MERIDIAN SCHOOL DISTRICT
JOB DESCRIPTION

REGISTERED NURSE (RN)

JOB SUMMARY

The Registered Nurse (RN) is responsible for providing a wide range of health related services for the school community including health education, health intervention, and promotion of a health environment; design/implement/coordinate a health program that will respond to each student's unique developmental health needs, contribute to a safe and healthy school environment, ensure that health needs are recognized and planned for in the total school program, and meet state and federal health-related requirements

Employees may be transferred or reassigned to other Nursing positions or locations, depending upon the needs of the district. This position is represented by the Meridian Classified Employees Association (MCEA) and is in the Professional-Technical classification.

MINIMUM QUALIFICATIONS

Education and Experience

Washington State Registered Nurse Credentials. ESA; experience in the school environment is desirable.

Licenses and Special Requirements

Satisfactory background clearance results (fingerprinting required); proof of ability to work in the United States; valid Washington State driver's license, First Aid Cards, CPR & HIV/AIDS Training.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Develops systems for establishing and maintaining up-to-date cumulative health records for all students consistent with school policies, administrative direction, and state and federal requirements
2. Develops and supervises initial and follow-up hearing, vision, kyphosis, and scoliosis screening procedures.
3. Develops and supervises systems and procedures for compliance with the state immunization requirements.
4. Provides examinations and evaluations when services are requested and makes appropriate referrals.
5. Acts as the district's liaison with the Whatcom County Health Department.
6. Acts as the district's liaison with the Department of Social and Health Services/Child Protective Services on child abuse referrals.
7. Acts as liaison with the medical community.
8. Prepares and submits, accurately and timely, school district, state, and federal health-related reports.
9. Serves as a professional resource and consultant in cooperation with the special education director for identifying, evaluating and providing services for special needs students.
10. Works with health care professionals and school personnel to provide appropriate education services.
11. Instructs and supervises school personnel in the delivery of prescribed services.
12. Works in collaboration with the special education department to arrange for home-hospital tutoring for designated students.
13. Serves as a professional resource and consultant with teaching staff in the development and delivery of curriculum related to maturational development and/or health problems.
14. Advises on the modification of the educational program to meet the health needs of students.
15. Assists and participates with classroom teachers in presenting curriculum units on health-related topics.
16. Observes students in the classroom on an as-needed basis.
17. Coordinates building-level activities to provide for the general health and welfare of students in collaboration with building principals.
18. Assists with the development of systems and procedures for the acquisition, management, and inventory of health equipment, supplies, and materials.
19. Reviews inspection reports made by county health officials and makes recommendations to the administration for improvement of school facilities.
20. Plans for and coordinates in-service first-aid programs for school staff in collaboration with the district safety officer.

21. Acts as resource person for school secretaries and/or office personnel who are responsible for emergency first-aid treatment.
22. Provides training for building personnel to administer medication.
23. Makes home visits when health problems indicate a need to communicate with parents in the home setting.
24. Attends committee meetings and conferences regarding health services.
25. Participates in staffing for students as part of the building team.
26. Serves as member of instructional team of the District; performs related duties consistent with the scope and intent of the position.
27. Respects confidentiality of information.
28. Performs other duties as assigned by the employer.

CONDITIONS

The preceding list of essential duties and responsibilities is not exhaustive and may be supplemented as necessary.

MENTAL DEMANDS

Requires above average ability to read and write to follow written instructions, complete written reports, records, etc; requires above average math skills; may experience frequent interruptions; requires dealing with a wide range of student behaviors and academic abilities and/or with a wide range of physical or emotional disabilities; requires patience and understanding when working under stressful situations and when working with students with special needs; may be required to calm distraught, angry or hostile students; requires adaptability and flexibility to different student behavioral styles and abilities; requires cooperation and ability to work as a team member; requires excellent organizational skills.

PHYSICAL DEMANDS

Requires mobility (standing, walking, etc.) requires twisting upper torso and neck and slight bending forward without restrictions; occasional bending at waist to ground; requires good visual and healing ability; exposed to infectious diseases carried by students; exposed to student noise levels. May be required to lift and position students and assist with personal hygiene/toileting. May require prolonged standing, sitting, bending (stooping); may require restraining out of control students; may require assisting students with physical activities.

The Meridian School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Title IX, ADA, and Compliance Coordinator (RCW 28A.640/28A.642) David Forsythe, Assistant Superintendent, 214 W. Laurel Rd., Bellingham WA 98226. 360-398-7111. Section 504 questions and complaints can be directed to Dr. Carolyn Jenkins at 214 W. Laurel Rd., Bellingham WA 98226. 360-398-7111.

The Meridian School District is a drug-free/tobacco-free workplace. All new employees must complete a satisfactory fingerprint check with the Washington State Patrol and the FBI. All employment is considered temporary until receipt of a satisfactory check.