

Examples of Other States that Employ Health Care Aides in Schools			
State	Job Title	Qualifications	Job Duties
Nevada	First Aid and Safety Assistant	<p>Licenses and Certificates:</p> <ul style="list-style-type: none"> • Current First Aid certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in person and include a hands-on component. Online courses will not be accepted. • Current Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) certificate from the American Heart Association, American Red Cross, or other similar organization. Certification must be maintained for the duration of the assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. • Must possess certification provided by Clark County School District Health Services Department for successful completion of initial First Aid/Safety Assistant (FASA) Awareness Training Program. Must be obtained before completion of probation period. • College/vocational courses or medical training. • Clerical experience (records/files/data management, keyboarding, and/or typing). 	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES: This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.</p> <ul style="list-style-type: none"> • Renders basic first aid to students and maintains accompanying records. • Contacts parent(s)/guardian(s) and medical personnel (ambulance and hospital) in emergencies and maintains accompanying records as directed. • Assists with vision, hearing, and dental screening; records screening information on health cards. • Reviews health cards and consults with a school nurse about health concerns. • Responsible for the confidentiality of medical information. • Tracks and reports bloodborne pathogen incidents as directed. • Assists with the administration of medication to students according to Clark County School District procedures. • Updates and maintains health records and immunization records. • Responds to requests for first aid supplies. • Maintains health office in a clean and orderly manner. • Prepares and maintains health-related letters, reports, and information on forms as directed. • Monitors or checks assigned areas to assist in enforcing safety and disciplinary rules (playgrounds, hallways, etc.), as determined by the Student Support Services Division. • Serves as health and safety designee as determined by Student Support Services Division. • Performs specialized procedures, (i.e., diapering, toileting, catheterization, etc.), as directed. • May administer first aid and/or Cardiopulmonary Resuscitation/Automated External Defibrillator (CPR/AED) as necessary. • Conforms to safety standards as prescribed. • Performs other tasks related to the position as assigned.
Minnesota	Health Assistant	<p>Education and Experience:</p> <ul style="list-style-type: none"> • High school graduate or equivalent is required • Current CPR certification is required 	<ul style="list-style-type: none"> • Major Tasks and Responsibilities: • Provides appropriate emergency care of illness or injury to students and staff in accordance with school district policy and procedure, and as directed by the LSN.

		<ul style="list-style-type: none"> ● Red Cross First Aid required or prior healthcare experience/training such as EMT or other medical background as deemed appropriate by the School Nurse ● Interest in working with children/adolescents ● Good oral and written communication skills ● Ability to react quickly, calmly, and decisively in a crisis ● Computer experience with word processing, data entry, and databases preferred 	<ul style="list-style-type: none"> ● Assists in the control of communicable diseases according to procedures. ● Administers oral, inhaled, and topical medications to students as delegated by the LSN. Injected medications may be given only in an emergency. ● On receiving new medication with prescriber's written order and parent's permission, notifies LSN. ● Consults with LSN regarding dosage, schedule for administration, side effects, expected effects, and other pertinent data regarding medication. ● Keeps accurate records of medications brought to the Health Office and records each administration of medication on the individual Student Medication Record. ● Maintains confidentiality of information learned regarding students and their families. ● Notifies LSN and building Principal of serious incidents, significant health problems, referrals, and possible child abuse. ● Exhibits knowledge of job limitations and accepts supervision. ● Performs all other health-related work delegated or required to accomplish the objectives of the total school health program. ● Channels requests for health-related information and nursing services to the LSN. ● Completes "Health Office Visit" form to document each student seen in the Health Office including their chief complaint, treatment, and outcome for each student. ● Assists LSN prepare and maintain a cumulative health record for each student. Documents results of screening and designated health information. ● Collects and maintains student emergency cards. ● Completes student/staff accident reports and routes them to building principal and LSN. ● Helps maintain a current confidential list of students with health conditions. ● Communicates to the LSN any need for follow-up of student health problems. ● Assists in adaptations to allow the student to function in the school setting as delegated by the LSN. ● Assumes responsibility for maintaining a neat and orderly environment.
--	--	--	---

			<ul style="list-style-type: none"> Follows district policy regarding the cleaning of cots and equipment. Follows district policy regarding infection-control measures. Monitors inventory of supplies and notifies LSN of needed supplies.
Hawaii	School Health Assistant I	<ul style="list-style-type: none"> Possession of a high school diploma, or equivalent, which demonstrated the ability to read, comprehend and apply written instructions; a high degree of verbal skill. 	<ul style="list-style-type: none"> performs work assignments with basic school health knowledge and skills to run a smooth and effective school health program. Data entry, processing, reviewing and monitoring of health documents in a computer system is required. Positions at this level receive close guidance and assistance from the assigned RN on clinical work to ensure correct methods and procedures are being followed.
Hawaii	School Health Assistant II	<ul style="list-style-type: none"> Possession of a high school diploma, or equivalent, which demonstrated the ability to read, comprehend and apply written instructions; a high degree of verbal skill. 	<ul style="list-style-type: none"> providing health services and data processing responsibilities as described at the Level I independently recognize and with consultative assistance provided by the assigned RN, provide information to assist parents/legal guardians, students, and staff with complex health issues that may arise in the school setting along with the normal daily health activities. Advanced knowledge in clinical or medical assisting is a requirement gained through a college degree, training and/or professional development in the related area. Positions at this level use independent discretion and judgment thus minimal guidance and assistance is received. Support from the assigned RN on clinical work is provided to ensure correct methods and procedures are being followed.
California	Health Assistant	<ul style="list-style-type: none"> Any combination equivalent to: graduation from high school supplemented by two years experience in a health care service environment. Knowledge of health and safety regulations, first aid methods and procedures, and operation of a computer terminal and data entry techniques; ability to administer first aid and respond effectively and appropriately to emergency situations. Valid First Aid and CPR certificates Valid California driver's license is required, with a driving record acceptable to the district for insurance purposes. A DMV report as proof of an acceptable driving record is 	<ul style="list-style-type: none"> Provide a variety of health services for students; evaluate student health complaints; determine appropriate action to be taken; maintain related records using a computerized system. screen student symptoms to identify medical conditions; take and record temperatures; assist asthmatic students needing breathing treatments; provide ice packs and administer first aid to students; administer prescribed medications following instructions provided by a physician; maintain related records;

		<p>required prior to employment with the district. Employees in some of these positions may be required to assist students to and from home, and other various locations. Employees in this position may be required to receive special training to perform various types of service such as but not limited to: oxygen administration; catheterization care; suctioning to clear air passages; gastrostomy tube feeding; and colostomy care. Incumbents in this classification may be required to speak, read, and write in a designated second language and would receive a bilingual differential of 3.75%</p>	<ul style="list-style-type: none"> ● communicate with parents, health care providers, and other departments and the Health Services Coordinator regarding students' condition and care; ● identify students needing immunizations and CHDP records of testing; ● send follow-up notices to parents; maintain lists of students who have incomplete records; ● organize vision, dental and hearing tests for students; ● refer families to outside health care providers as necessary.
--	--	---	--