

Human Resources

School Nurse - RN

Department: Campus
Reports to: Principal
Placement: Instructional Support Salary Schedule
Term: See Duty Day Calendar

Position Summary:

The School Nurse RN is responsible for providing routine and emergency medical care to students based upon student need. The School Nurse completes all required vision and hearing tests and maintains student records in accordance with recordkeeping requirements.

Essential Functions:

- Works with district staff to develop and maintain a preventative health program.
- Provides routine and emergency medical care to students, based upon student need.
- Counsels students and parents on health/medical problems.
- Conducts home visits.
- Conducts visual and hearing tests and pre-physical exams.
- Assists in physical exams.
- Maintains student health records.
- Advises staff regarding handicapped students.
- Re-admits students following illness.
- Organizes the school health office.
- Orders medical supplies, etc.
- Attends regularly scheduled district meetings and trainings.
- Performs any other duties as assigned by immediate supervisor.

Training and Experience:

- Two years of nursing experience.
- Must have three semester hours in the following coursework:
 - School nursing practice coursework.
 - Physical assessment of the school age child.
 - Handicapped and chronically ill child coursework.

Licensing/Certification Requirements:

- Valid State of Arizona RN Licensure
- Valid DPS fingerprint clearance card
- If applicable, must obtain required certifications for being a Direct Service Claim (DSC) provider and fulfill all reporting responsibilities

Knowledge of:

- The school nursing program, its purpose, and relationship to parent, child and school.

ADA and Other Requirements:

Positions in this class typically require: climbing, crawling, stooping, kneeling, crouching, standing, walking, pushing, reaching, lifting, feeling, talking, hearing, seeing, and repetitive motions.

When duties and responsibilities change and develop, this job description will be reviewed and subject to changes of business necessity.