

 <h2 style="text-align: center;">Wisconsin Pupil Services Evaluation System: School Nurse Rubric</h2>					Based Upon 2017 ANA and NASN Scopes and Standards
Levels of Performance					There are five required components. The remaining components are optional and are determined at the district level each year of the evaluation cycle (1 year or up to 3 years).
<p>Emerging: Bases decisions on previous professional experiences--may or may not be specifically related to school nursing, learning expectations of school nurse position, asks questions and asks where to find answers.</p> <p>Basic: Understands the level of care needed in the school setting, makes contributions to the school setting, has beginning resources to turn to.</p> <p>Proficient: Provides appropriate individualized and population care in the school setting, contributes to the school setting and school nurse profession, is prepared for events that may occur, relies on previous school experiences.</p> <p>Exemplary: Provides extraordinary individualized/population-based care even in the most complex situations, has contributed to the school setting, as well as to the broader school nurse/health profession based on data and research, sets or completes high professional development goals (University of Michigan)</p>					
Component Number and Description	Descriptors: Level 1 Emerging	Descriptors: Level 2 Basic	Descriptors: Level 3 Proficient	Descriptors: Level 4 Exemplary	Required or Optional
<p>Component 1.0 Assessment Description: The school nurse collects, analyzes, and makes practice decisions based on pertinent student or situational health data.</p>	<p>O Demonstrates the ability to access and follow district policies, procedures, protocols in data collection from students and health office programs.</p> <p>O Collects, documents, and evaluates student interactions, screenings, and emergency situations, according to established guidelines.</p>	<p>O Initiates access and use of district policies, procedures, protocols in data collection from students, parents, staff, and health office programs.</p> <p>O Collects, documents, and analyzes focused data obtained through comprehensive student, parent, and staff interactions.</p>	<p>O Applies current policies, procedures, and protocols in data collection to advance the health of their students.</p> <p>O Independently collects, prioritizes, documents, and evaluates individual and collective student health data using current best practice guidelines.</p> <p>O Prioritizes health care information and data on medically complex students and uses it to organize care.</p>	<p>O Assists in educating others on the need for reviewing current policies, procedures, and protocols, in data collection of student and program information that follow state and federal laws.</p> <p>O Collects, synthesizes, and reports out data in order to develop a plan of action to improve comprehensive care and programming for all students and populations responsible for.</p>	O Optional

	<p>O Requests assistance in developing ways to evaluate data collection for students with medically complex needs.</p> <p>O Uses already established data collection system for documentation of student and parent interactions on a regular basis.</p>	<p>O Obtains health history assessments and prioritizes care for medically complex students.</p>	<p>O Actively contributes to the data collection system in an organized manner; retrieves data for use in programming and improved services; and gives suggestions for system improvement.</p>	<p>O Collectively develops and supports appropriate data collection tools and plans for use with medically complex student populations.</p> <p>O Designs, implements, and evaluates district-wide data collection processes.</p>	
<p>Component 2.0 Diagnosis Description: The school nurse reviews and analyzes assessment data in order to determine the focus/nursing diagnosis/issue.</p>	<p>O Begins to assign appropriate nursing diagnosis to individual students based on nursing assessment data.</p> <p>O Requests guidance on nursing diagnoses or focus in complex situations.</p>	<p>O Defines the focus or nursing diagnosis based on review of the assessment data.</p> <p>O Attempts identification of nursing diagnoses or focus based on data assessment in more complex situations.</p>	<p>O Analyzes assessment data using critical thinking skills to determine appropriate nursing diagnoses or health issues.</p> <p>O Identifies gaps between assessment data and determining diagnoses or focus.</p>	<p>O Uses high level critical thinking skills to determine trends in student diagnoses or health issues to formulate district programming.</p> <p>O Proposes new concepts or wording in the nursing diagnosis process based on research.</p> <p>O Directs or guides others in formulating appropriate nursing diagnoses identification.</p>	O Optional
<p>Component 3.0 Outcomes Identification Description: The school nurse identifies expected outcomes for a plan that is individualized to the student or the situation.</p>	<p>O Identifies expected short-term student health outcomes based on the nursing diagnoses that are developmentally appropriate.</p> <p>O Begins to identify health disparities and inequities and its effect on educational achievement.</p>	<p>O Identifies expected short-term student health and educational outcomes based on the nursing diagnoses.</p> <p>O With consultation, identifies outcomes that are culturally appropriate and realistic in relation to the student's present and potential capabilities.</p>	<p>O Identifies short- and long-term outcomes that are mutually formulated with the student, family, school staff, community and other providers, as appropriate.</p> <p>O Independently identifies outcomes that are culturally appropriate and realistic in relation to the student's present and potential capabilities.</p>	<p>O Mentors proficient school nurses in the role of case manager for students with health needs.</p> <p>O Identifies and uses trends in student outcomes to guide district planning for future school programs.</p> <p>O Acts as a resource for the school community in the development of health and educational outcomes for students.</p>	O Optional

