

## LEMON GROVE SCHOOL DISTRICT

### CLASS TITLE: SPECIALIZED PHYSICAL HEALTH CARE TECHNICIAN

#### DEFINITION:

Under the direction of the Site Administrator, in conjunction with the District Nurse, assists in educating children identified as special education students by performing a variety of functions and personal care activities pertaining to the care and instruction of severely handicapped and physically disabled students; assists the instructional staff by performing paraprofessional work and performs other duties as required.

#### JOB RELATIONSHIPS:

Under supervision of Site Administrator with monitoring of health care procedures by the District Nurse, has direct contact with staff, students and parents. Staff member's services may be required while student is in a special education or general education setting. Job site location will be determined based on student need and may be assigned or reassigned by the Director of Student Services, based upon district or student need.

#### ESSENTIAL DUTIES:

Assist in educating children identified as special education having needs in the academic, development and/or health areas. (E)

Assist teachers with the presentation of learning material by tutoring individual or small groups of students assigned to programs in special education. (E)

Record appropriate data regarding academic, medical and/or behavioral information, and file in prescribed program format. (E)

Assist in organizing and preparing instructional materials and correcting student work. (E)

Assist teacher with supervision of students in the classroom, on the playground and on study/field trips. May supervise students under the direction of the teacher in the absence of the teacher. (E)

Assist students in getting on and off the school buses, meet school buses and escort children to and from classroom. (E)

Attend inservice training activities as related to job description. (E)

May participate in Individualized Education Program team meeting or home visits, when feasible or necessary. (E)

Assist in care, cleaning and proper disposal of equipment used in the special education health procedures, following the guidelines set forth by California Department of Education and the district. (E)

Assist in care for students' physical needs including diapering, toileting, feeding, lifting and moving of children as needed to maintain child's health, safety and comfort. (E)

Following training and under direct or indirect supervision of a school nurse, provide specialized physical health care following the guidelines as specified by the California Department of Education and/or written physician orders including, but not limited to, catheterization, blood glucose testing, glucagons injection, gastronomy feeding, ostomy care, oxygen administration, respiration assistance via a mechanical nebulizer,

## **Specialized Physical Health Care Technician – con't.**

tracheotomy care, cleaning and suctioning, anaphylactic reaction emergency care and modified chest percussions. May be trained to give life-sustaining medication through injection. (E)

Adjust special equipment and assist in mobility therapy programs. (E)

Perform first aid and dressing changes. (E)

Follow universal precautions to ensure personal safety. (E)

Performs other duties as assigned.

### **KNOWLEDGE OF:**

First Aid, Cardiopulmonary Resuscitation techniques, general health, health and cleanliness, skin conditions, and symptoms of communicable or other diseases

Working knowledge of specialized health care procedures

Growth and development of severely and physically disabled students

Methods and techniques of procedures for lifting, moving and positioning students

Record management, storage and retrieval procedures

Assertive and assaultive behavior protection and basic self-defense methods

Interpersonal skills using tact and courtesy

### **ABILITY TO:**

Administer First Aid and Cardiopulmonary Resuscitation

Function adequately in emergencies

Supervise and care for students with medical or physical limitations

Learn and utilize teaching aids and assistive technology or devices used by special education students

Maintain confidentiality at all times concerning students and their families

Speak and write grammatically correct English and perform mathematical concepts

Work cooperatively with the public, administration, pupils and fellow employees

Follow universal precautions to ensure personal safety

Learn procedures, functions and limitations of the assigned duties. Follow universal precautions to insure personal safety

## **Specialized Physical Health Care Technician – con't.**

### **EDUCATION AND EXPERIENCE:**

Completion of Licensed Vocational Nurse Certificate program

Paid or volunteer experience working with children in an educational or childcare setting is highly desirable, preferably involving children with special needs

### **LICENSES AND OTHER REQUIREMENTS:**

Current California Vocational Nurse License which must be renewed and remain current during employment in this position

District pre-employment test

Post-offer physical examination and drug screen

Fingerprint clearance from the Department of Justice

Tuberculin skin test before employment and every four years thereafter or a chest x-ray

Current valid California driver's license

Current First Aid Certificate

Current Cardiopulmonary Resuscitation Certificate

### **ENVIRONMENT:**

Classroom

Outdoor playground

Bus supervision

Community-based instruction settings

### **PHYSICAL DEMANDS:**

Lift, carry, push, pull up to 50 pounds

Dexterity of hands and fingers to operate a computer keyboard

Hearing and speaking to exchange information in person and on the telephone

Seeing to assess injuries and illness

Full range of motion in upper and lower extremities to assist students with mobility

Kneel, crouch, squat or sit on the floor with children for up to 30 minutes at a time

**Specialized Physical Health Care Technician – con't.**

Run, move quickly in order to keep up with children in the classroom or on the playground

**HAZARDS:**

Contact with aggressive behavior, which may include scratching, biting, hitting or kicking

Contact with blood-borne pathogens

Communicable diseases

**Board approval date: December 9, 2003**