

# PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS

## JOB DESCRIPTION

- TITLE:** Registered Nurse
- REPORTS TO:** Building Principal and Director of Special Services
- QUALIFICATIONS:**
1. Registered Nurse in New Jersey
  2. Pediatric experience preferred
- JOB GOAL:** To assist the certified school nurse in the efficient operation of the school health program.

## PERFORMANCE RESPONSIBILITIES

1. Assist in maintaining the health office under the direction of the certified school nurse and building principal.
  - a. Render first-aid for injuries and illnesses
  - b. Dispense medication according to Board Policy under direction of the certified school nurse and building principal as approved by the school physician.
2. Maintain health records and perform clerical tasks.
3. Assist the certified school nurse in areas where he/she is professionally trained and has the opportunity to perform:
  - a. Vision screenings
  - b. Auditory screenings
  - c. Heights and Weights
  - d. Blood Pressure screenings
  - e. Body Mass Index screenings
4. Inform parents of any deviations found during health screenings.
5. Perform such other appropriate duties as assigned by the certified school nurse or building administrator.

Date Adopted: 5/12/09

JD/Special Services