SCHOOL HEALTH PROFESSIONAL
JOB DESCRIPTION

DIVISION: Assistant Superintendent of Student Affairs	**GRADE:** Technical/Other Professional – Group C
DEPARTMENT: Student Services	**WORK DAYS:** 196
REPORTS TO: Director of Student Services or Designee	**FLSA STATUS:** Exempt
ESSENTIAL PERSONNEL: No	

POSITION SUMMARY

To ensure that the health needs of students are addressed and to implement and maintain procedures, records and reports in accordance with state statute and regulations and district policies.

MINIMUM REQUIREMENTS

- Licensed Practical Nurse, current Florida License.
- Ability to perform the essential functions of the position
- Current certification in Health Care Provider CPR
- Ability to communicate in English verbally and in writing

CERTIFICATION: LPN, AED, First Aid & CPR

WORK EXPERIENCE:

PREFERRED QUALIFICATIONS

- Experience in community health and/or school health programs
- Experience in pediatrics
- Multilingual Spanish/Creole

SUPERVISES

N/A

ESSENTIAL DUTIES

- Ability to follow direction and work as a team member
- Knowledge of applicable Nurse Practitioner standards, school policies and health department rules pertaining to head lice and contagious diseases
- Administers and documents: First Aid procedures and medications provided to students according to approved clinic policies, procedures and protocols
- Performs skills in physical assessment, use of stethoscope, thermometer, otoscope, sphygmomanometer, glucometer and others as needed
- Performs appropriate health care procedures from orders written by a licensed physician or legally allowable designee (to include injectable medications and emergency medication with appropriate documented records) according to approved clinic policies, procedures and protocols
- Identifies and manages individuals with suspected infectious illnesses and helps prevent transmission to others through exclusion and education; reports required information to the Principal
- Use effective communication; to collect basic objective and subjective data; to perform selected nursing activities safely, accurately, and according to standard procedures; and to seek guidance and direction when appropriate
- Communicates and collaborates with school and district personnel, the Department of Health, students and families in a professional manner and with appropriate frequency about school health issues
- Communicates clear behavior expectations in the clinic to students and staff
- Ability to organize and maintain an up-to-date filing system

Professionalism:

- Demonstrates prompt and regular attendance
- Maintains confidentiality in all district matters
- Models ethical behavior and displays leadership qualities
- Effectively communicates a team attitude

Working Conditions: Normal office and school clinic environment and/or classroom environment.
Physical Demands: Routine physical activity associated with normal office and school clinic environment.
Medium Work: Medium work involves exerting up to 20 to 50 pounds (Maximum) of force occasionally or up 10 to 15 pounds of force
frequently.
Vision: (Which may be corrected) to read small print; view a computer screen for prolonged periods.
Hearing: (Which may be corrected) to answer telephones and tolerate exposure to noisy conditions.
Speech: To be understood in face-to-face communications; to speak with a level of proficiency and volume to be understood over a telephone.
Upper Body Mobility: Use hands and fingers to feel, grasp, and manipulate small objects; manipulate fingers, twist and bend at wrist and elbow; extend arms to reach outward and upward; use hands and arms to lift objects; turn, raise, and lower head.
Lower Body Mobility: Ability to move quickly in order to respond to a medical emergency, including running, jumping, bending and kneeling.
Environmental Conditions: Encounter constant work interruptions; work cooperatively with others; work independently; work indoors.
Minimum Mental Requirements: Ability to read, write, understand, interpret and apply information at a moderately complex level essential for successful job performance; judgment and the ability to process information quickly; learn quickly and follow verbal procedures and standards; give verbal instruction; rank tasks in order of importance; copy, compare, compile and coordinate information and records.

Persons new, rehired or transferred to the job classification **are** subject to a physical demand testing requirement to confirm they are capable of the required physical demands of this position.

The included link provides an overview of the Post Offer Employment Testing (POET)

https://drive.google.com/file/d/1P7EWWTv2zE0dLAjdY_268G6s_Ql9XZpH/view?usp=sharing

Martin County School District does not discriminate on the basis of race, color, national origin, gender, age, disability or marital status in its educational programs, services or activities, or in its hiring or employment practices. The district also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boy Scouts of America Equal Access Act.

This job description is intended to accurately reflect the position activities and requirements. However, management and administration reserve the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position.