

ERIE COUNTY TECHNICAL SCHOOL

Job Qualifications

TITLE: Supplemental School Nurse
DEPARTMENT: High School
REPORTS TO: Student Health Services Coordinator, Principal
CREATION DATE: 8/11/2015

REQUIREMENTS: Registered Nurse (RN) or Licensed Practical Nurse (LPN)

TALENTS: This position requires the employee to possess an internal self-imposed drive to achieve, problem solve, and the ability to have an awareness and attentiveness to individual differences.

PERFORMANCE RESPONSIBILITIES:

1. Cooperates with school personnel in identifying and meeting social, emotional, and physical needs of students.
2. Respond to students who present symptoms of health related problems.
3. Contacts other school districts as needed to inform them of students health related problems.
4. Contacts parents as needed to inform them of student's health related problems.
5. Initiates phone contact with parents and guardians of children who are absent from school for health related reasons.
6. Provide interventions, which may include but aren't limited to, stopping bleeding, splinting fractures or performing advanced life saving techniques such as rescue breathing, the Heimlich Maneuver, cardiopulmonary resuscitation, or CPR, as needed.
7. Actively participates in the campus Safety Committee as needed.
8. Counsels students in good health habits.
9. Assist in maintaining a healthy, safe learning environment.
10. Monitors and follows all aspects of dispensing medication (prescription or over-the-counter) to students at school according to school protocol and policies to include proper authorization.
11. Collaborates with school office staff, principal, and parents regarding students identified for exclusion due to medical reasons.
12. Provides staff development on health related issues for staff.

This enumeration of duties and responsibilities is not all-inclusive and does not preclude the assignment of other duties by the Director or Principal should the need arise.

BARGAINING UNIT CLASSIFICATION: Classified

TERMS OF EMPLOYMENT: Part-time

I have reviewed the above job description and analysis and understand the requirements of the position

(Initials)

Employee

Date