

Sacramento County Office of Education Job Description

Classification Title: Nurse, Special Education

DEFINITION

Under the direction of a principal provides health, nursing and related program services to special education students; serves as resource person to program staff and parents; and provides liaison activities with other community agencies; performs related duties as assigned.

DIRECTLY RESPONSIBLE TO

Principal, Special Education

SUPERVISION OVER

Instructional staff related to student health needs

DUTIES AND RESPONSIBILITIES

(Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found in positions within this classification.)

Examples of Duties

Assesses and evaluates health, nutritional and developmental status of the students; interprets medical and developmental information to staff and parents; counsels parents relative to medical needs and aspects of the program; recommends modification for educational programs related to health status of students; implements Federal and California State law and mandates as they relate to student health and welfare needs; participates in child/adult abuse reporting and training; acts as a liaison with medical providers, public health department, and other service agencies in the community as needed; provides cardiopulmonary resuscitation training (CPR) and health related in-service trainings for employees; writes reports and maintains health records according to State law/mandates and SCOE practices.

Individualized Education Program Process

Conducts assessment/evaluation of student abilities and needs relative to health status; attends and serves as a member of the IEP team to determine eligibility of students for program; assists in the development of IEP instructional and nursing goals/objectives; develops individualized school health plan (ISHP) as needed; provides assessment, training, and supervision of health care services provided by qualified staff and required by the IEP; assists in identifying other related services for the student; reassesses/evaluates student progress and submits reports in a timely manner to coincide with IEP review meetings for students on Designated Instructional Services caseload.

Interpersonal Relations/Communications

Maintains cooperative working relationships with parents, staff, and other school district personnel; serves as a resource/liaison with other agencies and other community services; maintains effective and timely written and oral communication with parents, staff, other school personnel, and community agencies; assesses and analyzes the child's overall health status in order to provide input in regard to educational programming; serves as requested on county/district committees; participates in various school related meetings.

Training/Consultation

Provides parent education related to students' needs; provides inservice training/consultation to staff and school district personnel; consults with staff regarding health and developmental needs of students; evaluates and trains staff to be able to safely and accurately provide for individual student's health needs; participates in applicable staff development activities.

MINIMUM QUALIFICATIONS

Education, Training, and Experience

Baccalaureate degree and current California Registered Nurse license; possess or qualify for California

School Nurse Services Credential; CPR certified instructor, or willing to become certified; work experiences with special education students desired.

Knowledge, Skills, and Abilities

Knowledge of child development, developmental disabilities, assessment, habilitation techniques, family intervention and communication skills required; knowledge of special education programs and services for handicapped children; ability to work cooperatively with members of a transdisciplinary team and to speak and write effectively; must be familiar with school health programs, such as vision, hearing screening, and immunization requirements; ability to assess health status of child and interpret this for use in program training.

Other Characteristics

Possession of a valid California driver's license, and be able to provide own transportation in conduct of work assignments (mileage reimbursed).

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Revised 2/1991
Revised 7/2006
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