

SCHOOL NURSE PRACTITIONER

Code No: 4-08-188
COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a professional nursing position responsible for providing direct nursing services for students, including performing physical examinations, as it relates to the students' performance in a general or special education program. Duties involve determining individual health care needs and ensuring needs will be provided for in the students' educational program. The employee must be certified to practice in the specific specialty area or areas related to the work performed and the work performed must be in accordance with written practice agreements and protocols or collaborative relationships as set forth by the New York State Office of Professions. The work is performed independently under the appropriate license in collaboration with a licensed Physician qualified in the specialty area. The employee retains responsibility for the professional tasks performed within his/her scope of practice. The employee reports directly to, and works under the general supervision of a Director of Special Education, Executive Director of Student and Family Services, or other higher level staff member. Supervision of staff, such as a professional nursing staff, may be a responsibility of this position. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Counsels and instructs school personnel, students and families individually or in groups regarding preventive health care for students;

Advises and counsels teachers, students and families regarding individual health-care needs of students such as diet and activity instructions and required medical procedures (self-catherization, insulin injections, etc.);

Prescribes individual education plans (IEP's) for medical care of students attending general and special education classes, incorporating medical information from family physicians and other service agencies;

Interprets medical findings in reports from family physicians or service agencies for families and school personnel;

Obtains, reviews and evaluates students' medical histories-and makes referrals to other agencies, specialists and family physicians when necessary;

Administers routine well-child medical evaluations for students, under the supervision of family or staff physicians;

Assists in the annual review and updating of written protocols governing first aid, control of communicable diseases, and immunization requirements;

Works with school health personnel and technology services in reviewing and developing standards for gathering and recording health information in a cumulative health record for students;

Maintains and coordinates with school health personnel the data management of all health related student records;

Collaborates with school health personnel to establish policies and procedures pertaining to injuries and emergency illnesses;

Identifies program needs and goals, evaluates services, and makes recommendations to the supervisor;

Coordinates the timely completion and submission of immunization and other regulated paperwork;

Provides direct nursing services to staff.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of nursing principles and techniques as they relate to students, including those with special conditions; ability to advise and counsel families and school personnel in the proper care and understanding of medical conditions as they affect individual performance in an educational program; ability to recognize learning problems symptomatic of related medical problems; ability to assess medical information from several sources and incorporate it into an individual education plan; ability to prescribe an individual education plan for medical care; ability to conduct physical examinations and evaluate medical histories; ability to establish and maintain effective professional relationships in a school setting; ability to review and update written protocols and recording of information; ability to accurately record medical information; ability to maintain accurate records; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: New York State certification to practice as a Nurse Practitioner in one or more of the following specialty areas: Community Health, Family Health, Pediatrics, or School Health.

SPECIAL REQUIREMENTS: When prescribing medication is required:

Successful completion of not less than three (3) semester hours or the equivalent in pharmacology in a nurse practitioner program registered by the New York State Education Department or a program determined by the New York State Education Department to be equivalent to a registered program at the time of appointment.

If you are appointed, you will be required to have a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

Monroe County Civil Service Commission

ADOPTED: August 9, 1984
REVISED: December 14, 1993
REVISED: August 4, 2011
REVISED: February 9, 2012
REVISED: October 6, 2022