



NURSE

Qualifications:

1. New Jersey School Nurse certification
2. Demonstrate expertise in school health nursing practice
3. Knowledge of child growth and development, community and family dynamics, current health issues, and wellness education
4. Knowledge of community health and social services resources and ability to communicate effectively with non-school health professionals and social services agencies
5. Such other alternatives to the above qualifications that the Board may find appropriate and acceptable

Reports To: Principal

Performance Responsibilities:

1. To promote health and safety in the school environment and provide health services to students, faculty, and staff.
2. To work in cooperation with the school physician, school faculty, community health professionals, and parents to promote optimum health in students and minimize absences from school.
3. Conduct health screening programs and assist school physician with student physicals as required in accordance with NJAC 6A:16-2.2 and report abnormal findings of health screenings to parents, make referrals, and do follow-ups as necessary.
4. Administer first aid to students and staff according to the guidelines of the standing orders.
5. Prepare accident reports for any school-related injury that may require follow-up and contact parent or guardian.
6. Maintain student health records on all students pursuant to NJSA 18A:40.4 and NJAC 6A:16-2.2.
7. Recommend to the school principal the exclusion of students who show evidence of communicable disease pursuant to NJSA 18A:40-7 and 8 or who do not have evidence of immunizations pursuant to NJAC 8:57-4.1 et seq.
8. Notify principal or his or her designee to arrange for immediate examination of any pupil who appears to be under the influence of alcohol or other drugs.
9. Educate and provide information to students, parents, and staff members on matters pertaining to health promotion and disease prevention.
10. Assists the principal and the child study team in the identification of students with disabilities who need special education services.
11. Participate in the development of a comprehensive health education curriculum and serve as a health/safety education resource person to teachers.
12. Instruct faculty on communicable diseases and other health concerns pursuant to NJSA 18A:40-3.
13. Administer prescribed medication to students in accordance with the law and Board policy and keep medication records.
14. Collaborate with community and other non-school health agencies to meet the health needs of children and families.
15. Provide special health care and related services to meet the needs of students with disabilities.
16. Assist the principal with the preparation of the school's health budget.

17. Remain abreast of current developments in the health field through continuing education and participation in professional development activities.
18. Meet continuing education requirements to maintain school nurse certification and current cardiopulmonary resuscitation certification.
19. Prepare tuberculin and scoliosis reports as required by law.
20. Report any suspicion of child abuse to the Division of Youth and Family Services and building principal or his or her designee.
21. All other duties relative to the position as assigned by the administration.

Terms of Employment: 10-Month Position (September 1st through June 30th)

Salary: Based on the Board-approved rate

Evaluation: Performance of this position shall be evaluated in accordance with Board policy.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.

Adopted: June 25, 2001
Amended: August 13, 2001
Amended: October 16, 2018