		<p>O Determines outcomes with consideration of resources, including nurses other responsibilities that are needed and available.</p> <p>O Constructs and documents student health outcomes that are measurable and include a reasonable time frame.</p>	<p>O Considers risks, costs, benefits and scientific evidence in the development of outcomes.</p> <p>O Constructs and documents student health and educational outcomes that are measureable, expressed in educational terms and include a reasonable time frame.</p> <p>O Serves as case manager for student with health needs.</p>		
<p>Component 4.0 Planning Description: The school nurse develops a plan that outlines strategies to attain expected outcomes.</p>	<p>O Establishes a plan of care and documentation for health office visits to meet the immediate basic needs, injuries, illnesses and social emotional needs.</p> <p>O Initiates the individual health care plan utilizing information from the nursing assessment and identified outcomes.</p> <p>O Differentiate between the utilization of the individual and emergency action plans.</p> <p>O Documentation of the individual and emergency health care plans.</p> <p>O Communicate the health care plans to the staff.</p>	<p>O Establishes a plan of care to meet the health promotion, health education and social-emotional needs.</p> <p>O Establishes plans which incorporates physical, emotional, social, spiritual and cultural components.</p> <p>O Seeks consultation from student, parents, educational professionals, and community health care providers.</p> <p>O Recognizes the use of health care plans as it relates to students utilizing regular education, IEPs and Section 504 Accommodation Plans.</p>	<p>O Incorporates health promotion, education and prevention activities for students making health office visits.</p> <p>O Integrates self-care model addressing a student or group of student's health care knowledge and skill deficit.</p> <p>O Collaborates with school nursing colleagues, medical advisors and nursing educators in developing a plan of care for students with complex, and special health care needs.</p> <p>O Establish a planning process which incorporates local, state and federal laws in school nursing practice.</p>	<p>O Develops procedures and guidelines consistently utilizing standards of care, health care trends, promising, and evidence based practice.</p> <p>O Utilizes national and international research in the planning of care for students with complex and special health care needs, and in health promotion, education, and prevention activities for all students, staff, and families.</p>	O Optional

		<p>O Communicate the health care plans to the student, parents and staff.</p>			
<p>Component 5.0 Implementation Description: The school nurse implements interventions identified in the plan of care</p>	<p>O Collaborates with principal/administrator to identify and designate Unlicensed Assistive Personnel (UAP) who are best suited for delivery of care as applicable.</p>	<p>O Provides care to ill and injured according to standards of care.</p> <p>O Assumes responsibility for the safe and efficient implementation of the plan.</p>	<p>O Oversees delivery of prescribed interventions and monitors activities of Unlicensed Assistive Personnel (UAP).</p> <p>O Partners with the student, family, school staff/administration as appropriate to implement the plan.</p>	<p>O Actively participate in the development and continuous improvement of systems that improves the implementation plans.</p> <p>O Works across systems to improve continuity of plan.</p>	<p>O Optional</p>
<p>Component 5.1 Coordination of Care Description: The school nurse coordinates health care delivery.</p>	<p>O Trains staff as applicable in performing health care tasks and procedures.</p>	<p>O Shares individual health plans with appropriate staff and monitors to ensure plan is followed.</p> <p>O Maintains training roster and , delegation (skills training) records.</p>	<p>O Incorporates the individualized healthcare plan into the student's educational day and afterschool activities.</p> <p>O Documents coordination of care.</p> <p>O Communicates with student, parents, school staff and healthcare providers, as applicable to enhance student's health care plan.</p>	<p>O Advocates for the delivery of culturally competent, developmentally appropriate, and humane care by the interprofessional team.</p> <p>O Provides case management and actively collaborates with staff, students, families, and other health care providers to promote self-management and optimal care during school hours.</p>	<p>O Optional</p>
<p>Component 5.2 Health Teaching and Health Promotion Description: The school nurse provides health education and implements strategies to promote health</p>	<p>O Provides information on various health topics to school staff as requested.</p>	<p>O Serves as a resource to school staff regarding health education.</p> <p>O Provides health counseling for students and their families to maximize classroom participation.</p>	<p>O Designs health information material and activities appropriate to developmental level, learning needs, readiness to learn, and cultural values and beliefs.</p> <p>O Coordinates education of staff on various health issues and</p>	<p>O Promotes health, wellness, self-care and safety through education of the school community regarding health issues.</p> <p>O Seeks opportunities for feedback and evaluation of the effectiveness of strategies used.</p>	<p>O Optional</p>

