

JOB DESCRIPTION

TITLE: SCHOOL NURSE

REVIEWED: FEBRUARY 2024

POSITION OVERVIEW: School nursing is a specialized practice of nursing that advances the well-being, academic success and lifelong achievement and health of students. The school nurse's role is to support student learning by serving as the school's health professional and as an advocate for the individual student. The school nurse relies on student-centered, evidence-based practice and performance data to inform care. At Maquoketa Valley, the nurse will also help manage the building office in which they are located.

QUALIFICATIONS:

1. RN required, with Bachelor of Science in Nursing preferred
2. Current Iowa Registered Nurse license
3. Current certification in first aid and CPR/AED, and CPR Instructor certification
4. Previous school health nursing, pediatric nursing or community health nursing experience highly desired
5. Effective oral and written communication

REPORTS TO: Superintendent and/or Building Principal

JOB GOALS: To strengthen the educational process of students by assisting them to improve or adapt to their health status.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Works well with others, maintaining positive and effective communication with school personnel, students and families.
- Able to work with families and maintain positive relations when dealing with difficult subject matters.
- Works independently with confidence.
- Be willing to do whatever it takes to help the office setting run as effectively as possible.
- Adheres to all District, State and Iowa Board of Nursing rules and regulations, and practices consistent with the School Nursing Scope and Standards of Practice.
- Coordinates and ensures the delivery of school health services in assigned building(s). Position may rotate between buildings.

- Conduct student health services, including the assessment, interventions and outcomes of illness and injuries, for students at assigned building(s).
- Assumes the immediate authority for care of students or school employees who have suffered an injury or illness at school, administers necessary first aid, completes accident report, and directs necessary calls.
- Assess student health concerns, writes, and implements Individual Health Plans, Emergency Plans, Evacuation Plans, contributes to student 504 plans for students, attends IEP meetings, and collaborates on student intervention plans as appropriate with health issues that impact educational outcomes.
- Provides anticipatory guidance and health education that emphasizes self-care, wellness activities, personal health practices, and appropriate use of health resources.
- Authorizes exclusion and readmission of students in connection with infectious and contagious diseases.
- Works effectively with others to minimize environmental risk factors and promote health and safety within the school setting.
- Provides health counseling and health guidance in conjunction with healthcare providers to students and their families, including student home visits if needed.
- Review and assist with revision of health related policies.
- Maintains accurate, cumulative health records for all students, according to health services procedures, including mandatory state requirements for dental, vision, blood lead, and immunizations.
- Protects the confidentiality of data.
- Assumes primary responsibility for maintaining an appropriate inventory of school health supplies in all school buildings.
- Administers student medications as directed and delegates as appropriate.
- Delegates to, trains, and supervises unlicensed personnel performing health procedures. Ensures compliance with district procedures and protocols.
- Provides appropriate in-service of school employees as required.
- Attends meeting and in-service training programs as required.
- Is a certified CPR/AED/First Aid instructor and helps teach students and staff. Certification paid by MV CSD.
- Serves as a member of the Wellness Committee and collaborates with staff to develop and implement the Wellness Policy
- Teach health-related lesson to students as assigned
- Coordinates and performs random drug testing for bus drivers according to the Department of Transportation requirements.
- At the direction of the building principal, the nurse will manage daily attendance by recording calls and emails from parents into our student information system. The school nurse will also be the truancy officer for the buildings they serve.