

School Nurse Summary Rating Form (Required)

This form is to be jointly reviewed by the school nurse and evaluator or designee during the Summary Evaluation Conference conducted at the end of the year.

Name: _____
 School: _____ School Year: _____
 Evaluator: _____ District: _____
 Date Completed: _____ Evaluator's Title: _____

Standard 1. School nurses demonstrate leadership		Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
Element a. School nurses advocate for safe and effective school nursing services that address student needs and support learning. They participate in the implementation of initiatives designed to improve educational and support services to promote positive student outcomes.						
Element b. School nurses demonstrate leadership within the profession and practice setting and collaborate with the student, family, school staff, and community providers.						
Element c. School nurses demonstrate leadership by serving as a health expert and managing school health services.						
Element d. School nurses practice ethically.						
Overall Rating for Standard 1						
Comments: Recommended actions for improvement: Resources needed to complete these actions:	Evidence or documentation to support rating: <ul style="list-style-type: none"> <input type="checkbox"/> Annual review of National Association of School Nursing Code of Ethics* <input type="checkbox"/> Documentation of ethics committee participation <input type="checkbox"/> Documentation of presentations to internal and external groups <input type="checkbox"/> Adherence to standard operating procedures that ensure confidentiality of records <input type="checkbox"/> Needs assessment findings (QA) <input type="checkbox"/> Validation of formal/informal leadership roles <input type="checkbox"/> Committee/workgroup minutes <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 					

Standard 2. School nurses establish a safe, respectful, and inclusive environment for diverse populations.		Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
Element a. School nurses align practice with the requirements of the North Carolina Board of Nursing, recognized standards of nursing practice and North Carolina education goals.						
Element b. School nurses foster an environment that supports success of all students.						
Element c. School nurses communicate effectively in a variety of formats in all areas of nursing practice.						
Element d. School nurses use environmentally safe and healthy practices.						
Overall Rating for Standard 2						
Comments:		Evidence or documentation to support rating: <input type="checkbox"/> Accident/incident reports <input type="checkbox"/> Nursing documentation <input type="checkbox"/> Minutes of team and work groups <input type="checkbox"/> Copy of presentation or related flyer <input type="checkbox"/> Copy of publication or article <input type="checkbox"/> Other samples of writing skills <input type="checkbox"/> Health care plans <input type="checkbox"/> Use of a standardized environmental assessment tool <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>				
Recommended actions for improvement:						
Resources needed to complete these actions:						

Not Demonstrated

Developing

Proficient

Accomplished

Distinguished

Element a. School nurses align practice with the requirements of the North Carolina Board of Nursing, recognized standards of nursing practice and North Carolina education goals.

Element b. School nurses foster an environment that supports success of all students.

Element c. School nurses communicate effectively in a variety of formats in all areas of nursing practice.

Element d. School nurses use environmentally safe and healthy practices.

Overall Rating for Standard 2

Comments:

Evidence or documentation to support rating:

- ☐ Accident/incident reports
- ☐ Nursing documentation
- ☐ Minutes of team and work groups
- ☐ Copy of presentation or related flyer
- ☐ Copy of publication or article
- ☐ Other samples of writing skills
- ☐ Health care plans
- ☐ Use of a standardized environmental assessment tool
- ☐
- ☐
- ☐
- ☐

Recommended actions for improvement:

Resources needed to complete these actions:

Standard 3. School nurses use their knowledge of the nursing process, current nursing standards, and principles of growth and development to facilitate and enhance competent practice in the school setting.		Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
Element a. School nurses attain knowledge and competence that reflect current nursing practice.						
Element b. School nurses integrate evidence and research findings into nursing practice.						
Overall Rating for Standard 3						
Comments:		Evidence or documentation to support rating: <ul style="list-style-type: none"> <input type="checkbox"/> Certificate of national certification* <input type="checkbox"/> CEU certification <input type="checkbox"/> Proof of presentations at local, state, or national meetings <input type="checkbox"/> CPR certification/CPR instructor certification <input type="checkbox"/> Proof of annual trainings in OSHA and other district/hospital or health department required competencies <input type="checkbox"/> Publications <input type="checkbox"/> College degree completion <input type="checkbox"/> Collection of data for annual school health services report <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> 				
Recommended actions for improvement:						
Resources needed to complete these actions:						

Not Demonstrated

Developing

Proficient

Accomplished

Distinguished

Element a. School nurses attain knowledge and competence that reflect current nursing practice.

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Element b. School nurses integrate evidence and research findings into nursing practice.

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Overall Rating for Standard 3

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Comments:

Recommended actions for improvement:

Resources needed to complete these actions:

Standard 4: School nurses facilitate student learning by providing individualized care using the nursing process.		Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
a.	School Nurses collect comprehensive data pertinent to the students' health and analyze the data to determine nursing diagnoses.					
b.	Based on the assessment, school nurses identify expected student outcomes and develop a plan with strategies to attain those outcomes.					
c.	School nurses implement the plan of care, coordinate care delivery, and evaluate the effectiveness of the plan.					
d.	School nurses utilize appropriate resources to plan and provide school health services that are safe, effective, and financially responsible.					
Overall Rating for Standard 4						
Comments: Recommended actions for improvement: Resources needed to complete these actions:		Evidence or documentation to support rating: <input type="checkbox"/> Individualized health care plans <input type="checkbox"/> Emergency health care plans <input type="checkbox"/> Nursing care plans <input type="checkbox"/> Delegated teaching/monitoring records <input type="checkbox"/> Nursing documentation records – all aspects of nursing process <input type="checkbox"/> Meeting minutes, i.e., family meetings, collaborative teams, etc. <input type="checkbox"/> Medication audits <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>				

Not Demonstrated

Developing

Proficient

Accomplished

Distinguished

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|----|---|
| a. | School Nurses collect comprehensive data pertinent to the students' health and analyze the data to determine nursing diagnoses. |
| b. | Based on the assessment, school nurses identify expected student outcomes and develop a plan with strategies to attain those outcomes. |
| c. | School nurses implement the plan of care, coordinate care delivery, and evaluate the effectiveness of the plan. |
| d. | School nurses utilize appropriate resources to plan and provide school health services that are safe, effective, and financially responsible. |

Overall Rating for Standard 4

Comments:

Resources needed to complete these actions:

Evidence or documentation to support rating:

Standard 5. School Nurses reflect on their practice.		Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
a. Quality of practice: The school nurse continually strives to improve practice.						
b. Professional practice evaluation: The school nurse engages in self-assessment of practice.						
Overall Rating for Standard 5						
Comments: Recommended actions for improvement: Resources needed to complete these actions:	Evidence or documentation to support rating: <input type="checkbox"/> Self-assessment. <input type="checkbox"/> Documentation of continuing education – articles, conferences. <input type="checkbox"/> Feedback from students, community members, colleagues. <input type="checkbox"/> Professional development syllabi. <input type="checkbox"/> Work plans. <input type="checkbox"/> Evaluation tool. <input type="checkbox"/> Student outcome data. <input type="checkbox"/> Logs. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>					

School Nurse Signature

Date

Principal/Evaluator Signature

Date

Comments Attached: _____ YES _____ NO

Principal/Evaluator Signature
(Signature indicates questions above regarding comments has been addressed)

Date

Note: The School Nurse's signature on this form neither represents acceptance nor approval of the report. It does, however, indicate that the School Nurse has reviewed the report with the evaluator and may reply in writing. The signature of the principal or evaluator verifies that the report has been reviewed and that the proper process has been followed according to the North Carolina State Board of Education Policy for the School Nurse Evaluation Process.