



Name: \_\_\_\_\_ Employee # \_\_\_\_\_

### Position Description

**Job Code/Title:** 50129 – Occupational Therapist

**General Hours of Work:** Shift varies based on staffing and patient needs; Monday - Friday; with weekend/holiday involvement

**Exempt/Nonexempt:** Nonexempt

**Department/Unit:** PM&R / Rehab

**Reports To:** PM&R Program Manager / Rehab Manager

**Revision/Review Date:** June 2009

**SUMMARY:** Responsible in the daily coordination and delivery of occupational therapy services implementing specific treatment programs for individual patients and patient groups according to the principles and practices of occupational therapy and established objectives of the department.

**REQUIRED EDUCATION and/or EXPERIENCE:**

- Bachelor's degree from four-year college or university; graduate from an accredited program for occupational therapy.

**REQUIRED CERTIFICATION, LICENSURE, and/or REGISTRATIONS:**

- This position requires a valid driver's license and that the employee is insurable by the Avera Health automobile liability insurance carrier.
- Licensed in the State of South Dakota as an Occupational Therapist required.

**ESSENTIAL FUNCTIONS** (Partial meets, Meets or Exceeds)

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| 1. Evaluate assigned patients, gathering data from a variety of sources, such as patient records, interviews, observations and team members. Demonstrates knowledge of age-specific factors and performs satisfactorily related to patients age infant through geriatrics as noted on unit specific guidelines and competencies. | <b>P M E</b> |
| 2. Develop and implement individualized treatment programs for the patients needing services. Use selected activities and/or tasks to promote and maintain health, and to achieve treatment goals. Establish and modify intervention goals and strategies for patients/ treatment program based on on-going evaluations.         | <b>P M E</b> |
| 3. Provide direct therapy services to patients using various functional settings and strategies. Plan's therapy with in the patient's individual physical, emotional and intellectual capabilities as indicated and coordinated with the rehabilitation , medical, and nursing care plans.                                       | <b>P M E</b> |
| 4. Prepares documentation as required by the profession and the department, such as evaluation results, individualized treatment plans, progress notes, and other such reports.  | <b>P M E</b> |
| 5. Communicate effectively with patient, family, physician, and other disciplinary team members regarding the patient status, progress, and needs.   | <b>P M E</b> |
| 6. Establish rapport and work cooperatively with interdisciplinary team members (including family/physician) throughout the patient's intervention program.  | <b>P M E</b> |

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| 7. Enhance professional growth and development through participation in educational programs, current literature, in-service meetings, workshops, etc. shares new knowledge with co-workers. | P M E |
| 8. Participate in program development of the department.   | P M E |
| 9. Evaluate and monitor clinical internship with students affiliating in various universities/colleges.  | P M E |

**REQUIRED PHYSICAL ABILITIES:**

- While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl; and talk or hear.
- The employee is occasionally required to sit, climb or balance, and taste or smell.
- The employee must regularly lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**REQUIRED COMMUNICATION/MATHEMATICAL/REASONING SKILLS:**

- Must possess the required level of skills and abilities to read, write, speak, and apply mathematical concepts and sound reasoning to successfully perform the essential duties and responsibilities of this job.
- Must be able to perform basic operations on a computer within the Windows operating system.
- This position requires problem solving skills, critical thinking skills, and the ability to multi-task.

**RESPONSIBILITIES, EXPECTATIONS & STANDARDS:**

- Commitment to the daily application of Avera’s mission, vision, core values and social principles to serve patients, their families and our community.
- Promote Avera McKennan’s values of compassion, hospitality and stewardship.
- Uphold Avera’s standards of Communication, Attitude, Responsiveness and Engagement (CARE) with enthusiasm and sincerity.
- Maintain confidentiality.
- Work effectively in a team environment, coordinating work flow with other team members and ensuring a productive and efficient environment.
- Comply with safety principles, laws, regulations and standards associated with, but not limited to CMS, Joint Commission, and OSHA.

**WORK ENVIRONMENT:**

- May be exposed to communicable diseases when working in a health care environment.
- While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals, and risk of electrical shock.
- The noise level in the work environment is usually moderate.

**AGE-SPECIFIC CARE CRITERIA:**

- Must demonstrate and maintain current knowledge and skills necessary to provide care/service to patients typically age infant through geriatric.

**ESSENTIAL QUALIFICATIONS:** The individual must be able to work the hours specified above. To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed above are representative of the knowledge, skills, and/or abilities required to perform the essential functions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, so long as the accommodations do not cause undue hardship to the employer.

**ACKNOWLEDGEMENT**

I have read and understand that the qualifications, responsibilities and essential functions listed above are required of this position, which I am capable of performing.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Employee Signature