

**BAINBRIDGE ISLAND SCHOOL DISTRICT
JOB DESCRIPTION**

LICENSED PRACTICAL NURSE

JOB SUMMARY: Using specialized knowledge, skill and judgment, implement selected aspects of the designated nursing regimen under the direction of an ESA certificated RN and within the scope of practice of the LPN license. Immediate supervision will be provided by the building administrator. Within this general framework, specific assignments will vary.

ESSENTIAL JOB FUNCTIONS:

- Process immunizations and enter into computer system.
- With RN supervision and collaboration, write, revise and/or implement health care plans.
- Dispense medications and administer injections, gastrostomy feedings, suctioning, assist with toileting, etc.
- Provide day-to-day health room duties including dispensing medications and administering injections, gastrostomy feedings, suctioning, assisting with toileting, etc.
- Monitor students with diabetic conditions.
- Maintain up-to-date health records electronically.
- Facilitate vision and hearing screenings.
- Set up and organize health room.
- Organize medical supplies, medications and appropriate forms for off-campus school sponsored activities for students.
- Attend SST/IEP meetings when requested and if health issue is involved.
- Manage health files.
- Coordinate health-related emergency planning and supplies.
- Work in collaboration with office staff and RN.
- Communicate effectively both verbally and in written form with students, staff and parents in a variety of situations.
- Maintain confidentiality and exhibit professional behavior.
- Participate as a team member on special education multidisciplinary teams.
- Provide assistance in highly structured behavior management programs.
- Perform other related duties as assigned.

ESSENTIAL JOB REQUIREMENTS/QUALIFICATIONS:

- Training or experience in a public school setting preferred.
- Experience working with children with disabilities preferred.

KNOWLEDGE, SKILLS and ABILITIES REQUIRED:

- Current LPN license.
- Excellent written and oral communication skills.
- Demonstrated flexibility in working with parents, students and staff.
- Demonstrated ability to work with other professionals in a team setting.
- Basic computer skills.
- Data collection and data management skills required.
- Desire to work with challenging students
- Knowledge of basic concepts of child growth and development and developmental behavior characteristics.

PHYSICAL DEMANDS:

- Persons performing service in this position will exert 10 to 30 pounds of force frequently to lift, carry, push, pull, or otherwise move objects. Occasionally, facilitated lifts of up to 75 pounds will be required to assist with activities of daily living for students with disabilities.
- This position may involve working with students with behavioral challenges necessitating physical intervention.
- This type of work involves frequent sitting, standing, walking, stooping, bending and occasional running.
- Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job.