

## Bryan ISD – Substitute RN Job Description

**Job Title:** Substitute RN

**Wage/Hour Status:**

**Reports To:** Coordinator of Health Services

**Pay Grade:** \$120/day

**Dept/Campus:** As assigned

**Date Revised:** 06/2023

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**Primary Purpose:** To provide school health related care to Bryan ISD students including regular education students and students in the Special Education Program.

**Qualifications:** Registered Nurse with a current license to practice nursing in the state of Texas. A minimum of two years nursing experience required.

### **Major Responsibilities and Duties:**

1. Comply with confidentiality requirements as set by FERPA, HIPAA federal, state and local regulations.
2. Practice within the defined limits of the Texas Nurse Practice Act.
3. Comply with federal, state and local laws/regulations governing school health.
4. Comply with all Bryan ISD policies and procedures.
5. Provide temporary and emergency care for the sick and injured students or staff members.
6. Perform nursing procedures and/or treatment to students as directed by policy and procedure and/or physician orders.
7. Notify parents/guardians of accident or illness. Provide emergency care according to district policy and procedure. If parents or emergency contact cannot be reached, secure emergency care for students in emergent cases. Notify appropriate district/campus administrator and coordinator of health services of EMS calls immediately after the situation is resolved.
8. Administer and document medications given in the clinic following federal, state and district requirements.
9. Follow the established guidelines and district policies and procedures to document health care and maintain complete and accurate documentation of all nursing care and activities within the scope of school nursing.
10. Complete mandated Continuing Education Units (CEU) to maintain current license.
11. Maintain current CPR/First Aid/AED certification.
12. Report potential health/safety hazards in school to the campus administrator and/or coordinator of health services.
13. Report communicable diseases to Department of State Health Services according to their policy.
14. Recognize that campus assignment and duties may change without notice at any time due to district needs. Flexibility is required.
15. Proficient computer skills are required to complete documentation of visits and maintain health records.
16. Perform other activities/duties as directed by the campus administrator and/or coordinator of health services.

### **Essential Functions of the School Nurse:**

**Vision:** Able to assess student's health status using visual inspection and observation to detect changes in physical appearance, contour and color. Able to accurately read labels on medications, calibration devices such as syringes and manometers, various monitoring devices, and written communication.

**Hearing:** Must have hearing within normal range to elicit and detect pertinent information while communicating with patients and health team. Must be able to detect changes in patient condition through accurate use of such auditory monitoring devices, such as stethoscope and to hear and respond to mechanical alarms.

**Speech:** Able to verbally communicate using the English Language in an understandable manner to assess and impart information concerning student status, to effectively complete patient/family teaching and to interact with BRYAN ISD staff.

**Walking/Standing:** Prolonged periods of walking/standing occur while in school clinic area. In addition, stairs must be negotiated.

**Sitting:** Required to be seated at desk, computer area for documentation entry and conferences.

**Lifting/Carrying:** Required to lift items with an average lifting requirement of 10-50 pounds. Required to transfer, move and lift students when needed for health care. Assistance should be requested when student lifting and repositioning is under way.

**Depth Perception:** Need to recognize that objects have depth, height and width. Required for fine task performance when using medical supplies for insertion into the body or medication preparation and administration by injection technique.

**Fine Motor Skills:** Must be able to perform nursing procedures, perform physical assessments, and control medical equipment and tubing. Must be able to write clearly on all required reports and records.

**Tactile Sensation:** Must be able to have an awareness or feeling of conditions within or without the body by using the fingers and hands to touch. The individual must be able to feel vibrations, pulses and skin temperature. Also must be able to grasp and easily manipulate equipment when providing health care.

**Pushing/Pulling:** Positioning, pulling, and pushing are required when providing health care to students, using medical equipment and to perform CPR.

**Bending/Reaching/Twisting:** Considerable reaching, stooping, bending, kneeling, and crouching is required when caring for students, transporting students, and in setting up and monitoring equipment.

**Temperament:** The skills essential to school nursing include critical thinking abilities and the ability to adapt to varying pressures in times of stress or crisis and in unpredictable situations. Must demonstrate self-control and ability to accept limits and suggestions. Must display sensitivity to student comfort and privacy and express interest in student progress while interacting in a caring and professional manner. Will be exposed to body fluids, communicable diseases, and unpleasant elements (accidents, injuries, and illness). Emotional stability is needed to maintain a therapeutic relationship with patients, families and health care team members.

**Physical Demands:**

	Never 0	Occasional 10-33%	Frequent 34-65%	Continuous 66% of day	Remarks
<b>Lifting:</b>					
0 - 10 lbs.				X	
10 - 20 lbs.				X	
20 - 35 lbs.		X			
35 - 50 lbs.		X			
50 - 75 lbs.		X			
75 - 100 lbs.		X			
<b>Forward Reaching:</b>			X		
<b>Overhead Reaching:</b>			X		
<b>Standing:</b>				X	
<b>Sitting:</b>			X		
<b>Climbing:</b>			X		
<b>Stairs/Ladder:</b>		X			
<b>Bending/Stooping:</b>				X	
<b>Pushing/Pulling:</b>					
0 - 10 lbs.				X	
10 - 20 lbs.				X	
20 - 35 lbs.			X		
35 - 50 lbs.			X		
50 - 75 lbs.			X		
75 - 100 lbs.			X		
<b>Grasping: repetitive/sustained</b>				X	
<b>Fine motor coordination</b>				X	
<b>Vision: Near/Far</b>				X	
<b>Hearing: ordinary conversation/other</b>				X	
<b>Other:</b>					