



My Family Connection
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OCCUPATIONAL THERAPIST JOB DESCRIPTION

ESSENTIAL FUNCTIONS:

Facilitates development and rehabilitation of patients with mental, emotional and physical disabilities by planning and administering medically prescribed occupational therapy.

REPRESENTATIVE DUTIES:

The following duties are not intended to serve as a comprehensive list of all duties performed by all employees in this classification. Shown are duties intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

- Meets the patient's goals and needs and provides quality care by assessing and interpreting evaluations and test results; determining occupational therapy treatment plans in consultation with physicians or by prescription.
- Helps patient develop or regain physical or mental functioning or adjust to disabilities by implementing programs involving manual arts and crafts, practice in functional, prevocational, vocational and homemaking skills, activities of daily living, and sensory motor, educational, recreational and social activities.
- Promotes maximum independence by selecting and constructing therapies according to individual's physical capacity, intelligence level and interest.
- Evaluates results of occupational therapy by observing, noting and evaluating patient's progress; recommending and implementing adjustments and modifications.
- Assures continuation of therapeutic plan following case being closed by designing and instructing patients, families and caregivers in home exercise programs; recommending and/or providing assistive equipment; recommending outpatient or home health follow up programs.
- Documents patient care services by charting in patient and department records.
- Maintains patient confidence by keeping information confidential.
- Maintains safe and clean working environment by complying with procedures, rules and regulations.



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- Protects patients and employees by adhering to infection-control policies and protocols.
- Maintains professional and technical knowledge by attending education workshops; reviewing professional publications; establishing personal/professional networks; participating in professional societies.
- Complies with federal, state and local legal and certification requirements by studying existing and new legislation.

Patient Education:

- Facilitates movement toward a healthcare partnership between providers, the patients and their families.
- Educates patient/family regarding therapeutic exercises, activities and equipment.

Administrative Responsibilities:

- Documents patient encounters in appropriate format according to MFC policies.
- Provides statistics as requested.
- Will be conversant in various MFC billing mechanisms to avoid undue costs.

KNOWLEDGE and SKILLS:

- Knowledge of rehabilitative treatment techniques as utilized by the generalist in treating multiple age groups.
- Knowledge of the regulations and practice standards of Pediatric Occupational Therapy.
- Knowledge of direct patient care of Occupational Therapy to pediatric patients.
- Knowledge of equipment and instruments used in daily activities.
- Skill in treating Pediatric Occupational Therapy patients.
- Skill in using applicable equipment and instruments.
- Skill in assessing and prioritizing multiple tasks, projects and demands.
- Skill in critical thinking in the performance of Pediatric Occupational Therapy.



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- Skill in establishing and maintaining cooperative working relationships with others.
- Skills in maintaining good working relationships with community resources, referral sources, agencies and colleagues (PT and SLP).

MINIMUM QUALIFICATIONS:

- A Cleared/Clean Nevada Occupational Therapy Nevada License
- Preferred approximately one (1) year of experience working exclusively with a pediatric population.
- Participation in continuing education in pediatric therapy subjects as required by the Occupational Therapy governing authority.

ADDITIONAL REQUIREMENTS:

- May be required to work outside the traditional work schedule.
- May be called to work off-shift in emergency situations.

MINIMUM PHYSICAL REQUIREMENTS:

Standing, repetitive movements, lifting weights of various amounts (not to exceed 25 lbs.), sitting on floor, bending/squatting, walking, driving, etc. MFC is not a latex free environment. Therefore, some latex exposure can be expected.

AGE SPECIFIC REQUIREMENTS PERTAINING TO OCCUPATIONAL THERAPY CARE:

Provides care to the following age groups: Infant (30 days to 1 yr.), child (1-12 years), adolescent (13- 21 years).

Please note: This job description is not an offer of employment, and does not in any manner constitute an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice.