

## **SCHOOL LICENSED PRACTICAL NURSE (LPN)**

School Licensed Practical Nurses (LPNs) in our schools provide essential support to promote a health school environment. They support student success by providing health care assessment, intervention and follow-up for students so they have what they need to learn well. School LPNs are an integral part of improving student success for ALL students through the implementation of the district's health program.

### **Essential Responsibilities and Duties**

School LPNs provide practical nursing services within the parameters of developed Individual Health Plans for students and provide support in maintaining documenting health support tasks related to the student's physical and emotional well-being. This description represents the key areas of responsibilities - specific other duties may be assigned.

Student Learning: Carries out health care plans constructed by the Certificated School Nurse for students with health problems, meeting the needs of special education students, students with chronic health problems and/or accommodation requirements. Prepares, and maintains documentation (e.g. student health history, current health status, immunization reports, etc.). Assists with health screening, (e.g. vision, hearing, dental, etc.) for the purpose of referring medical conditions and/or providing appropriate care. Performs medical procedures (e.g. tube feeding, deep suctioning, toileting, hygiene, medication administration, etc.) for the purpose of ensuring prompt, reliable and safe care. Advocates for students at individual education plan (IEP) meetings, MTSS teams, and school attendance conferences. Serves as a member of an eligible students' 504 or IEP team to develop accommodations to support student success. Assists students, families and teachers in finding ways to help students develop a positive sense of identity.

Safe, Positive Learning Environment: Monitors students in a variety of settings (e.g. school, on buses, field trip etc.) Provides first aid and CPR to student for the purpose of supporting the safety of all students and cares for ill children until they can go home or return to class. Refers students, as appropriate, who require further medical attention for the purpose of providing needed medical/dental treatment, counseling, etc. Reports incidents, accidents and injuries (e.g. students with suspected contagious diseases, suspected child abuse, suspected substance abuse, etc.). Reviews health care related policies and procedures, including - OSHA, Blood Borne Pathogen Control Plans, state mandates, district policies and maintains compliance with current health practices. Orders and maintains centralized supplies and forms. Completes required statistical reports. Maintains and monitor supplies for students with health needs to ensure inclusion in school activities, such as field trips. Assist students with common daily tasks such as eating, dressing, toileting, to include diapering.

Consultation and Collaboration: Consults and collaborates with teachers and other educators about building classroom connections and the impact of health factors in student success. Collaborates with Certificated School Nurse, parents, students, health care providers, and other agencies. Provides feedback to the Certificated School Nurse to assure appropriate health care plan, records are maintained (e.g. mandated screening, immunizations records, etc.). Assists with maintenance of site list of significant health conditions, student exemptions, and students receiving medication. Adheres to requirements for confidentiality regarding student records, school and health-related issues; discreetly handle sensitive information pertaining to staff, parents and students.

**Minimum Qualifications:**

- Incumbents must have successful experience in working with culturally diverse families and communities, or have otherwise demonstrated a commitment to strengthening engagement of a diverse community and skill in communicated with a diverse population.
- Ability to effectively communicate with parents, students, and staff verbally and in writing.
- Licensed in the State of Washington as a Licensed Practical Nurse.
- Must be trained in CPR and First Aid. AED training may be required.
- One (1) year of work experience as an LPN or RN.
- Must possess a valid Washington State driver's license.
- Prepare and maintain accurate records; adhere to safety practices; and operate medical equipment utilized in school environment.
- Must possess basic clerical skills including typing and filing, knowledge of basic office equipment and technology and keyboarding skills.
- Ability to work effectively in an environment with frequent interruptions requiring the ability to concentrate and consistently produce accurate work while responding to interruptions and changing priorities.
- Ability to interact with students, parents, staff, and community members, personally and through electronic communications, in a warm and confident manner.

**Desired Qualifications:**

- Successful experience in a school environment.
- Training or experience in Neural Education or a desire to be trained.
- Experience working with military-connected students and families.
- Bilingual skills.

**Physical and Environmental Requirements:**

*The district is committed to providing reasonable accommodations to employees with disabilities to access the physical and environmental requirements of this position.*

This position typically requires: stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, talking, hearing, seeing, and repetitive motions. This position may be exposed to prolonged exposure to visual display terminals as required. Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals. It may be expected that the individual could be exposed to blood or other potentially infectious materials during the course of their duties. The noise level in the work environment is usually moderate but can be loud on occasion.