



TITLE	CLASSIFICATION	SALARY GRADE/ASSIGNMENT
COLLEGE NURSE PRACTITIONER	CLASSIFIED	GRADE: R/T MONTHS:
BOARD POLICY REFERENCE: 2008/2009 CLASSIFICATION REVIEW		Board Approved: 08/11/09

JOB DESCRIPTION:

Under direction, provide primary health care services for the District's students and staff; participate in District health promotion programs; and perform related work as required.

SCOPE:

The College Nurse Practitioner requires proficiency in providing health care; communicating with groups and individuals; supervising student assistants; and providing quality assurance such as following up on physical, screening or laboratory findings, required reporting, and review of written materials for clients.

KEY DUTIES AND RESPONSIBILITIES:

Examples of key duties are interpreted as being descriptive and not restrictive in nature.

1. Provides assessment, diagnosis and treatment of illnesses and injuries using the process described in the Standardized Procedures and other licensing standards.
2. Dispenses medications and administers vaccines from the formulary as defined in the Standardized Procedures.
3. Tracks patient progress and provides follow-up services.
4. Ensures adherence to safety, cleanliness and preparedness standards as defined by standardized procedures.
5. Electronically documents healthcare services delivered per standardized procedures (i.e. SOAP format).
6. Provides emergency response for the District including, but not limited to, administering first aid, crisis intervention, assistance with emergency transportation, and appropriate referrals.
7. Consults with other District employees, private health care providers, community agencies, or organizations to assist in solving student health problems.
8. Researches health topics for students and staff; assists in creating health care literature.
9. Promotes and participates in District health care activities and events to raise awareness of services.
10. Selects inventory of medical supplies and equipment.
11. May act as lead worker to other classified staff in the area.
12. May supervise, train and direct the work of student assistants and short-term, non continuing (STNC) employees.

EMPLOYMENT STANDARDS

ABILITY TO:

Provide both basic and primary health care to individuals in an independent and professional manner; provide appropriate emergency response and crisis intervention; work with multi-disciplinary team to deliver health related services; communicate effectively individually and in groups with a diverse population in meeting health related needs and about a variety of health related topics; make appropriate referrals and facilitate access to both private providers and community health resources; apply principles of infection control; maintain cooperative working relationships; demonstrate sensitivity to, and respect for, a diverse population.

KNOWLEDGE OF:

Current nursing and community health principles; college health nursing principles; communicable disease prevention and control.

MINIMUM QUALIFICATIONS:

Candidates/incumbents must meet the minimum qualifications as detailed below, or file for equivalency. Equivalency decisions are made on the basis of a combination of education and experience that would likely provide the required knowledge and abilities. If requesting consideration on the basis of equivalency, an Equivalency Application is required at the time of interest in a position (equivalency decisions are made by Human Resources, in coordination with the department where the vacancy exists, if needed.)

Education:

A Bachelor's degree and completion of an accredited Nursing Practitioner program; Bachelor's and/or Master's degree in Nursing is preferred.

Experience:

Experience working as a family or adult nurse practitioner.

Preferred:

- Electronic medical records experience.
- Bilingual (English/Spanish).
- Certification as a California School Audiometrist.

LICENSE OR CERTIFICATE:

Licensure as a Registered Nurse and Nurse Practitioner with the California Board of Registered Nursing with furnishing number and certification. Current Public Health Nursing certificate. Current CPR and First Aid certification.

SPECIAL REQUIREMENTS:

Must be able to perform full range of motion activities such as, but not limited to, walking, standing, lifting (up to 50 lbs. unassisted), or climbing while performing duties. Must be able to use touch, sight, and hearing in performing physical assessments. Must be able to communicate effectively in English.