



JOB TITLE	DEPARTMENT	REPORTS TO
Registered Nurse	Student Services	School Health Services Coordinator/Director of Student Services

Position No: 61320	Length of Work Year: 10 Months
Salary Schedule: P02	Date Approved: 8/26/97
FSLA: Exempt	Date Revised: 8/10/99; 7/18/16; 11/25/19

JOB GOAL
To evaluate and provide health services for students under the direction of the School Health Services Coordinator in accordance with state and district requirements.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. Associate Degree in Nursing or Bachelor Degree in Nursing required. 2. Current Florida License as a Registered Nurse. 3. Experience in community health and/or school health programs. 4. Ability to perform the functions of the position.

DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. To assess health needs of students in assigned schools. 2. To serve as the district's liaison with the county Health Department and other related HRS agencies. 3. To plan, implement and evaluate procedures for dealing with health care in school setting. 4. To evaluate health needs of students entering school and assess the initial planning of individual students. 5. To monitor specific health problems and perform health care procedures, which may include the bus, when deemed appropriate. 6. To train and monitor school personnel performing health care procedures. 7. To originate and maintain appropriate communication between public and private medical professionals and other community agencies personnel also serving students. 8. To establish and maintain a cooperative, collaborative, working relationship with all school personnel working with students. 9. To work with family members to assure continuity of health care between home and school. 10. To assure the maintenance of health records on students in assigned school(s). 11. To review periodically the status of medications for all students in assigned school(s). 12. To adhere to mandated school health programs. 13. To complete and submit Medicaid forms for eligible students. 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 deemed appropriate by the Supervisor.

PHYSICAL DEMAND CLASS:
Light (L) - Frequent lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-35 pounds. Frequent walking and/or standing is required to carry out duties.