

**Job Description  
BOARD OF EDUCATION  
DENVERVILLE**

**TITLE:** SCHOOL PHYSICIAN/MEDICAL INSPECTOR

- QUALIFICATIONS:**
- 1. Valid Medical Certificate, licensed to practice medicine and surgery in New Jersey**
  - 2. Broad knowledge of child health and development and understanding of laws and code governing school health programs**
  - 3. Experience in the delivery of medical services as determined by the board**
  - 4. Strong interpersonal and communication skills**
  - 5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status**

**REPORTS TO:** Superintendent/Director of Special Services

**JOB GOAL:** To ensure the health and safety of students and staff through participation in the development of policies and procedures related to physical examinations/health screenings, school site health/safety standards and oversight of the school health services.

**PERFORMANCE RESPONSIBILITIES:**

- 1. Directs and supervises the conduction of physical examinations or health screenings of students and staff and oversees the delivery of school health services.**
- 2. Consults with parents of children with identified illness, physical defects or other health-related conditions and makes recommendations for follow-up medical evaluation and/or treatment.**
- 3. Provides advice and assistance in the development of district policies and procedures related to health, safety and emergency medical procedures.**
- 4. Assists in the development of the district's annual School Nursing Plan.**
- 5. Reviews and approves Do Not Resuscitate (DNR) orders and provides instruction to school staff as needed.**
- 6. Consults with district Head Nurse and school nurse on a communicable disease control program and reports incidents of disease as required by law.**

7. **Monitors and consults with the staff to ensure all required health records are maintained in the prescribed format and in a manner which retains medical confidentiality.**
8. **Consults with the school nurse regarding the administration of medication.**
9. **Participates in case conferences with the child study team, as requested.**
10. **Examines students to determine medical eligibility to participate in interscholastic sports; reviews reports from other licensed physicians regarding student eligibility and provides parents with written notification of approval or disapproval for athletic participation.**
11. **Serves as a school district liaison to the state and local departments of health and community health agencies.**
12. **Consults with staff regarding emergency medical calls related to injuries, illness or suspected substance abuse.**
13. **Participates in the development of a comprehensive school health program and services and the planning and implementation of related in-service education activities as needed.**
14. **Informs the community of the school health program and interprets school health policies and practices as needed.**
15. **Reviews and reissues standing orders according to New Jersey Administrative Code 6A:16-2.3 that nurses cannot do without a licensed physician's direction (i.e. medications, Epi Orders, Mantoux tests, etc.)**
16. **Reviews approval or detail of reason for denial of a student's physical on determination of anticipated confinement and resulting need for home instruction as per NJ Administrative Code 6A:16-2.3**
17. **Performs other duties within the scope of certification and contractual agreement as per NJ Administrative Code.**

**TERMS OF**

**EMPLOYMENT:** Contract and salary to be determined annually by the board.

**EVALUATION:** Performance of this job will be evaluated annually in accordance with board policy.

**APPROVED: June 1, 2009**