

SAN JOSE UNIFIED SCHOOL DISTRICT

I. Title Licensed Vocational Nurse

II. Definition Specified Medical Procedures

Under the direction of the Credentialed School Nurse performs semi-professional nursing work relating to care and treatment of students with special needs.

The individual in this position works as a team member with the Credentialed School Nurse, school staff, and parent(s) to provide services one-on-one for assigned student(s) throughout the school day to ensure the health and safety of assigned student(s).

The individual in this position works under the guidance and direction of the Credentialed School Nurse and is qualified to attend to the medical/health needs of students according to their Individual Health Care Plan, independently, without the Credentialed School Nurse being present and to perform first aid/CPR as needed.

III. Examples of Duties

Collaborates with certificated school nurse, parents, and school staff involved with the care of the assigned student(s); fosters communication between all parties concerned. Documents observation and treatments; maintains confidentiality and integrity of records; participates as team member to identify health problems and concerns regarding the assigned student(s). Provides prompt, reliable, safe care for assigned student(s); provides one-on-one care for an assigned student, which may include blood glucose monitoring, care of the diabetic student with an insulin pump; tube feeding, toileting, administration of medication as required. Provides input for the Individual Health Care Plan to Credentialed School Nurse as needed. Performs duties consistent with the scope and intent of the position. Reports under the joint supervision of the Manager of Health Services and the assigned Program/Building Administrator; works under the guidance and direction of the assigned Credentialed School Nurse.

IV. Distinguishing Characteristics

This position may be one-to-one with direct student contact. Required to use mental concentration to attend to details and be precise in applying/interpreting health care needs, care instructions and administering medications; handles and treats medically fragile students; attends to students' physical needs.

V. Employment Standards

A. Knowledge of:

Medical terminology and application of medical treatment instructions and administration of prescribed medication, knowledge of and interest in child and family health care.

Skill in human relations, communicating with children, parents, school, medical staff, and the public for the purpose of working as a team to provide care and support for the assigned student(s).

Ability to perform medical procedures required.

Basic First Aide and CPR;

Knowledge of educational and developmental needs of children;

Record keeping and record management;

Thorough understanding of Medical coordination such as, but not limited to, diabetes;

Administration of routine medications and treatments as prescribed;

Practical Nursing theory;

Understand and carry out written and verbal instructions;

Get along well with others.

B. Ability to:

Accurately assess medical emergency situations;

Stay calm and perform in emergency health situations;

Implement treatment plans, goals, and objectives;

Work competently under the supervision of the Credentialed School Nurse with supervision of insulin pump therapy;

Perform blood glucose monitoring;

Relate comfortably in one-to-one student assignment in classroom setting;

Maintain cooperative and effective working relationships.

C. Education/Training/Experience

Training and experience equivalent to completion of the 12th grade and graduation from an accredited school of vocational nursing;

D. Licenses/Certificates:

Possession of a current valid license as a vocational nurse issued by the California State Board of Vocational Nurse Examiners.

VI. Specific Qualifications

Date: August 8, 2002

Range: 29

Category Code: