

School Nurse Job Description

Reports To: School Counselor

Length of Assignment: 12 months

Tour of Duty: 7:30 a.m. – 4:00 p.m., Monday through Friday, except Legal Discontinuance days as designated on the school calendar and approved by the School Board of Isna Wica Owayawa.

Employment Status: Salary or Non-Exempt

Primary purpose:

The School Nurse plays an essential role within the Advocacy Program, working closely with the other Advocacy team members to promote comprehensive wellness for Isna Wica Owayawa students, families, and staff. The purpose of this position is to provide a high level of personal medical care by treating student injuries or illnesses and advising students, their families, and staff on health issues.

Responsibilities:

Duties of this job include, but are not limited to:

1. Provide basic healthcare to students in case of injury or acute illness
2. Provides emergency treatment and transportation in case of accidents
3. Detect health problems in early stages through regular screenings
4. Update students' medical history and maintains appropriate health records
5. Coordinates with Indian Health Service for routine physicals
6. Refers condition of ill student(s) for home care and follows up with parents/guardians as needed
7. Provides routine eye examinations and makes referrals to optometrist if indications persist.
8. Provides in-service training for staff and students on first aid education and C.P.R.
9. Confidentiality in relation to student records shall be observed
10. Oversight of health plans for students with chronic illnesses and disabilities
11. Educate students and staff on healthy habits, such as proper nutrition and hygiene
12. Adheres to mandated reporting requirements for suspected child abuse and/or neglect
13. Ensure school environment is safe for children and school staff (e.g. prevention of communicable diseases)
14. Write referrals for pediatricians and other health specialists as appropriate
15. Ensure compliance with national and local health laws
16. Adheres to FERPA and HIPPA regulations

Qualifications:

LPN or RN with a valid national certification required
Excellent organizational and communication skills
Knowledge of basic computer software
Knowledge of Native American culture or willingness to learn

Revised September, 2021

Lakota Language knowledge preferred

Must possess/obtain and maintain a legal driver's license

Must take and pass a Drug/Alcohol test, Background Check and Fingerprinting

Will participate in Isna Wica Owayawa/Loneman School activities that include the community.