

REPORTS TO:	Director of Clinics
REVISED:	08/2020, 09/2021
	See current organizational chart for oversight/administrative support information

PRIMARY FUNCTION:

Responsible for ADVANCING EXCEPTIONAL CARE by providing students and staff health care through assessment, intervention, and follow-up within the school setting. The school nurse addresses the physical, mental, emotional, and social health needs of students and supports their achievement in the learning process.

QUALIFICATIONS:

Education and/or Experience

- 1-year minimum experience as a RN
- Associate degree / Bachelor's degree preferred

Certificates, Licensure, Registrations

- Currently licensed as a Registered Nurse in the State of Iowa or compact state
- Basic Life Support (BLS) (or willing to obtain within CRHC policy).
- Mandatory Reporter of Iowa Certificates (Dependent Adult and Child Abuse) (or willing to obtain within CRHC policy).

Essential Job Duties and Responsibilities	
1.	<p>Provides health services to strengthen and facilitate the educational process</p> <ul style="list-style-type: none"> • Removes or modifies health related barriers to learning • Interprets the health status of students to parents and staff
2.	<p>Promote wellness of students and staff</p> <ul style="list-style-type: none"> • Ensure immunization records are up to date • Organize annual flu shot clinics for students and staff • Provide ongoing health counseling to students, parents and staff • Promotes and assists in the control of communicable diseases • Provides health education and anticipatory guidance
3.	<p>Develop and implement student health records</p> <ul style="list-style-type: none"> • Obtain a health history

	Essential Job Duties and Responsibilities
	<ul style="list-style-type: none"> • Complete and maintain allergy information and plans • Complete and maintain emergency care plans
4.	<p>Provide basic healthcare to students in case of injury or illness</p> <ul style="list-style-type: none"> • Administer medications per policy and parental consent • Provide first aid to students and staff
5.	<p>Communicates effectively.</p> <ul style="list-style-type: none"> • Calls patients with reports in a timely manner and explains the results to patients as directed by provider. • Communicates and collaborates effectively with other health team members regarding patient situations, satisfaction needs, and recommendations for meeting identified outcomes. • Identifies and recognizes abnormal symptoms/changes in patient condition and appropriately reports condition to medical provider. <ul style="list-style-type: none"> • Triage incoming calls from patients and obtains a full report for the provider.
6.	<p>Promotes and ensures patient safety in performance of all responsibilities.</p> <ul style="list-style-type: none"> • Administers medications, treatments and procedures in a timely and safe manner according to physician orders and nursing policy. • Demonstrates proficient technical/clinical skills and operational knowledge of equipment on unit. • Informs and involves Clinic Nurse Coordinator and/or Clinic Director regarding patient care issues in a timely and appropriate manner. <p>Utilizes proper body mechanics, transfer/lifting techniques and appropriate equipment to minimize fall risk to patient and injury to self.</p>
7.	<p>Participates in CRHC'S LEAN program, committees, performance and quality improvement initiatives, and activities which support the facility and department operations.</p> <ul style="list-style-type: none"> • Demonstrates a commitment to the practices of Quality Improvement (QI). • Regularly attends Department huddles. • Completes tasks as outlined on Department Huddle Board.
8.	<p>Performs other duties as assigned.</p>

ESSENTIAL Work Environment & Physical Requirements:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Activity	Not Applicable	Occasionally (0-35% of day)	Frequent (36-66% of day)	Continuous (67-100% of day)
Sitting		X		
Standing			X	
Walking			X	
Climbing	X			
Driving	X			
Lifting (floor to waist level)		40 lbs.	50 lbs.	10 lbs.
Lifting (waist level and above)		40 lbs.	50 lbs.	10 lbs.
Lifting (shoulder level and above)		40 lbs.	50 lbs.	10 lbs.
Carrying objects			X	
Push/pull		30 lbs.	20 lbs.	10 lbs.
Twisting		X		
Bending		X		
Reaching forward			X	
Reaching overhead		X		
Squat/kneel/crawl	X			
Wrist position deviation			X	
Pinching/fine motor activities			X	
Keyboard use/repetitive motion				X
Taste	X			
Talk				X
Smell		X		

Sensory Requirements	Not Applicable	Accurate 20/40	Very Accurate 20/20
Near Vision		X	
Far Vision		X	
	Not Applicable	No	Yes
Color Discrimination		X	
	Not Applicable	Accurate	Minimal
Depth Perception		X	
Hearing		X	

Environment Requirements <i>Occupational Exposure Risk Potential</i>	Not Anticipated	Reasonably Anticipated

Bloodborne Pathogens				X
Chemical				X
Airborne Communicable Disease				X
Extreme Temperatures		X		
Radiation				X
Uneven Surfaces or Elevations		X		
Extreme Noise Levels				X
Dust/Particulate Matter				X
Other (List)				
Shift Requirements	8 hrs/day	10 hrs/day	12 hrs/day	Other (varied)
Usual workday hours				X
Regular, punctual attendance for assigned shifts		X		
Available to work overtime		X		

APPLICANT ESSENTIAL FUNCTION FORM

Name (please print): _____

Position Applied For: _____ Date: _____

In compliance with the Americans with Disabilities Act, we are requesting that you read the job description for which you are applying and answer the following question. If you would like assistance with this process, please ask Human Resources.

Can you perform the essential functions of the position with or without reasonable accommodations?

YES

NO

Signature: _____