and a safe environment.			interprets students health needs to school personnel.	O Assesses health needs of the school community.	
Component 6.0 Evaluation Description: The school nurse evaluates progress toward the accomplishment of identified outcomes.	O Reviews plans to evaluate whether or not they were implemented as specified. O Identifies data sources needed to determine outcomes and student's response to plan. O Documents the results of the evaluation according to district policies and procedures.	O Uses a systematic and continuous process to evaluate whether or not plans were implemented as specified, and expected health outcomes were achieved. O Involves the student and others in evaluation of attainment of expected outcomes and response to interventions. O Revises the plan as needed.	O In collaboration with the student and others, determines whether student outcomes had the desired impact on health and educational progress. O Evaluates accuracy of diagnosis and effectiveness of interventions in relation to attainment of expected student outcomes. O Communicates results of evaluation to student and others and develops a revised plan as needed. O Evaluates own learning needs.	O Develops systems for implementation and outcome evaluation. O Uses aggregated data from student outcomes to effect change to policies and procedures, and promote school health programs that support student learning and healthy development. O Monitors evaluation research and evidence-based literature to advance personal learning, share knowledge and recommend changes in evaluation practice, policy or procedures.	O Optional
Component 7.0 Ethics Description: The school nurse integrates ethical decision-making in all areas of practice.	O Seeks out and uses the American Nurses Association (ANA) and the National Association of School Nurses (NASN) Code of Ethics, state and local guidance in making decisions on practice issues, and asks questions with regards to Health Insurance Portability and Accountability Act (HIPAA) and Family Educational Rights and	O Adheres to educational and healthcare laws, including HIPAA, nursing ethical standards, and follows regulations relating to privacy and confidentiality, including FERPA. O Recognizes ethical dilemmas involving students, colleagues, or systems, and participates in resolving them with assistance.	O Establishes and is part of a network of resources for consultation in resolving ethical dilemmas or issues regarding FERPA. O Facilitates discussion and resolution of ethical dilemmas of students, colleague or systems. O Educates others about therapeutic and professional student-nurse relationships and role boundaries.	O Develops policies, procedures, and professional development activities that promote staff education and adherence to ethical standards related to: students, families, colleagues, and self. O Acts as consultant to others to resolve ethical issues or HIPAA/FERPA questions of students, colleagues or within systems.	REQUIRED

	<p>Privacy Act (FERPA) privacy and confidentiality laws.</p> <p>O Seeks guidance from supervisor in situational decision-making.</p> <p>O Delivers care in a manner that preserves and protects the autonomy, dignity, and rights of students and families.</p> <p>O Maintains therapeutic and professional student-nurse relationships with appropriate professional roles.</p>				
<p>Component 8.0 Culturally Congruent Practice Description: The school nurse practices in a manner that is congruent with cultural diversity and inclusion principles</p>	<p>O Considers the effect and impact of discrimination and oppression on own nursing practice.</p>	<p>O Demonstrates respect, equity, and empathy in actions and interactions with students, families, and the school community.</p> <p>O Uses skills and tools that are appropriately vetted for the culture, literacy, and language of the population served.</p>	<p>O Consistently demonstrates respect, equity, and empathy in actions and interactions with all students, families, and the school community.</p> <p>O Communicates with appropriate language and behaviors, including the use of interpreters and translators in accordance with healthcare preferences.</p> <p>O Respects student and family decisions based on age, tradition, belief and family influence and stage of acculturation.</p>	<p>O Participates in lifelong learning to understand cultural preferences, worldview, choices, and decision making processes of diverse school communities.</p> <p>O Creates an inventory of one's own values, beliefs, practices and communication patterns.</p> <p>O Advocates for policies that promote health and prevent harm among culturally diverse, under served, or underrepresented students and families.</p>	<p>REQUIRED</p>

