

**DEPARTMENT/SITE:** Federal Programs / All Schools

- QUALIFICATIONS:**
1. Current and unrestricted Mississippi Registered Nurse License
  2. Valid CPR & AED Certification
  3. Minimum three (3) years of work experience in health care (pediatric preferred)
  4. Good verbal and written communication skills
  5. Organizational and time management skills, and the ability to communicate well with children, parents, school faculty and administration
  6. The ability to work independently according to all nursing practice standards
  7. Such alternatives to the above qualifications as the District School Board may find appropriate and acceptable

**REPORTS TO:** **Director of Federal Programs**

**JOB GOAL:** Ensure the health of all students as a means to ensure academic success.

**PERFORMANCE RESPONSIBILITIES:**

The major focus of school nursing services is the prevention of illness and disabilities and the early detection and correction of health problems.

The school nurse promotes and protects the health status of students and staff through functions in all areas of Coordinated School Health.

**A. HEALTH SERVICES**

1. Provide health assessments
  - i. Obtain a health history
  - ii. Screen and evaluate vision, hearing, scoliosis, dental and others as directed
  - iii. Provide basic first aid information to schools and departments within the district
  - iv. Observe students as required for development and health patterns/concerns
  - v. Participate in school registration process to procure parental consent and health insurance information
2. Develop and implement health plans and procedures
  - i. Maintain a confidential cumulative health record for each student
  - ii. Maintain documentation of all incident reports related to student injuries, child abuse/neglect, screening, and immunizations
  - iii. Interpret the health status of students to parents and school personnel
  - iv. Work with parents on chronic health care issues (head lice), cancer, sickle cell, etc.
  - v. Initiate and follow referrals for intervention and/or remediation
3. Provide direct nursing intervention
  - i. Administer appropriate level of first aid for illness and injury, including CPR/AED
  - ii. Administer/supervise medication and monitor the effects
  - iii. Provide individual health counseling concerning high-risk behaviors
  - iv. Perform skilled nursing functions

**B. HEALTH EDUCATION** (as directed by District Nurse)

1. Provide health education for students, staff and parents
  - i. Coordinate and participate in student support groups and activities
  - ii. Promote and interpret health careers which may include participation of school in allied health programs
  - iii. Teach health topics as outlined in the Mississippi Comprehensive Health Framework which will include but not be limited to tobacco, alcohol and substance abuse prevention
2. Serve as a resource person in health education
  - i. Participate in health curriculum planning and evaluation
  - ii. Promote drop-out prevention programs

**C. HEALTHY SCHOOL ENVIRONMENT**

1. Recommend provisions for a safe, healthy school environment
2. Serve on school committees to develop and implement safety programs
3. Promote and assist in control of communicable diseases
4. Ensure that each student complies with the immunization requirements of the State of Mississippi
5. Confirm that students have medical emergency cards on file
6. Participate in wellness projects

**D. PHYSICAL EDUCATION**

1. Promote healthy physical education, sports policies and practices
2. Serve as a health resource to the physical education staff

**E. NUTRITION SERVICES**

1. Support healthy food service programs
2. Serve as a health resource to school food service staff

**F. COUNSELING, PSYCHOLOGICAL & SOCIAL SERVICES**

1. Provide crisis intervention for emotional/physical disturbances
2. Counsel students as needed
3. Contact the Department of Health Services as required by law in cases of abuse and neglect.

**G. HEALTH PROMOTION FOR STAFF** (as directed by District Nurse)

1. Screen and counsel school employees as needed
2. Provide staff with in-service training programs on health-related issues

**H. FAMILY/COMMUNITY INVOLVEMENT** (as directed by District Nurse)

1. Work with agencies and civic clubs in providing assistance to indigent children
2. Make home visits as necessary

**I.** Assist in the collection of data as established by the Mississippi Department of Education/Office of Healthy Schools and report to same entity monthly (**See Program Evaluation & Measurement document.**)

**J.** All other duties as assigned by supervisor

**TERMS OF EMPLOYMENT:** 187 days; Salary for this position shall be commensurate with the years of experience as determined under the policies and procedures of the Moss Point School District and in accordance with the pay scale.

**EVALUATION:** Performance of this job will be evaluated annually in accordance with provisions of the Board of Trustees' policy on evaluation of District personnel.

*The Moss Point School District does not discriminate on the basis of race, color, sex, national origin, religion, age, equal pay, disability and genetic information.*