



BRISTOL-BURLINGTON HEALTH DISTRICT
240 Stafford Avenue, Bristol, Connecticut 06010-4617
Tel. (860) 584-7682 • Fax (860) 584-3814 • www.bbhd.org



SCHOOL NURSE

Supervision: Direct supervision provided by the School Health Services Coordinator. Supplementary supervision provided by the Director of Health.

Job Summary: Promote the health, safety and well-being of students enrolled in public and non-public schools in Bristol. School health services include: first aid/emergency care, medication and treatment administration, postural and vision screenings, case management of students with chronic health conditions, health promotion/education, and linking students to health care providers and other resources.

Examples of Work: The following examples are intended as illustrations of various types of work performed. It is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

- Follow and adhere to the standards of school nursing practice.
- Promotes and protects the optimal health status of students.
- Determines and records on permanent health records the health status of students which includes but is not limited to the following: health history; general health assessment; vision and postural problems; immunizations; and communicable diseases.
- Promotes and assists in the control of communicable diseases.
- Assists in the coordination of tasks of health aides assigned to his/her school health room.
- Administers medications to students and monitors effectiveness and/or side effects.
- Informs schools administrators and staff of students with health needs that require special attention.
- Develops and implements student health plans.
- Interprets the health status of students to parents and school personnel.
- Initiates referrals to parents, school personnel or health plans.
- Participates in student conferences as appropriate.
- Coordinates school and community health activities and serves as a liaison as appropriate.
- Provides training to school personnel on health and safety issues.
- Acts as a resource person in promoting health careers.
- Provides consultation in the formation of health policies, goals and objectives for school health.
- Maintains confidential information in compliance with local, state and federal laws, regulations, policies, and procedures.
- Prepares reports and documents of school health services as appropriate.
- Attends staff meetings and other functions relating to school health services.

Additional Responsibilities:

- Completes special assignments as requested by supervisor.
- Performs other duties as assigned or required.
- Coordinates, participates in and provides ongoing professional education and training as appropriate.



Public Health
Prevent. Promote. Protect.



BRISTOL-BURLINGTON HEALTH DISTRICT

240 Stafford Avenue, Bristol, Connecticut 06010-4617
Tel. (860) 584-7682 • Fax (860) 584-3814 • www.bbhd.org

Healthy People



Healthy Communities

Work Environment: Work is performed primarily in a school, office or community setting. May be exposed to blood, body tissues, or fluids; hazardous waste materials other than blood; and electro-magnetic radiation as in computer screens.

Physical/Mental Requirements: Most be mobile, able to push/pull/lift objects up to 20 pounds and able to sit, stand or walk for prolonged periods; perform moderate motor skills and manipulative skills such as writing and keyboard skills; perform tasks which require hand-eye coordination such as taking certain measurements and test readings and performing data entry; see objects closely as in reading a report; and hear normal sounds with some background noise, distinguish voice patterns and communicate through human speech, as in answering a telephone. Must be able to concentrate on moderate detail with constant interruption; and attend to task/function for more than 60 minutes at a time and remember task/assignment for extended periods of time. *Note: The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

Qualifications Profile: Knowledge of nursing principles and practices. Knowledge of principles and practices underlying the special field of school health. Knowledge of current trends in nursing and of school health literature. Ability to interpret and enforce the federal, state and local laws relating to school health services. Ability to exercise professional judgement in making decisions. Ability to effectively manage time. Ability to maintain accurate health records. Ability to participate cooperatively in school health program. Ability to communicate appropriately and effectively with students, parents, administrators, and other personnel. Ability to use a computer and various software applications.

License or Certification: A BSN or Registered Nurse with a bachelor's degree in a related field from an accredited school. Minimum of one (1) year experience in public health nursing, community health nursing, school health nursing or pediatric nursing. An active license to practice registered nursing in the State of Connecticut. Current CPR certification issued by the American Red Cross or American Health Association of the ability to obtain certification within three months of employment. Must possess and maintain a valid Connecticut driver's license and reliable insured transportation. Maintenance of a current registered nursing license and CPR certification shall be a requirement for continued employment. May be required to obtain additional certifications as a result of demands or legislative requirements.

This position is a 10 month full time position and will be included in a collective bargaining agreement with American Federation of State, County, and Municipal Employees (AFSCME) Council 4, Local 1303-114.