

OCCUPATIONAL THERAPIST

OVERALL JOB PURPOSE STATEMENT

Under the general direction of the Director of Pupil Personnel Services, the job of Occupational Therapist is done for the purpose/s of participating as a member of a multi-disciplinary team in the assessment of students with physical, mental, developmental and/or emotional disability to determine current levels of motor development and/or cognitive functioning; developing recommendations and a plan that addresses the identified needs; identifying and addressing areas of family concern regarding student's development; and assisting other staff in implementing activities and/or techniques that address the identified student needs.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Occupational Therapist uses his/her professional medical field of training and expertise to evaluate students within Special Education to determine motor development and cognitive function levels and developing plans of treatment as appropriate.

ESSENTIAL FUNCTIONS

- Collaborates with trans-disciplinary team members for the purpose of providing individual, in-depth assessment of students to determine the degree of motor and sensory limitations.
- Prepares assessment reports for the purpose of documenting student's level of motor and sensory development.
- Provides on-site interpretation and summaries of assessment results to families for the purpose of facilitating family identification of service plan and goals.
- Participates in Individualized Education Plan (IEP) meeting for the purpose of developing/updating annual goals and short-term objectives.
- Provides direct occupational therapy service as appropriate for the purpose of developing students daily living skills in compliance with established goals and objectives.
- Designs, recommends, develops and adjusts fit of adaptive equipment for the purpose of improving student's functioning within the educational program.
- Consults with family, staff other therapists and professionals in community agencies on the appropriate implementation of educational programs as they relate to students development of motor skills and sensory integration concerns for the purpose of ensuring greatest chance of success for the student.

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- Presents/demonstrates educational and developmental strategies to students and families, in the home and in schools for the purpose of suggesting appropriate activities to accomplish motor and sensory goals set in the IEP.
- Provides in-service training to teachers, instructional assistants and parents in the area of specialty for the purpose of demonstrating and modeling exercises/activities.
- Implements programs for the purpose of maintaining compliance with federal, state, and local safety programs and/or adherence to IDEA mandates.
- Collaborates with assistive staff (e.g. teacher, instructional assistant, etc.) for the purpose of providing guidance related to implementation of assessment recommendations.
- Participates in local and state presentations as necessary for the purpose of conveying and/or receiving information.
- Assists in the performance of other related duties as assigned for the purpose of accomplishing organizational goals.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

SKILLS, KNOWLEDGE AND ABILITIES

SKILLS are required to perform multiple, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in occupational therapy treatment; operating standard office equipment including using pertinent software applications; preparing and maintaining accurate records; and applying assessment instruments.

KNOWLEDGE is required to perform algebra and/or geometry; review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: age appropriate activities; health standards and hazards; safety practices and procedures; and stages of child development.

ABILITY is required to schedule a significant number of activities, meetings, and/or events; often gather, collate, and/or classify data; and consider a number of factors when using equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined and similar processes; and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with data of varied types and/or purposes; and utilize a variety of job-related equipment. In working with others, independent problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: accurately assessing the developmental status and educational needs of adolescents; planning,

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organizing and conducting occupational therapy program; working collaboratively in transdisciplinary teams and with families; and communicating effectively orally and in writing.

RESPONSIBILITY

Responsibilities include: working under limited supervision using standardized practices and/or methods; directing other persons within a small work unit; and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

WORKING ENVIRONMENT

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; frequent climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 10% sitting, 45% walking and 45% standing. The job is performed under minimal temperature variations, some hazardous conditions, and in a clean atmosphere.

EXPERIENCE

Job-related experience within specialized field is required.

EDUCATION

Bachelor's degree in job related area.

REQUIRED TESTING

Pre-employment Proficiency Test

CERTIFICATES

California State Licensure for Occupational Therapy Occupational Therapist Registered (OTR)

CONTINUING EDUCATION/TRAINING

Maintain License

CLEARANCES

Criminal Justice Fingerprint/Background Clearance; TB Clearance