

**TITLE:** Occupational Therapist

**JOB SUMMARY:**

Evaluates, directs, plans and treats clients with a wide variety of disabilities to help patients achieve a maximum level of functional independence. Documents client care appropriately in the medical record to comply with the policies and procedures of the department, JCAHO, CARF, hospital requirements and those of MASS. General Law 666.

**PRIMARY JOB RESPONSIBILITIES AND DUTIES:**

1. Performs diagnostic evaluations to provide an efficient, effective, quality service to clients/families, hospital departments and external customers. Interprets data and clinical observations to develop treatment plans, goals and recommendations which are reflective of client/family needs and desires.
2. Develops and carries out a variety of techniques and modalities to provide individualized treatment appropriate to established goals. Modifies treatment plans and goals due to changes in client status and capabilities.
3. Documents evaluation results, treatment plans, patient progress and all clinical information required for reimbursement. Submits billing charges within department and professional guidelines.
4. Maintains appropriate communication with treatment team, physicians, clients, and/or family members to facilitate problem solving, program planning and education. Provides appropriate information regarding client status to patient, family, treatment team and other professionals, in a clear and concise manner.
5. Instructs clients and families in appropriate continued therapy programs and in the use of therapy techniques, assistive devices and aides.
6. Maintains and improves clinical competencies via continued education, professional development and program enhancement. Provides formal program information to staff and professionals; participates in program development, and provides student supervision.
7. Participates in discharge planning to ensure patients have appropriate assistance and continuation of rehabilitation at home or in other care settings.

**KNOWLEDGE, SKILLS AND ABILITIES:**

1. Graduate of an accredited program with a Bachelor or Masters Degree in Occupational Therapy as required by AOTA.
2. Certification in Occupational Therapy by NBCOT and licensed by the State of Massachusetts as outlined in Mass. General Law 666.

3. Work requires the ability to communicate effectively both orally or in writing. This may include explaining clinical, technical and diagnostic procedures to patients and their families, counseling clients and their families and enforcing policies and regulations in difficult situations.
4. Work requires the analytical ability to collect information from diverse sources, apply professional principles in performing various analyses, and summarize the information and data in order to solve problems or design complex systems and programs.
5. Work requires providing direct client care to pediatric, adolescent, young adult, adult and geriatric patients.

#### **WORKING CONDITIONS:**

1. Somewhat unpleasant conditions are routinely present i.e., cramped workspace, exposure to environmental hazards, chemical, unpleasant odors, or conditions requiring ongoing routine precautions.
2. There is occasional stress and pressure, sometimes due to workload pressures; there are work interruptions, occasional travel. Circumstances sometimes leave the worker little control.
3. There is moderate physical effort on a regular basis as regular standing, walking, bending, stooping, reaching, and also lifting of moderately heavy items to 20-30 lbs. When transferring patients, weights lifted can be in excess of 40 lbs.

#### **REPORTING RELATIONSHIPS:**

1. Reports to the Director of Rehabilitation Services or designee.
2. Responsible for leading the work of the Occupational Therapy Assistant and Aide.

*The above is intended to describe the principal responsibilities and outcomes, and the associated requirements, as well as the work environment. It is not intended as an exhaustive list of all aspects of the job.*