



BS/RN School Nurse

Job Overview

The job of the School Nurse was established for the purposes of supporting the school staff/faculty in assessing the health needs of students and developing emergency care and individual health plans; ensuring compliance with laws relating to student health, including parental and guardian consent; providing care of ill, medically fragile and/or injured students; providing health information; serving as a resources to parents, teachers, staff, and administrators; and identifying health problems for referral for proper treatment.

This job reports to District Nursing Supervisor & School Site Principal.

Job Functions

- Develops individual student health care and emergency care plans for students with special care needs for the purpose of providing direction to site personnel and/or implementing directions provided by parents and/or physicians.
- Implements health care plans for students with health problems for the purpose of meeting the needs of students with chronic health problems and/or accommodation requirements.
- Provides professional medical treatment to staff and students.
 - Administers medical treatment including first aid, medication, and specialized medical treatments to staff/students to provide care for ill, medically fragile and/or injured children in accordance with State laws and District policies.
 - Monitors students referred for illness and/or injury; attends to their health concerns and initiates follow-up care.
 - Provides care to students with chronic illnesses and extremely high-risk students (e.g., allergies, asthma, diabetes, seizures, medically fragile, etc.) for the purpose of assisting the child in achieving the highest possible functional level.
 - Responds to emergency medical situations (e.g., severe falls, seizures, prescription reactions, bleeding, etc.) for the purpose of ensuring appropriate immediate medical attention and related follow-up action.
 - Assesses situations involving students' safety, abuse (physical, sexual, drug, etc.) and other health related issues for the purpose of identifying problems, referring for proper treatment, and complying with legal requirements.
 - Maintains contact with parents/guardians for the purpose of advising them of changes in student health and/or recommending further medical and/or emotional intervention.
 - Refers students requiring additional medical attention to ensure required follow-up treatment and services.
 - Reports health and safety issues to assigned administrator and appropriate agencies (e.g., altercations, suspected child and/or substance abuse, contagious diseases, etc.) for the purpose of maintaining students' personal safety, a positive learning environment and complying with regulatory requirements and established guidelines.
 - Documents all student clinic visits and information changes to ensure accuracy in the electronic medical record.
- Participates in state mandated annual health screenings (e.g., vision, dental, hearing, etc.) for the purpose of referring medical conditions and/or providing appropriate care of ill, medically fragile, and or injured children.
- Collaborates with agencies and school safety team to conduct site assessments (e.g. health issues, student health records, emergency preparedness, building/grounds, etc.) and to provide recommendations for improving safety and accessibility.
- Collaborates with parents, students, teachers, staff, health care providers, and/or public agencies for the purpose of promoting and/or securing student health services, providing information, and complying with legal requirements.
- Conducts age-appropriate programs and/or activities in conjunction with classroom curriculum in support of lesson plans.
- Counsels students and families on health conditions and lifestyle issues (e.g. mental health, pregnancy, sexually transmitted disease, substance abuse, etc.) for the purpose of facilitating a healthier student population.
- Researches health and medical care topics (e.g. wellness, nutrition, treatment protocols, childhood diseases, etc.) for the purpose of serving as a resource in health education and providing information to staff, students, parents, and the public.
- Communicates with school nurse regarding any issues that arise while on duty.
- Serves as a liaison and support to local public health authorities during pandemics to ensure the decreased spread of infectious diseases within the school setting.

Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.



Working Environment

The job is performed under conditions with exposure to risk of injury and/or illness. Generally, the job requires 35% sitting, 35% walking, and 30% standing.

Physical Requirements: occasional lifting, carrying, pushing, and/or pulling; some stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity.

Qualifications

Minimum experience: 2 years nursing experience; experience in pediatrics and/or public health nursing preferred.

Minimum education: Bachelor of Science in Nursing preferred.

The ideal candidate will have the following education, experience, skills, knowledge, abilities and/or competencies:

- Knowledge of health standards and hazards; safety practices and procedures; stages of child development; pediatric and family nursing practices; community health concepts; and pertinent policies, codes, regulations and/or laws.
- Knowledge of community agencies to help students and their families.
- Knowledge of district policies and procedures.
- Ability to adhere to safety practices; administer first aid; handle hazardous materials/waste; operate equipment used in clinical setting; operate standard office equipment including using pertinent software applications; and prepare and maintain accurate records.
- Ability to perform skilled nursing procedures such as catheterizations, suctioning, gastrostomy tube feedings, insulin administration, and nebulizer treatments.
- Ability to respect student's confidential files and records (e.g. health care plans, agency referrals, accident reports, immunization records, etc.) for the purpose of providing information required by legal requirements and professional standards.
- Ability to adapt to changing work priorities; communicate with diverse groups; deal with distraught, angry, or hostile individuals; maintain confidentiality; work as part of a team; and work with detailed information/data.

Required Testing: None Specified

Continuing Education/Training: Maintain certification and licensure

Required Certificates and/or Licenses: Active Registered Nurse license by State of TN; Current CPR/Basic Life Support Certificate

Clearances: Criminal Justice Fingerprint/Background Clearance

FLSA Status: Exempt

Employee Type: Classified

Pursuant to the Williamson County Board of Education's policy of equal opportunity employment, Williamson County Schools does not discriminate on the basis of race, color, religion, age, sex, national origin, disability status, genetic information, pregnancy, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.