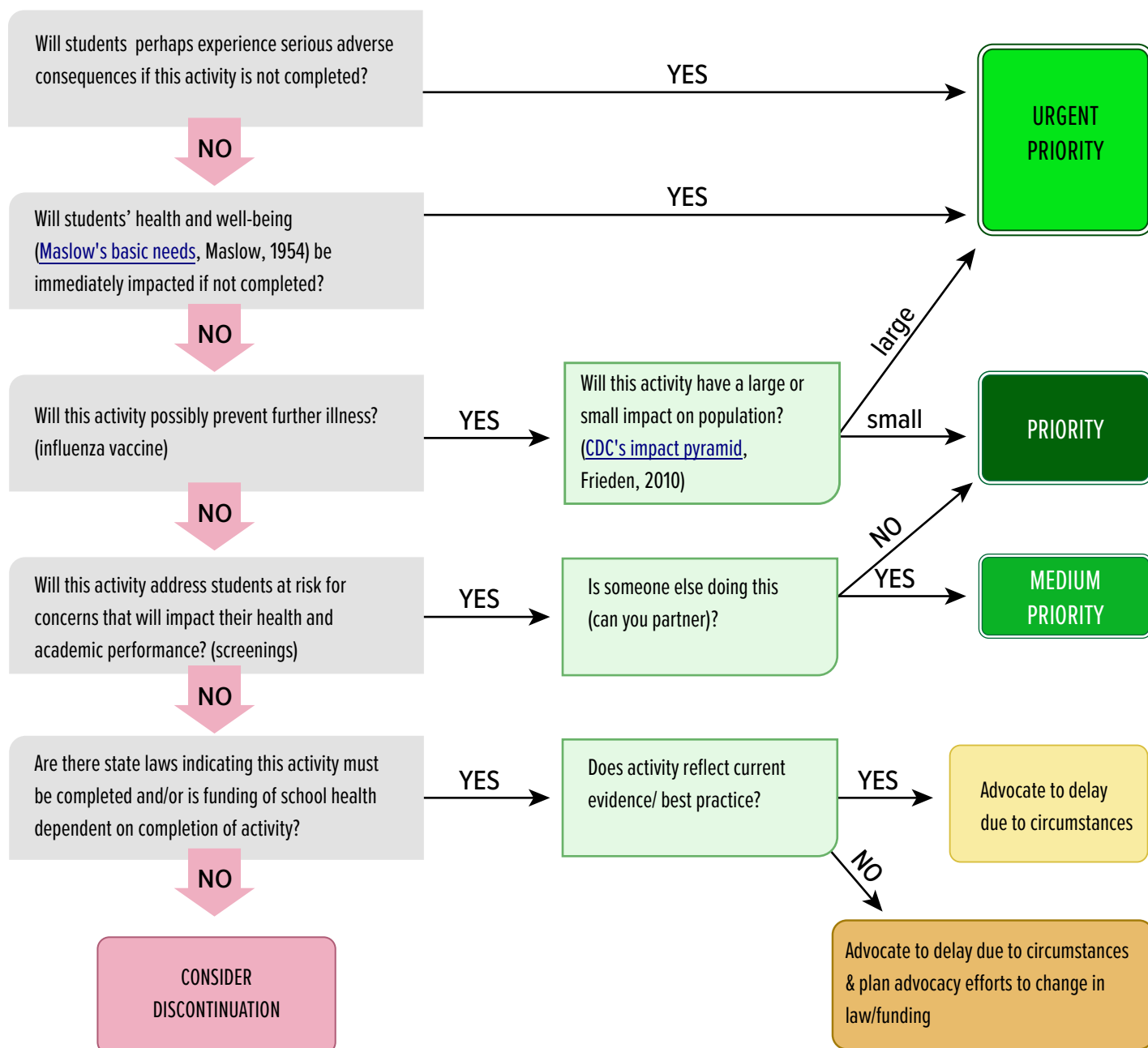


**SCHOOL NURSING PRACTICE** will vary by building based on an assessment of current local and state issues and needs. The following questions, based on principles of triage for individual and population-based care, can assist school nurses in prioritizing activities. Do not overthink the questions; focus on immediate consequences.

This document is a resource that school nurses can consult as they formulate independent nursing judgement for

their practice or when participating in policy discussions in their districts. This document is not intended to provide clinical standards or guidelines. The school nurse is responsible for complying with applicable federal, state, and local laws, regulations, ordinances, executive orders, policies, and any other applicable sources of authority, including any applicable standards of practice.



# PRIORITIZING

## School Nursing Practice Activities



ANOTHER APPROACH that may be helpful in explaining to school administrators the change in nursing practice and the prioritization of activities is using a decision-making quadrant table (see below) to highlight those activities that

are urgent and important. A timeline or plan can also be developed to address the other activities found in the other quadrants.

<b>URGENT and IMPORTANT</b>	<b>Important, NOT urgent</b>
<i>(Students could experience serious adverse consequences (die) if not addressed.)</i>	<i>(Impacts student health, but not serious life-threatening. Could be addressed later.)</i>
<b>Urgent, NOT important</b>	<b>NOT important, NOT urgent</b>
<i>(Activity could be delayed without any student health consequence.)</i>	<i>(Consider dropping these activities.)</i>

(Source: Covey, 1987. Adapted from work by Martha D. Bergren)

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AFTER EVALUATING and determining priority activities and developing a timeline, share your plan with your supervisor and/or principal so they are aware. This is a time to reinforce the valuable role school nurses play in keep students health, safe, and ready to learn.

### REFERENCES:

Covey, S. (1987).The 7 habits of highly effective people, Simon & Schuster.

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