



TEHAMA COUNTY DEPARTMENT OF EDUCATION JOB DESCRIPTION OCCUPATIONAL THERAPIST

DEFINITION:

Under general supervision of an Administrator, this position is responsible for assessment, planning, goal and objective development, and providing appropriate intervention services to assist students from birth through 22 years old, in acquiring functional performance skills and to help students function independently.

ESSENTIAL FUNCTIONS AND JOB DUTIES:

Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks that may be found in positions within this classification.

- Provide occupational therapy services to students.
- Maintain a safe and orderly treatment area.
- Conduct assessments of students to determine need for occupational therapy.
- Participate in multidisciplinary team assessments and reporting.
- Review reports from health care providers requesting occupational therapy and coordinate occupational therapy services with students' health care providers.
- Act as a resource to school personnel in interpreting occupational therapy services.
- Plan and develop therapeutic intervention goals that are educationally relevant and used in students' education programs.
- Establish a system of documentation that is professional, efficient and accountable and that conforms to state and individual agency policy.
- Communicate results of evaluations and reports of occupational therapy services to the educational staff, parents, students and other professionals and agencies concerned with the students.
- Re-evaluate students' individual occupational therapy plans on a regular basis.
- Provide reports for use in Individualized Family Service Plans (IFSP) and Individualized Educational Plan (IEP) committees.
- Attend IFSP and IEP meetings as necessary and maintain progress notes on student records.
- Facilitate in-service education and professional development for related service/occupational therapy staff.
- Monitor the occupational therapy program goals by teaching other staff who are involved with the implementation of the intervention procedures.
- Provide consultation to the educational system regarding student needs, professional needs and system needs in order for the system to achieve its goals and objectives.
- Provide reassessments of students focusing on areas of need at intervals determined to be educationally relevant.
- Communicate the needs of students focusing on areas of need at intervals determined to be educationally relevant.
- Drive frequently for department business.

EXPERIENCE AND EDUCATION:

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying.

- Valid registration by the American Occupational Therapy Association and/or NBCOTA.
- Valid California driver's license and evidence of insurance.
- Certification or willingness to obtain certification in sensory integration.
- Experience working with children with special needs is desirable.

KNOWLEDGE OF:

- Intellectual, sensory, social, emotional growth patterns and physical development of children.



Tehama County Department of Education
Job Description
Occupational Therapist

Official: MS
Effective: 07/15/19

- Techniques used in the assessment and treatment of disabilities.
- Educational and development needs of children with specific disabilities.
- Application of occupational therapy techniques in working with children with disabilities.

ABILITY TO:

- Maintain confidentiality.
- Learn and use appropriate interventions utilized and recommended by professionals from other disciplines.
- Use a variety of methods, techniques and practices in occupational therapy.
- Make accurate assessments of the developmental status and educational needs of children.
- Analyze educational settings and activities to identify opportunities for use as therapeutic interventions.
- Understand the unique differences and needs of handicapped students and their parents.
- Work effectively with District personal, community representatives, interdisciplinary teams and students.
- Participate in the IEP team process.
- Make oral presentations to large and small groups.
- Communicate effectively orally and in writing.
- Properly use and care for the materials and equipment employed in performing services as an occupational therapist.
- Work independently with little direction.

PHYSICAL DEMANDS:

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Persons performing service in this position classification will exert up to 50 to 100 pounds of force frequently to lift, carry, push, pull, or otherwise move or maneuver safely around objects and furniture.
- This type of work will involve sitting, walking, standing, sitting, bending, and/or stooping for prolonged periods of time.
- Perceiving the nature of sound, near and far visual acuity, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and equipment that are important to the aspects of this job.
- Ability to bend at the waist, kneel, or crouch frequently in the course of daily duties.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

TERMS OF EMPLOYMENT:

Salary and work year to be established by County Superintendent.

HRS Office Use Only

Created: April 4, 2011 Revised: July 15, 2019

APPROVED

Print Name: Noelle DeBortoli Title: Executive Director, Human Resource Services

Signature: Noelle DeBortoli

Date: July 15, 2019