursing experience in community or child healthcare prior to entry in school nurse practice
4. Such alternatives to the above qualifications as the Board may find appropriate and acceptable

REPORTS TO: Building Level Principal (required meetings with Director of Special Services

SUPERVISES: NA

TERM OF EMPLOYMENT: TBD

ESSENTIAL DUTIES:

1. Administers basic health care and First Aid for the purpose of providing appropriate care for ill, medically fragile, and/or injured children
2. Assesses and evaluates the health and developmental status of pupils for the purpose of identifying physical disorders and other factors affecting the learning process, communicating with the primary care provider, and contributing significant information in order to modify the pupil's individualized education/health plan
3. Collaborates with parents, students, health care providers, and/or other agencies for the purpose of promoting needed treatment, securing information, and complying with legal requirements
4. Conducts programs and/or activities (e.g. in-service training, hearing, vision, immunization review, scoliosis screening, etc.) for the purpose of ensuring compliance with state/federal mandated requirements
5. Designs individual health care/health maintenance/emergency care plans for the purpose of addressing students' health needs and implementing health care directions from parents and/or physicians
6. Interprets the health and developmental assessment for parents, teachers, administrators, and other professionals directly concerned with the student for the purpose of serving as an advocate for those students with identified health problems and concerns
7. Maintains communication with parents and all involved community practitioners and agencies for the purpose of promoting needed treatment and securing reports of findings pertinent to educational planning

8. Maintains health care plans, medical emergency cards, immunization records of all site students for the purpose of ensuring compliance with state law and providing information required for intra-district transfer of records as needed
9. Monitors all student medications administered at school as prescribed by a physician for the purpose of ensuring compliance with law
10. Prepares a wide variety of written materials (e.g. quantity reports, student activities, correspondence, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information in compliance with state law
11. Promotes the participation by district students in affordable, comprehensive health coverage programs by providing information on coverage to children of low to moderate income working families
12. Refers students and his/her parent/s or guardian/s requiring further medical attention and provides information regarding appropriate community resources of necessary services and assuring continuity of health service and care
13. Reports students with reportable contagious diseases to local public health authorities for the purpose of minimizing infection and complying with legal requirements
14. Responds to medical emergency situations for the purpose of addressing immediate safety concerns
15. Serves as the medical liaison for special education students (e.g. performing vision and hearing assessment for evaluations, review the health and developmental history of each child, attending individualized education program meetings as needed, etc.) for the purpose of ensuring compliance to state mandate
16. Trains and supervises staff in performing specialized physical health care procedures (e.g. catheterizations, suctioning, assistance with medication etc….) for the purpose of ensuring that procedures requiring medically related training are performed in compliance with state law
17. Performs such other tasks and assumes such other responsibilities as may be assigned by the building level principal and/or Director of Special Services

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel

SALARY RANGE: $21,118 - $51,482

STATUS: Non-Exempt