

OCCUPATIONAL THERAPIST

Code No. 3-08-045
COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position located at a health care facility or school district responsible for evaluating, planning and providing occupational therapy treatment individually and in groups, and in accordance with written prescription or referral from a licensed physician who provides medical direction. The employee reports directly to, and works under the general supervision of a Supervising Occupational Therapist or other higher level staff member. General supervision may be exercised over Occupational Therapy Assistants, Occupational Therapy Aides, clerical staff and students assigned to the service. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Performs occupational therapy procedures upon the written prescription or referral from a physician, utilizing an exercise or creative activity treatment program designed and/or adapted to correct or improve any disability;

Evaluates the degree of function and disability of patients unless contraindicated by the supervising therapist's professional judgment or a physician's admission notes;

Develops a treatment plan based upon findings, short and long term rehabilitation goals and in accordance with a physician's diagnosis, prescription or referral;

Records, on patients' charts, all evaluations, reevaluations, progress notes, consultations and discharge summaries;

Participates in the selection of personnel in the occupational therapy service, assigns their duties and provides supervision;

Fabricates and applies hand splints;

Trains patients in the use of adaptive assistive devices and/or self-help techniques to achieve maximum independence;

Participates with other facility personnel in the formulation of total care plans;

Confers periodically with the medical supervisor, physicians or other higher level staff member regarding all facets of patient care and related activities;

Develops or assists in the development of occupational therapy policies and procedures;

Participates and assists in the development of educational programs and instructs in-service education programs;

Maintains program records including, but not limited to, the service budget, statistical reports of the frequency and types of treatment and number of patients treated;

Assists in ordering supplies and equipment;

Participates in research activities and the development of new treatment programs and techniques in conjunction with other staff and physicians.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the principles, techniques and practices of occupational therapy; good knowledge of the operation and minor maintenance of apparatus and equipment used in occupational therapy; good knowledge of community resources available to support or supplement the occupational therapy program; ability to evaluate, plan and execute treatments for patients; ability to communicate orally and in writing; ability to plan and supervise the work of others; ability to assume responsibility for the treatment of patients; ability to provide and maintain accurate records and reports; ability to establish and maintain effective working relationships; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: EITHER:

- (A) Possession of a valid license and currently registered by the New York State Education Department as an Occupational Therapist; OR,
- (B) Possession of a Limited Permit to practice Occupational Therapy issued by the New York State Education Department.

REVISED: April 29, 1977
REVISED: October 11, 1984
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