

**WAYNE COUNTY SCHOOLS  
JOB DESCRIPTION**

- Position:** Itinerant School Nurse
- Evaluated by:** Principal/Assistant Principal – Home School
- Job Description:** The School Nurse is assigned to deliver health services to students in accordance with state and county policies and guidelines.
- Qualifications:** Holds or qualifies for a West Virginia Professional Service Certificate endorsed for school nurse.  
Holds a valid West Virginia License for Registered Nurse.

**Length of Employment:** 210 Days

**Responsibilities:** The School Nurse shall have the following responsibilities and duties:

1. To plan, develop and implement programs that facilitate health services for students.
2. To gather and interpret data relevant to health services for students.
3. To provide health services to students.
4. To collaborate with other school personnel and parents/guardians to coordinate the delivery of health services to students.
5. To communicate effectively.
6. To perform routine vision, hearing, scoliosis, dental and general health screenings.
7. To monitor specific programs related to the health needs of students.
8. To submit required federal, state and/or local reports (i.e., communicable disease status, health related classes, CPR training).
9. To participate in child abuse referrals.
10. To perform other health related inspections and appraisals as needed.
11. To monitor student immunization for school entry.
12. To monitor permanent health records procedures.
13. To interpret and provide advice on student medical records.
14. To make appropriate medical referrals.
15. To assist classroom teachers with growth and development instruction for the appropriate grade levels.
16. To complete and maintain Medicaid records as assigned by the Director of Special Programs.
17. To make home visits as needed.
18. To develop nursing care plans for students with major health problems.
19. To serve on Student Assistance Program teams as appropriate.
20. To maintain professional work habits.
21. To maintain and upgrade professional skills.
22. To perform other duties as assigned by the Director of Special Programs.