



**JOB DESCRIPTION**

<b>POSITION:</b>	Registered Nurse (RN)
<b>DEPARTMENT:</b>	Student Services
<b>REPORTS TO:</b>	Director of Special Education and Student Services Building Principal
<b>SUPERVISES:</b>	N/A
<b>FLSA STATUS:</b>	Non-Exempt
<b>WORK SCHEDULE:</b>	183 School Days + Twenty (20) Hours of Professional Learning
<b>COMPENSATION PLAN:</b>	Education Support Paraprofessionals

**General Description:**

The Registered Nurse (RN) provides health services to students and staff to promote optimal health and well-being. The RN is responsible for assessing health needs, developing and implementing health plans, administering medications, responding to medical emergencies, and ensuring compliance with state and federal health regulations. The RN collaborates with school personnel, parents, and community resources to support students' health and academic success.

**Education and Experience:**

- Minimum Education: Associate Degree in Nursing (ADN);  
Bachelor's Degree in Nursing (BSN) preferred
- Minimum Experience: At least two (2) years of experience in nursing, preferably in a school, pediatric, or public health setting.

**Licensing Requirements:**

- Current Registered Nurse (RN) license issued by the Pennsylvania State Board of Nursing, active and unrestricted.
- American Heart Association (AHA) Basic Life Support (BLS) is required. Other AHA credentials are preferred.
- Completion of ongoing continuing education as required by law.

**Key Responsibilities:**

- Assess and provide medical care to students and staff in accordance with professional nursing standards.
- Develop and implement individualized health plans (IHPs) and emergency action plans (EAPs) for students with chronic conditions.
- Administer prescribed medications and treatments per physician orders.
- Provide emergency medical care, first aid, and crisis intervention as necessary.
- Monitor student immunization compliance and maintain health records in accordance with state and federal regulations.
- Educate students, staff, and parents on health-related topics, including disease prevention, hygiene, and wellness initiatives.
- Collaborate with school counselors, school social workers, psychologists, and other support staff to ensure the well-being of students.
- Serve as a liaison between schools, families, and healthcare providers.
- Participate in Student Assistance Programs (SAP) as needed.
- Participate in the implementation of emergency operation plans.
- Conduct vision, hearing, scoliosis, and other health screenings as required.
- Maintain accurate, confidential medical records and documentation of care provided.
- Report suspected child abuse/neglect in accordance with mandated reporter requirements.
- Communicate with healthcare providers, community agencies, and parents regarding student health concerns.
- Assist in developing and implementing infection control measures within the school setting.
- Support students with special needs by participating in Individualized Education Program (IEP) and 504 Plan meetings.
- Perform additional duties assigned by the Superintendent or designee to support the district's mission, vision, and goals.

**Core Knowledge:**

- Knowledge of pediatric, school, and public health nursing principles.
- Understanding state and federal laws governing school health services, including HIPAA and FERPA.
- Proficiency in health assessments, care planning, and disease management.
- Familiarity with communicable disease control and immunization requirements.
- Understanding of emergency medical response and crisis intervention strategies.
- Understanding of nursing delegation laws in school settings

**Essential Skills:**

- Strong clinical assessment and decision-making abilities.
- Excellent communication and interpersonal skills.
- Ability to manage multiple tasks efficiently in a school setting.
- Competency in electronic medical record-keeping and data management.
- Effective teaching and counseling skills for health education programs.
- Ability to use student information systems for documentation

**Critical Abilities:**

- Ability to remain calm and respond effectively in medical emergencies.
- Strong organizational and time management skills.
- Capacity to work independently and collaboratively with school personnel and families.
- Ability to handle confidential information with discretion and professionalism.

**Temperament Requirements:**

- Compassionate and student-centered approach.
- Adaptability to diverse school environments and student needs.
- Patience and understanding when working with students with special needs.
- High level of professionalism and ethical conduct.

**Physical/Environmental Requirements:**

- Ability to perform moderate physical activity, including standing, walking, and lifting to 25 pounds
- Exposure to bodily fluids and infectious diseases.
- Ability to work in a fast-paced, high-energy school environment.

Disclaimer: The information in this job description is provided to comply with the Americans with Disabilities Act (ADA). It is not an exhaustive list of the duties performed for this position. The individuals currently holding this position may perform additional duties.

**Required Clearances:**

- Act 114 (Federal Criminal History Background Check)
- Act 34 (PA State Criminal History Clearance)
- Act 151 (PA Child Abuse History Clearance)
- Act 126 (Mandated Reporter Training)
- Act 168 (Sexual Misconduct/Abuse Disclosure)
- Act 24 (Arrest & Conviction Statement)
- Current School Personnel Health Record
- Tuberculosis Test Result

Clearances and the School Personnel Health Record must be current within 1 year from the hire date, accompanied by a Tuberculosis Test Result within 3 months of the hire date.

**Travel Requirements:**

- A moderate amount of travel is required for this position.
- Must have reliable transportation

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Employee signature

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Date