

## JOB DESCRIPTION

**TITLE OF POSITION: OCCUPATIONAL THERAPIST**

**TITLE OF IMMEDIATE SUPERVISOR: Director of Nursing**

**RISK OF EXPOSURE TO BLOODBORNE PATHOGENS – HIGH**

DUTIES OF POSITION
Provides skilled occupational therapy service on an intermittent basis to clients in their homes in accordance with the physician's orders

POSITION RESPONSIBILITIES
1. Assists the physician in evaluating the client's level of function by applying diagnostic and prognostic procedures
2. Conducts initial and ongoing comprehensive assessments of the client's needs, including Outcome and Assessment Information Set (OASIS) assessments
3. Evaluates the client's significant other(s), and the home situation to determine what instruction will be required and what family assistance will be available in caring for the client, as well as what other Agency and community services will be required
4. Assures that the physician's orders are appropriate and discusses necessary changes
5. Assists in development and implementation of the interdisciplinary client care plan to include Occupational Therapy in consultation with the physician
6. Guides and instructs the client in prescribed therapeutic self-care and creative activities that are directed toward improving independence and physical and mental functioning
7. Instructs client in care and use of wheelchairs, braces, splints, and prosthetic and orthotic devices
8. Teaches, supervises and counsels the family and client in the total Occupational Therapy program and other related problems of the client at home
9. Establishes goals based on the client's current level of functioning and potential for improvement and performs re-evaluations as indicated
10. Makes arrangements for outpatient services when procedures are required that cannot be given in the home
11. Evaluates the effectiveness of occupational therapy intervention and updates the client care plan as needed
12. Prepares clinical/progress notes on the day of the visit which are incorporated into the chart within 72 hours.
13. Communicates with the physician on a regular basis regarding client's status, obtaining additional orders, if necessary
14. Communicates with other team members and, when appropriate, instructs them in Occupational Therapy techniques that they may use while working with the client
15. Supervises the Home Health Aide every two weeks when Occupational Therapy is the only professional discipline involved in the client's care
16. Supervises the Occupational Therapy Assistant at least once monthly

17. Participates in Agency activities, inservices, and meetings, when appropriate
18. Confirms, on a weekly basis, the scheduling of visits with the Director of Nursing in order to coordinate Agency visits
19. Participates with the staff, the client, and the physician in discharge activities and completes an Occupational Therapy Discharge Summary
20. Assumes responsibility for self development by continually striving to improve his/her health care knowledge through educational programs, attendance at workshops and conferences, active participation in professional and related organizations and individual research and reading

<b>ASSISTS IN THE AGENCY ADMISSION PROCESS</b>
1. Obtains a medical history, particularly as it relates to the present condition
2. Evaluates the client, the client's significant other(s) and the home situation to determine what instruction will be required, what assistance will be available from the family in caring for the client, and what other Agency and community services will be required.
3. Assures that the physician's orders are appropriate and discusses necessary changes.

<b>JOB CONDITIONS</b>
1. The ability to drive and the ability to access clients' homes which may not be routinely wheelchair accessible are required.
2. Hearing, eyesight and physical dexterity must be sufficient to perform a physical assessment of the client's condition and to perform client care.
3. On occasion, may be required to bend, stoop, reach and move client weight up to 250 pounds; lift and/or carry up to 30 pounds.

<b>EQUIPMENT OPERATION</b>
Occupational therapy equipment and other medical equipment will be utilized.
<b>COMPANY INFORMATION</b>
Has access to all client medical records which may be discussed with Director of Nursing, the Administrator, the Executive Director, and the Quality Assurance department staff and government agencies

<b>QUALIFICATIONS</b>	
1. Must be a graduate of an Occupational Therapy school approved by the Council of Medical Education of the A.M.A. in collaboration with the American Occupational Therapy Association	
2. Preferably should be a member of the American Occupational Therapy Association	
3. Must be licensed or registered by the State	
4. Must have at least one year of institutional experience	

<b>ACKNOWLEDGMENT</b>	
<b>Employee Signature</b>	<b>Date</b>