



REVISED: Submitted:  
07/17/2019 07/16/2019

JOB TITLE:	NURSE PRACTITIONER HEALTH SERVICES
DIVISION	ACADEMIC SERVICES
SALARY SCHEDULE/GRADE:	II, GRADE 8
WORK YEAR:	AS APPROVED BY BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8503
BARGAINING UNIT:	CLAS

#### SCOPE OF RESPONSIBILITIES

Functions in an expanded nurse practitioner role as defined by the Kentucky Board of Nursing Scope of Practice. Serves as a consultant to school, Family Resource/Youth Service Center staff, and other JCPS departments in communicating between home, school, and community to assist in meeting the school health requirements, and follow up on health concerns as applicable to assigned location. Plans and implements a Coordinated School Health (CSH) program as defined by the Centers for Disease Control, with specific emphasis on the health services component.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Provides assessment, counseling, education and management including diagnosis, and prescribing treatment of common health conditions as supported by appropriate clinical standards of care resources (i.e. Clinical Guidelines and Family Practice Constance R. Uphold and Mary V. Graham) in cooperation with parents, healthcare providers, and collaborative physicians

Promotes wellness and performs/arranges the prevention and control of communicable diseases to ascertain improved attendance, including securing and administering the Vaccines for Children program

Consults with and serves as liaison to staff, parents, students, healthcare providers and community agencies on health-related issues

Secures a complete health, psychosocial, and physical history and records findings in a systematic, accurate and succinct form, as applicable to assignment and/or needed

Performs complete physical examinations and appropriate medical procedures and treatment as needed

Monitors and assists with planning, developing and implementing CSH programs and services to meet district departments and individual school health needs under the direction of the health services coordinator

Provides training to staff, parents, and students on health-related issues

Keeps current on medical information, public health issues, and treatment procedures, and maintains current certification in first aid and CPR including instructor's certificate

Works in cooperation with and provides trainings for other District school nurses/nurse practitioners, and provides oversight and supervision for district nurses (LPN and RNs), along with contract agency nurses with fulfilling the medical needs of students

Maintains records and prepares necessary forms and reports, etc. according to program standards

Acts as a resource for all health concerns in the District and assists with staff wellness programs

Conducts home visits in conjunction with Pupil Personnel and the FRYSC and educates/treats/refers as needed to ascertain improved attendance

Collaborates with District departments, parent advisory committees, health care providers, mental and dental health providers, youth and family service programs, health management and local colleges and universities to serve and act as health/medical mentors and preceptors for universities and colleges

Performs medical services for which training will be provided

Evaluates staff as assigned

Performs other duties as assigned by the supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline
--

<b>PHYSICAL DEMANDS</b>
-------------------------

The work is primarily sedentary unless performing certain health services. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, reaching, with the ability to lift, carry, push or pull light weights. The work requires activities involving exposure to marked changes in temperature and humidity, and driving automotive equipment.
--

<b>MINIMUM QUALIFICATIONS</b>
-------------------------------

Current license as a Kentucky Registered Nurse
--

Certified as an Advanced Practice Registered Nurse (APRN) Practitioner in the State of Kentucky
---

Master's Degree
-----------------

Current Family or Pediatric Nurse Practitioner Certification
--

Two (2) years of successful nursing experience
--

Effective communication skills
--------------------------------

<b>DESIRABLE QUALIFICATIONS</b>
---------------------------------

Experience in community and pediatric/adolescent nursing
--

Classroom teaching experience
-------------------------------

Experience in diverse workplace
---------------------------------