

JOB DESCRIPTION

JOB TITLE:

School Nurse

SUPERVISOR/EVALUATOR:

Superintendent

Spiritual Qualifications

1. Be a born again Christian who possesses a strong Christian testimony and evidence of spiritual maturity.
2. Agreement with the school's published doctrinal position.
3. Qualities of Christian leadership as recorded in I Timothy 3:2-12; Titus 1:6-9; Matthew 20:26-27; and Mark 9:35.

Professional/Educational Qualifications

1. Graduate of a Certified School of Nursing
2. A current RN or LPN license from the state of WV.
3. Current CPR and First Aid certificates

RESPONSIBILITIES

The school nurse's responsibilities shall include, but not be limited to the following:

1. Assess all illnesses and injuries for students from K3 to 12th grades.
 2. Administer medications.
 3. Have knowledge of and ability to monitor food and environmental allergies, allergy plans, and EPI pens.
 4. Knowledge of portable AED usage as well as weekly functioning test.
 5. Conduct teacher in-services related to EPI pen administration and allergy protocols.
 6. Administer fluoride weekly to K-5th grade students participating in the program.
 7. Maintain dental, medical, and immunization records of each student.
 8. Advise students, teachers, and parents on health issues.
 9. Fulfill WV. Health regulations for school health.
 10. Provide first aid.
 11. Maintain an emergency card system.
 12. Be available for consultation with teachers or parents.
 13. Keep a file on up-to-date state regulations and current health problems.
 14. Keep first aid kits well supplied.
9. Read, enforce, and comply with school policies and procedures as set forth in the following documents:
- Parent-Student Handbook
 - Faculty-Staff Handbook
 - Emergency Operations Manual
 - Other documents as appropriate