



# Rocky Mountain Deaf School

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website: www.rmds.co

(A Bilingual Jeffco Charter School)  
Position Announcement for 2021-2022:

## School Health Aide

### Job Description & Qualifications

#### **Job Summary:**

Maintain and manage the school health room including records and reporting. Address the daily health needs of students. Work closely with the school RN to support student's health needs.

#### **Minimum Qualifications:**

- High School Diploma or equivalent
- Computer Proficiency
- American Sign Language skills – Sign Language Interpreter Certified preferred
- Strong written English skills
- Ability to multi-task
- First Aid and CPR Certification highly recommend
- Medication Delegation Training - required and administered by the District Annually

#### **Duties will include, but not limited to:**

- Administer care and monitor injured or ill students within guidelines of the school and District Clinic Management under the support of the Area Nurse Consultant and as identified in the Clinic Aide Training and Resource Manual. Supervise and manage student behavior while students are in clinic.
- Administer medications, including Tylenol, within the guidelines of the school and District Policy JLCD and JLCD-R to students and document appropriately as identified in District policy.
- Maintain accurate and current student immunization records on the school and District computerized system with the support of the Area Nurse Consultant.
- Communicate with parents regarding medications, injuries, immunization status, vision and hearing screening of students.
- Maintain the Clinic Log of student visitations to the clinic. Maintain and distribute the Student Health Action Plan as prepared by the Area Nurse Consultant.
- Provide ongoing and current updates and alerts regarding student health concerns to the Area Nurse Consultant and school staff.
- Maintain orderly and updated student health folders within the clinic confidential files.
- Organize vision and hearing screening/re-screening for students. Refer students for further testing as needed.
- Compile/compose correspondence under the guidance of RMDS Nurse Consultant, which includes sending letters to parents to inform them of required immunizations and assisting with articles for the school newsletter.

*To Inspire every deaf student to think, to learn, to achieve, to care.*

**Position open until filled.**

**To apply please email:**

1. Cover Letter
2. Current resume
3. Letter of Recommendation

**Rocky Mountain Deaf School**

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