

DeKalb County School District

Position Specification

Title: Nurse, Exceptional Education

DIVISION	Curriculum & Instruction	P#	7342C0950
DEPARTMENT	Exceptional Education	T#	620950
REPORTS TO	Coordinator III; Principal		
CLASSIFICATION	Teacher	GRADE	Teacher
CALENDAR	10 Month	FLSA	Exempt
RETIREMENT	Teachers Retirement System	APPROVED (HR)	07/02/2012

General Statement of Job

Under general supervision, coordinates, plans, and implements school-based medical support for medically fragile students with disabilities as specified in physician's orders and standards of care.

Specific Duties and Responsibilities

Essential Functions:

The following duties are representative for this position. The omission of specific statements of duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

- Develops treatment plans for the medically fragile special education population based on diagnosis, history, physical assessment, and physician's orders.
- Manages caseload of medically fragile students with disabilities and conducts medical procedures, based on physician's orders, including treatment for chronic and acute conditions.
- Maintains daily documentation of assessments, interventions, treatments and results for special education students on active caseload.
- Attends IEP meetings to assist with developing a plan of medical care and support along with educational plan to meet student needs.
- Trains, educates, and advises students, teachers, administrators, and staff in clinical procedures, infectious diseases, and other health issues regarding medically fragile student.
- Confers with parents, guardians, physicians, and other healthcare providers regarding changes and medical problems; conducts home visits as needed.
- Performs other duties as assigned.

Education and/or Experience

Bachelor's degree from an approved accredited college or university in nursing required.
Minimum of three (3) years of experience in pediatric nursing required.

Certificates, Licenses, Permits

Valid State of Georgia registered nurse license required.
Valid certificates in cardio pulmonary resuscitation (CPR) and first aid required.

Knowledge, Skills & Abilities

Knowledge of principles and practices of professional nursing as well as normal and abnormal child development; educational principles and approaches pertinent to children with traumatic brain injuries, children with various intellectual and learning disabilities, special needs preschool children, visually, hearing and orthopedically impaired children, and children with emotional and behavioral disorders; and DCSD policies and procedures

Skill in oral, written, and interpersonal communications; pediatric nursing and/or public health management, based on prior professional experience.

Ability to understand and interpret a wide variety of assessment tests relative to intellectual, emotional and physical abilities and disabilities; interpret results of medical findings; apply professional nursing principles and practices; identify symptoms of diseases and chronic medical problems; and lift and move persons and objects

ADA Requirements:

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of force greater than that for sedentary work and the worker sits most of the time, the job is rated light work.

Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces.

Stooping: Bending body downward and forward by bending spine at the waist. Requires full use of the lower extremities and back muscles.

Reaching: Extending hand(s) and arm(s) in any direction.

Standing: Particularly for sustained periods of time.

Walking: Moving about on foot to accomplish tasks, particularly for long distances.

Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.

Grasping: Applying pressure to an object with the fingers and palm.

Feeling: Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.

Talking: Expressing or exchanging ideas by means of the spoken word. Those activities in which one must convey detailed or important spoken instructions to others accurately, loudly, or quickly.

Hearing: Ability to receive detailed information through oral communication, and to make fine discrimination in sounds, such as when making fine adjustments on machined parts with or without correction.

Vision: The ability to perceive the nature of objects by the eye. Acuity (near and far vision), depth perception (three dimensional vision), accommodation (adjustment of lens to eye to bring an object into sharp focus), field of vision (area that can be seen up and down or to the right or left while eyes are fixed on a given point) and color vision (ability to distinguish and identify colors) are required factors.

Repetitive Motions: Substantial movements (motions) of the wrists, hands, and/or fingers.

Performance Factors:

Personal Care of Students: The ability to assist students with toileting, feeding, transference from one seat to another seat or location. The ability to remove students' clothing, diaper students, and clean students.

Interaction with Others: Ability to maintain, on a regular and consistent basis, relationships that are not characterized by high levels of hostility, social withdrawal or failure to communicate. Ability to be flexible in situations relative to daily routines. Ability to demonstrate sensitivity to the differences among diverse populations.

Concentration: Ability to maintain workflow and thought processes in the presence of frequent distractions. Ability to ignore irrelevant sights or sounds and intrusive thoughts or stimuli. Ability to manage multiple tasks simultaneously with only few or no errors.

Stressful Circumstances: Ability to produce quality work when short or unexpected deadlines are presented. Ability to adjust work processes without incident when new and unexpected directions are given relative to a project that may be in process. Ability to maintain composure and not compound a situation when interacting with persons who may be angry, demanding or otherwise less than polite.

Independent Judgment: Ability to complete work tasks without being given procedure directions relative to works steps or the final project.

Decision Making: Ability to make appropriate business decisions.

Organizational Skills: Ability to establish priorities; simultaneously manage multiple tasks; and deliver a quality work product by a designated deadline.

Attention to Detail: Ability to recognize errors or layout features that detract from the physical attractiveness or accuracy of a work product.

Public Contact: Ability to communicate professionally and effectively, both verbally and in writing, with superiors, colleagues, and other individuals within and external to the school system. Ability to demonstrate professionalism while interacting with others and to maintain constructive working relationships.

Attendance and Dependability: Ability to be depended on to report to work at the scheduled time and to seldom be absent from work. Ability to complete work in a timely, accurate manner and to be conscientious about work performance.

Employee: _____

Date: _____

Supervisor: _____

Date: _____