



Registered Nurse
J O B D E S C R I P T I O N

JOB INFORMATION

<i>Job Title:</i>	Registered Nurse
<i>Version Date:</i>	02/01/2021
<i>Category:</i>	Health & Wellness
<i>Department:</i>	Student Services
<i>Work Year:</i>	175 Day, 10 Month
<i>FLSA Classification:</i>	Exempt

JOB SUMMARY

Serve as the primary health consultant and provide direct care necessary to support student health needs in the school setting, within the parameters of the Colorado Registered Nurse (RN) licensure. Identify health needs of students through appraisal, health histories, screening programs, observations, conferences with parents, health provider and school staff. Must be able to provide care to students, including medically fragile students independently; follow doctors orders and health care plans; collaborate with other district RNs, school staff, physicians, and parents to provide high quality care for students with health and medical needs.

Essential Functions

<i>Essential Function</i>	<i>% TIME</i>
Conducts physical assessment, counseling and conferencing to determine the physical and mental status of students.	10%
Administers medication and provides invasive procedures, as needed.	10%
Maintains all records and completes all information required by district, state and federal agencies.	10%
Provides direct health services for individuals or small groups; and provides classroom health education instruction to develop and encourage a healthy lifestyle.	10%
Serves as a District resource for SPED staffings to record and report health and social history, physical assessments, make home visits and follow-ups, and develop a health care plan for SPED students.	5%
Works as a team with school and District personnel, administration and other health agencies to provide the best delivery of health related needs.	5%
Trains, delegates and supervises other school personnel to implement health care procedures including Colorado School Medicaid Reimbursement Program as assigned.	5%
Serves as a resource, instructor and consultant in the area of health education.	5%
Provides health services for special education students including but not limited to, feeding, changing diapers, cathetering.	5%
Helps to develop a school wide health care program to meet the school health needs of all students by implementing Federal, state and local rules, guidelines and procedures.	2%
Assesses student health status using data collected from student, parent, school staff and health care provider.	2%
Incorporates knowledge of social health problems including nutrition, child neglect/abuse, violence, drug/alcohol abuse, pregnancy, and other communicable diseases.	3%
Incorporates knowledge of legal rights and due process for children with special needs.	2%
Participates and provides in-service training as assigned.	3%
Reports to parents, school personnel, physicians and other agencies on special education student health matters following confidentiality guidelines and procedures as set by FERPA.	3%

Consults and advises in the implementation of the policy on Exclusion and Readmission of students in connection with infectious and contagious diseases.	2%
Acts as a liaison between school, community, health agencies, care providers, parents and students to improve adherence to student health care plans as assigned.	3%
Demonstrates the ability to communicate effectively, get along with co-workers, and deal with colleagues in a professional manner.	5%
Performs other tasks that may be assigned.	5%

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education			
Required	Minimum of BS Degree from an accredited college or university in Nursing (Registered Nurse).		
Required	Ability to acquire CDE Licensure.		
Work Experience			
1 year or more	Experience working with children.		

Skills, Knowledge, Training			
Required	Ability to provide training in CPR, First Aid and universal precautions and provide training to district personnel low level medical interventions for children.		
Preferred	Experience with wellness initiatives for children.		

PHYSICAL DEMANDS/WORKING CONDITIONS

Physical Demands						
Physical Demand	NA	Rarely	Occasionally	Frequently	Constantly	Weight
Carrying			X			
Climbing Stairs			X			
Crouching			X			
Grasping			X			
Grip			X			
Handling		X				
Kneeling		X				
Reaching (Abduction)			X			
Reaching (Adduction)			X			
Lifting (Above Shoulder)			X			
Pinch		X				
Pulling (Horizontal)			X			
Pulling (Vertical)			X			
Pushing (Horizontal)			X			
Pushing (Vertical)			X			
Lifting (Floor to Waist)				X		
Lifting (Waist to Shoulder)				X		
Reaching (Forward)				X		
Vision (Far)				X		
Reaching (Waist to Shoulder)				X		
Reaching (Above Shoulder)		X				

Physical Demands

<i>Physical Demand</i>	<i>NA</i>	<i>Rarely</i>	<i>Occasionally</i>	<i>Frequently</i>	<i>Constantly</i>	<i>Weight</i>
Reading				X		
Repetitive Motions			X			
Sitting		X				
Standing				X		
Wrist Deviation (Wrist Extension)			X			
Reaching (Floor to Waist)			X			
Vision (Near)				X		
Walking				X		
Wrist Deviation (Pronation)			X			
Wrist Deviation (Radial Deviation)			X			
Wrist Deviation (Supination)			X			
Wrist Deviation (Ulnar Deviation)			X			
Stooping		X				
Wrist Deviation (Wrist Flexion)			X			

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Working Environment

<i>Working Condition</i>	<i>NA</i>	<i>Rarely</i>	<i>Occasionally</i>	<i>Frequently</i>	<i>Constantly</i>
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise		X			
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			
Other		X			

Valid Driver's License Required

<i>Yes/No</i>	<i>Reason for Drivers License</i>
Yes	To commute between schools/buildings.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Functional Competencies

<i>Competency</i>	<i>Level</i>	<i>Competency Description</i>
Analytical Thinking	5. Advanced	Uses advanced logic and common sense to arrive at solutions.
Communication Skills	5. Advanced	Able to articulate well in straight-forward situations.
Company Knowledge	5. Advanced	Understands his/her own job and how the role interacts with his/her team and the school district.
Functional Knowledge	5. Advanced	Knowledgable about his/her specific job.
Influence	5. Advanced	Gains support for ideas within the team.

Job Impact

5. Advanced

Immediate work team.

Leadership Skills

5. Advanced

Manages employees, may mentor and/or train subordinates.

SCOPE

Freedom To Act

Work is closely managed and reviewed for accuracy and adequacy. Follows specific, outlined, and detailed directions.

Problem Complexity and Problem Solving Timeframes

Provides resolution to problems that are readily identifiable with limited scope and are resolved in accordance with standard practices, procedures, applications or routines. Problem/Task resolution timeframe: The majority of tasks typically are resolved in a timely manner.

Impact

Failure to achieve results or erroneous judgments may require the allocation of additional resources to correct and / or achieve goals.

Contact with Others

Contacts are primarily with school personnel, students and parents to give and receive information.