

TITLE: NURSE ASSISTANT

QUALIFICATIONS:

1. Current license as a registered professional nurse in New Jersey. A minimum of two years of post-secondary education or associate's degree. Any person employed as a Nurse Assistant, must obtain New Jersey School Nurse certification within 7 years from first day of employment as a Nurse Aide. From issuance date of School Nurse certification, employment status will be changed to the position of School Nurse and appropriate placement on the respective salary guide will be established.

REPORTS TO: Superintendent/Assistant Superintendent/Building Principal/Supervisor

JOB GOAL:

To aid in promoting a healthful environment in both the school and the community by maintaining and /or improving the present well-being of each student by delivering a total health program to the students; improving their future well-being by equipping them with the knowledge and ability to protect their health.

DUTIES AND RESPONSIBILITIES:

1. Assist in the assessment of the physical health status of students.
2. Helps provide health care under the instruction and direction of a physician, school nurse, and within school policy and regulations.
3. Assists with emergency care where applicable.
4. Strives to make the school and community environment safer and healthier.
5. Assists the school nurse in maintaining up-to-date cumulative health records on all students.
6. As necessary, will make home contacts for follow-up on student health problems.
7. Assists in upholding and enforcing school rules, administrative regulations, and Board Policy.
8. Strives to maintain and improve professional competence and to keep abreast of the latest school nurse methods and practices.
9. Assists in maintaining up-to-date cumulative health records on all students.
10. Advises and assists, as appropriate, school personnel in establishing sanitary conditions in schools.
11. Assists the school nurse in implements policy on exclusion and readmission of students in connection with infection and contagious diseases.
12. Assumes other related duties and assignments during the assigned working day as superintendent or his/her designee deem necessary.

ANNUAL EVALUATION: Performance of this job will be evaluated annually in accordance with New Jersey State law and the provision of the board's policy on evaluations.

Adopted by: Toms River Regional Schools

Date: 6/18/2016

Revision: