



EMPLOYEE NAME: _____

Revised: 1/86; 3/86; 2/88; 8/89; 12/91; 6/92; 3/93; 11/94; 2/95; 10/96;
11/98; 9/99, 10/12; 5/15; 3/16; 6/18;6/24

JOB DESCRIPTION

POSITION TITLE: Related Services Nurse	JOB CODE: 486
DIVISION: Academic-Support and Specialized Services	SALARY SCHEDULE: Special Ed County-Wide Nurse
DEPARTMENT: Special Education	WORK DAYS: 188
REPORTS TO: Supervisor, Special Education	PAY GRADE: NN01
FLSA: Exempt	PAY FREQUENCY: Monthly
PRIMARY FUNCTION: To consult with and provide training for teachers and staff concerning various medical conditions and delegated medical procedures and to develop health care plans and provide treatment as ordered by a physician to eligible disabled students according to IEP recommendations.	
REVISION DATE(S): 6/24	

REQUIREMENTS:

1.	Educational Level: Bachelor Degree
2.	Certification/License Required: Licensed Registered Nurse
3.	Experience: 3 years nursing experience, pediatric preferred
4.	Physical Activities: Ability to lift a student up to a weight of 40 pounds without assistance; ability to perform a two-person lift for students over 40 pounds
5.	Knowledge, Skills, & Abilities: Written and oral communication; planning, organization

The Board of Education and the Superintendent may accept alternatives to some of the above requirements.

ESSENTIAL DUTIES:

1.	Demonstrates prompt and regular attendance.
2.	Performs appropriate assessment procedures.
3.	Interprets assessment results to teachers, parents and other personnel.
4.	Develops individual health care plans for eligible students.
5.	Administers nursing services in accordance with the health care plan as stated in the individual education plan and as ordered by physician.
6.	Provides appropriate training to teachers and staff in universal precautions, medical conditions and delegated medical procedures for specific students.
7.	Performs on-going evaluation of treatment programs and adapts programs as necessary to maximize results.
8.	Recommends and advises schools and teachers regarding appropriate sanitary procedures for specific students.
9.	Monitors restrictive diets as directed by physician.
10.	Consults with student's physician regarding medical management and therapy suggestions.
11.	Maintains records and reports.
12.	Performs other duties as assigned by appropriate administrator.

Signature of Employee _____ Date _____

Signature of Supervisor _____ Date _____