

**Job Title:** Registered Nurse

**FLSA Exemption Status:** Exempt

**Term:** 200 days

**Minimum Qualifications:**

1. Current license to practice as a registered nurse in the State of Tennessee
2. Graduate of an accredited program offering a Baccalaureate Degree in Nursing (BSN) and one year of recent nursing experience. or Graduate of either an accredited diploma School of Nursing or an accredited program offering an associate degree in Nursing (ADN), plus two years of recent nursing experience preferably in school nursing, public health nursing, or community nursing with children.
3. Current CPR Certification.

**Job Objectives/Goals:**

The school nurse strengthens and facilitates the educational process by modifying or removing health-related barriers to learning in individual students and by promoting an optimal level of wellness for students and staff. The nurse accepts responsibility for appropriate assessment, planning, intervention, evaluation, management, and/or referral activities; serves as the direct link between physicians, families, and community agencies to assure access and continuity of health care for students, provides relevant information, counseling and guidance to students, parents, staff, and others concerning health-related issues; upholds professional standards, the Tennessee Nurse Practice Act, and other state and local statutes and regulations applicable to school nursing practice; and adheres to the school system policies and administrative guidelines.

**Responsibilities and Essential Functions:**

1. Collect information about the health and developmental status of the student in a systematic manner.
2. Use data collected about the health and developmental status of the student to determine a nursing diagnosis.
3. Develop a nursing care plan (IHP) with specific goals and interventions delineating school nursing actions unique to a student's needs.
4. Intervene as guided by the nursing plan to implement nursing actions that promote, maintain, or restore health, prevent illness, and effect rehabilitation.
5. Assess student responses to nursing actions to revise the database, nursing diagnosis, and nursing care plan and to determine progress made toward goal achievement.
6. Oversee screening and assess health status which includes follow-up in regard to: a. Hearing b. Vision c. Head lice
7. Serve as a resource person to school personnel, students, and families, through interpretation of health data and assists them to achieve optimal levels of wellness through health education.
8. Provide emergency and first aid when on site.
9. Act as the system's first responder in emergencies at the school site and at bus accidents before an ambulance arrives.
10. Assist in the control of communicable diseases.
11. Monitor schools' compliance with State Health Regulations. a. Immunization records b. Entrance physicals
12. Perform medical skills. a. Gastrostomy tube feedings b. Tracheostomy Suctioning c. Catheterization d. Others, as needed
13. Monitor and help to maintain school records. a. Medication records b. Procedure records
14. Prioritize and schedule work in an appropriate manner and follow through to completion.

15. Attend work on a regular and predictable basis.
16. Perform other duties as assigned by the Director of Schools/designee.

**Responsibilities include:**

1. Acts as a resource person to all school nurses.
2. Oversees LPNs.
3. Co-signs all health plans for LPNs
4. Oversee and make a schedule for screenings each year at the assigned school. This also includes rescreening when necessary.
5. Attends meetings at all schools when called upon to help in a specific situation.
6. Meets with physicians to develop a Student IHP when needed.
7. Responsible for coverage for requested time off and sick calls from all nurses
8. Keeps up with all nursing changes in laws and regulations
9. Attends school nurses association meetings.
10. Completes end of school district reports
11. Monitors Updates of nursing licenses
12. Monitor Nurse's CPR certification
13. Lead a minimum of 3 PD's per year for nurses in the district.

**Skills and Abilities Required:**

Specific capacities and abilities may be required of an individual in order to adequately learn or perform a task or job duty.

1. Intelligence: Ability to perform the essential functions as outlined.
2. Verbal: Ability to understand meanings of words and the ideas associated with them.
3. Numerical: Ability to perform arithmetic operations quickly and accurately.
4. Data Perception: Ability to understand and interpret information presented in the form of charts, graphs, or tables.

**Physical Demands:**

This job may require lifting of objects that exceed fifty (50) pounds or normal weight of a student. Other physical demands that may be required are as follows:

1. Lifting, carrying, pushing and/or pulling
2. Climbing and/or balancing
3. Stooping, kneeling and/or crawling
4. Reaching
5. Talking
6. Hearing
7. Seeing

**Reports To:** Building Principal

**Disclaimer:** The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees in this job.