TITLE  OCCUPATIONAL THERAPIST

QUALIFICATIONS

1. Be currently licensed by the State of Tennessee to practice as an Occupational Therapist.

2. Demonstrate professional and personal characteristics necessary for working effectively with school personnel, parents, students, and medical staff.

3. Meet health and physical requirements.

JOB GOAL

The Occupational Therapist is responsible for the overall appraisal of occupational therapy needs within the system reporting these needs to the Director of Special Programs. The Occupational Therapist will also appropriately respond to all requests for evaluation, screening, and therapy of students within the system.

ORGANIZATIONAL RELATIONSHIP

The Occupational Therapist reports to the Director of Special Programs.

ESSENTIAL FUNCTIONS

1. Provides a timely response to all requests for screening or evaluation of students for therapy services.

2. Plans treatment/intervention sessions so they do not interfere with students' academic needs.

3. Establishes and maintains working and sharing relationships with students, teachers, aides, and other personnel so all programs can have maximal impact for student needs.

4. Performs in areas of student needs related to fine motor skills, oral motor skills, and self-help skills. Performance is dictated by individual needs of students and most effective methods of reaching needs which may
be direct intervention, classroom programs, or have programs developed with parents or caregivers.

ESSENTIAL FUNCTIONS (continued)

5. Communicates on all levels: verbal, M-Team reports, and contribution to the Individualized Education Program, as well as with appropriate medical personnel also involved in meeting student needs.

6. Maintains appropriate records following federal, state and local school system regulations, policies and procedures.

7. Screens, evaluates and assesses special needs students and documents results according to established procedures.

8. Provides occupational therapy when indicated on a student's individualized educational program.

9. Supervises other personnel carrying out delegated activities recommended by the occupational therapist for a specific child's educational program.

10. Supervises occupational therapy students on field work placements.

11. Maintains and updates policies and procedures involving occupational therapy services.

12. Participates in continuing education relevant to occupational therapy in the schools.

PHYSICAL DEMANDS

This job may require lifting or carrying of objects that exceed fifteen to twenty-five pounds. Other physical demands that may be required are as follows:

1. Stooping and/or kneeling
2. Reaching
3. Talking
4. Hearing
5. Seeing
6. Writing
7. Lifting and transfer of students

TEMPERAMENT (Personal Traits)
1. Adaptability to performing a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.

TEMPERAMENT (Personal Traits)

2. Adaptability to accepting responsibility for the direction, control, or planning of an activity.

3. Adaptability to dealing with people beyond giving and receiving instruction.

4. Adaptability to making generalizations, evaluations, or decisions based on sensory or judgmental criteria.

CAPACITY AND ABILITY REQUIREMENTS

Specific capacities and abilities may be required of an individual in order to learn or perform adequately a task or job duty.

1. Intelligence: The ability to understand instructions and underlying principles. Ability to reason and make judgments.

2. Verbal: Ability to understand meanings of words and ideas associated with them, and to use them effectively.

3. Numerical: Ability to perform arithmetic operations quickly and accurately.

4. Data Perception: Ability to understand and interpret information presented in the form of charts, graphs, or tables.

5. Perceptual Skills: To see barriers to student performance.

6. Analytic Skills: To help solve student needs in the existing or adaptive environment of the school.

7. Adaptive Skills: To help the special student have the most meaningful interaction with his environment.

WORK CONDITIONS

Dictated by school.
GENERAL REQUIREMENTS

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigned.