

GLOUCESTER CITY PUBLIC SCHOOLS

Nurse Evaluation Rubric

2017-2018

Choose an item.

Date: _____

Staff Member: _____

Position: Nurse

School: Choose an item.

Evaluator: _____

Evaluator Title: _____

Start Time (if Observation): _____

End Time (if Observation): _____

Content of Observation: _____

Rubric for Evaluating Nurses

Standard 1: The school nurse demonstrates leadership. School nurse demonstrates leadership by promoting and enhancing the overall academic mission. Nurse will provide health related services that strengthen student, home, school, and community partnerships to alleviate barriers to learning in the twenty first century educational environment. Nurse is knowledgeable of relevant laws and policies and manages school health services and effect change through school, district, and community activities.

1A: School nurse demonstrates leadership in the schools by addressing social and environmental issues.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of social and environmental issues in the school setting	<input type="checkbox"/> Voices concerns regarding social and environmental issues in the school setting	<input type="checkbox"/> Promotes solutions to social and environmental issues for healthy conditions in the school community.	<input type="checkbox"/> Shapes the direction of the school nursing profession by engaging in initiatives to develop standards, competencies, position statements and/or clinical guidelines.	
			<input type="checkbox"/> Is a member of state and/or national committees to identify and address necessary policy changes	

1B: School nurse demonstrates leadership by collaborating with the student, family, and school staff and community providers.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of the importance of including the input of students, families and team members	<input type="checkbox"/> Invites the contributions of students, families, and team members to achieve optimal outcomes	<input type="checkbox"/> Functions as a liaison between the family, school and community	<input type="checkbox"/> Provides direction to enhance the effectiveness of the school multidisciplinary team	
<input type="checkbox"/> Is knowledgeable of the need for teamwork in a collaborative, respectful, and professional manner	<input type="checkbox"/> Engages in teamwork in a collaborative, respectful and professional manner	<input type="checkbox"/> Participates in committees, councils, or administrative teams in the school setting	<input type="checkbox"/> Provides leadership role in committees, councils, or teams	

1C: School nurse demonstrates leadership by serving as a health expert and managing school health services.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of health services needed in the school setting	<input type="checkbox"/> Manages school health services in assigned schools	<input type="checkbox"/> Conducts assessments to identify program needs	<input type="checkbox"/> Implements long-term strategies to address ongoing health issues	
	<input type="checkbox"/> Stays abreast of current health issues and trends that may affect healthcare	<input type="checkbox"/> Advocates on behalf of students and families to meet their needs	<input type="checkbox"/> Leverages cooperation between schools and communities on public health issues	
		<input type="checkbox"/> Shares knowledge with appropriate school staff		

Potential Artifacts:

Comments:

Standard 2: The school nurse uses the nursing process to ensure the quality of student health care. This allows for an assertive, problem solving approach to the identification and treatment of patient problems. It provides an organizing framework for the practice of nursing and the knowledge, judgments, and actions that nurses bring to student care. The nursing process focuses on ways to improve physical, social and emotional needs.

2A: The school nurse collects, analyzes and synthesizes comprehensive data pertinent to the student's health or the situation.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of school district policies, procedures and systems for data collection and documentation	<input type="checkbox"/> Is able to access and follow policies, procedures and protocols to guide practice	<input type="checkbox"/> Always follows policies, procedures and protocols to guide practice	<input type="checkbox"/> Designs, implements and evaluates data collection in school health practice at the individual and group levels, that is organized systemic and ongoing	
<input type="checkbox"/> Learns to use an already established data collection system in an organized manner	<input type="checkbox"/> Collects basic student health information during student health visits to the health office	<input type="checkbox"/> Initiates collection of data from students, parents, staff members, and health care providers		

2B: The school nurse uses a global perspective in the school, home, and community. The school nurse recognizes issues of diversity that affect the student population and modifies or adapts their practices in order to effectively meet the students' needs.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware that a student's culture and background influence student development, and personality		<input type="checkbox"/> Understands and modifies or adapts practices to meet diverse student needs	<input type="checkbox"/> Collaborates with colleagues and community agencies to eliminate systemic barriers to student achievement	
<input type="checkbox"/> Is aware that his/her own biases and those of others influence decision making, instruction, behavior, and interactions with others	<input type="checkbox"/> Understands how his/her own biases and those of others influence decision making, instruction, behavior, and interactions with others	<input type="checkbox"/> Demonstrates sensitivity and skill in working with families, students, and staff from diverse cultures and backgrounds		

2C: The school nurse analyzes assessment data to determine the nursing diagnoses and collective problems.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of the importance of assigning nursing diagnoses	<input type="checkbox"/> Usually assigns appropriate nursing diagnoses for individual students after assessment of data during routine office visits and emergency situations	<input type="checkbox"/> Derives appropriate nursing diagnoses for individual students through analysis of a broad range of assessment data, including data from the student, family school staff and health care providers	<input type="checkbox"/> Uses trends in student diagnoses to guide district planning for future programs	

2D: The school nurse is sensitive to diverse health needs of students.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of individual differences amongst the student population	<input type="checkbox"/> Uses physical resources adequately, essential health care is accessible to all students	<input type="checkbox"/> Uses physical resources skillfully, all healthcare is equally accessible to all students	<input type="checkbox"/> Empowers the students to use physical resources optimally	
		<input type="checkbox"/> Delivers care in a manner that is sensitive to diversity within the school community		

Potential Artifacts: FBA, BIP

Comments:

Standard 3: The school nurse uses his/her knowledge of the school environment, child development, and student health needs to improve student achievement. The school nurse will promote a safe and respectful environment for diverse populations, providing for continuity of care. Nurse will set up office in an organized and cleanly manner allowing for supplies and medical information to be kept secure and easily accessible.

3A: The school nurse coordinates care delivery.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of the importance of coordinating student health care with school personnel and families	<input type="checkbox"/> Coordinates with other school personnel and families to carry out specific aspects of the plan by providing education and direction	<input type="checkbox"/> Works with colleagues to integrate the health management into routine school health programs	<input type="checkbox"/> Coordinates with families and community providers (such as coaches, after-school program directors, etc.) to promote transition of the health plan into their extracurricular activities	
<input type="checkbox"/> Is aware of the importance of documenting the coordination of care in the appropriate health care records (such as IHCP, nursing notes, 504 plan etc.)	<input type="checkbox"/> Sometimes documents coordination of care in the appropriate health care records according to district policy (such as IHCP, nursing notes, 504 plan etc.)	<input type="checkbox"/> Documents coordination of care in a timely manner in the appropriate health care records according to district policy (such as IHCP, nursing notes, 504 plan etc.)	<input type="checkbox"/> Coordinates the delivery of and provides for continuity of health related supports and services	
<input type="checkbox"/> Is aware of the importance of having a substitute folder and keeping office clean and organized	<input type="checkbox"/> Has substitute folder containing only basic information	<input type="checkbox"/> Has current substitute nurse folder with standing orders and other pertinent information, keeps necessary supplies in nurse office.	<input type="checkbox"/> Provides teaching staff with pertinent health information to be included in their substitute folders	
		<input type="checkbox"/> Office is organized, neat and clean. Supplies are easy to find and critical supplies are locked as necessary		

3B: The school nurse identifies expected outcomes for a health care plan that is individualized to the student or the situation.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Possesses beginning awareness of the educational implications of health concerns or problems	<input type="checkbox"/> Identifies expected short-term student health outcomes based on the nursing diagnoses that are developmentally appropriate	<input type="checkbox"/> Identifies short and long term outcomes that are mutually formulated with the student, family, school staff and health care providers	<input type="checkbox"/> Acts as a resource for the school community in the development of health and educational outcomes for students	

3C: Medication is administered and stored according to N.J.A.C 6A:16 and district policy.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of NJ State regulations related to medication administration in the school setting		<input type="checkbox"/> Always follows regulations related to medication administration in the school setting		
<input type="checkbox"/> Is aware of district policies and procedures related to medication administration	<input type="checkbox"/> Sometimes follows district policies and procedures related to medication administration	<input type="checkbox"/> Always follows district policies and procedures related to medication administration	<input type="checkbox"/> Trains staff in Epi-pen and glucagon administration	

Potential Artifacts:

Comments:

Standard 4: The Code of Ethics for nurses is a guide for carrying out nursing responsibilities in a manner consistent with quality in nursing care and the ethical obligations of the profession. This means that the nurse has the ethical obligation to serve others without self-interest. The nurse that is altruistic will make decisions that are in the best interest of the student. By doing so, they are being an advocate for the student and will be practicing good nursing ethics.

