

Freeport Area School District

School Nurse Assistant

Job Description

- To provide needed health care, under the supervision and direction of a certified school nurse, to students in order to maintain a safe and healthy environment.
- Provides first aid and other medical services, as designated in approved standing orders.
- Completes paperwork delegated by the school nurse and/or building principal, and assumes an important role as a member of the student health care team.
- Maintains a record of student contacts on appropriate district forms.
- Contacts parents/guardians to arrange transportation for sick or injured students.
- Makes phone contact with parents/guardians of students who are absent from school for medical reasons with the intent of determining the medical condition of the student, as directed by the building principal or school nurse.
- Schedules students for various screening procedures and for medical examinations as directed by the certified school nurse.
- Assists with state-mandated height, weight, and hearing screenings for students in the specific grades according to Pennsylvania Department of Health guidelines.
- Reviews the immunization data on assigned students for accuracy and completeness.
- Provides health services as required for students having special medical needs.
- Works cooperatively in a team approach regarding students with medical needs.
- Administers medication as per district guidelines, and as prescribed by the child's physician.
- Provides medical first aid services under the direction of, or in the absence of, the certified school nurse in accordance with district guidelines.
- Assists students with self-monitoring of chronic illnesses.
- Assess injuries and notifies the certified school nurse of any injury requiring medical or immediate absence from school.
- Screens students who present symptoms of a communicable disease and, under the direction of the school nurse, excludes them from school, when necessary.
- Examines students returning to school following an illness or communicable disease, when necessary.
- Completes paperwork as required by the school nurse and/or the district.
- Maintain confidentiality of protected health information in accordance with all laws and regulations, including verbal, written, and electronic communications.
- Performs other duties as may be assigned by the school nurse or building principal.
- Supports and follows specific health care plans developed by Certified School Nurse.