## KLAMATH COUNTY SCHOOL DISTRICT JOB DESCRIPTION

TITLE:	District Nurse		
REQUIREMENTS:	Approved for employment through an Oregon School based fingerprint screening.	REPORTS TO:	Nursing Supervisor
EDUCATION:	Bachelor's Degree in Nursing - Preferred Current Oregon Registered Nursing License	FLSA Status:	Exempt
LENGTH OF WORK YEAR:	190 days		
<b>EVALUATION:</b>	Performance of this job will be evaluated annual	ly in accordance	with Klamath County School District policies.
GENERAL JOB DESCRIPTION:	Responsible for nursing skills and health knowled and facilitate the learning, social adjustment, and	_	
	Physical ability to adhere to OSHA and district sa disease control plan (blood borne pathogens) an hazardous chemicals as identified on the MSDS s	d be aware of th	

## **MINIMUM QUALIFICATIONS:**

- Bachelor's degree in nursing preferred
- Current Oregon Registered Nursing license
- Minimum two years clinical experience in medical/surgical, emergency, pediatric or clinic nursing
- · Current CPR/First Aid certification and CPR/First Aid instructor capability within one year of hire
- Dependable transportation, current driver's license, good driving record and current minimum automobile insurance as required by the state of Oregon.
- Ability to demonstrate school district health program philosophy and follow established policy
- Knowledge of social agency and medical agency community resources
- Knowledge of common childhood/adult disease and familiarity with excludable situations
- Knowledge of childhood growth, development and behavior
- Knowledge of drug, alcohol and HIV/AIDS education
- Ability to practice autonomously and to work well with others

## **ESSENTIAL JOB RESPONSIBILITIES**

- 1. Practice responsible nursing within "Nurse Practice Act" guidelines.
- 2. Coordinate health screening as required by district policy and state and federal law.
- 3. Compile, monitor and maintain accurate health records with meticulous attention to confidentiality and security of health records.
- 4. Collaborate with health education staff for educational presentations, program development and evaluation.
- 5. Provide health education to staff and students as required by district policy.
- 6. Delegate, supervise and document nursing tasks to qualified persons in accordance with the "Nurse Practice Act" and district policy.
- 7. Identify, provide and adapt services for health impaired students.
- 8. Flexibility in schedule based on need.
- 9. Provide evidence of continuing education activities, frequency and content to be determined as not less than ten (10) contact hours per year
- 10. Assist in development and implementation of health policies and procedures.
- 11. Assist in annual immunization review process.
- 12. Collaborate with community agencies to serve student needs.
- 13. Collaborate with local and state nursing organizations to improve nursing knowledge and promote optimum standards in nursing care.

- 14. Participate in crisis intervention, emergency and disaster plans.
- 15. Represent the school to public, parents and community agencies in a professional manner.
- 16. Continue nursing education and share appropriate information with peers.
- 17. Regular attendance is an essential function of this position.
- 18. Other duties as assigned.

## **PHYSICAL REQUIREMENTS** (Mark appropriate box)

LIFTING					
Pounds	Never	Seldom	Occasionally	Frequently	Continuously
Poullus	ivevei	1-5%	6-33%	34-66%	67-100%
1-10 lbs.				5-10 lbs.	
11-20 lbs.			15-20 lbs.		
21-50 lbs.		35 lbs.			
51-75 lbs.	Х				
76-100 lbs.	Х				
> 100 lbs.	Х				
Maximum am	ount lifted by	worker without	assistance: 35 lbs.		
If required, life	ts over35	lbs. are perfe	ormed with two or n	nore people or lift	devices.

CARRYING		1	T		
Pounds	Never	Seldom	Occasionally	Frequently	Continuously
Fourius	Nevei	1-5%	6-33%	34-66%	67-100%
1-10 lbs.				5-10 lbs.	
11-20 lbs.			15-20 lbs.		
21-50 lbs.		35 lbs.			
51-75 lbs.	Х				
76-100 lbs.	Х				
> 100 lbs.	Х				
Maximum am	ount carried b	y worker withou	it assistance: 20 lbs.		
If required, ca	rrving over	20 lbs. are p	erformed with two	or more people or	lift devices.

Pounds	Never	Seldom 1-5%	Occasionally 6-33%	Frequently 34-66%	Continuously 67-100%
1-10 lbs.				5-10 lbs.	
11-20 lbs.			15-20 lbs.		
21-50 lbs.	Х				
51-75 lbs.	Х				
76-100 lbs.	Х				
> 100 lbs.	Х				
Maximum wei	ight of object p	oushed/pulled by	y worker: > 100 lbs.	Moving Furniture	
Distance:5	5-20 feet Ty	pe of Surface: (i	.e. level, carpet, tile	): _Vinyl Floor	

ENVIRONMENT (WORK CONDITIONS	5)	
Works Inside _95_% of the time	/	Works Outside <u>5</u> % of the time.
Temperature Extremes: No		
Works on or around moving mach	inery c	or mechanical parts: No

OTHER PHYSICAL DEMA	ANDS				
Activity	Never	Seldom 1-5%	Occasionally 6-33%	Frequently 34-66%	Continuously 67-100%
Bend/Stoop			Х		
Twist			Х		
Crouch/Squat		х			
Kneel		х			

Crawl	Х				
Walk-Level Surface			Walking		Standing
Walk-Uneven Surface			Walking		Standing
Climb Steps			Х		
Climb Ladder			Х		
Work at Heights		Х			
Reach at or Above Shoulder		х	х		
Reach Below Shoulder		х			
Use of Arms				х	
Use of Wrists				х	
Use of Hands				х	
Grasping/Squeezing				Х	
Operate Foot Controls	Х				

END	URANCE							
	Activity	Never	Seldom 1-5%	Occasionally 6-33%	Frequently 34-66%	Continuously 67-100%	Total Hours At One Time	Total Hours In A Work Day
	Sitting				Х		1	2
	Standing				Х		1	6
	Walking				Х		1	6
	Change Positions			х				

**NOTE:** This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.

Print Employee Name	Employe	Employee Signature			
Employer Representative (Immediate	Supervisor):				
Print Name	Title	Signature	Date		
Prepared by:					
In the event of an on the job injury:					
For physician to complete:  Is this job appropriate? Ye	es No Date of Release:				
If not released to regular work	at this time, please provide an	"ANTICIPATED" DATE:			
Physician's Signature					