

## ORANGE UNIFIED SCHOOL DISTRICT

### SCHOOL NURSE

#### DEFINITION

Under direction, provide health services which improve student health status and knowledge; assist in the planning and implementation of school health programs in collaboration with school district personnel, participating community resources and according to current standards of practice; perform health assessments, referral and follow-up to remediate or prevent health disorders; conduct health counseling and instruction; conduct the development, implementation and supervision of specialized physical health care services; consult with school personnel about health office operations; consult and assist with student health management strategies and student welfare and attendance problems; and perform other related functions which strengthen and support the educational process as required. Perform other duties as assigned.

#### DISTINGUISHING CHARACTERISTICS

This position classification requires expertise commonly associated with school and public health theory, knowledge and skills. Related nursing and health provider experience is required to perform problem analysis which includes assessment, problem identification, intervention and evaluation. This position classification makes decisions of considerable consequence, requiring the application and interpretation of data, facts, procedures and policies. The incumbents meet frequently with school administrators, teachers, internal staff and members of the community to communicate information, data and alternative problem solutions. This is a sedentary position classification and performs light work that involves sitting, some lifting, up to 50 pounds unassisted and over 50 pounds with assistance, and requires walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, handling and working with materials and objects, and providing oral information.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

#### ESSENTIAL DUTIES

##### Assessment Functions

- Assesses and evaluates health status of students as needed to make a nursing diagnosis and establish priority for action as related to vision, hearing, dental, scoliosis and all other general health.
- Provides assessments, rechecks, referrals and follow-up according to Education Code guidelines and current nursing practice.
- Performs related case management including appropriate referral, follow-up and interagency networking for students identified as needing additional health evaluation and/or health care.
- Conducts health and developmental assessments and related activities to assist in appropriate educational placement of students with disabilities.
- Develops and monitors the health service portion of individualized education plans for students with disabilities and of the individualized health and support plans for regular students.
- Develops and implements procedures for specialized physical health care services and provides related training and supervision of involved school personnel.
- Provides emergency medical care in the event of serious illness or accident.
- Interprets health status to the student, parents and appropriate school personnel.
- Plans action for eliminating, minimizing or accepting health problems that interfere with learning.
- Consults and counsels with students, parents, school personnel and health care providers for developing solutions regarding student health issues such as chronic disease conditions,

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communicable disease control, child abuse, substance abuse, mental health and other health problems and concerns.

- Provides comprehensive health assessments, referral and follow-up for students of need through the Child Health Disability Prevention (CHDP) Program and related services.
- Administers immunizations and Mantoux skin tests and risk assessments in conjunction with mandated immunization and tuberculosis testing programs.

**Management Functions**

- Prepares health service objectives based upon current student needs and health practices and formulates strategies for meeting such objectives.
- Coordinates site health services with the general operation of the school.
- Plans and implements effective communication and public relations within the school community.
- Serves as liaison, health resource and consultant for parents, school and community health resources and social services regarding current health matters and health referral follow-up.
- Trains and supervises health clerks, instructional aides and parent volunteers regarding specified duties in Health Services.
- Assists in the planning, development and implementation of emergency health care standards for students and school staff.
- Reports any unsafe, hazardous, unhealthy or potentially dangerous conditions to the administrative staff.
- Assists in the ongoing development of school-community collaboration for meeting the comprehensive health needs of students.
- Monitors the well-being of students and personnel in schools through prevention, control and management of communicable disease including a positive support system for those affected by illness and disease.
- Provides counsel and guidance to students and the school staff pertaining to individual student health needs as determined by health appraisals and standards of growth and development.
- Assists in dealing with health related student behavior management problems and in resolving welfare and attendance problems and concerns.
- Serves as health consultant and resource person in the health instruction curriculum by providing current scientific information from related fields.
- Prepares and implements plans in providing direct health instruction according to District guidelines and current health needs.
- Prepares meaningful health service plans for substitute school nurses.
- Pursues evaluation and research activities to determine health service program effectiveness.
- Performs record keeping and reporting that pertains to student services and related nursing tasks according to current practices.
- Participates in staff and/or District meetings, committees and workshops as required.

**QUALIFICATIONS**

**Knowledge of:**

- Appropriate assessment methods, techniques and procedures utilized for appraising health status and problems during routine evaluations and times of emergency or crisis;
- Child growth and development principles including physical, social, emotional and behavioral characteristics;

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- Methods for effectively accessing community health resources and social service agencies;
- Curriculum and instructional programs pertaining to student health education;
- Methodology related to health counseling and family interventions;
- Techniques for promoting effective public relations;
- Principles, methods, strategies, current trends and practices relating to public health services, infectious disease control and health education;
- California State, County and City regulations and District policy and procedures relating to health;
- Health services program evaluation and research techniques, strategies and procedures; and
- Computers and computer programs.

Ability to:

- Establish and maintain effective and positive organizational, public and community relationships;
- Assist students in effectively dealing health issues, problems and concerns;
- Work effectively and positively with site and District personnel; parents; health, social and youth service agencies in resolving student health problems and concerns;
- Demonstrate competency in oral and written communications;
- Communicate with and relate to students of the varied backgrounds and abilities found in the school district;
- Understand and carry out oral and written directions;
- Participate in the planning and implementation of health service and instruction programs;
- Demonstrate good health, hygiene, speech, dress and emotional stability as indicated by personal tactfulness and sound judgment on daily matters faced in the work setting and the ability to accept change; and
- Operate computers, and other related devices and programs.

**EXPERIENCE AND EDUCATION**

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

Qualifying experience includes hospital nursing, community health nursing or related fields that require comparable skills in health assessment, patient teaching, family intervention, emergency care, chronic disease management, infectious disease control and public relations.

Education:

Possession of an earned baccalaureate or higher degree with emphasis in nursing, health services, counseling and guidance or a closely related field.

**OTHER REQUIREMENTS**

Certification

Possession of a valid California Health Services Specialist Credential authorizing service as a school nurse and certification in audiometry.

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License

Possession of a valid California Motor Vehicle Operator's License and a valid California Registered Nurse's (RN) License.

Condition of Employment

Insurability by the agency's liability insurance carrier.

Salary

Appropriate placement on Teacher Salary Schedule.