

PERRIS UNION HIGH SCHOOL DISTRICT

Board Approved: June 15, 2011

Salary Range: 34; Row 31

Perris Union High School District 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 Perris Union High School District policy. A physical examination and drug screen may be required of all finalists before employment.

JOB TITLE: LICENSED VOCATIONAL NURSE (LVN)

JOB PURPOSE STATEMENT:

Under general supervision of the Director of Special Education or Designee, the Licensed Vocational Nurse provides health services to students with specialized physical health care needs under the guidelines provided by the student's doctor; provides specialized support services in various instructional settings for students in Perris Union High School District programs 7th – Adult.

JOB FUNCTIONS:

- May administer blood pressure monitoring, catheterization, diabetic monitor, gastrostomy tube/button feeding method, gastrostomy tube reinsertion, intravenous medication and infusion (with tube in place), siliastic catheter-Central Venous Line site care, feeding or medicating, 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.
- May assist in the toileting of students, frequently involving lifting and cleaning of students, diapering, and the care of devices such as feeding tubes, catheters, urinary and colostomy bags; supervises teenage students in the use of sanitary supplies.
- Follows all specialized health care procedures provided under specified written provisions approved by the student's physician with the parent's written request.
- Dispenses medication; records medication and treatment given as prescribed by the physician.
- Assists in the loading and unloading of special needs students from buses and in the transferring of students to and from classrooms and events.
- Maintains student health and emergency medical records.
- Supervises special needs students in snack and lunch activities and outdoor campus activities.

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JOB FUNCTIONS – continued

- Assists special needs students in learning or using special equipment, in the development and maintenance of appropriate social behaviors, modeling gross motor skills and independent mobility, and in instructional activities.
- Communicates regularly with other members of the instructional team regarding daily performance of students.
- Performs a variety of clerical and recordkeeping activities (e.g., charting student progress, maintaining records and preparing reports) with accuracy.
- Participates in IEP meetings as appropriate.
- Assists in teaching students self-feeding and grooming skills.
- Administers emergency health care plan as designated by the district nurse, parent and physician.
- Communicates with parents, students, licensed physician, and when appropriate, the district nurse, any observed medical conditions of the assigned student(s).
- Administers first aid and provides medical assistance.
- Ability to respond effectively to emergencies.
- Follows universal health precautions as it pertains to the proper techniques for handling and disposing of hazardous materials.
- May assist by riding school bus with student to and from school as recommended by the IEP team.
- May assist with community based instruction as determined by the IEP.
- Possibility of travel/reassignment from work location to work location.
- Participates in various meetings for the purpose of receiving and/or providing information.
- Coordinates and participates in routine in-service training as required.
- Demonstrates and models safe, prudent work behaviors and practices that result in a safe and healthy environment.

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JOB FUNCTIONS – continued

- Performs related duties as assigned.
- Establishes and maintains effective working relationships with staff, students, parents, and community members.
- Understands health policies and procedures.
- Maintains and ensures student's rights to confidentiality and privacy.
- Ability to work under minimal supervision.

PHYSICAL ABILITIES:

- Visual ability to read handwritten or typed documents and instructions and observe accurately from a distance
- Able to conduct verbal conversation in English and read English
- Able to hear normal range verbal conversation (approximately 60 decibels)
- Able to stand, walk, and sit; use fingers repetitively; use wrists or hands repetitively in a twisting motion or while applying pressure; use both hands simultaneously; have rapid mental or muscular coordination
- Able to lift moderately heavy objects; have the ability to occasionally lift up to 50 pounds, frequently lift up to 5 pounds and constantly lift a minimum of 5 pounds; have the capability to push 30 pounds maximum force and possess the capability to pull 30 pounds maximum force
- Able to bend at the waist, kneel, crouch, stoop, and reach overhead above the shoulders and horizontally; ascend and descend stairs
- Able to sit for long periods at a desk and in front of a computer
- Able to operate office machines and equipment in a safe and effective manner
- Able to work a wide range of weather conditions

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JOB QUALIFICATIONS:

Education:

- High School graduate or equivalent and one to two years of nursing related experience working with medically fragile children or adults.
- Two years of school related experience is desirable.

JOB QUALIFICATIONS - continued

Licenses, Certifications, Bonding, and/or Testing:

- Valid Licensed Vocational Nurse (LVN) license required
- Valid First Aid and CPR Certificate issued by an authorized agency
- Valid Driver's License
- TB Clearance
- Drug/Alcohol Clearance
- Physical Examination Clearance
- Criminal Justice Fingerprint Clearance

Membership in CSEA or payment of an equal service fee is a condition of employment