<p>Component 9.0 Communication Description: The school nurse interacts effectively with others.</p>	<p>O Conveys information to students, staff, parents, administrators in formats that promote understanding.</p> <p>O Understand regulations pertaining to privacy and confidentiality in all communication.</p>	<p>O Articulates thoughts and ideas clearly and effectively.</p> <p>O Practices effective communication with administrators and school staff; establishes good rapport with students and families.</p> <p>O Demonstrates proficiency in written, verbal and electronic forms of communication.</p>	<p>O Utilizes communication as a positive strategy to achieve nursing goals.</p> <p>O Demonstrates knowledge of the roles of other school professionals and shares health data as needed.</p> <p>O Provides information at appropriate educational and technical level for receiving audience.</p>	<p>O Seeks continuous improvement of own communication and conflict resolution skills.</p>	<p>REQUIRED</p>
<p>Component 10.0 Collaboration Description: The school nurse collaborates with students, families, school staff, and others.</p>	<p>O Seeks guidance in building relationships with students, families, staff and outside agencies to meet student health needs and goals.</p> <p>O Provides student health information upon request to maintain safety in school setting.</p>	<p>O Independently builds relationships with students, families, staff and outside agencies to meet student health needs and goals.</p> <p>O Shares knowledge of student health information anticipating impact in school setting.</p>	<p>O Advocates for collaboration among students, families, staff and outside agencies to meet student health needs and goals.</p> <p>O Coordinates management of students with complex health needs in school setting.</p>	<p>O Advocates for a collaborative approach to meet student health needs and goals.</p> <p>O Assists students and families with connecting to outside agencies and resources for health needs and goals when school and life transitions occur.</p>	<p>O Optional</p>
<p>Component 11.0 Leadership Description: The school nurse provides leadership in the educational setting and within the school nurse profession.</p>	<p>O Demonstrates basic understanding of school nurse role and responsibility.</p>	<p>O Seeks guidance from school leader or mentor as needed for professional growth.</p>	<p>O Demonstrates knowledge of the school districts' mission and vision and integrates that into practice.</p>	<p>O Serves in key roles in the school setting by participating on committees, councils, etc.</p> <p>O Coordinates professional development and other initiatives to improve school health with measurable outcomes.</p> <p>O Maintains membership and leadership positions in</p>	<p>O Optional</p>

				professional organizations.	
<p>Component 12.0 Education Description: The school nurse attains the knowledge, skills, and competencies required for quality practice in schools.</p>	<p>O Identifies need for additional training, skills, and/or knowledge and sources to obtain these.</p> <p>O Demonstrates limited knowledge and competency specific to current nursing practice.</p> <p>O Maintains basic nursing certification (state nursing licensure, CPR).</p>	<p>O Engages in professional development activities.</p> <p>O Demonstrates basic knowledge and competency specific to current school nursing practice.</p> <p>O Has some records of professional development activities.</p>	<p>O Seeks out and engages in professional learning opportunities to maintain clinical and professional skills.</p> <p>O Demonstrates knowledge and competency that reflects current school nursing practice.</p> <p>O Maintains professional records that provide evidence of competency and lifelong learning.</p> <p>O Maintains certifications, yearly CEUs and professional memberships.</p>	<p>O Seeks out formal and independent opportunities for professional development from a wide variety of sources to expand knowledge and competency.</p> <p>O Provides professional learning opportunities for school nurse colleagues (presents at conferences, writes professional articles).</p> <p>O Maintains certifications, yearly CEUs and professional memberships, as well as pursuit of national school nurse certification, DPI licensing, and/or advanced degree.</p>	REQUIRED
<p>Component 13.0 Evidence-based Practice Description: The school nurse integrates evidence and research findings into practice.</p>	<p>O Begins to identify evidence and researched based findings when making decisions regarding nursing practice.</p> <p>O Investigates possible data collections.</p> <p>O Minimal awareness of current school nursing issues and trends.</p>	<p>O Uses evidence-based researched findings to guide school nursing practice.</p> <p>O Collects data for local reporting.</p> <p>O Able to articulate current school nursing practice issues and trends.</p>	<p>O Consistently uses evidence-based research to guide and make changes in school nursing practice.</p> <p>O Collects, understands, and is able to report out data for both local and statewide reporting.</p> <p>O Stays informed of current health and practice issues and applies this knowledge to practice.</p>	<p>O Consistently initiates changes in school nursing practice based upon evidence-based research findings and shares rationale with others so that they understand reason for change.</p> <p>O Collects data for local/state/national reporting.</p> <p>O Conducts active school nurse research to guide and improve practice.</p> <p>O Shares research findings and presentations with colleagues and peers.</p>	O Optional

