

## NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL DISTRICT

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### **TITLE: SCHOOL PHYSICIAN**

#### **QUALIFICATIONS:**

1. Valid Medical Certificate from the New Jersey Board of Medical Examiners.
2. Demonstrates an extensive knowledge of adolescent health, mental health, and substance use/abuse.
3. Ability to organize, plan, coordinate and direct a variety of programs and services.
4. Ability to establish and maintain a collegial working relationship with students, faculty, staff, parents, coaching staff, administration and other constituencies.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
6. Experience in delivery of medical services as determined by the board.
7. Understanding of laws and code governing school health programs.
8. Twelve-month position.

**REPORTS TO:** Superintendent of Schools

#### **POSITION GOAL:**

To ensure the health of students and staff. To oversee district medical services including; the school nurse, athletic trainer and contracted medical services. The School Physician will ensure that all policies and procedures related to physical examinations and health screenings are upheld and that all school health services are provided as necessary.

#### **ESSENTIAL JOB FUNCTIONS:**

- 1- Shall serve as consultant to the district on all medical matters, including emergencies which concern students and employees of the district.
- 2- Will oversee delivery of school health services.
- 3- Provide annual physicals, including but not limited to:
  - a. Eye
  - b. Ear
  - c. Nose
  - d. Throat
  - e. Neck
  - f. Back
  - g. Spine
  - h. Chest
  - i. Lungs
  - j. Heart
  - k. Abdomen
  - l. Upper and lower extremities
- 4- Tests for:

- a. Scoliosis
  - b. Monitoring of height, weight, pulse and blood pressure
- 5- Examine students to determine medical eligibility to participate in any health, safety and physical education course (including interscholastic and intramural programs)
- 6- Examine students to determine:
  - a. Whether they suffer from any physical defect
  - b. Whether they have contracted any contagious disease
  - c. Whether they are under the influence of any controlled substance.
- 7- Perform physical examinations for employees who choose to use the district medical inspector instead of their private physician.
- 8- Assist district in rendering decisions on issues pertaining to special education and section 504.
- 9- Advise the district on issues relating to the promotion of health, the prevention of disease and the detection of communicable diseases.
- 10- Inform the community of the school health program and interpret school health policies and practices.
- 11- Comply with rules and regulations of the local Board of Health.
- 12- Provide advice and assistance in development of district policies.
- 13- Serve as the district liaison to the state and local departments of health.
- 14- Assist with the development of the district school nursing services plan.
- 15- Direct the professional duties of the school nurse and athletic trainer.
- 16- Consult with the school nurse on the delivery of school health related services.
- 17- Review, as needed, reports from private physicians regarding student health concerns.
- 18- Review and approve written standing orders regarding school health protocols.
- 19- Visit the school health office to review physical exams and reports from other licensed medical providers.
- 20- Provide controlled substance screenings as requested by the district.
- 21- Attend all home football games.
- 22- Reissue annually, as appropriate, standing orders for both prescriptions and non-prescription medications.
- 23- Maintain all required health records.

**TERMS OF EMPLOYMENT:** Salary and work year to be determined by the Board of Education.

**EVALUATION:** Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations.

BOE Approved: 3/16/2020