



Little Rock School District

JOB DESCRIPTION

Position Title: School Nurse (RN)

Prepared Date: 12/06/2021

JOB GOAL:

The school nurse supports the premise that every student is entitled to a Free and Appropriate Education by providing expertise and oversight for the provision of school health services and the promotion of health education, allowing the student to develop capacity for lifelong achievement and optimum health.

TERMS OF EMPLOYMENT:

Nine and one forth (9.25) month (190 days) contract, Pay 802 Grade 17, plus Benefits Package. NOTE: Precise placement within the salary range will be determined based upon education and experience. **FLSA: Non-Exempt**

QUALIFICATIONS:

1. **License:** Must be a Registered Nurse (RN), with an unencumbered license to practice in the state of Arkansas.
2. **Education:** Education level must be within accordance with federal, state, and local guidelines – Bachelor of Science in Nursing degree preferred.
3. **Experience:** A minimum of two years of experience as a RN in areas such as community nursing, mental health and the nursing of children. In addition, school nurses must have skills to perform nursing assessments of students and must demonstrate proficiency with written assessment of knowledge related to the practice.
4. **Certification:** Current certification in CPR for Health Care Provider. Must have, or obtain within 6 months of employment with LRS, certification in Standard First Aid.
5. **Customer Service Skills:** Must be capable of interacting effectively with administrators, teachers, staff members, students, parents, and the general public using respectful, tactful and helpful customer service.

ESSENTIAL DUTIES & RESPONSIBILITIES:

The following statements of duties and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position.

1. Implements the 17 Standards of Nursing Practice for School Nurses as defined by American Nurses Association and the National Association of School Nurses with primary focus on providing nursing assessment, treatment, referral and follow up for students, staff and visitors who are injured or become ill at school.
2. Adheres specifically to the district's established Health Services policy and procedures.



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3. Provides supervision and training for staff involved in the care of students with medical needs in accordance with the Arkansas State Board of Nursing delegation designation and Arkansas Medicaid.
4. Uses district resources wisely maintaining a health room stocked with approved supplies provided by the district and is responsible for the security, maintenance and use of all health assessment equipment provided including but not limited to vision tester, audio-meter, stethoscope and sphygmomanometer, otoscope.
5. Submits the necessary reports as directed by the Health Services Coordinator in compliance with Arkansas Department of Education, Arkansas Department of Health and LRSD.
6. Performs other duties as assigned including accepting assignment at other schools as needed for the purpose of providing medical care to students.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty successfully. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Mental Functions, Physical Requirements, and Working Conditions:

While performing the duties of this job, the employee is regularly required to sit, stand, walk, go up and down stairs, operate foot and hand controls, use a telephone and write. Occasionally the employee must lift and/or move up to twenty (20) or more pounds. This position requires accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and/or objects, and providing oral information. Must have the ability to work for the duration of the daily contracted time period, and to be physically present and at assigned work, with only infrequent unexcused absences, during the contract year. Additional technical skills, knowledge, and abilities may be recommended by immediate supervisor and approved by the Human Resources Director.