

Recommended Qualifications for the Unlicensed Assistive Personnel (UAP)

<h2>Education</h2>	<ul style="list-style-type: none">• High school diploma or equivalent or higher• Ability to read English• First aid & CPR certified• Office management skills• Other pre-employment training determined by the school district
<h2>Personal Attributes</h2>	<ul style="list-style-type: none">• Reports to work as scheduled• Understands & follows school policies and guidelines• Understands & follows all delegated care tasks• Willing to assume responsibility for the assigned tasks• Works within UAP job description• Adaptable to various school situations• Possesses common sense
<h2>Interpersonal Attributes</h2>	<ul style="list-style-type: none">• Genuine liking of children & ability to work with them• Able to establish rapport with students, families, & school personnel• Maintains confidentiality of information• Communicates clearly - written & verbal• Willing to be supervised by the school nurse• Introduces self as health care assistant (not <i>the nurse</i>)
<h2>Emergency Effectiveness</h2>	<ul style="list-style-type: none">• Stays calm when the unexpected occurs• Demonstrates good judgment when unexpected problems arise• Knows when to call emergency medical services &/or the school nurse