<p>Component 14.0 Quality of Practice Description: The school nurse contributes to quality nursing practice.</p>	<p>O Participates in some quality improvement activities for local education unit.</p>	<p>O Assures that local education unit is in compliance with mandated health service activities.</p> <p>O Identifies quality improvement activities for local education unit.</p>	<p>O Identifies, collects, analyzes data; formulates recommendations and implements activities to improve school nursing practice.</p>	<p>O Initiates changes in nursing practice at the district level based on the results of quality improvement activities.</p>	<p>O Optional</p>
<p>Component 15.0 Professional Practice Evaluation Description: The school nurse evaluates one's own nursing practice in relation to professional practice standards and guidelines, and relevant local and state guidelines.</p>	<p>O Obtains informal feedback regarding one's own practice from students, staff, administrators, professional colleagues.</p>	<p>O Solicits input from supervisor, peers, principals, staff, parents and students and uses that information to improve practice.</p> <p>O Takes action to achieve goals identified in the evaluation process.</p>	<p>O Engages in self-reflection and self-evaluation of practice, identifying areas of strength as well as areas in which professional development would be beneficial.</p> <p>O Provides evidence for practice decisions and actions as part of the informal and formal evaluation process.</p>	<p>O Influences organizational policies and procedures to promote interprofessional evidenced- based practice.</p> <p>O Provides peers and others with formal and informal constructive feedback regarding their practice or role performance.</p>	<p>REQUIRED</p>
<p>Component 16.0 Resource Utilization Description: The school nurse considers safety, effectiveness, cost, quality, and impact on practice in the planning and delivery of school nursing services.</p>	<p>O Follows district procedures for ordering and maintaining health office supplies and equipment.</p>	<p>O Assists students and families in obtaining appropriate services within the school and community.</p>	<p>O Identifies critical health needs of school population and develops appropriate interventions to maximize resources.</p>	<p>O Independently seeks resources (grant-writing, special funds, etc.) for appropriate school health programs.</p>	<p>O Optional</p>

<p>Component 17.0 Environmental Health Description: The school nurse practices in an environmentally safe and healthy manner.</p>	<p>O Identifies environmental health risks to students, staff and visitors and reports to supervisor.</p>	<p>O Promotes a practice environment that reduces environmental health risks.</p> <p>O Uses scientific evidence to determine whether a product or treatment is a potential environmental threat.</p>	<p>O Participates in developing strategies to promote healthy communities and school environments.</p> <p>O Facilitates the assessment of the practice environment for factors that negatively affect health in the school setting including safe staffing ratios, food safety, sound, odor, chemicals, mold, noise, and light.</p>	<p>O Advocates for various aspects of school safety (tobacco free schools, air quality, playground and sports safety, substance abuse prevention, anti-bullying, sanitation, etc.).</p> <p>O Creates or participates in partnerships that promote sustainable environmental health policies, including efforts to promote access to healthy foods and physical activity.</p>	<p>O Optional</p>
<p>Component 18.0 Program Management Description: The school nurse organizes and manages school health services.</p>	<p>O Supervises, trains, and/or orients UAPs consistent with job description following legal requirements and documents competency.</p> <p>O Maintains current school health program.</p>	<p>O Advocates for the needs of individual students and the school community.</p> <p>O Acts as a resource to the school's health program.</p> <p>O Promotes school health program.</p>	<p>O Conducts health needs assessments of the school environment to identify current health problems and identify the need for health services programming.</p> <p>O Implements needed health programs using a program planning process.</p> <p>O Establishes a system of communication and access to for the healthcare team members within the school community.</p>	<p>O Communicates student and school community outcomes and the school health program to the community, administrators, and the school board and key stakeholders.</p> <p>O Leverages cooperation among families, schools, and communities on public health issues.</p> <p>O Develops interagency partnerships that support student health and education goals.</p>	<p>O Optional</p>

References:

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