4A: The school nurse integrates ethical provisions in all areas of practice.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of the American Nurses Association and National School Nurses Association Codes of Ethics and district policies to guide decision making	<input type="checkbox"/> Adheres to educational laws, healthcare laws, nursing ethics, and federal, state and district regulations	<input type="checkbox"/> Establishes a network of resources for consultation in resolving ethical dilemmas	<input type="checkbox"/> Acts as a consultant to others to resolve ethical issues of students, colleagues or systems	

4B: The school nurse will follow rules and regulations as set forth by N.J.A.C 6A:16.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Seeks orientation to NJ state code related to health services in the school setting	<input type="checkbox"/> Usually uses knowledge of NJ state code to guide practice in the school setting	<input type="checkbox"/> Always follows of NJ state code to guide practice in the school setting	<input type="checkbox"/> Acts as resource for others pertaining to NJ state code	
		<input type="checkbox"/> Establishes a routine that is followed to complete required screenings on all students	<input type="checkbox"/> Has a system to initiate parent contact when students need follow up care	
		<input type="checkbox"/> Establishes a system to obtain required immunization records and physical exams of incoming students		

4C: School nurse provides for the preservation of student and family autonomy, dignity and rights.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of the importance of maintaining therapeutic and professional relationships		<input type="checkbox"/> Always delivers care in a manner that preserves and protects the autonomy, dignity and rights of students and their families	<input type="checkbox"/> Educates others about therapeutic and professional relationships and role boundaries	

Potential Artifacts:

Comments:

Standard 5: The school nurse reflects on their practice. The school nurse demonstrates accountability for managing and delivering comprehensive health care services. The nurse adapts this/her practice based on current and relevant research findings and data to evaluate the effectiveness of service delivery. The nurse utilizes collaborative relationships with colleagues, families, and communities to reflect upon and improve their practice.

5A: Nurse reviews and reflects on delivery of nursing care to ensure evidence based practice.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of the impact of health services on student success and the importance of maintaining current practice	<input type="checkbox"/> Sometimes uses current research to adapt practice and provide effective service delivery	<input type="checkbox"/> Always uses current research findings, networks with other health care professionals and seeks and follows continuing education information	<input type="checkbox"/> Serves as health expert to provide educational services to other staff members or outside agencies	
			<input type="checkbox"/> Possesses nursing license in other states or makes contact with State Boards of Nursing when accompanying students on class trips outside of NJ	

5B: The school nurse links professional growth to his/her professional goals. The nurse continually participates in high quality professional development specific to his/her discipline. The nurse joins and/or participates in local, state, and national professional organizations to expand areas of expertise and stay current with professional standards of practice.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware of legislation and regulations related to school nursing practice	<input type="checkbox"/> Understands and follows legislation and regulations related to school nursing practice	<input type="checkbox"/> Stays current with professional standards of practice	<input type="checkbox"/> Provides education to school staff on health related topics	
<input type="checkbox"/> Is aware of the need for ongoing professional development	<input type="checkbox"/> Formulates personal plans for ongoing professional development	<input type="checkbox"/> Actively seeks and participates in high quality professional development specific to practice	<input type="checkbox"/> Is sought out by colleagues for guidance and assistance due to specialized knowledge and skills	

5C: The school nurse functions effectively in a complex, dynamic environment. The school nurse understands that change is constant; therefore, they actively investigate and consider new ideas that support students' needs. The nurse demonstrates familiarity with current research in their respective fields. The nurse uses findings from scientifically based interventions research when designing programs for children. The nurse adapts their practice based on current research findings and data to best meet the needs of all students.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated
<input type="checkbox"/> Is aware that new ideas exist that support student health needs	<input type="checkbox"/> Actively researches and considers new ideas that support student health needs	<input type="checkbox"/> Demonstrates flexibility and adaptability in incorporating new knowledge into practice	<input type="checkbox"/> Provides direction and education to students, staff members and families based upon current practice	

Potential Artifacts:

Comments:

Signatures:

Evaluator: _____

Date: _____

Staff Member: _____

Date: _____