

MENIFEE UNION SCHOOL DISTRICT
LICENSED VOCATIONAL NURSE (LVN)

DEFINITION:

Under the supervision of the Director of Pupil Personnel Services and under the professional direction of a California credentialed District Nurse, a Licensed Vocational Nurse (LVN) may be required to implement specialized health care procedures for medically fragile children. The employee shall also do other job related work as required.

EXAMPLES OF DUTIES:

Works cooperatively with the District Nurse and administration. The level of supervision (immediate, direct or indirect) required to administer the provision of specialized physical health care services shall be determined and supervised by the credentialed school nurse or licensed physician. These professionals shall determine both the competence of the qualified designated persons and the level of supervision required. The District nurse will routinely assess the LVN's skills, provide training, including return demonstrations and scheduling on-the-job training pursuant to and according to the Vocational Nurse Practice Act.

ESSENTIAL FUNCTIONS:

Duties listed are typical according to the Vocational Nurse Practice Act, but not exclusive:

- Blood pressure monitoring, catheterization, diabetic monitor, insulin administration, gastrostomy tube/button feeding method, gastrostomy tube reinsertion, no IV administration other than Heparin, catheter-Central Venous Line site care, mechanical ventilation, ostomy care, oxygen administration, postural drainage and percussion, respiratory assistance with inhaler or mechanical nebulizer, tracheotomy care including cleaning, suctioning and tube replacement.
- All specialized health care procedures are provided under specified written provisions approved by physician and district nurse with the parent's written request.
- Administers prescribed medications according to instructions and district policies and the Vocational Nurse Practice Act.
- Administers emergency health care plan as designated by the district nurse, parent and physician.
- Communicates with the district nurse any observed medical conditions of the assigned student(s).
- Participates in IEP meetings as appropriate.
- Records appropriate medical procedures and/or medication administration on daily log.
- Provides staff with current information regarding specific health problems of their students.
- Coordinates and consults with district nurse regarding first aid and emergency care of assigned student(s).
- Coordinates and participates in routine in-service training as required.
- Consults with staff regarding health information as needed.
- Demonstrates and models safe, prudent work behaviors and practices that result in a safe and healthy environment.
- Perform related duties as assigned.

EMPLOYMENT STANDARDS:

KNOWLEDGE/ABILITIES:

Knowledge of:

- Special program goals and objectives, general concepts of child development and characteristics of children with special needs.
- Skills and abilities in vocational nursing, first aid, CPR, administration of medications, performing specialized health care procedures and techniques, detecting signs and symptoms of child abuse, infection control procedures and techniques, infection control procedures, hazardous waste management, and recordkeeping and reporting.
- Universal health precautions, proper techniques for handling and disposing of hazardous materials.

Licensed Vocational Nurse (LVN)

Ability to:

- Communicate effectively one-on-one and in small groups.
- Exercise judgment in dealing with emergencies and special health needs.
- Handle emergency situations calmly and effectively.
- Use discretion in handling confidential records.
- Establish and maintain effective relationships with students, parents, staff and other health care professionals and the general public; effective communication and interpersonal skills.
- Operate a computer.

EDUCATION AND EXPERIENCE:

One year of nursing experience working with medically fragile children or adults; or any combination of training and experience that would likely provide the desired knowledge and abilities.

LICENSES AND CERTIFICATES:

Possess a valid State of California License of Vocational Nursing.

Possess and maintain a valid First Aid Certificate and Cardio-Pulmonary Resuscitation (CPR) Certification.

Possession and maintenance of a valid and appropriate State of California driver's license.

PHYSICAL ABILITIES

- Visual ability to read handwritten or typed documents and the display screen of various office equipment and machines.
- Able to conduct verbal conversation in English or other designated language.
- Able to hear normal range verbal conversation (approximately 60 decibels.)
- Able to sit, stand, stoop, kneel, bend, and walk.
- Able to sit for sustained periods of time.
- Able to kneel or squat for extended periods of time.
- Able to climb slopes, stairs, steps, ramps, and ladders and push and pull objects.
- Able to lift and/or carry up to twenty (20) pounds up to four (4) hours per day, and fifty (50) pounds occasionally up to one (1) hour per day.
- Able to push and pull objects weighing up to forty (40) pounds up to two (2) hours per day.
- Able to exhibit full range of motion for shoulder external rotation and internal rotation, shoulder abduction and adduction, elbow flexion and extension, shoulder extension and flexion, back lateral flexion, hip flexion and extension, and knee flexion.
- Able to demonstrate manual dexterity necessary to operate calculator, typewriter, and/or computer keyboard at the required speed and accuracy in a safe and effective manner.

8/20/08