

LICENSED PRACTICAL NURSE (SCHOOL)

DISTINGUISHING FEATURES OF THE CLASS: This is paraprofessional work involving the routine care of students in accordance with detailed, well-defined rules and regulations. Responsible for assisting registered professional nursing staff in carrying out orders prescribed by physicians. While the work requires skill and understanding of routine nursing practices, the exercise of professional judgment is not required. Assignments concerning patient care are given specifically and supervised closely by a registered professional nurse or physician. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Administers emergency first aid to students and school staff;
Prepares and maintains student health records and reports, using computer system;
Consults with School Nurse and/or Registered Professional Nurse (School) regarding unusual or difficult problems;
Distributes health materials and literature to students and prepares simple health displays and exhibits on health topics;
Reviews health records to ensure required information is submitted;
Processes and files accident reports for staff and students;
Assists school physician and/or nurse in physical, visual and auditory screening examinations of students;
Performs related clerical duties, such as reminder letters to parents, reports of school screening results, etc.;
May take health history information from new students;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Working knowledge of current routine nursing practice; skill in the application of current practical nursing procedures and techniques of patient care; ability to communicate effectively; ability to get along well with students and others; ability to accept and utilize guidance; good professional judgment; tact and courtesy.

MINIMUM QUALIFICATIONS:

Current license and registration issued by the Office of Professions, New York State Education Department, to practice as a Licensed Practical Nurse (LPN).