

SCHOOL NURSE  
Summer Programs Only

- TITLE: SCHOOL NURSE - Summer Program – 1 position (may be shared)
- QUALIFICATIONS: Shall be licensed to practice in the State of West Virginia as a registered professional nurse and hold West Virginia School Nurse Certification and Bachelor of Science Nursing. Preference shall be given to those currently working as school nurses in Cabell County.
- REPORTS TO: Summer School Administrator/ Director of Special Education
- EMPLOYMENT TERM: (Maximum 150 Hours) coverage of all summer programs including Elementary and Secondary Summer Schools and Japanese Camp, ESY (Special Education), and other summer programs through the district.
- RATE OF PAY: Hourly rate per individual's established salary.
- JOB GOAL: To strengthen the educational process through the improvement of the health status and learning of students in accordance with the **"STANDARDS OF SCHOOL NURSING PRACTICE."**
- Standard I. **THEORY**  
The school nurse applies appropriate theory as basis for decision making in nursing practice.
- Standard II. **PROGRAM MANAGEMENT**  
The school nurse establishes and maintains a comprehensive school health program.
- Standard III. **NURSING PROCESS**  
The nursing process included individual health plans which are developed by the school nurse.
- Standard IV. **INTERDISCIPLINARY COLLABORATION**  
The school nurse collaborates with other professionals in assessing, planning, implementing and evaluating programs and other school health activities.
- Standard V. **HEALTH EDUCATION**  
The nurse assists students, families and groups to achieve optimal levels of wellness through health education.
- Standard VI. **PROFESSIONAL DEVELOPMENT**  
The school nurse participates in peer review and other means of evaluation to assure quality of nursing care provided for students. The nurse assumes responsibility for continuing education and professional development and contributes to the professional growth of others.
- Standard VII. **COMMUNITY HEALTH SYSTEMS**  
The school nurse participates with other key members of the community responsible for assessing, planning, implementing and evaluating school health services and community services that include the broad continuum of promotion of primary, secondary and tertiary prevention.

### SCHOOL NURSE- SUMMER PROGRAM

The Cabell County Health Services/Nurses shall be licensed to practice in the State of West Virginia as registered professional nurses and shall be certified as a school nurse in the State of West Virginia. He/she is directly responsible to the Summer School Administrator. Preference for filling this position shall be given to those currently working as school nurses in Cabell County.

The School Nurse will:

1. Review the immunization and health records of all students enrolled. Assist in maintaining up-to-date emergency cards on all students.
2. Keep accurate health records on all children and assist other school personnel in interpretation of data on should it be Emergency/Health Card.
3. Provide medication training to teachers and/or administrators.
4. Provide instruction to teachers on the administration of medical procedures needed by individual students per their health records.
5. Serve as a resource person to school personnel in matters of health instructions.
6. Communicate with parents of enrolled students as needed regarding issues related to the health and medical needs for their child.
7. Exclude children suspected of harboring communicable disease until diagnosed and treated by a physician.
8. Instruct students and school personnel in effective methods of controlling the spread of communicable disease.
9. Administer first aid to injured or ill students.
10. Assist in setting up procedures for chronically ill students who may become emergencies while at school. (Individual Health Plan)
11. Design, implement and monitor procedures for safe administration and storage of all medications. (Individual Health Plan)
12. Inspect and gather or order needed first aid supplies and arrange for restocking depleted items.
13. Communicates effectively with teacher regarding health related matters or needs of individual students.
14. Cooperates with other state and local agencies, i.e., state and local physicians, contacting them as needed for clarification on student health and medical needs.
15. Screen vision or hearing of students should a concern be noted by the nurse and/or teacher of the need for such a screening.
16. Make referrals when necessary on vision and hearing inadequacies and assist indigent parents in obtaining corrections through the use of various social service agencies.
17. Follow up on all referrals and assist teacher in making adjustments in programs and seating arrangements when correction is not possible.
18. Any and all other tasks assigned by the Director of Special Education related to the health and well-being of enrolled students.

Revised April 18, 2010