

DEPARTMENT: ALL APPLICABLE
CLASSIFICATION: NON-COMPETITIVE – NYSCSC APPROVED 12/17/2001
APPROVED: OCTOBER 15, 2012

SCHOOL HEALTH CARE AIDE

DISTINGUISHING FEATURES OF THE CLASS: This position involves working under the direct supervision of the School Nurse and classroom teacher. Gives personal care services in the school setting and while student is enroute and from school. Provides safe, effective personal care to student and performs other simple procedures as directed by the School Nurse. Assists student in the performance of instructional activities as directed by the classroom teacher. Performs related duties as required.

TYPICAL WORK ACTIVITIES:

1. Gives personal care services in the school under the direction of the School Nurse including:
 - a. Monitors catheterization needs, which may occasionally require direct involvement with catheterization;
 - b. Assists and monitors other toileting needs;
 - c. Feeds the student;
 - d. Performs simple dressing changes;
 - e. Tests urine;
 - f. Takes temperature, pulse and respiration;
 - g. Decubitus care;
 - h. Foley catheter irrigation;
 - i. Assists student with self-administered medication prescribed by a physician;
 - j. Assists student in performing exercises prescribed by appropriate professional personnel;
 - k. Assists student with bracing needs, including locking braces whenever he/she changes position;
 - l. Assists student into and out of wheelchair;
 - m. Assists student on and off the bus;
 - n. Assists student when he/she transfers from chair to floor, etc.;
 - o. Assists student in routine ostomy care and changing of appliances.
2. Coordinates with School Nurse and classroom teacher to provide for student's physical needs;
3. Assists in keeping parents informed regarding student's physical needs in school;
4. Maintains necessary records and reports;
5. Participates in staff education;
6. Performs other duties regarding student's physical needs, as necessary.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma **and** current license as a Licensed Practical Nurse or Registered Professional Nurse at time of appointment and for the duration of employment.