

MONMOUTH REGIONAL HIGH SCHOOL

JOB DESCRIPTION

TITLE: SCHOOL PHYSICIAN

REPORTS TO: Guidance Director

The Monmouth Regional High School Physician is an advocate for the health and well-being of students and staff within the district by service as a medical consultant, approving medical protocols and emergency procedures; evaluating the health services program for the district. Additionally, he/she will provide health screenings and examinations of students and staff to ensure that the learning potential of each student is not diminished by a remediable physical disability and the school community is protected from the spread of communicable disease or other health or cleanliness detriments.

QUALIFICATIONS:

The School Physician Shall:

1. Hold a medical degree from a recognized medical school with a specialty in pediatrics, internal medicine and/or family practice.
2. Hold a current license for the practice of medicine and surgery in the State of New Jersey (NJSA 18A: 40-1)
3. Show evidence of successful health care experience working with children and adolescents.
4. Hold a driver's license with no serious violations
5. Demonstrate knowledge and understanding of child growth and development, wellness education, community health and social service resources, and current health issues.
6. Have excellent integrity and demonstrate good moral character and initiative.
7. Exhibit a personality that demonstrates enthusiasm and the interpersonal skills to relate well with students, staff, administration, parents/guardians, the community, and health and social service agencies.
8. Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
9. Provide proof of U.S. citizenship or legal resident alien status by completing Federal Form I-9 in compliance with the Immigration Reform and Control Act of 1986.
10. Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education. During the initial six-month period, provide a sworn statement that the individual has not been convicted of a crime or a disorderly person's offense in accordance with 18A:6-7.1.
11. Provide evidence that health is adequate to fulfill the job functions and responsibilities with reasonable accommodation pursuant to 42 U.S.C. 12101 and in accordance with N.J.A.C 6:3-4A.4.
12. Pass the State required Mantoux Intradermal Tuberculin Test as required by N.J.A.C. 6:3-4A.4.
13. Meet such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

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VERIFICATION OF COMPETENCY:

1. District application and resume
2. Required documentation outlined in the qualifications above
3. Letters of reference
4. Employment interview

EMPLOYMENT TERMS:

The School Physician shall be employed under the following terms:

1. Services provided on a schedule determined by the Superintendent or designee.
2. Salary and benefits (if applicable) as specified in a written contractual agreement.
3. Conditions established by laws and code of the State, and policies, rules and regulations established by the Board of Education (N.J.S.A. 18A:27-4 et seq.).

JOB FUNCTION AND RESPONSIBILITIES:

The School Physician shall:

1. Serve as a medical consultant in the planning, revision, implementation, and evaluation of the health services program under the guidance and approval of the Guidance Director.
2. Communicate with the school nurse's current medical developments and procedures that may affect the health and wellness of students and staff and the procedures of the health services program.
3. Examine and evaluate students individually in surroundings that afford privacy using accepted medical procedures. Examinations and screenings may be performed by the School Physician under the supervision of the Guidance Director. Examinations and screenings shall be those prescribed by State statute, the rules and regulations of the State Board of Education and the State Department of Health, and the policies and regulations of the Board of Education, including:
 - a. Biennial examination for scoliosis for students between the ages of 14 and 18 (N.J.S.A. 18A:40-4.3).
 - b. Students referred for health, physical, emotional, or behavioral problems.
 - c. Students referred for suspected drug, alcohol and anabolic steroid use (Board Policy 5131.61)
 - d. Students involved in school-provided transportation involved in a local accident
 - e. Students referred for evaluation for eligibility for special education and/or related services (Board Policy 5120.1)
 - f. Students referred for suspected communicable disease.

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- g. Students referred following a prolonged absence as a result of a serious illness or accident
 - h. Students seeking working papers.
 - i. Students engaged in athletics (N.J.A.C. 6A:16-2.2 et seq. and Board Policy 6145)
 - j. Other examinations and screenings to ensure that the learning potential of each student is not diminished by a remediable physical disability and the school community is protected from the spread of communicable disease or other health or cleanliness detriments.
4. Record the evaluation and screening findings on forms provided by the district. Report to parents/guardians the findings and recommend treatment where necessary (N.J.S.A. 18A:40-4 and 40-5)
 5. Observe all regulations and policies regarding parents/guardians who request in writing an exemption from health screenings and examinations (N.J.S.A. 18A:40-4 et seq.).
 6. Comply with the rules and regulations of the local Board of Health and the State Department of Health regarding the sanitation of public grounds and buildings and the prevention of communicable diseases. Make recommendations for improvement or correction to the Superintendent when circumstances warrant.
 7. Complete and submit in a timely fashion all medical forms and reports as required by statute, regulation, policy, or as requested.
 8. Follow established procedures for sanitation and hygiene in the handling of body fluids (N.J.A.C 6:29-2.5).
 9. Follow acceptable and established procedures for the disposal of medical waste.
 10. Recommend appropriate medical supplies and equipment necessary to operate school health service facilities.
 11. Notify immediately appropriate personnel of any evidence of substance abuse, child abuse, child neglect, severe medical conditions, potential suicide, or individual appearing to be under the influence of alcohol, controlled substances, or anabolic steroids.
 12. Conduct or recommend health related professional development sessions for staff members.
 13. Display the highest ethical and professional behavior and standards when working with students, parents/guardians, school personal, and other agencies associated with the school.
 14. Protect confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
 15. Perform duties that are within the scope of employment and licenses as assigned and not otherwise prohibited by law or regulation, including duties consistent with N.J.S.A. 18:40-1, N.J.A.C. 6:29-1.2, N.J.S.A. 18A:40-4, N.J.S.A. 18A:40-3, N.J.A.C. 6A:16-2.2 et seq., Board Policy and regulation, as may be from time to time amended.

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16. Review physical examinations by student's private physicians in a timely manner that does not interfere with school operations and programs such as athletic participation. A 48-hour turn-around time is required. This review may include physical examination reports delivered to the doctor's office.
17. Adhere to New Jersey school law, State Board of Education and State Board of Health rules and regulations, Board of Education policies and regulations, and contractual obligations.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job.

Unless reasonable accommodations can be made, while performing this job the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand and walk for required periods of time.
3. Speak and hear
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
5. Communicate effectively in English, using proper grammar and vocabulary.
6. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

ENVIRONMENTAL DEMANDS:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

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EVALUATION:

The Guidance Director shall evaluate the School Physician in accordance with policy 4216 this job description and such other criteria as shall be established by the Monmouth Regional High School Board of Education.

Approved by: MRHS Board of Education

Date: August 21, 2018

Revised: April 2, 2019