<u>DISTINGUISHING FEATURES OF THE CLASS</u>:   This position involves responsibility for assisting teachers and other professional staff in the performance of their duties by assuming responsibility for the specific health monitoring of students with special health requirements. The students are assigned to the incumbent in accordance with a defined student care plan as described in the student's Individual Education Plan (IEP) or 504 Plan. Such plans would describe students' situations that would require a Licensed Practical Nurse to monitor their ongoing health conditions or to administer prescribed medication in accordance with prescribed procedures.   Work is accomplished under the supervision of a Registered Professional Nurse with leeway allowed for the exercise of independent judgment. Supervision is not normally a function of this class.

<u>TYPICAL WORK ACTIVITIES</u>: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Prepares and maintains reports, medication logs and other records in fulfillment of the mandates of
      the IEP or 504 Plan;

May administer injections, pump manipulations medications or other therapeutic treatments as
      deemed necessary by current conditions or pre-arranged plan;

May calculate food intake to assure student remains within the limits of their condition and is able to
      function within the learning environment;

Accompanies the assigned student (s) during all school day activities;

Assists teacher in a variety of routine clerical tasks to assure that the student is enabled to participate
      in class functions, to the extent of their abilities, allowing for a meaningful educational
      experience;

May assist the teacher in setting up equipment, materials or work space appropriate to the inclusion of the student in a variety of classroom activities;

Works with classroom teachers to promote harmonious relationships between assigned student(s) and school mates;

May assist student with clothing, arranging locker, mealtime and restroom activities, as required;

May select, receive, issue and renew library books, tapes or other educational material to aid the student in accomplishing class assignments;

May provide additional support for School Nurse or Teacher in the event of assigned student absence.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-TERISTICS: Working knowledge of nursing techniques and their relation to medical practices; working knowledge of school sanitation and hygiene requirements; ability to carry out prescribed therapeutic treatments; ability to keep detailed records and make reports; ability to understand and carry out detailed oral and written instructions; ability to get along well with students, staff and parents; tact and courtesy; dependability; and emotional stability.

MINIMUM QUALIFICATIONS: Either:

(A) Possession of a current license to practice as a Licensed Practical Nurse issued by the New York State Education Department; or

(B) Possession of a limited permit to practice as a Licensed Practical Nurse issued by the New York State Education Department with the following restrictions: Incumbents with

permits must be under the supervision of a nurse currently registered in New York State.

NOTE: Candidates meeting the qualifications under under (B) of this specification may be conditionally approved until such time as proof of license is submitted.