

## LICENSED PRACTICAL NURSE/TEACHER AIDE

**DISTINGUISHING FEATURES OF THE CLASS:** An employee in this class is responsible 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 plan, describing students as having "other health impairment" would be children with limited strength, vitality or alertness with respect to the educational environment. Such conditions would be determined to be due to chronic or acute health problems, including a variety of situations that require a LPN to monitor their ongoing health conditions or administer prescribed medication in accordance with prescribed procedures}. Work is accomplished under the supervision of a Registered Professional Nurse, with leeway allowed for exercising independent judgement in carrying out the specific regimens of the plan. Supervision is not normally a function of this class. Does related work as required.

**TYPICAL WORK ACTIVITIES:** 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.

Follows the specific parameters of the IEP or 504 Plan for their assigned student(s);

Periodically take health-related readings, recording, and when necessary, interpreting readings for administration of prescribed medication in accordance with prescribed procedure;

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

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

Calculates 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;

Assists teacher in providing student(s) with materials needed to participate in classroom activities;

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;

May select, receive, issue, and renew library books, tapes, or other educational material to accomplish class assignments;

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

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Working knowledge of nursing techniques, and their relation to medical practices; working knowledge of school sanitation and hygiene requirements; ability to carry out therapeutic treatments prescribed; ability to understand and carry out complex oral and written instructions; ability to keep detailed records and make reports; ability to get along well with students, staff and parents; tact and courtesy; dependability; initiative; resourcefulness; good moral character; physical condition commensurate with the demands of the position.

**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 and if the permittee fails the professional licensing examination, he/she must be terminated from the position of Licensed Practical Nurse.

Note: Candidates meeting the qualification specified under B of this specification may be conditionally approved until such time as proof of license is submitted.

ULSTER COUNTY  
4095 LPN/TCH AD  
Classification: Non-Competitive  
OA

Adopted May 29, 2003