



## **Goleta Union School District**

Licensed Vocational Nurse

### ***Basic Function***

Under the indirect supervision of a school nurse, provide specialized health care as defined in the California Administration Codes. Specialized health care includes, but is not limited to specialized feeding, dispensing medication, tracheotomy tube suctioning, etc.

### ***Representative Duties***

Perform specialized health care procedures for students following an Individual Health Care Plan (IHCP) that has been developed by the school nurse. Specialized care in IHCP may include but is not limited to the following: diabetic testing and administration of medication, catheterizations, tracheotomy care, suctioning, oxygen therapy, vagal nerve stimulation and administration of rectal diastat.

Assess illness and injuries and apply first aid as needed; assess and assist students with seizures; check for head lice, skin abnormalities, and other conditions.

Assist disabled students in areas related to activities of daily functions such as feeding, toileting, exercises and positioning.

Provide emergency care in situations such as anaphylactic shock, cardiopulmonary distress, respiratory distress, insulin reactions, hypoglycemic reactions, seizures and other medical emergencies.

Administer prescribed medications as ordered by a physician following the Nurse Practice Act and other state and federal regulations, and monitors for any unexpected, abnormal or allergic reactions to medications.

As directed by school nurse, review student immunization and health records and assist families to assure compliance with immunizations laws.

Effectively create and maintain records, and accurately compile and complete required reports.

Observe health and safety regulations

Establish and maintain cooperative and effective working relationships with others while using interpersonal skills of tact, patience and courtesy.

Participate in field trips and supervise students in the break areas or bus loading.

Perform other job related duties as assigned that support the objective of the position.

### ***Knowledge and Abilities***

*Knowledge of:*

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Child/Adolescent development and guidance principles related to disabled and/or at-risk youth including family and community involvement.

Medication management of students

Modern medical terminology, equipment and techniques

Operation of specialized medical equipment, machines, and instruments

Basic diagnostic methods for medical conditions and diseases

Accepted methods and principles of personal hygiene

Specialized health care procedures and crisis intervention techniques

Public health agencies and local health care resources

CPR, first aid, and appropriate activities for the care and disposition of special needs students

Universal precautions in handling blood or body fluids.

*Ability to:*

Provide specialized health care as defined in the California Administration Codes.

Perform a variety of specialized health care procedures

Recognize the need to provide for the personal privacy and dignity of physically handicapped children.

Lift children in and out of wheelchairs, braces, and other orthopedic equipment.

Maintain emotional control in difficult situations.

Recognize and report safety hazards.

Perform routine clerical duties and maintain records.

Work independently.

Provide information and assistance to parents, the general public and other staff members in a helpful, courteous and timely manner.

Maintain confidentiality of privileged information obtained in the course of work.

Communicated clearly and concisely, both orally and in writing.

Understand and follow oral and written directions.

Analyze situations accurately and adopt an effective course of action.

React calmly, effectively and efficiently under stressful situations and emergencies.

## ***Education and Experience***

### ***Licenses and Other Requirements***

Current California LPN, LVN or RN license/certificate required.

CPR/First Aid Certificate

### ***Working Conditions***

*Environment*

Classroom/playground

*Physical Demands*

Dexterity of hands and fingers to operate various health-related equipment.

Lifting and/or moving up to 35 lbs.

Stoop and/or kneel.

Bending at the waist.

Turning/twisting.

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### *Hazards*

Playground environment