

# Innovative Services NW Job Description

## Job Title: Occupational Therapist



**CLASSIFICATION:** 22

**HOURLY/SALARY RANGE:** \$40-44 /hour

**REPORTS TO:** LEAD OT

**EFFECTIVE DATE:** 4/29/2022

### **SUMMARY:**

Develop and implement occupational therapy program to meet the developmental needs of children birth - 21 in early intervention and outpatient services.

### **ESSENTIAL FUNCTIONS:**

- Provide individualized physical therapy services in outpatient clinic, early intervention natural environments (home, childcare, community), and via video telehealth when appropriate
- Conduct standardized testing and evaluation for children referred to the occupational therapist.
- Use evidence and clinical reasoning to develop functional goals and treatment plans that align with parental priorities for Early Intervention services; and/or that align with parent and physician direction for outpatient therapy.
- Engage children in individualized, age-appropriate, positive-play interactions to provide therapy as outlined by Early Intervention IFSP, physician referral, and/or evaluation outcomes.
- Update short and long-term goals as appropriate.
- Develop materials for implementation of services.
- Provide treatment in specialty areas, where applicable.
- Facilitate parent, care-provider, teacher input and participation; instruct and train about their child's sensory and fine development and therapy program goals for effective carryover into the home and other settings.
- Establish and maintain regular, clear and mutually respectful contact with client families, physician, educator, or key partners regarding child's progress through re-evaluation reports, chart notes, email, and telephone calls.
- Actively coordinator/contribute to the development and implementation of a child's IFSP with the multi-disciplinary team.
- Consult with various internal programs on request.
- Complete and maintain timely, accurate and comprehensive written documentation to ensure accountability and thorough client results including evaluation and assessment summaries, EMR encounter reporting, and client/family contact, for insurance and program requirements.
- Develop letters of justification for equipment.
- Utilize technology as an effective communication, planning and instructional tool.
- Attend and participate in organizational meetings and trainings as requested.
- Actively pursue continuing education/workshops and current trends in OT and early intervention techniques to maintain licensure and certification and advance PTS services.
- Support fellow OT's in training and development in the pediatric therapy department.

### **COMPETENCIES:**

- Strong Communicator
- Client- and Family-Centered
- Professionalism and demonstrated knowledge of ethical conduct
- Strong Problem Solving and Analysis
- Demonstrate knowledge of child development and best practices in occupational therapy

**AN EQUAL OPPORTUNITY EMPLOYER**

# Innovative Services NW Job Description

## Job Title: Occupational Therapist



- Demonstrate principles and techniques for establishing an effective client-clinician relationship.
- Understand assessment tools and techniques specific to the pediatric population.

**SUPERVISORY RESPONSIBILITY:** Possible supervision for COTA's as required by organization and the State of Washington.

### **WORK ENVIRONMENT:**

- Indoor clinic setting with ambient room temperature; lighting; moderate noise typical of children's activities and communication; equipment traditional of an office or therapy clinic setting.
- Natural environment settings such as family homes, child care or public spaces where therapy may be delivered, including occasional outdoor settings such as parks or back yards.
- Moderate exposure to body fluids while working in the home or clinic environment

### **PHYSICAL DEMANDS:**

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Individuals will frequently be required to stand; walk; bend, sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; talk and hear; drive vehicle to therapy appointments. During therapy sessions, the employee will frequently need to perform therapy on floor mats so will often be on their knees or in a floor-sitting position. The employee must occasionally lift and or move up to 40 pounds using proper lifting techniques.

### **POSITION TYPE AND EXPECTED HOURS OF WORK:**

- Non-exempt. Full Time - 32-40 hours per week depending on client caseload.

### **TRAVEL:**

Weekly use of personal vehicles for services delivered throughout Clark County, Washington.

### **REQUIRED EDUCATION, CERTIFICATION(S) AND EXPERIENCE**

- Master's Degree or higher or over 2 years pediatric experience
- Licensed occupational therapist in the state of Washington
- Practicum and/or experience with children with physical or developmental delays
- Proficient in Microsoft office skills
- Familiarity with EMR (electronic medical records) preferred
- Education and/or experience in early childhood development
- Current first aid and CPR, including infants and young children, or ability to obtain
- Current driver's license with proof of current auto insurance in state of residency
- Vehicle in excellent running condition with all safety restraints in working order
- Proficient in the English language
- Proficient verbal and written skills
- Must pass a criminal history background check
- **All employees of Pediatric Therapy are required to be fully vaccinated against COVID-19**

Innovative Services NW Job Description  
Job Title: Occupational Therapist



**AAP/EEO STATEMENT:**

Innovative Services NW provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

**OTHER DUTIES:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for their job. Duties, responsibilities, and activities may change at any time with or without notice.