

Job Title: REGISTERED NURSE

Qualifications: Board certified graduate of a licensed registered nurse program, current nursing license in the State of New Hampshire, Current certification in CPR/AED

Reports to: Principal

Job Goal: organize, administer and manage the school health services

Type of Position: 188 days **Wage:** Contract

Hours per week: Exempt

Responsibilities:

- Assume responsibility for appropriate assessment, planning, intervention, evaluation, management, and referral activities for students in the school district
- Provide for the promotion and maintenance of health as well as the prevention of illness and injuries. This includes the removal of health-related barriers to learning and promoting an optimal level of wellness for students and staff
- Responsible for direct and indirect care given to students in compliance with school district policies, professional standards of practice, physician's orders, and Individual Health Plans
- Functions in accordance with the New Hampshire Nurse Practice Act, Code of Ethics for Register Nurses, and, the school district's policies and procedures
- May teach Health classes
- Organize, administer, and manage school health services
- Responsible for the formulation, revision, and implementation of Individual Health Plans
- Coordinates the health screenings, physical examinations, and immunization programs at school
- Interprets the health screening results to parents, teachers, and assists in the follow-up and referral of children
- Act as a liaison between the physician, school, community, and child's home in improving the holistic health needs of school children
- Participate in the development of an ongoing student safety and child protection program
- Assist in the development of an ongoing student safety and child protection program
- Respects the dignity, confidentiality, and rights of all students and staff
- Upholds regulations and laws related to confidentiality, reporting of child abuse and neglect, and other health-related requirements
- Provide primary care and takes leadership in the planning of proper emergency care and first aid for sudden illnesses, and accidents incurred during school activities
- Take responsibility for children who have "accidents" at school
- Call parents to come get sick children, and monitors them in her office until parents arrive
- Serve as a health consultant and resource person for health education in the classroom
- Assist in the coordination of the Health Curriculum
- Insure the maintenance of accurate health records for all children and the submission of all reports relating to the health of children to the state or other appropriate agencies
- Provide in-service training for health-related issues to staff members of the district
- Assist in the preparation and implementation of the school health services budget
- Monitor, reports, and recommends changes for safety hazards and sanitary conditions in the school environment
- Maintain professional competencies through in-service educational activities and other professional growth programs
- Offer individual and small group counseling in health-related areas to students as appropriate
- Provide information and guidance to administration about practices which are generally considered under the topic of "wellness: and which would improve school life
- Assure sensitivity to the mental health needs as well as the emotional problems of pupils
- Ensure the school district meets all State and Federal health regulations
- Serve as a member of the Child Concern Team and maintains clothes closet
- Perform other duties as assigned by the principal.

EVALUATION: Performance of this job will be evaluated in accordance with the Hinsdale Federation of Teachers contract

PHYSICAL ACTIVITY REQUIREMENTS (Frequently, Occasionally, Rarely):

PRIMARY PHYSICAL REQUIREMENTS CONSIDERATIONS

Lift up to 10 lbs: Frequently required
Lift up to 25 lbs: Occasionally
Lift 26 to 50 lbs.: Occasionally
Lift over 50 lbs: Rarely

CARRY up to 10 lbs: Frequently required
CARRY 11 to 25 lbs: Occasionally
CARRY 26 to 50 lbs: Rarely
CARRY over 50 lbs: Rarely

REACH above shoulder height: Occasionally
REACH at shoulder height: Frequently required
REACH below shoulder height: Frequently required
PUSH/PULL: Occasionally

DURING AN EIGHT HOUR DAY, EMPLOYEE IS REQUIRED TO:

Consecutive hours	Total Hours
Sit: 2	5
Stand: 1	2
Walk: 1	1

OTHER PHYSICAL

Twisting: Occasionally
Bending: Occasionally
Crawling: Occasionally
Squatting: Occasionally
Kneeling: Occasionally
Crouching: Occasionally
Climbing: Occasionally
Balancing: Occasionally

WORK SURFACES: (describe)

Composite desk
Carpet/tile floors
Computer keyboard/screen
Medical equipment

HAND MANIPULATION

Grasping:	Occasionally
Handing:	Frequently required
Torqueing:	Occasionally
Fingering:	Frequently required

Environment: Inside: 98% Outside: 2%

Short Description: (Example: Work is performed inside and out of doors in an environment which includes exposure to physical elements or a number of disagreeable working conditions.)

The physical demands of the duties described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

COGNITIVE AND SENSORY REQUIREMENTS:

Talking:	Necessary for communicating with others.
Hearing:	Necessary for receiving information and instructions.
Sight:	Necessary to do job effectively and correctly.
Tasting & Smelling:	Smelling required to detect noxious fumes and odors.

SUMMARY OF OCCUPATIONAL EXPOSURES:

Bacterial and viral infections carried by children
Cleaning products

Special Conditions of Employment

All employees must pass a criminal history background check

Employee signature _____ Date _____

Superintendent signature _____ Date _____