

OCCUPATIONAL THERAPIST**DEFINITION**

Under the direction of the Director of Special Education, the Occupational Therapist participates as a member of the educational team; provides assessment, consultation, and directs occupational therapy to students within educational, developmental, and functional parameters; and develops and implements individual occupational therapy intervention plans. Provides educationally related occupational therapy services to students, ages 3 to 22 years, with various disabilities according to the students' Individualized Education Program (IEP).

OCCUPATIONAL GROUP

Classified (Management)

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

1. Provide occupational therapy services to students. **(E)**
2. Maintain a safe and orderly treatment area. **(E)**
3. Conduct assessments of students to determine the need for occupational therapy. **(E)**
4. Participate in multidisciplinary team assessments and reporting. **(E)**
5. Review reports from health care providers requesting occupational therapy and coordinate occupational therapy services with students' health care providers. **(E)**
6. Act as a resource to school personnel in interpreting occupational therapy services. **(E)**
7. Plan and develop therapeutic intervention goals that are educationally relevant and will be used in student education programs. **(E)**
8. Establish a system of documentation that is professional, efficient and accountable and that conforms to state and individual agency policy. **(E)**
9. Communicate results of evaluations and reports of occupational therapy services to the educational staff, parents, students and other professional agencies concerned with the students. **(E)**
10. Re-evaluate students' individual occupational therapy plans on a regular basis. **(E)**

11. Provide reports for use in Individual Family Service Plans (IFSP) and Individualized Education Plan (IEP) committees. **(E)**
12. Attend IFSP and IEP meetings as necessary and maintain progress notes in student records. **(E)**
13. Facilitate in-service education and professional development for related service/occupational therapy staff. **(E)**
14. Monitor the occupational therapy program goals by teaching other staff who are involved with the implementation of the intervention procedures. **(E)**
15. 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. **(E)**
16. Provide reassessments of students focusing on areas of need at intervals determined to be educationally related. **(E)**
17. Perform other related duties as required.

(E) = Essential Functions

SPECIAL KNOWLEDGE/SKILLS

Knowledge of:

- Intellectual sensory, social emotional growth patterns and physical development of children;
- Techniques used in the assessment and treatment of disabilities;
- Educational and developmental needs of children with specific disabilities;
- Application of occupational therapy techniques in working with children with disabilities.

Ability to:

- Use a variety of methods, techniques and practices in occupational therapy;
- Make accurate assessments of the developmental status and educational needs of children;
- Understand the unique differences and needs of handicapped students and their parents;
- Work effectively with District personnel, 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;
- Work confidentially with discretion.

EXPERIENCE

One year work experience is desired, providing occupational therapy services for children ages 3 to 22. Experience working with children with special needs is desirable. Persons with the experience, knowledge and abilities as stated are considered to have the necessary education.

EDUCATION/CERTIFICATION

A Bachelor's degree from an accredited four (4) year college/university.

Valid certification as an Occupational Therapist by the American Occupational Therapy Association or the National Board for Certification in Occupational Therapy.

WORKING CONDITIONS

- Subject to inside and outside environmental conditions;
- May be required to use personal vehicle in the course of employment.

PHYSICAL ABILITIES

- Hearing and speaking to exchange information;
- Seeing to read a variety of materials;
- Bending at the waist, kneeling or crouching to assist students;
- Requires the ability to walk long distances, perform work which involves the frequent lifting, pushing and/or pulling of objects which may weigh approximately 50 pounds and may occasionally weigh up to 100 pounds;
- Sitting or standing for extended periods of time.

HAZARDS

- May be required to work around foul odors;
- Contact with dissatisfied or verbally abusive individuals.

ADDITIONAL REQUIREMENTS

- Must possess current first aid and CPR card.
- Must possess or obtain prior to appointment, a valid California Driver's license.
- **Must have the ability to obtain and maintain insurability status under the District's vehicle insurance policy.**

REPORTS TO

Director, Special Education