



JOB TITLE	DEPARTMENT	REPORTS TO
Health Paraprofessional	School Site	Principal

Position No: 61330	Length of Work Year: 10 months
Salary Schedule: C31	Date Approved: 12/12/95
FSLA: Non-exempt	Date Revised: 8/22/06; 12/19/17; 7/16/20; 5/10/23; 5/16/25

JOB GOAL
To provide routine screenings and emergency care for students, maintain appropriate records, and assist in planning for and attending to students with special health needs.

MINIMUM QUALIFICATIONS

1. High School Diploma or equivalent.
2. Valid and current Florida license or certification as one of the following:
 - * Certified American Medical Technologist (AMT)
 - * Certified Medical Assistant (CMA)
 - * Certified Nursing Assistant (CNA)
 - * Emergency Medical Technician (EMT)
 - * Licensed Practical Nurse (LPN)
 - * Paramedic
 - * Patient Care Technician (PCT)
 - * Patient Care Technician (PCT) Academy Completion
 - * Registered Medical Assistant (RMA)
 - * Registered Nurse (RN)
3. First Aid and CPR certification.
4. Computer experience preferred.
5. T.A.B.E. test, passing score on a rigorous locally identified test, or successful completion of one (1) year of college work.
6. Ability to perform the functions of the position.

DUTIES AND RESPONSIBILITIES

1. To perform routine vision and hearing screening.
2. To perform height/weight measurements on students and records results on appropriate chart.
3. To assist in scoliosis screening.
4. To maintain student health records - including migrant, both in the cumulative folder and on the electronic student information system.
5. To refer and follow up on student health problems.
6. To provide emergency care when needed.
7. To keep principal informed of various health related matters in the school.
8. To participate in the planning and implementation of the school health plan.
9. To participate in the planning and implementing of Individual Educational Plans (IEP's) and 504 Accommodation Plans as appropriate.
10. To attend and/or conduct in-service training opportunities.
11. To prepare and maintain clinic logs and medication logs for each action taken and submit appropriate reports.
12. To assist special needs students with appropriate activities of daily living, e.g. toileting, feeding and cleaning.

13. To perform health related services upon successful completion of child specific training by a registered nurse, a licensed practice nurse, a licensed physician or a certified physician assistant, subject to periodic monitoring including but not limited to:
 - a. Clean intermittent catheterization
 - b. Gastrostomy tube feeding
 - c. Monitoring blood glucose
 - d. Administering emergency injectable medication
 - e. Other medical services when a licensed registered nurse, licensed practical nurse, licensed physician or certified physician assistant determines that the employees shall be allowed to perform such service
14. To perform assigned tasks in a timely and efficient manner.
15. To perform assigned tasks with a high standard of quality.
16. To perform other duties as assigned by principal.

PHYSICAL DEMAND CLASS:

Light-Medium (LM) - Frequent lifting and carrying of objects weighing 20 pounds or less. Infrequent lifting and carrying of objects weighing 21-50 pounds. Frequent walking and/or standing is required to carry out duties.