

Pathway Mission Statement

At its founding in 1961, Pathway was among the very few schools in the greater Philadelphia area designed exclusively for the learning disabled child, and unified the disciplines of psychology, psychiatry, medicine and social work with education. Since then, The Pathway School has increased the size of enrolment and staff who support the students, developed the vibrant learning environment located on a 12-acre campus in Jeffersonville, and solidified its reputation as a leader in innovative, quality programs and services for those who need a specialized education. Throughout all of its growth, the school's mission has remained the same: **to build academic, social, and life skills in students with special needs, to promote their success and independence after Pathway.**

Position: School Nurse Assistant (LPN Certification)

Position Schedule: Full-time, Monday thru Friday
(7.5 hrs./day, 37.5 hrs./week)
School Year Schedule + 30-day Extended School Year Program
Non-Exempt

Department: Education – Health Services

Relationship: Reports to School Nurse

Functions: Provides assistance to the School Nurse in the provision of medical and nursing care to Pathway students within the guidelines of the PA Department of Education and PA Department of Health.

QUALIFICATIONS:

Education: Active LPN Certification required.
Bachelor Degree in Nursing or a related field a plus.

Experience: Minimum of 2 years' experience providing nursing care in a school, an adolescent care center or other special education environment.

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Must have the ability to work effectively with students of all disabilities in a school setting including those on the Autism Spectrum, as well as, those with emotional support needs.

Knowledge/Technical Skills:

- Administer medications and document therapeutic effects within scope of practice.
- Ability to take vital signs (temperature, blood pressure, pulse and respiration).
- Ability to properly administer injections and provide wound care.
- Solid understanding of PA Department of Education regulations in a school setting relative to the health of students.
- Must be capable of working within the framework of nursing regulations within State and Federal nursing law and guidelines.
- Excellent technology skills with experience working with Microsoft Office Products (Word, Excel and Powerpoint). Working knowledge of databases, data entry and reporting.

Competencies:

- Ability to manage through school-wide change positively.
- Ability to provide a high level of customer services both internally and externally.
- Demonstrates a high level of professionalism in all activities.
- Ability to be innovative and creative and multi-task.

Compliance:

- Must comply with Act 168 and submit a completed Sexual Misconduct Form.
- Must able to obtain and maintain a satisfactory PA criminal background check, Child Abuse & FBI clearances and pass a drug test, as well as, a TB Test;
- Must be able and willing to drive and have a valid PA driver's license.
- First Aid and CPR Certifications required.

Physical Requirements:

This position requires a high level of energy. Physical activities can include both sitting and standing for long periods of time; lifting, climbing, bending/stooping, grasping and pulling. Must have full range of motion in order to provide possible emergency care and/or administer effective/safe CPI techniques. This position requires walking and could include working in both an indoor environment as well as an outdoor environment (cold/hot).

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Professional Responsibilities:

- Under the direction of the School Nurse, will ensure that the utmost in competent nursing care and safety is consistently delivered to all students.
- Participate in screening students for their annual health checks as required by the PA Department of Health & Department of Education.
- Assist the school nurse in evaluating students who present medical needs during the school day.
- Provide any necessary healthcare information to both internal and external customers with the regulatory guidelines and under the direction of the School Nurse.
- Provide communication, as assigned by the School Nurse, to school staff and parents as needed.
- Provide medication administration when needed by on-site and off-site (field trips).
- Respond to medical emergencies when needed.
- Assist in the development and the communication of student healthcare plans when needed.
- Work alongside the School Nurse in the collection of any data needed for the admission of new students to the school and in the collection of student medical records. Assist in the maintenance of student medical files.
- Order supplies or inventory collection when requested.
- May assist in providing information to the school's safety committee, and any other committee which may have medical implications.
- Any other duties, consistent with the functions of my department and job description, which I am qualified to perform.

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