

**CHICO UNIFIED SCHOOL DISTRICT
LICENSED NURSE**

DEFINITION

Under general supervision, performs specialized health care procedures as needed for designated students in the classroom and other school areas; assists teachers, school nurses, and other certificated employees in providing curriculum instruction to child and adult students; performs related duties as required.

The duties of this classification include classroom instruction and health care. When not attending to the specialized health care needs of assigned student/students, assists the certificated employees in providing curriculum instruction and with other duties to assist the school nurses. This classification requires certification as a Licensed Vocational Nurse or a Registered Nurse (or equivalent). Provide first aid and life saving techniques to students without direct nursing supervision.

SUPERVISION EXERCISED - Exercises no supervision

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

- Provide specialized health care procedures as the needs of students dictate and as approved and defined by the Guidelines and Procedures for Meeting the Specialized Health Care Needs of Pupils manual: catheterization and instruction of self-catheterization, tracheotomy care, suctioning, tube feeding, oxygen therapy, ostomy care, and dispense medication. Services may include but are not limited to the above list.
- Provide first aid, cardiopulmonary resuscitation and other physical health care procedures including, but not limited to, limitation care, seizures, cardiac problems, menstrual cycle needs and safe handling of students with chronic infectious diseases.
- Move students to/from the floor, changing tables and wheelchairs.
- Assist in lifting students from wheelchairs and/or adaptive equipment.
- Place and position/reposition students in therapeutic equipment; push wheelchairs and assist with walkers.
- Assist students with clothing, possessions or personal care such as feeding, washing and toileting and changing diapers.
- Sanitize and clean portable toilets and supplies.
- Complete accident and follow up reports.
- Dispense prescribed medication and record medication and treatment given.
- May provide medical supervision to student being transported on school bus.
- Provide services and related duties of the health program, i.e., clerical, ordering materials, maintain medical records and informing parents of health status of students.
- Provide health related instruction to individual or small groups of students and/or staff.
- Use a variety of study aids and techniques to reinforce skills.
- Design and prepare bulletin boards, displays of student work, charts, forms or other teaching aids.
- Participate in behavior management plans.
- Prepare a variety of instructional materials.
- Assist with or operate a variety of audio-visual equipment such as DVD players, VCR's, tape recorders, or other learning machines.
- Organize work areas and assemble learning materials, study aids, supplies, or assignment folders.
- May order supplies, forms, instructional and audiovisual materials; may participate in field trips; may supervise students in cafeteria, playground or bus loading.
- Provide transportation of students, as needed.
- Necessary participation in field trips may require extended days for the employee as directed by supervisor.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

- Basic principles and practices of first aid, CPR, Universal Precautions, blood borne pathogens and communicable diseases;
- Modern office practices, methods and computer equipment;

- Principles and procedures of record keeping and reporting;
- Alphabetical, numerical and subject matter filing systems;
- English usage, spelling, vocabulary, grammar and punctuation;
- Safe driving principles and practices;
- Reading, language development, and mathematics equivalent to high school competencies.

Skill to:

- Operate modern office equipment including computer equipment;
- Operate a motor vehicle safely;
- Communicate clearly and accurately, both orally and in writing.

Ability to:

- Respond appropriately in emergency situations;
- Read and comprehend medical terms;
- Remain calm in stressful situations;
- Understand, manage and relate to students who have behavioral problems, learning and physical disabilities;
- Adapt to individual needs of teachers and students and work with interruptions;
- Work harmoniously with students, staff, parents and guardians;
- Be dependable and punctual;
- Recognize the first aid and health needs of students and make decisions as to appropriate solutions.

EXPERIENCE, EDUCATION, AND TRAINING GUIDELINES:

Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

Experience:

- One (1) year experience with students or groups of children or work experience in a medically related field.

Education:

- The ability to read and write at a level necessary for successful job performance.

Training:

- Specialized training in health, first aid, CPR, emergency medical services, or a related field may be required.

SPECIAL REQUIREMENTS

- Must pass the competency exam of the classification as designated by the Classified Human Resources Department.

License and Certificate Requirement:

- Possess and maintain a valid, current LVN or RN license.
- Possess and maintain current certification in first aid and CPR.
- Possess and maintain an appropriate, valid driver's license and safe driving record.
- Successful completion of the District competency test for Instructional Assistants.

Conditions of Employment:

- Possess and maintain proof of current automobile insurance.
- Use of personal vehicle to travel to multiple work sites and locations, as needed.

PHYSICAL DEMANDS

- Please refer to the Job Analysis.