

ANNE GRADY CORPORATION

JOB CLASSIFICATION: Occupational Therapist
DEPARTMENT: Therapy
TITLE OF POSITION: Occupational Therapist
IMMEDIATE SUPERVISOR: Director of Health Services
NORMAL WORKING HOURS AND SCHEDULE: Flex to 40 hours per week

JOB DESCRIPTION AND WORKER CHARACTERISTICS

KNOWLEDGE/SKILLS/ABILITIES: 1) Ohio licensure as Occupational Therapist; 2) Experience working with MR/DD individuals preferred; 3) Ability to supervise others; 4) Ability to meet deadlines; 5) Excellent organizational skills; 6) Ability to lift 50 pounds; 7) Ability to push, pull, bend, sit, stand, and stoop for extended periods of time; 8) Ability to regularly, intermittently, and spontaneously lift, transfer, and reposition individuals; 9) CPR/First Aid may be required.

POSITION RESPONSIBILITIES

1. Provides occupational therapy services as directed by individual interdisciplinary team.
2. Supervises COTAs in the provision of occupational therapy services as directed by individual interdisciplinary teams. Completes evaluations of staff.
3. Evaluates individuals in the occupational therapy areas annually or as needed.
4. Participates in interdisciplinary teams as necessary.
5. Provides in-service training for staff; assists home staff as needed in program implementation.
6. Determines and writes methodology for objectives and goals formulated through the team process.
7. Provides Occupational Therapy services to clients in the Outpatient Therapy office as indicated.
7. Ensures provision of occupational therapy services as required to meet individual needs.
8. Completes required documentation in a timely manner.
9. Promotes active treatment.
10. As a member of the Oral Motor Assessment Team, evaluates individuals with oral motor difficulties and provides solutions/recommendations along with RN, CT, and dietician.
11. To ensure that individuals are free from abuse and neglect to the extent possible.

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12. Follows policies and procedures.

13. Exemplifies Corporation philosophy.

14. To report to a supervisor immediately knowledge of any situation that may infringe or may have infringed on an individual's right to be free from abuse and neglect.

15. Performs any and all other related duties as assigned.

List of positions directly supervise.
If more than eight, list totals only.

Signature of Department Director Date

Signature of Employee Date

Form Pr-105

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