

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT
CLASSIFIED JOB DESCRIPTION

LICENSED NURSE

Definition

Under supervision, perform specialized health services for students in regular education and special education programs. Communicate with parents, school site, and District personnel on health related matters.

Examples of Duties

- a. Performs specialized health services to students including but not limited to toileting assistance, catheterization, gavage feeding, ostomy care, and suctioning.
- b. Assist with medical screening of students, disseminate health information, and provide emergency medical care.
- c. Maintain health records.
- d. Provides emergency medical care in the event of serious illness or accident.
- e. Administer medication pursuant to physician's instructions.
- f. Orders and maintains supplies for school health office.
- g. Assists in maintaining a neat, orderly health office.
- h. Provides support and act as resources for all schools and District staff.
- i. Assists student to develop self-control and self-esteem.
- j. Provides appropriate health related training for school and volunteer staff.
- k. Maintains professional competence through continuing education course work or experience.
- l. Assists in providing appropriate health instruction to students.
- m. Performs other related duties as required.
- n. Communicate directly with District nurse regarding student's medical care.

Qualifications

Knowledge of:

- a. Needs of medically fragile students.
- b. Correct medical procedures for specialized health needs.
- c. Motivation techniques for a typical student.
- d. General goals of special education in the public schools.
- e. Simple record keeping.
- f. Confidentiality laws relating to student records.
- g. Emergency medical treatment.
- h. Laws and codes related to the administration of health services.
- i. Community health resources.

Ability to:

- a. Perform specialized health procedures.
- b. Interact with students, parents, staff, and community in a patient, warm, friendly manner.
- c. Communicate clearly and effectively verbally and in writing.
- d. Use clinical and health office apparatus.
- e. Be flexible in scheduling workload.
- f. Lift and move students safely.
- g. Push and pull wheelchairs.
- h. Dispense medication pursuant to physician's instructions.
- i. Understand and carry out oral and written instructions.

Education and Experience:

Any combination equivalent to:

- a. Completion of the twelfth grade.
- b. Successful nursing experience in a hospital, clinic, or school environment.
- c. Previous experience in dealing with preschool and school age children.

License/Certificate Requirement:

- a. Possession a current California Registered Nurse or Vocational Nurse License.
- b. Possession a current CPR & First Aide Certification.

CSEA Approval _____ Date _____
Allyson Holt, CSEA Chapter President

08/10/2010
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