

East Link Academy

JOB DESCRIPTION

TITLE: School Nurse

GENERAL SUMMARY

“A student’s health is directly related to his or her ability to learn. Children with unmet health needs have a difficult time engaging in the educational process. The school nurse supports student success by providing health care through assessment, intervention, and follow-up for all children within the school setting. The school nurse addresses the physical, mental, emotional, and social health needs of students and supports their achievement in the learning process.” (NASN Position Statement, 2020)

Under general supervision, provides health care to students according to school health program procedures prescribed by the school and state. Performs routine counseling services; refers students and their parents to community agencies and professionals as appropriate. Maintains student health records. This is an hourly position. Reports to the Head of School.

ESSENTIAL FUNCTIONS

- Developing individual health plans for student care based on assessment, interventions, and identification of outcomes, and the evaluation of care
- Serving as consultants with other school professionals, such as food service personnel, physical education teachers, coaches, and counselors
- Providing health-related education to students and staff in both individual and group settings
- Monitoring immunizations, managing communicable diseases, and assessing the school environment as to prevent injury and ensure safety
- Overseeing infection control measures
- Actively participating in school safety plans that address school violence, bullying, and emergencies that may occur at school
- Overseeing medication administration, health care procedures, and the development of healthcare plans
- Overseeing vision, hearing, body mass index, and mental health screening procedures
- Making decisions related to the delegation of healthcare tasks as directed by state laws and professional practice guidance
- Providing health advice to school educational teams, such as MTSS and the Individualized Educational Plan (IEP) team
- Assisting families with locating outside care and obtaining health insurance
- Ensures compliance with OSHA regulations concerning blood borne pathogens protocol
- Orders and maintains inventory of health room supplies and equipment
- Prepares and distributes first aid kits for field trips and emergency situations; prepares and distributes mini-first aid kits for all staff members; prepares and maintains code blue equipment and supplies for emergencies
- Compiles data for and prepares various reports and records required by the school and other agencies
- Reviews Medicaid forms for eligibility; generates monthly Medicaid billing reports
- Assists with school registration events and procedures

- May also provide interventions for: acute and chronic illnesses; adolescent pregnancy; communicable diseases; dental disease; injuries and emergencies; mental health; nutrition; obesity; sexually transmitted diseases; or substance use and abuse.
- Serve as liaison with State and District for up-to-date information

JOB SPECIFICATIONS

Education and Experience

LPN or RN (preferred) supplemented by one to two years of nursing experience, preferably in an educational setting, or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities. Must be licensed to practice nursing in the state of South Carolina; must possess CPR and First Aid certifications. Must possess a valid state driver's license.

DISCLAIMER STATEMENT

This job description is not intended as an employment agreement or contract. Job duties may be altered at the discretion of the Head of School at any time without notice.