

BERKELEY COUNTY SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: School Health Registered Nurse (RN)

FLSA: Exempt

GENERAL SUMMARY

Under general supervision assists in ensuring that the district **Vision**, **Mission** and **Goals** are achieved and provides nursing care to ill and injured students according to the policies and procedures of the district and health services; and provides the fullest possible educational opportunity for each student by minimizing absences due to illness and creating a climate of health and well-being in the district schools. Reports to the School Principal.

ESSENTIAL FUNCTIONS

Applies appropriate theory as basis for decision making in nursing practice;

Assists Health Services Coordinator and administrators in developing school health program;

Organizes and conducts annual screening programs for students in assigned schools following DHEC guidelines and recommendations and records finding on student health record;

Counsels students and their parents to secure needed medical, dental, and other treatments; Screens students for health defects and coordinates work with the observations of teachers;

Collects and utilizes data about the health and developmental status of students to determine a nursing diagnosis;

Implements individualized Healthcare Plan created by supervising RN with specific goals and interventions delineating school nursing actions unique to a student's needs;

Assesses student responses to nursing actions in order to revise the database, nursing diagnosis, and nursing care plan and determines progress made toward goal achievement;

Collaborates with others in the planning for a safe school environment including identification and notification of safety hazards to appropriate school personnel;

Contributes to nursing and school health through innovations in theory and practice and participating in research;

Monitors immunization records of student and reports discrepancies to principal;

Ensures maintenance of and updates the cumulative health records of all students on an annual basis;

Monitors infectious and contagious diseases and reports to Health Services Coordinator and DHEC as directed;

Reports to parents, school personnel, physicians, clinics, and other agencies on student health matters, as directed by school policies;

Provides resource material on health-related topics and/or speakers upon request of school personnel;

Visits student homes when necessary;

Approved 01/21/21

Listens and reacts as a Health Counselor to the concerns of students, parents, and faculty;

Remains calm during crisis or emergency situations;

Consults or cares for a student or staff member who has suffered an injury or emergency illness at school;

Participates in assigned training programs;

Provides annual training support to employees as needed or directed, to include CPR and First Aid trainings;

Submits Medicaid billing using district computerized documentation;

Operates technology effectively;

Provides Health Service's coverage to other sites as assigned;

Maintains confidentiality and follows HIPPA Guidelines; and

Performs other related duties as assigned.

JOB SPECIFICATIONS

Education and Experience:

A valid South Carolina License to practice as a Registered Nurse with a minimum of five years of experience as a RN; Must be certified or obtain certification in CPR and First Aid and must possess a valid South Carolina driver's license. Be willing to obtain instructor status for CPR and First Aid.

Knowledge:

Knowledge of developmental stages, communicable diseases, and pediatrics. Knowledge of and have basic skills of general nursing care.

Skills/Effort:

Multitask and work well under pressure. Job requires the ability to work independently and in collaboration with others; ability to instruct others in health and safety issues; good written and oral communication, organizational and time management skills.

Working Conditions:

Physical demands are restricted to general office activities requiring movement/lifting up to 35 lbs. Berkeley County School District is a smoke free district.

Responsibility:

Supervise health room assistants and licensed practical nurses

DISCLAIMER STATEMENT

This job description is not intended as a complete listing of job duties. The incumbent is responsible for the performance of other related duties as assigned/required.

SIGNATURES:

_____Date:_____

_____Date:_____

_____Date:_____