

JOB TITLE
HEALTH SCREENING NURSE

DIVISION
ADMINISTRATION

REPORTS TO
DESIGNATED COORDINATOR

SALARY SCHEDULE & GRADE
IA, GRADE 7

LENGTH OF WORK YEAR
AS APPROVED BY THE BOARD

DATE
AUGUST 9, 2010

SCOPE OF RESPONSIBILITIES

Assumes responsibility for performing screening tests for vision and for hearing at each assigned school in order to identify students who may need further medical follow up and to meet the state regulation regarding vision and hearing screenings..

PERFORMANCE RESPONSIBILITIES

1. Participates in all training necessary to perform job functions.
2. Maintains a knowledge of school routine procedures, related community services, and school health procedures.
3. Visits schools as needed to conduct health screening services.
4. Provides training for health screening services.
5. Complies with all rules and regulations governing personal hygiene and safety within the screening process.
6. Maintains essential good will, good health habits, and cooperation with inside and outside contacts.
7. Ensures testing equipment is in proper working condition.
8. Records test results on each student's health card and assists with follow up as needed.
9. Maintains appropriate records and forwards data to Health Services for the follow up process and the state report.
10. Duties may include performance of health services, for which training will be provided.
11. Performs other duties as assigned by the designated coordinator.

PHYSICAL DEMANDS

The work is primarily sedentary. It requires the ability to communicate effectively using speech, vision and hearing. The work requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS

1. Current Kentucky license as Licensed Practical Nurse (LPN) or Registered Nurse

DESIRABLE QUALIFICATIONS

1. Familiar with school routine
2. Ability to work with diverse groups
3. Ability to work with administrators/teachers
4. Experience using Audiometers, Titmus Vision Machine, tympanometer

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