

CALIFORNIA MILITARY INSTITUTE

Board Approved: June 18, 2014

Salary Schedule: TBD

The California Military Institute provides equal opportunity in employment without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, sexual orientation, marital status, age and gender in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and school policy. A physical examination and drug screen may be required of all finalists before employment.

JOB TITLE: SCHOOL NURSE

JOB PURPOSE STATEMENT: Under the general supervision of the Commandant/Principal or designee, provides service and leadership in the area of health services to cadets, parents, and staff.

JOB FUNCTIONS:

- Serves as the primary medial resource advising administration on health and safety-related matters
- Conducts all mandated testing and screening including vision, hearing, and scoliosis screening programs. Prepares and submits all required reports related to mandated testing.
- Obtains, assesses, and evaluates the health and developmental status of cadets it identify specific physical disorders and other factors related to the learning process.
- Assures that every cadet's immunization status is in compliance with current statute
- Interprets the health and developmental assessments to parents, teachers, administrators and other professionals directly concerned with the cadet
- Refers the cadets and cadet's parents or guardians to appropriate community resources for necessary services
- Designs and implements a health maintenance plan to meet individual needs of cadets incorporating plans directed by physicians
- Collaborates with Special Education staff to interpret medical findings appropriate to the cadet's Individualized Education Plan and makes medical recommendations consistent with medical findings and indications
- Consults with, conducts in-service training for, and serves as a resource to teachers and administrators, and acts as a participant in implementing or developing any section or sections of a comprehensive health instruction curriculum for cadets by providing current scientific information regarding nutrition, preventive dentistry, mental health, genetics, prevention of communicable diseases, self-health care, consumer education, and other areas of the health curriculum

JOB FUNCTIONS – continued

- Counsels cadets and parents by: (1) assisting children and youth, parents and school personnel to identify and utilize appropriate and acceptable private and community health delivery services for professional care and remediation of health impairments; (2) counseling with parents, cadets, and school staff regarding health-related attendance issues; (3) helping parents, school personnel and cadets understand and adjust to physical, mental, and social limitations; (4) exploring with families and cadets attitudes, information and values which affect their health and behavior
- Serves as a member of Cadet Review Teams to provide health-related information relative to academic performance and/or behaviors
- Protects cadets by implementing policies regarding the exclusion and readmission of cadets suspected of carrying infectious or communicable diseases
- Oversees the maintenance and security of computer-based emergency and health-related information specific to individual cadets
- Ensures that policies regarding medications are followed and monitors cadets to ensure compliance with physician instructions
- Provides necessary and reasonable emergency care in cases of injury or illness, including, but not limited to, the administration of properly prescribed medications, Epi-pens, and Diastat, and completes reports on all accident victims and distributes them to appropriate personnel
- Provides regular medical services to cadets requiring the oversight of a health professional including, but not limited to, the administration of insulin, and prescription medicines, within the limits of a Registered Nurses authorization by the California of Board of Registered Nursing
- Assists teachers, as requested, in developing health units or by giving lectures on health-related topics
- Reports all unsanitary or hazardous conditions at the school to the Principal/Commandant or designee
- Cooperates with parents and physicians in excusing cadets from physical education classes as required, initiates referrals for home teaching assignments in the case of extended illnesses, makes necessary home visits
- Participates in community and regional organizations and attends meetings to keep abreast of current best practices, legislative changes, and State policies
- Remains knowledgeable about new medical/health concepts, ideas and trends
- Communicates with parents and involved community practitioners and agencies to promote needed medical treatment and secures reports of medical findings pertinent to educational planning

JOB FUNCTIONS – continued

- Prepares necessary annual reports
- Establishes and maintains effective working relationships with staff, students, parents, and community members.
- Performs other duties as assigned

PHYSICAL ABILITIES

- Visual ability to read handwritten or typed documents and the display screens of various office equipment and machines
- Able to communicate and obtain information in English
- Able to sit, stoop, kneel, squat, bend, lift (10 pounds), carry (10 pounds), push/pull (10 pounds), climb and walk
- Able to exhibit a full range of motion for shoulder, elbow, back, hip and knee
- Able to operate a computer or other office equipment with sufficient manual dexterity to be safe and efficient

JOB QUALIFICATIONS:

Education:

- Graduation from an accredited nursing program resulting in qualification for Registered Nurse designation
- Bachelor of Science in Nursing (BSN) is preferred

Experience:

- Prior military experience is preferred

Licenses, Certifications, Bonding, and/or Testing:

- Current license as a California Registered Nurse
- Valid California School Nurse Services Credential authorizing Health Services in a public school or the ability to obtain one

JOB TITLE: SCHOOL NURSE

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JOB QUALIFICATIONS - continued

- Valid Driver's License
- TB Clearance
- Drug/Alcohol Clearance
- Criminal Justice Fingerprint Clearance

EMPLOYMENT STATUS:

- Certificated Position