

COWETA COUNTY SCHOOL SYSTEM NEWNAN, GEORGIA

POSITION VACANCY

DATE: January 26, 2007

CLOSING DATE FOR APPLICATION: Until Filled

POSITION TITLE: SUBSTITUTE SCHOOL NURSE – 180 Day Schedule - 8 hours per day

JOB DESCRIPTION:

Maintain the acute/chronic health care clinic in the school. Administer medication in accordance with standards set by the System Registered Nurse and school system policy. Administer emergency injections as required and approved by SRN. Administer and document all medication issued within the school setting. Perform basic first aid/CPR as needed. Complete accident reports in school. Practice infection control guidelines. Perform catheterizations for students with elimination dysfunction. Monitor pediculosis. Assist students and staff with personal health care needs. Communicate with parents/guardians regarding health care needs of students. Assist other school health personnel and/or SRN in establishing individual health care plans. Assist SRN in scheduled classes and in-services. Attend yearly updates for first aid, medication administration, pediculosis monitoring, universal precautions, vision testing, and basic health care skills. Disseminate information about health resources available to families. Assist in education to prevent high-risk behavior such as use of tobacco, alcohol, and other drugs. Perform such other duties as required by the System Registered Nurse and/or Director of Administrative Services.

REQUIRED EDUCATION, CERTIFICATION OR TRAINING:

Current Georgia licensure in nursing.

REQUIRED SKILLS:

Including but not limited to medication administration, health assessment, tube feedings, catheterization, suctioning, basic first aid, current CPR certification, basic computer skills. Must take and pass a Medication Exam to be given by the System Registered Nurse.

REQUIRED EXPERIENCE:

One (1) year patient care experience.

APPLY TO:

**DIRECTOR OF HUMAN RESOURCES
COWETA COUNTY SCHOOL SYSTEM
P.O. BOX 280 - NEWNAN, GEORGIA 30264**

**The Coweta County Board of Education reserves the right to accept
equivalent qualifications as the Board may deem appropriate and acceptable.**

**The Coweta County School System does not discriminate on the basis of age, sex, race, color,
national origin or disability in its educational programs, activities or employment practices.**