



Unified School District 232, De Soto, KS

Health Services Aide

Title	Health Services Aide
Job Function	The Health Services Aide is responsible for delivery direct care (e.g., medication administration, tube feeding, toileting, etc.) to medically fragile students as directed by, and under the supervision of, the building RN in charge. The Health Services Aide follows all district and departmental policies and procedures as well as safety, environmental, and infection control standards. This position reports to the Health Services Coordinator.
Supervision	Health Services Coordinator/Building Principal
Benefits	<ul style="list-style-type: none"> • Fringe benefits as scheduled by the Board of Education • 1 sick day per month; up to 10 accrued per school year; may use 4 for personal reasons • 3 days bereavement leave per occurrence • 174 Day Work Calendar
Required Qualifications	<ul style="list-style-type: none"> • High School diploma or equivalent • Certified Nurse Aide (CAN) or equivalent • BLS or Heart-Saver CPR/AED and First Aid (First Aid and CPR certification will be provided by the district if not obtained before hire) • Ability to listen and communicate effectively • Desire to work with children, parents, staff members • Ability to problem solve, evaluate, and make appropriate decisions • Flexibility and willingness to be part of the healthcare team • Accepting of others and non-confrontational in working with students, staff, and community • Respectful of confidentiality and child protection laws • Current Certification of Health, including negative TB test • Must pass standard strength and agility test • Completion of clear, criminal background check
Physical Requirements & Conditions	<ul style="list-style-type: none"> • Requires prolonged sitting or standing • Requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials up to 50 lbs • Requires stooping, kneeling, crawling, bending, turning, and reaching
Essential	<ul style="list-style-type: none"> • Assist the school nurse and classroom teacher in the daily care of students with special healthcare needs

Job Functions

- Administer medications, tube feedings, and other nursing tasks/procedures as assigned and delegated
- Assist students with activities of daily living (e.g., feeding, toileting assistance)
- Assist students with classroom activities
- Communicate with administrators, staff, and parents
- Maintain cleanliness of work environment
- Assist with documentation and record keeping
- Other duties as assigned by the building RN or classroom teacher

7/29/24