

**RIVER VALE BOARD OF EDUCATION
RIVERVALE, NEW JERSEY**

JOB DESCRIPTION

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

JOB GOAL: The school physician/medical inspector shall be responsible to the superintendent of assuring compliance with the health standards and rules of the State Department of Health, the State Board of Education, and the River Vale Board of Education

Specific Duties and Responsibilities:

1. Directs and supervises the conduct 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.
6. Plans and administers a communicable disease control program and reports incidents of disease as required by law.

7. Ensures that 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. Responds to 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.
14. Informs the community of the school health program and interprets school health policies and practices.
15. Provides advice and assistance in the development of district policies and procedures related to health, safety and emergency medical procedures
16. Reviews annually immunization, emergency and exclusion policies and recommends changes as needed to the board
17. Examine students in accordance with board policy when such students have not been examined by their private physicians
18. Performs other duties within the scope of certification and contractual agreement.

TERMS OF EMPLOYMENT:

Work year and salary to be determined by the Board of Education.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of noncertified staff.

BOARD APPROVED:

9/7/2010