



# Platte County

HOME OF THE PIRATES

Tradition. Pride. Vision.

## Float Nurse – Registered Nurse

**FLSA Status:**  
Exempt

**Education:**  
Bachelor of Science Nursing

**Certification and Licenses:**  
Currently licensed in the State of Missouri as a Registered Nurse

CPR Certified

**Clearances:**  
Criminal Justice  
Fingerprint/Background  
Clearance

**Pro/Tech Salary Schedule:**  
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### Reports to

Executive Director of Pupil Services

### Terms of Employment

182 days, 7.5 hours per day, with benefits according to Board policy.

### Purpose Statement

Provides substitute and additional coverage as needed in all schools serving pre-kindergarten through high school. This position will float among the schools on an established rotational schedule if/when substitute coverage are not requested/needed. This position may also provide nurse coverage for fieldtrips as requested. They will provide the fullest possible educational opportunity for each district student by minimizing absence due to illness and creating a climate of health and well-being in the district schools.

### Essential Job Functions

- Stands in for school nurse in their absence when assigned by the Health Services Coordinator to a school location on student's needs and acuity.
- Assesses and evaluates the health and developmental status of students through appropriate screening techniques.
- Monitors initial screening programs in schools served and provides secondary screening prior to referral.
- Assumes responsibility for selection and referral of students identified by the screening process as needing medical or other care.
- Compiles information including observations, appropriate medical records and screening results. Interprets the data to students, their families and school personnel.
- Maintains health records and uses the information accumulated to initiate preventative, remedial or rehabilitate action.
- Monitors pupil immunizations as required by law.
- Records screening data using appropriate computer program.
- Maintains cumulative health records and performs clerical duties as school policy allows access to records on appropriate computer program.
- Participates in health counseling, planned and unplanned, with individuals and groups to assist students in improving their health status and promoting self-care, decision making and wellness behavior.
- Interprets nursing assessments and medical evaluations to students, families and school personnel.
- Plans and supervises daily care of students with disabilities, as needed.
- Provides care management for children with identified health needs.
- Incorporates health teaching in all activities performed.

- Participates as a team member in developing and evaluating IEP's needed for students with special health care needs.
- Assists parents to learn about health problems and aspects of parental responsibility for the health care and maintenance of their child/children.
- Provides relevant health instruction, counseling and guidance to students, school personnel, parents and others on such topics as first aid and emergency care, CPR training and specific health problems.
- Plans, imitates and monitors preventative programs.
- Plans, organizes, and coordinates a system of care for illness, first aid, and emergency care.
- Assumes responsibility for maintenance of the health room
- Monitors injury reports to identify potential hazards and encourage their elimination.
- Administers first aid, care and comfort of ill or injured students as stipulated in written health policies and procedures, if appropriately trained.
- Participates in the development and revision of written health program policies.
- Takes and records accurate temperature, pulse, respiration, blood pressure and other symptoms presented by the student.
- Maintains student records electronically for health room visits.
- Assists in identifying and reporting child abuse and neglect and reports to the appropriate person as outlined in school board policy.
- Makes home visits as appropriate and necessary.
- Serves as a liaison between the school, home, private health care providers, health and social agencies and other community resources to assure appropriate utilization of all available resources for student health needs.
- Consistent and regular attendance is an essential function of this position.
- Ability to work to implement the vision and mission of the district.

### **Other Job Functions**

- Participates in monthly meetings with health services personnel.
- Participates in quarterly meeting of the School Health Advisory Committee.
- Demonstrates professionalism and appropriate judgment in behavior, speech, dress, and appropriate professional manner for the work setting.
- Maintains strict confidentiality.
- Adheres to all district rules, regulations, and policies.
- Other duties as required or assigned.

### **Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: applying pertinent codes, policies, regulations, and/or laws; applying assessment instruments; operating standard office equipment including pertinent software applications; preparing and maintaining accurate records; adhering to safety practices; administering first aid; and operating medical equipment utilized in school environment.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: providing health services in a school setting; state laws regarding communicable diseases; health standards and hazards; stages of child development; district procedures and legal requirements; and treatment modalities.

ABILITY is required to schedule a number of activities, meetings, and/or events; often gather, collate, and/or classify data; and consider a number of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with a variety of data; and utilize a variety of types of job-related equipment. Problem solving is required to analyze issues and create action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific ability based competencies required to satisfactorily perform the functions of the job include: communicating with diverse groups; establishing and maintaining effective working relationships; maintaining confidentiality; meeting deadlines and schedules; setting priorities; working as part of a team; working with frequent interruption; adhering to safety practices; and being attentive to details..

## **Conditions and Work Environment**

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling, some stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 40% sitting, 30% walking, and 30% standing. The job is performed under conditions with some exposure to risk of injury and/or illness. The individual who holds this position will regularly work in a school environment that is noisy and active.