

COMMUNITY HOSPITAL
OCCUPATIONAL THERAPIST - THERAPY WORKS

EMPLOYEE: _____ **Date:** _____

PRINTED NAME: _____
REPORTS TO: Director
DEPARTMENT: Therapy Works
FLSA STATUS: Non-Exempt

PURPOSE:
Responsible for providing inpatient therapy to assigned patients.

OCCUPATIONAL THERAPIST

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to the following:

1. Coordinates and directs patient care services to patients of all ages to ensure that patient needs are met. Services include patient evaluation/assessment, establishing and implementing a plan of care, assessing effectiveness of and modifying treatment to ensure goal achievement, and educating patients/ family/caregivers.
 - a. Interacts professionally with the patient and/or family/caregiver and involves them in the formation of the plan of care.
 - b. Delegates and supervises patient care appropriately to the Certified Occupational Therapist Assistant, monitoring progress and modifying the treatment plan, as indicated.
 - c. Demonstrates the ability to apply therapeutic principles and practices based on current evidence, appropriate clinical judgment, and patient preference.
 - d. Interacts professionally with the patient and/or family/caregiver
 - e. Collaborates with other hospital departments in performance improvement activities to ensure high quality patient care, as well as safety of both patient and employee.
 - f. Provides an environment conducive to safety for patients, visitors, and staff. Complies with appropriate and approved safety standards.
2. Documents provision of care according to current standards based on professional association standards and regulatory guidelines.
 - a. Submits appropriate, accurate, and timely billing and coding information for services rendered.
 - b. Communicates appropriately and clearly to physicians, staff, and hospital leadership.
3. Demonstrates an understanding of treatment costs and financial support as they relate to quality and efficiency, including budgeting, staffing, billing/coding, and procedural planning tasks.
4. Participates in departmental, hospital, and community activities that promote department operations and program development for Community Hospital; Is an advocate for the occupational therapy profession.

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5. Performs other duties as assigned to support the overall effectiveness of the department and the organization.

THE RESPONSIBILITIES/KEY PERFORMANCE FUNCTIONS LISTED ABOVE ARE INTENDED TO BE USED IN CONJUNCTION WITH THE ASSOCIATED COMPETENCY BASED PERFORMANCE MEASUREMENT STANDARDS.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as exhaustive of all responsibilities, duties, and skills required of personnel so classified.