

Nurse, Licensed Practical

Marshall Public School District Position Description

Position Title: Nurse, Licensed Practical

Department: Health

Reports to: Building Principal and Registered Professional Nurse

SUMMARY: Provides first aid and health services to school-aged children under the direct supervision of the Registered Nurse and building Principal.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Works under direct supervision of Registered Professional Nurse.
- Observes students on a regular basis to detect health needs.
- Administers medication and treatments prescribed by physician.
- Conducts various health and vision screenings.
- Maintains up-to-date cumulative health records on all students.
- Reports to parents, school personnel, physicians, clinics, and other agencies on school medical matters.
- Follows established policy and procedures for the care of a student or staff member who has suffered an injury or emergency illness.
- Participates with school staff in developing and implementing total school health program.
- (May include health fairs; shot clinics, YAAP program and faculty in-services.)
- Advises school personnel in establishing sanitary conditions in school.
- Implements board policy on exclusion and readmission of students in connection with infectious and contagious disease processes.
- Attends committee meetings and conferences regarding health service and health curriculum as part of continuing education units.
- Collaborates with other professionals in planning to assure quality of health care provided to students. Participates in IEP and 504 planning.
- Assists students, families, and school personnel to achieve optimal levels of wellness through health education.
- Provides input in selection of health personnel and assists other district buildings as needed.
- Performs other duties assigned by the building principal. (May include office duties and playground supervision.)

- Prepares and submits forms to the superintendent and the Missouri State Department of Health.

QUALIFICATIONS: A course of study from accredited institution for licensure. Licensed by the State of Missouri to practice as a Practical Nurse.

EVALUATION: Performance of this position will be evaluated in accordance with provisions of the Board's policy on evaluation of Professional personnel

TERMS OF EMPLOYMENT: Nine+ month employee. Salary to be established by the Board of Education.

