

**Position Description  
School District Float Nurse**

**QUALIFICATIONS:**

- A. Education:** Bachelor of Science Nursing
- B. Experience:** 3 years of experience in pediatric nursing or other related nursing areas, but not limited to public health, community health, family mental health, emergency and primary care nursing.
- C. Other Considerations and Requirements**

**REPORTS TO:** Director of Human Resources

**SUPERVISES:** N/A

**JOB GOAL:** Provides substitute and additional coverage as needed in all schools including 1:1 care for students per IEP. The position serves pre-kindergarten through high school. This position will float among the schools on an established rotational schedule if/when substitute coverage is not requested/needed. This position will also provide nurse coverage for field trips or organized school activity days as requested. The float nurse will provide the fullest possible educational opportunity for each district student by minimizing absence due to illness and creating a climate of health and well-being in the district school.

**PERFORMANCE RESPONSIBILITIES:**

Except as specifically noted, the following functions are considered essential to this position:

**A. Essential Functions**

- Stands in for school nurses in their absences.
- Stands in for 1:1 nurses in their absences.
- Assesses and evaluates the health and developmental status of students through appropriate screening techniques.
- Compiles information including observations, appropriate medical records and screening results. Interprets the data to students, their families and school personnel.
- Maintains health records and uses the information accumulated to initiate preventative, remedial or rehabilitate action.
- Assumes responsibility for maintenance of the health office.
- Monitors pupil immunizations as required by law.

- Records screening data using appropriate computer programs.
- Maintains cumulative health records and performs clerical duties as school policy allows access to records on appropriate computer programs.
- Participates in health counseling, planned and unplanned, with individuals and groups to assist students in improving their health status and promoting self-care, decision making and wellness behavior.
- Interprets nursing assessments and medical evaluations to students, families and school personnel.
- Plans and supervises daily care of students with disabilities, as needed.
- Provides care management for children with identified health needs.
- Incorporates health teaching in all activities performed.
- Provides relevant health instruction, counseling and guidance to students, school personnel, parents and others on such topics as first aid and emergency care, CPR training and specific health problems.
- Administers first aid, care and comfort of ill or injured students as stipulated in written health policies and procedures, if appropriately trained.
- Takes and records accurate temperature, pulse, respiration, blood pressure and other symptoms presented by the student.
- Assists in identifying and reporting child abuse and neglect and reports to the appropriate person as outlined in school board policy.
- Serves as a liaison between the school, home, private health care providers, health and social agencies and other community resources to assure appropriate utilization of all available resources for student health needs.

**OTHER RESPONSIBILITIES:**

- Participates in monthly meetings with health services personnel.
- Demonstrates professionalism and appropriate judgment in behavior, speech, dress, and appropriate professional manner for the work setting.
- Maintains strict confidentiality.
- Adheres to all district rules, regulations, and policies.
- Ride student transportation as needed with students who are medically fragile.
- Other duties as required or assigned.

**TERMS OF EMPLOYMENT:**

- School year plus summer extended school year programming.

**EVALUATION:**

In accordance with district procedures.

## **PHYSICAL ACTIVITY REQUIREMENTS**

### **Primary Physical Requirements:**

- |                                  |  |
|----------------------------------|--|
| 1. Lift up to 10 lbs.:           | Frequently required                                |
| 2. Lift 11 to 25 lbs.:           | Frequently required                                |
| 3. Lift 25 to 50 lbs.:           | Frequently required<br>Assistance may be available |
| 4. Lift over 50 lbs.:            | Rarely required<br>Assistance may be available     |
| 5. Carry up to 10 lbs:           | Frequently required                                |
| 6. Carry 11 to 25 lbs:           | Frequently required                                |
| 7. Carry 26 to 50 lbs:           | Frequently required<br>Assistance may be available |
| 8. Carry over 50 lbs:            | Frequently required<br>Assistance may be available |
| 9. Reach above shoulder height:  | Frequently required                                |
| 10. Reach at shoulder height:    | Frequently required                                |
| 11. Reach below shoulder height: | Frequently required                                |
| 12. Push/Pull:                   | Occasionally required                              |

### **Hand Manipulation:**

- |                            |  |
|----------------------------|--|
| 1. Grasping:               | Frequently required                                      |
| 2. Handling:               | Frequently y required                                    |
| 3. Torquing:               | Occasionally required                                    |
| 4. Fingering               | Frequently required                                      |
| 5. Controls and Equipment: | Computer, telephone, copy<br>and FAX machine, calculator |

### **Other Physical Consideration:**

- |                     |                     |
|---------------------|---------------------|
| 1. Twisting:        | Frequently required |
| 2. Bending:         | Frequently required |
| 3. Crawling:        | Rarely required     |
| 4. Squatting:       | Frequently required |
| 5. Kneeling:        | Frequently required |
| 6. Crouching:       | Frequently required |
| 7. Climbing: Ladder | Not required        |
| 8. Climbing: Stairs | Frequently required |
| 9. Balancing:       | Rarely required     |

### **Work Surface (s):**

Varies from carpeting, linoleum, tile concrete, gravel, dirt and grass.

**During the Work Day, Employee is Required to:**

	<u>Consecutive Hours</u>	<u>Total Hours</u>
Sit	<u>1</u> 2 3 4 5 6 7 8	1 2 <u>3</u> 4 5 6 7 8
Stand	1 2 3 <u>4</u> 5 6 7 8	1 2 <u>3</u> 4 5 6 7 8
Walk	<u>1</u> 2 3 <u>4</u> 5 6 7 8	1 2 <u>3</u> 4 5 6 7 8

**Cognitive and Sensory Requirement(s):**

1. Talking: Necessary for communicating with others.
2. Hearing: Necessary for receiving instructions and queries.
3. Sight: Necessary for building assessment and work performance evaluation.
4. Smelling: Required to detect odors, such as natural gas, smoke, etc.

**Specific Vocational Preparation Requirements:**

1. Short demonstration only
2. Any beyond short demonstration up to and including ~~30~~ days
3. 30-90 days
4. 91-180 days
5. 181 days to 1 year
6. 1 to 2 years
7. 2 to 4 years   X
8. 4 to 10 years
9. Over 10 years

**Other Training, Skills and Experience Requirements:**

Ability to work with multiple stakeholders and organize priorities. Ability to work with administration, staff, contractors and the community.

**Summary of Occupational Exposures:**

May be exposed to cleaning fluids and copier toner.

The job is performed under conditions with some exposure to risk of injury and/or illness.

**Other Considerations and Requirements:**

This is a fairly active position and employees may be required to do physical exertion and be able to run. Employees are occasionally required to do some lifting. Employees are typically able to sit and stand as needed.