

Code: MJ

NURSE

**NURSE
PARK COUNTY SCHOOL DISTRICT #16
JOB DESCRIPTION**

REPORTS TO: Principal

WORK HOURS: Established in conjunction with Principal

QUALIFICATIONS: Posses or able to obtain required certification.
Posses a valid nursing license from the Wyoming State Board of Nursing
Ability to perform responsibilities of the position.

JOB GOAL: Provide the fullest possible health services for all students and creating a climate of health and well being in the school.

RESPONSIBILITIES:

- ✓ Provide health care for students who are injured or become ill at school.
- ✓ Arrange for the instruction of personnel to give emergency care.
- ✓ Provide health appraisals and detection of health problems through screenings, observations, interviews and student records.
- ✓ Confer with students, parents and staff to report health findings and issues that need further attention.
- ✓ Help plan for modification of the school environment for students or staff with health issues.
- ✓ Participate in planning policies and procedures for the prevention and control of communicable diseases within the school.
- ✓ Inform school personnel of those students with special health needs.
- ✓ Provide assistance when necessary in obtaining help for those with health issues through community, county and state resources.
- ✓ Provide resource material and instruction to school personnel for classroom use in health education.
- ✓ Prepare the budget for the health program.
- ✓ Process appropriate forms related to accidents involving students or staff.
- ✓ Assist in the administration of implementation of immunization policies in accordance with Wyoming State Statutes.

- ✓ Guide families in assuming responsibility for the recognition and solution of health issues.
- ✓ Serve as a member of the child study team when indicated.
- ✓ Serves as a resource person in providing health instruction for students.

Rescinded Date: 05/20/2014