

HOOSIER UPLANDS HEALTH CARE DIVISION

500 West Main Street

Mitchell, IN 47446

JOB DESCRIPTION

JOB TITLE: Occupational Therapist

JOB SUMMARY: Provides medically prescribed treatment concerned with improving or restoring functions which have been impaired by illness or injury and to improve the individual's ability to perform these tasks required for independent functioning in accordance with IC 25-23.5.

LOCATION: Entire Agency Service Area

DIVISION: Health Care

REPORTS TO: Therapy Services Supervisor

Knowledge:

1. Bachelor of Science in Occupational Therapy from an approved Occupational Therapy curriculum.
2. Certified by the American Occupational Therapy Certification Board, Inc.
3. One year of clinical experience preferred.
4. Knowledge of home health preferred.

Abilities:

1. To develop and revise the plan of care in consultation with the physician and other care-team members, as often as the severity of the patient's condition requires, but at least every 2 months.
2. Ability to work with compromised adults.
3. Ability to work with demanding family members.
4. To be flexible and function independently.
5. Maintain emotional stability and personal integrity.

Responsibilities:

1. Perform initial and ongoing assessments to determine level of functioning, including OASIS assessments at appropriate time points and when therapy is the only service required.
2. Identifies barriers to desired outcomes.
3. Goal setting.
4. Provide leadership in directing the occupational therapy program.
5. Prepare clinical and progress notes. Complete written documentation within 24 hours of rehabilitative visit and turn documentation in to home health office in time to be filed in client's permanent record within 14 days.
6. Write 60 day summary of progress for physician.
7. Provide task oriented therapeutic activities designed to restore physical function.
8. Provide therapeutic treatments. Plan and implement therapeutic tasks and activities to restore sensory-integrative function.
9. Evaluation of equipment needs to increase functional level.
10. Teach client/family.
11. Teach compensatory techniques to improve level of independence in the activities of daily living.
12. Evaluation of effectiveness and outcomes of care. Report to the physician the client's

reaction to therapy and any changes in condition, as needed.

13. Assist the physician, chiropractor, podiatrist, dentist or optometrist in evaluating level of function. Ability to evaluate and re-evaluate as required, a client's level of function by administering diagnostic and prognostic tests.
14. Advise and consult with the family and other home health agency personnel. Be available for conferencing with RN Team Leader regarding treatment goals and discharge planning. Also be an active participant in planning for discharge.
15. Observes, records and makes reports to the physician of client reaction to therapy and of any changes in the client's condition in accordance with POC, home health policy and practice.
16. To meet with Therapy Services Supervisor, as needed to discuss, assess and evaluate the OT program for home health.
17. Coordinate services in consultation with home health staff. This shall include instruction and conference with COTA regarding client concerns, progress and treatment plan.
18. Document supervision of the COTA as needed.
19. Performs in home HHA supervision every two weeks, with documentation per agency policy, when occupational therapy is the only qualifying discipline providing care. The aide is not required to be present during this visit.
20. Delegates duties and tasks to other individuals as appropriate.
21. Provide thorough report of client status, treatment plans, goals and discharge planning prior to absence due to vacation, and/or scheduled meetings.
22. Serve on Quarterly Record Review Committee when requested.
23. Maintain confidentiality of all client information.
24. Participates in inservice programs.
25. Additional duties as assigned by supervisor.

Certificates, Licenses and Registrations:

1. Bachelors Degree in Occupational Therapy from an approved OT curriculum.
2. Current Indiana Licensure in Occupational Therapy
3. Current Driver's License
4. Current Automobile Liability Insurance

Physical Demands of the job/Work Environment:

The physical demands and work environment as described on the ergonomics sheet are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have reviewed this job description and agree to accept this position as described:

SIGNATURE

DATE

OTJSDSrevised06/12mjrn