

# POSITION: OCCUPATIONAL THERAPIST

**REPORTS TO:** Rehab Manager/Clinical Supervisor/ Nurse Case Manager

## POSITION SUMMARY

Provides services to home care clients in accordance with the Plan of Care. Services are provided under the direction of the attending physician with participation of the family and other members of the interdisciplinary team, as indicated.

## QUALIFICATIONS

- Graduate of an accredited occupational therapy curriculum, accredited jointly by the Committee on Allied Health Education and Accreditation of the American Medical Association and the American Occupational Therapy Association; or eligible for the National Registration Examination of the American Occupational Therapy Association.
- Possesses current registration or license as required by state(s) of practice.
- Has a minimum of two (2) year's experience in a health care facility or equivalent experience.
- CPR certification.
- Demonstrates strong verbal and written communication skills and good interpersonal skills.
- Licensed driver with automobile insured in accordance with state/Agency requirements. Evidence of safe driving record, and reliable transportation.

## ESSENTIAL FUNCTIONS/AREAS OF ACCOUNTABILITY

1. Performs occupational therapy assessments, diagnostic tests, skilled treatments, and ongoing evaluation of clients who are receiving services under a medically approved Plan of Care.
  - a. Completes assessments in a timely manner and in accordance with Agency policy.
  - b. Develops a treatment program and establishes goals for improved function.
  - c. Provides assessment findings and goals to assist in developing the client care plan and obtains specific physician orders as needed.
  - d. Documents all findings, plans, interventions, and client progress (outcomes) on designated forms and submits per Agency guidelines.
  - e. Communicates plans and changes to the physician and to nursing Case Manager and other Agency staff through the care plan, written progress notes, and participation in care conferences.
2. Guides and instructs the client in prescribing therapeutic self-care and creative activities that are directed toward improving independence and physical and cognitive functioning.
3. Advises, consults, and teaches appropriate treatment procedures and supportive activities to clients, family members, and other Agency staff.
4. Designs and/or orders appropriate adaptive/assistive devices and/or splints to promote optimal level of functioning.
5. Instructs clients and their families in the client specific program.

6. Performs job in compliance with Agency policies and procedures and professional and community standards.
  - a. Provides services in accordance with applicable state, federal, and Joint Commission standards.
  - b. Attends meetings and required educational programs.
  - c. Accepts responsibility for personal and professional development and identifies learning/developmental needs to supervisor.
7. Attends care conferences, initiates interdisciplinary referrals and participates in care coordination as needed.
8. Serves on the Clinical Record Review Committee.
9. Performs other related duties and responsibilities as deemed necessary.

## **SUPERVISION OF OCCUPATIONAL THERAPY ASSISTANTS**

1. Instructs and supervises Occupational Therapy Assistants in certain phases of occupational therapy services they may provide to the client.
2. Available by telephone to the Occupational Therapy Assistant at all times when an Occupational Therapy Assistant is providing treatment to a client.
3. Supervises on-site while the Occupational Therapy Assistant is rendering client care—every four (4) to six (6) visits, minimally once every month. Supervision does not constitute treatment.
4. Completes an on-site functional assessment, review, and revision of the Plan of Care, and an assessment of utilization of community resources.

## **PHYSICAL/ENVIRONMENTAL DEMANDS**

See ADA Requirements. I have read and understand the above description of the Occupational Therapist.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_