

# CLERMONT COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

## POSITION POSTING

(Applications for the following positions may be downloaded from the website at [www.clermontdd.org](http://www.clermontdd.org) or obtained in the Human Resources Department, located at the Thomas A. Wildey Center, 2040 St. Route 50, Batavia, Ohio between the hours of 8:00 a.m. and 4:00 p.m.)

### AVAILABLE POSITION

**Substitute Registered Nurse  
Scheduled as needed, M-F**

### IMMEDIATE SUPERVISOR

**Principal**

### DUTIES: (Summary Only)

Assesses health of children to detect health defects and determine healthcare needs (e.g., conducts health screenings, obtains health histories, reviews existing examination records, observes behavior and health of children, etc.); informs appropriate staff regarding individual's health information; ensures individual's health needs are met; prepares and maintains health records. Provides medical care to children and staff who have suffered injury or emergency illness; administers first aid in accordance with established first aid procedures; administers medications as required per doctor's order; makes referrals for children in need of medical and/or dental care; uses catheters, feeding tubes, suction machine, bulb syringe, etc. to provide health services. Prepares and submits reports, on behalf of Board, regarding communicable diseases; follows established guidelines and cooperates with local Board of Health in the control and prevention of communicable diseases; provides related training to staff members. Reports individual medical matters, including abuse and neglect, to appropriate authority (e.g., departmental personnel, caseworkers, physicians, clinics, etc.); prepares and maintains various health related reports (e.g., statistical, operational, etc.). Ensures clinic is safe, sanitary and adequately supplied; inventories and orders supplies and equipment; assists facility personnel in establishing sanitary conditions in building. Advises employees working with children on modifications to educational programs to meet health needs of children; participates with staff in developing and implementing a total individual health program; provides required health training to staff members, including Delegated Nursing Training and monitoring; helps supervise emergency preparedness drills. Attends to physical needs of children as necessary (e.g., assists with feeding, toileting, changing soiled clothes, mobility, illness, etc.); lifts, positions, and moves children in a safe manner, according to in-service training, using proper lifting techniques. Participates in professional organizations and community groups concerned with improving health service as a positive influence on community health standards; provides information and resource material for staff and students. Works cooperatively with other staff, parents, caseworkers, medical personnel, specialists, etc.

### QUALIFICATIONS:

Requires current licensure as registered professional nurse; 6 mos. exp. as registered nurse. Current certification in CPR. Must successfully pass post-offer/pre-employment physical exam with drug test and agility test, pre-employment criminal background check, Abuser Registry, Nursing Registry, and other registry checks per Statute.

### SALARY:

\$23.79 per hour

### POSTING UPDATE:

12-22-2022

### SEND RESUME TO:

Kathy Booth, Human Resources Coordinator  
Clermont County Board of DD  
2040 US Highway 50  
Batavia, OH 45103  
[kbooth@clermontdd.org](mailto:kbooth@clermontdd.org)