

Position: LVN (Licensed Vocational Nurse)**Salary Schedule:** Classified**Responsible to:** Site Principal/Superintendent

Summary:

Will provide nursing and other health related services to school aged children in grades TK – 12. The LVN will provide specialized physical health care services to children as needed. Services can include, but are not limited to, catheterization, gastric tube feeding, Tracheotomy care, ventilators, toileting/diaper changing, etc., based on each individual child's need. Duties will be within the regular school year. Must be willing to be flexible and be able to travel locally within Sierra Unified School District. The licensed nurse will be responsible to the District School Nurse.

Essential Duties:

- Provides specialized physical healthcare services such as catheterization, gastric tube feeding, Tracheotomy care, ventilators, etc., and all medications prescribed for all students in the class that require the service. This may include rectal Diastat which is used for controlling severe seizures, and must be given by a trained professional nurse who would monitor the patient for side effects after insertion.
- Provides required medication/treatment for students as ordered by physician.
- Collaborates with the School Nurse on medication/treatment orders and supervises classroom staff to assure safety of the students at all times.
- Assists in initiating and maintaining health and other related records.
- Assists the school nurse in physical screening and other appraisal evaluations.
- Helps maintain a positive school health environment through open communication and effective human relationship skills and team concept directives.
- Adheres to schedules and performs other health related duties as directed.
- Assists in referring parents of pupils needing medical care or welfare assistance to appropriate private or community resources.
- Serves as a health education resource person to staff and students.
- Provides health counseling services for parents, students and school personnel.
- Maintains a health record for each student as needed.
- Provides emergency nursing services for ill or injured students at school.
- Notifies parents of students about illnesses, physical defects and potential health problems and provides health counseling toward pursuit of appropriate action.
- Attends meetings as required.
- Shall be familiar with and exercise the District evaluation procedures as they pertain to assigned personnel.
- Perform other duties as assigned in related areas.

Knowledge and Skills:

- Basic nursing skills and ability to administer care for the severely disabled child; recognize health problems/concerns; ability to communicate effectively to the School Nurse; possess basic skills in record keeping and filing and possess adequate methods and techniques of communication. Learn to interpret and communicate goals, objectives and the general provisions of the program as related to the job requirements; work independently under directive and maintain open communication.

Physical Abilities:

- While performing the duties of this job, the employee is frequently required to stand, walk, sit, use hands to handle or feel; reach with hands and arms; climb or balance; stoop, kneel or crouch. Must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Eyesight, corrected or uncorrected, sufficient to observe road markings and road signs. Hearing, sufficient with or without use of hearing aid, to hear student requests and understand voice and speech patterns. Physical stamina to sit for extended periods of time and ability to drive a vehicle.

Education / Credential(s) and/or Other Licensure(s):

- Current California LVN or RN license.
- Current CPR and First Aid Certification.
- Valid California driver's license.
- Enrollment in the California Department of Motor Vehicles Government Employer Pull Notice Program at time of hire.

Education and Experience:

- Experience in a hospital setting and working with severely disabled children.

LVN (Licensed Vocational Nurse) Job Description

Adopted: September 9, 2013