Hickman County Schools

Job Title: School Nurse RN/BSN

Reports to: Coordinated School Health

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Purpose of Job: Responsibility for providing a variety of administrative and nursing support to students and school personnel and caring for health requirements of the student population.

* Develops individual student health care and emergency care plans for students with special care needs for the purpose of providing direction to site personnel and/or implementing directions provided by parents and/or physicians.
* Implements health care plans for students with health problems for the purpose of meeting the needs of students with chronic health problems and/or accommodation requirements.
* Provides professional medical treatment to staff and students.
* Administers medical treatment including first aid, medication, and specialized medical treatments to staff/students to provide care for ill, medically fragile and/or injured children in accordance with State laws and District policies.
* Monitors students referred for illness and/or injury; attends to their health concerns and initiates follow-up care.
* Provides care to students with chronic illnesses and extremely high-risk students (e.g., allergies, asthma, diabetes, seizures, medically, fragile, etc.) for the purpose of assisting the child in achieving the highest possible functional level.
* Responds to emergency medical situations (e.g., severe falls, seizures, prescription reactions, bleeding, etc.) for the purpose of ensuring appropriate immediate medical attention and related follow-up action.
* Assesses situations involving students’ safety, abuse (physical, sexual, drug, etc.) and other health related issues for the purpose of identifying problems, referring for proper treatment, and complying with legal requirements.
* Maintains contact with parents/guardians for the purpose of advising them of changes in student health and/or recommending further medical and/or emotional intervention.
* Refers students requiring additional medical attention to ensure required follow-up treatment and services.
* Reports health and safety issues to assigned administrators and appropriate agencies (e.g., altercations, suspected child and/or substance abuse, contagious diseases, etc.) for the purpose of maintaining students’ personal safety, a positive learning environment and complying with regulatory requirements and established guidelines.
* Documents all student clinic visits and information changes to ensure accuracy in the electronic medical record.
* Participates in state mandated annual health screenings (e.g., vision, dental, hearing, etc.) for the purpose of referring medical conditions and/or providing appropriate care of ill, medically fragile, and or injured children.
* Collaborates with agencies and school safety teams to conduct site assessments (e.g. health issues, student health records, emergency preparedness, building/grounds, etc.) and to provide recommendations for improving safety and accessibility.
* Collaborates with parents, students, teachers, staff, health care providers, and/or public agencies for the purpose of promoting and/or securing student health services, providing information, and complying with legal requirements.
* Conducts age-appropriate programs and/or activities in conjunction with classroom curriculum in support of lesson plans.
* Counsels students and families on health conditions and lifestyle issues (e.g. mental health, pregnancy, sexually transmitted disease, substance abuse, etc.) for the purpose of facilitating a healthier student population.
* Researches health and medical care topics (e.g. wellness, nutrition, treatment protocols, childhood diseases, etc.) for the purpose of serving as a resource in health education and providing information to staff, students, parents, and the public.
* Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.
* Knowledge of health standards and hazards; safety practices and procedures; stages of child development; pediatric and family nursing practices; community health concepts; and pertinent policies, codes, regulations and/or laws.
* Knowledge of community agencies to help students and their families.
* Knowledge of district policies and procedures.
* Ability to adhere to safety practices; administer first aid; handle hazardous materials/waste; operate equipment used in clinical setting; operate standard office equipment including using pertinent software applications; and prepare and maintain accurate records.
* Ability to perform skilled nursing procedures such as catheterizations, suctioning, gastrostomy tube feedings, insulin administration, and nebulizer treatments.
* Ability to respect student’s confidential files and records (e.g. health care plans, agency referrals, accident reports, immunization records, etc.) for the purpose of providing information required by legal requirements and professional standards.
* Ability to adapt to changing work priorities; communicate with diverse groups; maintain confidentiality; work as part of a team; and work with detailed information/data.