

Position: Lead School Health Nurse

Reports to: Director of Student Support Services

Purpose: The Lead School Health Nurse will address system-wide health service issues that affect the entire school population. Will coordinate the planning and development along with supporting the implementation of all Pender County Schools (PCS's) School Health Services.

Nature of

Position: Will continually evaluate and update all components of the School Health Program in accordance with laws and regulations of Public Schools of North Carolina. Will serve as PCS's liaison in the community between the LEA, Health Department, Department of Social Services and other related health agencies and community partners.

The essential responsibilities of the Lead School Health Nurse include, but are not limited to the following:

A. School Health Services Manager/Coordinator

- Assures PCS is in compliance with mandated health service activities.
- Coordinates and participates in the establishment, review, and implementation of school health services, policies and procedures.
- Assures that such policies and related procedures adhere to legal and regulatory requirements and ethical standards of nursing practice.
- Develops and coordinates quality improvement activities for the school health service component of the School Health Program.
- Documents, compiles and analyzes data for required reports on school health services.
- Assures that school health services and activities are appropriately documented according to professional school nurse standards.
- Assesses plans and evaluates the health services component of the Coordinated School Health Program.
- Implements communicable disease control in the school system, including monitoring, surveillance and participating in disease prevention and outbreak management within each school.
- Serves as the health care consultant for school personnel, students and their parents/families.
- Provides professional health leadership to administrators and school staff.
- Develops training for, trains and monitors staff that provides health services, including delegated procedures, the administration of medication to students, and other health related mandated activities.

- Coordinates the establishment of guidelines, procedures and training in First Aid/CPR/First Responder Program for schools and staff.
- Participates in development of PCS's Emergency Response and Crises plans.
- Implements a system for the identification of students with chronic/acute health care needs
- Works in collaboration with Director of Exceptional Children and medical providers to coordinate health services for children with Special Needs.
- Coordinates vision screenings for students in grades 1, 3, 5, and 7 with the local Lions Clubs.
- Provides administrative services and coordinates the delivery of health services for the School Health Program.
- Reviews, updates, develop and implements policies and procedures for the School Health Program.
- Serves on PCS's School Health Advisory Council.
- Works in collaboration with Director of Student Support Services to screen, interview and hire new School Health Nurses.
- Coordinates staffing to meet the needs of the PCS students.
- Collaborates with the Director of Student Support Services in performing annual evaluations for the School Health Nurses.
- Collaborates with Exceptional Children staff to secure services for EC students.
- Coordinates training and professional development activities for School Health Nurses.
- Coordinates the daily operation of the School Health Program to meet mandates of local and state school systems and the Department of Health and Human Services.
- Coordinates quality assurance activities for the School Health Program
- Keeps supervisor informed on School Health activities.
- Participates in student conferences/student support team as needed to provide additional support.
- Serves as leader and coordinates State reporting of immunization compliance.
- Meets established deadlines for reports and assigned projects for supervisor.
- Responsible for monitoring data collection and documentation for the School Health Program.
- Collaborates with other School Health Nurses to develop and implement educational programs on management of specific student health conditions/wellness/disease prevention/infection control for PCS staff.

B. Case Manager and Direct Care Provider for Students

- Provides direct health care for students and coordinates health services in assigned schools for students with special health care needs.
- Identifies students with special health care needs.
- Develops emergency action plans for students at risk of health or medical crises at school or during a school function.

- Develops and monitors individual health care plans (IHPs) for students who need invasive procedures performed during the school day, as well as for students who may require adaptation of the health-related learning environment or classroom schedule.
- Provides case management and actively collaborates with staff, students and families to promote self-management and optimal care during school hours.
- Provides training for staff regarding chronic illnesses experienced by students at school.
- Functions as a health resource for chronically ill students and their families.
- Provides consultation to members of the Individualized Education Program (IEP) team, Student Assistance Team (SAT), or other multidisciplinary teams on health related concerns.
- Provides consultation and recommendations in the planning and development of health accommodation plans for Section 504 for eligible students.
- Determines what tasks may be appropriately delegated to licensed or unlicensed persons, on a student by student basis, and provides any necessary training.
- Provides ongoing supervision and evaluation of delegated staff to assure the safe and effective performance of the delegated tasks.
- Provides periodic health appraisals of students with identified or suspected health problems.

C. Collaborator/Advocator

- Functions as the liaison between the school and local health service agencies/providers and community resources.
- Serves as interpreter of health mandates, recommendations and trends to school personnel through written materials, meetings, etc.
- Collaborates with other Student Support Services members to assure any health problem does not become an obstacle for a student's educational success.
- Provides guidance and support to families in finding resources and using health/treatment services.
- Collaborates with community agencies to provide resources for students and their families through serving on committees, task forces, etc.
- Seeks out local and other resources for use in the school setting.
- Supports the development and on-going functioning of the School Health Advisory Committee.

D. Educator for School and Community Concerns

- Participates with other school personnel in developing workshops for teachers, assistants and other staff on health-related topics.
- Conducts staff development training for school personnel on health issues.
- Provides classroom health instruction and serves as a resource as needed for reaching student wellness goals.
- Participates in the development and implementation of health promotion activities.

E. Counselor for Health Concerns of Students, families and staff

- Provides health counseling for students and their families.
- Promotes health through education and counseling.
- Interprets students' health needs for school personnel and facilitates necessary classroom or school adjustments.

F. Knowledge

The complex role of the school nurse demands, but is not limited to, an understanding and knowledge of:

- Community, including community as a system and aggregates as clients
- Adult/Pediatric/Adolescent/School Nursing
- Public Health/ Community Health Nursing
- Health counseling, Mental Health and crisis intervention
- Communicable Disease Laws and Practice Rules
- Applicable laws, regulations and standards pertaining to School Nursing practice,
(NC Nurse Practice Act, Standards of School Nursing Practice, NC Coordinated School Health Program policies)
- School Health Law
- Special Education Laws, Policies and services
- Case finding, case management and health advocacy
- Program management, including personnel supervision
- Family theory, assessment and intervention
- Leadership, networking and collaboration
- Ethnic and cultural sensitivity and competence
- Contemporary health and psychosocial issues that influence children, families and the community
- Health care delivery systems and the concepts of the primary health care
- Building student, staff and family capacity for adaptation, self management, self-advocacy and learning
- School as a non-traditional health care setting
- Development, management and evaluation of School Health Programs
- Environmental Health related to the school community

G. Skills/Abilities:

- Ability to supervise group of individuals and provide leadership.
- Ability to work independently and to manage multiple priorities.
- Excellent decision making skills.
- Ability to maintain effective working relationships with employees, supervisors, administrators, other health care providers, and local service agencies.
- Ability to communicate effectively with multi-aged students, parents, and school personnel.
- Ability to function as part of the professional student intervention team.
- Knowledge of area Health Care resources.
- Keen interest and considerable knowledge of School Health issues, including physical and psychological needs of students.
- Ability to act as a role model and enthusiastically support the School Health Program.
- Ability to recognize and react appropriately (within the scope of nursing practice) to potential School Health emergency situations.
- Considerable knowledge of school health nursing practice and procedures.
- Ability to work under pressure and perform with minimal supervision.

Employment

Terms: 11 months

Salary: N.C. State Salary Schedule for School Nurses

Performance Evaluation: To be evaluated annually by the Director of Student Support Services

Minimum Qualifications:

Education:

Bachelors or Science in Nursing
Active Registered Nurse Licensure in N. C.
National School Nurse Certification
- to be maintained throughout employment

Experience:

Three years nursing experience including child, adolescent health experience preferred.
Previous School Nursing experience desired.