

**RED BLUFF UNION HIGH SCHOOL DISTRICT
JOB DESCRIPTION**

JOB TITLE: SPECIALIZED HEALTH CARE ASSISTANT - L.V.N. (LICENSED VOCATIONAL NURSE)

DEPARTMENT: STUDENT SERVICES

REPORTS TO: DIRECTOR OF EDUCATIONAL SERVICES

DEFINITION:

Under general supervision of the Director of Educational Services and direction of the School Nurse, performs a variety specialized health care for students; to perform a wide variety of nursing duties.

EXAMPLES OF DUTIES:

Essential duties and responsibilities include the following:

- Provide specialized health care services to meet the medical and physical needs of students. Services may include, but are not limited to; blood sugar testing, catheterization, suctioning, colostomy care, oxygen administration, dispensing medications, cardiopulmonary resuscitation, first aid and other specialized nursing services; operate specialized medical equipment and instruments in the assessment and treatment of individuals.
- Provide assessment, participate in planning, and provide interventions in accordance with student medical care plan or treatment plan and contribute to evaluation of interventions related to that plan.
- Assess, monitor and provide nursing care for diabetic students requiring insulin, based on medical orders provided by health care provider.
- Monitor and attend to the health needs of medically fragile students.
- Assist with medical emergencies on the school campus.
- Assists with special needs students with work in the classroom setting.
- Interacts with students encouraging performance and progress.
- Transports students in a District vehicle.
- Compile and maintain accurate health records and daily medical logs of students.
- Keeps school nurse advised about students' major health or physical problems.
- Follow universal body fluids precautions as outlined by OSHA.
- Follow accepted principles, practices, rules and regulations regarding care for special education students.
- Other related duties as required

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform the essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

KNOWLEDGE OF:

- Guidelines of the California School Nurses Organization.
- Modern office methods and equipment, including computer technology.
- Record-keeping and report preparation techniques.
- Appropriate interpersonal skills.
- Current health and safety regulations.

ABILITY TO:

- Provide basic nursing services.
- Administer medications.
- Apply communication skills for the purpose of student care and education.
- Contribute to the development and implementation of a teaching plan related to self-care for the student.
- Perform a variety of health care services for students using appropriate medical/nursing care and guidelines.
- Provide treatment and administer first aid and emergency medical care as necessary.
- Observe health and safety regulations.
- Establish and maintain effective relationships with parents, staff and students.
- Maintain confidentiality and follow HIPPA guidelines.
- Ability to exercise good judgement and stability required in minor and major first aid incidents.
- Demonstrate professional behavior and work well with others.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Requires mobility/dexterity of arms, hands and fingers to reach, grasp and manipulate small objects and to operate medical tools and equipment.
- Hearing and speaking to exchange information.
- Seeing to evaluate student injuries and illness.
- Light to moderate physical effort standing and/or walking for extended periods of time.
- Frequently lift and/or move up to 15 pounds, and may occasionally lift and/or move up to 60 pounds.
- Lifting and/or transferring of students.
- Mobility to stand, stoop, reach and bend.

HAZARDS:

- Communicable disease and exposure to blood-borne pathogens.

ENVIRONMENT:

- Indoor and outdoor environment/temperature related to classroom, gym and possible field trips.
- Continuous interaction with students, public and staff.
- Noise level in the work environment is usually moderate.

EXPERIENCE AND EDUCATION:

Any combination equivalent to training and experience that could likely provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:

EXPERIENCE:

- One year experience working within health care setting.

EDUCATION:

- Equivalent to completion of high school.
- Successful completion of Licensed Vocational Nurse (L.V.N.) or Registered Nurse (R.N.) accredited program.

LICENSE REQUIREMENT:

- L.V.N. or R.N. License
- CPR/First Aid Certificate