

CHICO UNIFIED SCHOOL DISTRICT
1163 East Seventh Street
Chico, California 95928
(530) 891-3000, Ext. 142

JOB DESCRIPTION

SCHOOL NURSE

Brief Description of Position

Conducts a health services program at one or more schools for the evaluation, improvement and protection of the health of students and school personnel in accordance with State law and District policies and procedures.

Major Duties and Responsibilities

District Responsibilities

1. Attends District school nurse meetings and assumes a share of responsibilities for intradistrict activities.
2. Provides statistical information necessary for the evaluation and planning of the District school health program.
3. Provides professional guidance for the school health budget.
4. Assists with orientation and in-service education for the health aide and helps evaluate his/her performance.
5. Reports problems in the school health and safety areas and offers professional suggestions and resources for their remediation.
6. Assumes leadership in developing and revising District procedures for handling emergencies and illnesses in the school settings, procuring supplies and equipment and assists personnel as needed.
7. Shares knowledge of pending legislation and current Federal, State and County laws and regulations as they apply to school health.
8. Plans cooperatively with faculties of Schools of Nursing for field placement and instruction of students in professional school nursing.
9. Assumes other responsibilities as determined by the District.

School Responsibilities

1. Health Services
 - a. Assumes responsibilities for the staff-requested and State mandated hearing and vision screening program in the schools.
 - b. Conducts appropriate health follow-up screening and referral activities and reports appropriate problems to students, parents, teachers and other school personnel.
 - c. Periodically reviews the status of each student with identified problems and follows through as needed.
 - d. Reviews necessary health records and conducts vision and hearing screening, referral and follow-up, as needed, for eligibility of driver training candidate. Confers with parent and driver training teachers as needed.

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- e. Establishes and maintains individual student cumulative health records.
 - f. Interprets health procedures for handling emergencies and illnesses in the individual school settings.
 - g. Provides office supplies and equipment for student illnesses and emergencies. This includes emergency first aid kits for classrooms and field trips.
 - h. Provides for compliance with mandated regulations for dispensing medications to students in the schools.
 - i. Assumes responsibility for proper verification of individual student compliance with C.H.D.P. and immunizations.
 - j. Identifies students with chronic, irremediable health problems (e.g., diabetes, epilepsy, allergies, asthma) and counsels with student, parents, teachers and other school personnel regarding the nature of the illness.
 - k. Provides counseling service for minors who may be, or are pregnant, regarding available options for care and refers the student, as appropriate, for continued counseling and completion of her educational program.
 - l. Assembles all pertinent health information and a health and development history for students referred for special education assessment. This includes services on the assessment review team and the Admissions and Discharge (A & D) Committee.
 - m. Assesses and assembles all medical and health information for hospital and home-teaching candidates and counsels with parent, student and teachers as necessary.
 - n. Assists with health clearance for interscholastic athletics contest participants.
 - o. Coordinates medical information for the remedial physical education program for physically handicapped minors and serves on the A & D Committee.
 - p. Follows up on frequent or prolonged student school absences for health reasons and makes home visits as necessary.
 - q. Identifies and reports to the school administration and appropriate agencies, suspected victims of child abuse and conducts appropriate follow-up activities.
 - r. Refers parents of students needing medical care to appropriate private or community resources.
 - s. Serves as a medical resource person to school personnel.
 - t. Provides other health services as directed by the District.
2. Healthful Environment
- a. Assists the principal with implementing and coordinating communicable disease regulations by recommending and/or executing exclusions, readmissions and classroom inspections.
 - b. Counsels with parents regarding special requirements for the care of students with communicable diseases.
 - c. Communicates with the school staff regarding current communicable disease control problems.
 - d. Cooperates with the Health Department in all "combined effort mandates."

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- e. Assures that food handlers comply with Health and Safety Code regulations and posts "First Aid Choking Bulletins" in all cafeterias.
 - f. Alerts principals to hazards or infractions noted to health and safety in the school environment.
3. Health Education
- a. Serves on curriculum committees for courses related to health.
 - b. Serves as a health education resource person to teachers, students and parents.
 - c. Team teaches or acts as a resource speaker on subjects of health at the request of the teacher.
 - d. Uses health service as a means of continual health instruction to students and staff.
 - e. Assumes other health related educational responsibilities as determined by the District.
4. Personal and Professional Responsibility
- a. Participates in continuing education courses.
 - b. Participates in professional organizations and shares information with District personnel for the updating of school health policies and procedures.
 - c. Participates in community organizations and agencies, representing school health and health needs of the school children.

Supervision Exercised and Received

Under the immediate direction of the site administrator/designee and the general direction of the Director of Educational Services. Coordinates the activities of the health aide assigned to the schools served, under the supervision of the principal.

POSITION QUALIFICATIONS

Minimum Qualifications

1. Credential A Registered Nurse Certificate issued by the State of California is required plus any valid credential issued by the State of California authorizing service as a school nurse. An audiometrist certificate issued by the California State Department of Health is preferred.
2. Education Bachelor's degree, including all courses needed to meet credential requirements.
3. Personal Qualities Liking for and understanding of children; ability to communicate with parents and work with them constructively; insights into the workings of the school and purposes of public school education; ability to inspire confidence and respect of faculty members and to work with them effectively. Pride in the dual professions and willingness to serve in both nursing and educational organizations; ability to meet District standard for physical and mental health as well as grooming and appearance.

August 1990