

Occupational Therapist

Classified Position - 7291

<u>Salary</u> Specialized License Personnel per Salary Schedule	<u>Days</u> Per contract	<u>Reports to:</u> Director of Exceptional Child Building Principal
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SCOPE OF RESPONSIBILITIES

- Provides students with occupational therapy evaluations and school-based therapy services that are necessary for them to access and benefit from the educational program
- Provides appropriate consultation and in-service to District staff

REPRESENTATIVE DUTIES / ESSENTIAL FUNCTIONS

1. Obtains and interprets medical information and maintains communication with medical personnel
2. Provides individual screenings and/or evaluation of students referred, which may include fine motor, sensory, perceptual and manipulation, skills and prevocational testing
3. Develops short and long term goals to facilitate sensory integration, to develop fine motor skills and independence in activities of daily living and to improve classroom function
4. Attends ARC meeting and interprets results of occupational therapy evaluations
5. Develops plan to implement therapy goals and contributes to development of the IEP
6. Interprets Occupational Therapy Assessment/evaluations, goals, and program to parents and school personnel
7. Carries out Occupational Therapy Program and assists parents and teachers in modifying environments and in providing appropriate activities or techniques
8. Determines, recommends, and oversees equipment and architectural modifications, which will allow students to function more independently
9. Documents student progress and maintains appropriate records
10. Performs such other tasks as may be requested by immediate supervisor
11. Adheres to the ethical and legal standards of the profession and remains knowledgeable of the implementation of current, effective research-based practices
12. Maintains regular and predictable attendance
13. Adheres to the professional code of ethics
14. Successfully utilizes technology as appropriate in job function
15. Performs such other task and assumes such other responsibilities as may be assigned by the Director of Special Education and Early Childhood or the Superintendent

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

- Principles and techniques of physical and occupational therapy
- Laws and regulations concerning medical records and therapeutic services
- Neurology, anatomy, neuroanatomy and physiology
- Crafts including materials and equipment required, analysis of physical requirements, analysis of exercise or other contributions as treatment for special disabilities, contraindications for use as treatment for specific disability or when other conditions exist
- Methods, materials and equipment used to alter existing or fabricate specialized equipment
- Safety precautions including hazards associated with client's specific activities
- Oral and written communication skills
- Public speaking techniques
- Research techniques
- Record-keeping techniques
- Principles of training and supervising staff
- Health and safety regulations
- Interpersonal skills using tact, patience and courtesy
- CPR

ABILITY TO:

- Provide physical and occupational therapy to eligible individuals
- Determine and evaluate treatment
- Plan, prepare and make oral presentations
- Communicate effectively with families of handicapped individuals
- Establish and maintain cooperative and effective working relationships with others
- Maintain records and prepare reports
- Monitor and evaluate equipment needs
- Prepare written evaluations and review medical and therapy reports
- Train and supervise others
- Read, interpret, apply and explain rules, regulations, policies and procedures
- Maintain current knowledge of related technological advances and other matters
- Lift heavy objects
- Operate office and therapeutic equipment
- Prioritize and schedule work
- Meet schedules and time lines
- Observe health and safety regulations
- Perform CPR as required

MINIMUM QUALIFICATIONS

- Active Kentucky license to practice issued by Kentucky Board of Licensure for Occupational Therapy