

ECEAP Nurse Consultant Sample Job Description

Primary Responsibilities

Health Coordination

- Reviews, assesses and signs all child health plans.
- Reviews, assesses and signs Health and Developmental History forms.
- Reviews and assesses well child exam reports and identifies needs for follow up and referral.
- Consults with staff or families when special health or nutrition concerns arise.
- Explains implications of specific health conditions to staff and assists in planning for accommodations for children with special health care needs.

Medication Supervision

- Reviews medications in the classroom.
- Provides child specific medication administration training to site staff.

Immunization Compliance

Reviews immunization records and identifies immunization compliance as required by state law, along with completion of the Annual State Immunization Report.

Professional Development

Participates in PSESD in-service nurse training twice yearly and other education opportunities to gain knowledge and skills.

As Time Permits

Health Consultation

Attends interdisciplinary team meetings and provides feedback and consultation on managing and preventing illness.

Screening Supervision

Assist staff with growth, hearing and vision screening and referrals. Assists staff in evaluating and interpreting results for families.

Health and Nutrition Education

Provides health, nutrition, oral health and injury prevention/safety education to children, families and staff for the classroom and home.

Provider Referral and Resource Identification

Assists staff to locate and identify health/nutrition resources and providers.

Community Outreach

Attend PSESD Health Services Advisory Committee meetings and provide leadership on issues related to health promotion.

Knowledge, Skills and Abilities

- Experience in community health, school nursing, and/or early childhood education.

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- Ability to establish and maintain effective working relationships with staff, families and children.
- Ability to work effectively with diverse populations and people with limited income.
- Knowledge of Head Start and ECEAP programs.

Required Licenses

- Current Washington State RN license plus one year of related nursing experience.