

**TEHAMA COUNTY DEPARTMENT OF EDUCATION
JOB DESCRIPTION
OCCUPATIONAL THERAPIST**

DEFINITION:

Under general supervision, responsible for assessment, planning, goal and objective development, and providing appropriate intervention services to assist students, 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 will be 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 inservice 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.

QUALIFICATIONS and REQUIREMENTS:

Experience working with children with special needs is desirable
 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

Knowledge of:

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

Skill and Ability to:

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.

Ability to bend at the waist, kneel, or crouch to assist students, to walk long distances, to perform work which involves the frequent lifting, pushing and/or pulling of objects which may approximate 50 pounds and may occasionally weigh up to 100 pounds, to sit or stand for extended periods of time.

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.