



Cypress-Fairbanks Independent School District

An Equal Opportunity Employer

EMPLOYMENT OPPORTUNITY

REGISTERED NURSE

- Qualifications:**
1. Bachelors degree or higher from a recognized, accredited university;
 2. Graduate of accredited school of nursing and licensed by the Texas Board of Nurse Examiners to practice nursing;
 3. Two (2) or more years of nursing experience preferred.

Terms of employment: Probationary/Term Contract: 187 days

Salary: Salary Range (based on experience) as set by the Board of Trustees for the school year 2009-2010.
Pay Grade T62 – beginning salary \$43,000

Inquiries should be made to: Jan Jones
Director of Health Services
Phone: 281-897-4015
e-mail: jan.jones@cfisd.net

Applications accepted online. For information: Assistant Directors for Professional Staffing
P. O. Box 692003
Houston, Texas 77269-2003
Phone: 281-897-4050
Fax: 281-517-2826
e-mail: janette.camp@cfisd.net

A handwritten signature in blue ink, appearing to be "J.H.".

[Apply online](#)
Job Category 3: School Nurse

Deadline for application: Until filled

Post-school nurse 10-1-09

ESSENTIAL FUNCTIONS:

The school nurse shall provide and coordinate the Health Services program in the school assigned, such as:

RESPONSIBILITIES TO STUDENTS:

1. Provide emergency care for the ill and injured, using first aid procedures and obtaining necessary assistance in cases of serious trauma and/or illness.
2. Assist with the management of students who have health problems in the school setting.
3. Provide health appraisals including: height, weight, vision, hearing, tympanometry and spinal screening or other health problems as deemed necessary.
4. Provide referrals and follow-up for identified health problems as necessary to attain optimum health for each student.
5. Maintain accurate and complete health records on each student including immunizations records, health history, screening results, referral and follow-up information.
6. Adhere to the Texas immunization law securing records on each student and updating records as necessary on the health cards and the computers.
7. Control communicable diseases (exclusion and re-admission): notifying the health department of all reportable diseases.
8. Dispense medication according to law and district policy. Document time, dosage and name of person administering medication.
9. Promote health education individually, in the classroom and as a resource to the teacher, thus promoting optimum health.
10. Sponsor Medical Career Clubs in the high schools.
11. Make home visits as part of the assessment and follow through process.
12. Provide health counseling for students with health problems cooperating with principals, teachers, counselors, family physicians and other agencies.
13. Participate in the ARD process when necessary.
14. Participate as an active member of the crisis team.

RESPONSIBILITIES TO SCHOOL DISTRICT, PRINCIPAL, DIRECTOR OF HEALTH SERVICES AND STAFF MEMBERS:

1. Actively support the philosophy of the school district and the total school programs.
2. Communicate effectively with the principal in interpreting and implementing policies, laws and procedures of the health services program.
3. Provide faculty and other personnel, who have a need to know, with information about students with medical conditions. Assist with the management of these problems in the

classroom. Maintain updated information on students with medical conditions keeping records confidential.

4. Compile monthly health services reports and annual reports of all screening results and immunizations. Reports are sent to the Director of Nurses.
5. Continue to pursue educational studies to maintain a professional level of performance.
6. Cooperate with other staff members in child abuse and drug abuse cases, assisting with the assessment, documentation and referral process.
7. Update skills in CPR/AED each year. Teach CPR/AED to staff members yearly.
8. Attend monthly health services staff meetings and other meetings required of staff members in school assigned.
9. Perform other health-related duties as assigned by the principal and/or Director of Nurses.

RESPONSIBILITIES TO COMMUNITY:

1. Promote health by participation in community health activities such as blood pressure screening, organizing blood drives, teaching First Aid and CPR Courses and assist the American Red Cross during disasters, serving in shelters at designated schools in the district.
2. Be a liaison between the school and community, physicians, hospitals and other health agencies.