

JOB DESCRIPTION

BOARD OF EDUCATION
FAIRFIELD, NJ

SCHOOL PHYSICIAN
BUSINESS AND NON-INSTRUCTIONAL
OPERATIONS

SCHOOL PHYSICIAN/MEDICAL INSPECTOR

Qualifications:

1. Valid Medical Certificate, licensed to practice medicine and surgery in N.J
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 of Education
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:

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 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 school nursing services plan.
5. Plans and administers a communicable disease control program and reports incidents of disease, as required by law.
6. Ensures that all required health records are maintained in the prescribed format and in a manner which retains medical confidentiality.
7. Consults with the school nurse regarding the administration of medication.
8. Participates in case conferences with the child study team, as requested.

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9. 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.
10. Serves as school district liaison to the state and local departments of health and community health agencies.
11. Responds to emergency medical calls related to injuries, illness or suspected substance abuse.
12. Participates in the development of a comprehensive school health program and services and the planning and implementation of related in-service education activities.
13. Informs the community of the school health program and interprets school health policies and practices.
14. Performs other duties within the scope of certification and contractual agreement.

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 State law and provisions of the Board's Policy on evaluation of certified staff.

N.J.S.A.: 18A:16-2, :40, -1, -03, -4, -12.5, -12.6, -12

N.J.A.C.: 6A:16, -1.4, -1.5, -2, -3, -4, -5.2, -5.3, -7, -10, :100-4.2

Adopted: March 13, 1979

Revised: March 31, 1982

Revised: October 21, 2008

Re-adopted January 10, 2013