

STATE OF ARIZONA JOB CODE CLASSIFICATION SPECIFICATION

FLSA:	EXP	Job Code:	ACV38163
Job Class Code:	580	Salary Schedule:	AREG
EEO Category:	02	Grade:	21
Workers Comp Code:	9101		

Job Code Established:	01/05/86	Effective Date:	
Job Code Revised:	10/01/98	Effective Date:	

JOB CODE SERIES: Occupational Therapist Series

JOB CODE TITLE: OCCUPATIONAL THERAPIST III

HRIS TITLE: OCCUPL THERAPIST III

CHARACTERISTICS OF THE CLASS: Works under general supervision of a higher level therapist or program manager exercising discretion and judgment within guidelines of the profession and those established for the work unit. Has the authority to recommend personnel actions, to develop and adjust treatment plans for individuals or groups; select treatment methods; assess patient's needs and progress. Plans, implements, coordinates and evaluates therapy programs for an assigned work unit consisting of one or more special population groups which may involve supervising professional and/or paraprofessional staff, providing direct therapy and/or instructing others in techniques of treatment and activities of continued care; performs public awareness and informational activities, maintains records and prepares reports. Work product consists of a functioning work unit; written client histories, goal oriented treatment plans, patient evaluations, clinical records and reports, correspondence in draft or dictation form; (desired): clients better able to cope with personal problems and function independently. Responsible for effective supervision and operation of assigned work unit; quality and effectiveness of therapy services; a safe and therapeutic work environment.

EXAMPLES OF DUTIES: Instructs, guides, and counsels subordinate level workers in carrying out a variety of therapeutic activities. Devises a schedule of work, itinerary, agenda, or timetable, or establishes priorities for self and coworkers on a daily, weekly, or other periodic basis. Reviews work products or achievements of subordinate workers; evaluates work and formulates plans for improvements. Develops and implements treatment programs for treatment unit, section, or group; supervises, controls, and improves its functioning or utilization. Evaluates with physicians, other disciplines, and higher level therapists, the neurophysiologic and psychosocial needs of individuals and adapts the various techniques of occupational therapy to meet these needs. Develops and/or adjusts treatment or service plan for client based on knowledge of client's situation gained from interviewing and gathering case information. Conducts therapy with individuals and groups in accordance with treatment plans and specific methodologies and techniques. Chooses treatment modalities for their ability to produce predetermined goals such as increased muscle strength and coordination, sensory motor integration and/or increased awareness of, and ability to cope with, one's surroundings and interpersonal relationships.

Attends client staff meetings; participates in discussions and problem solving processes. Participates in establishing and maintaining a safe, orderly, and therapeutic work environment. Designs and constructs adaptive, assistive, and supportive equipment for use of clients to improve motor functioning, strengthen and support muscles, or prevent malfunctions or deformity. Confers with other staff members, specialists, consultants and members of the treatment team, discussing client care, treatment, or case determination. Maintains appropriate clinical and administrative records regarding diagnosis, treatment, and summary of client's progress. Conducts and participates in in-service training and staff development programs for regularly employed staff. Attends supervisory and work system management meetings; gives and receives information, participates in problem solving and decision making. Compiles information and writes periodic reports on activities of a work unit. Confers with other practitioners and

technical experts in own field of specialization, in order to broaden knowledge, acquire specific information, or obtain advice or consultation. Performs related work as required.

WORK CONDITIONS: Frequently encounters stressful situations in client contact; works in a State institution or related community-based program for psychiatric, developmentally disabled and/or physically handicapped people.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: principles and practices of work leadership and management; practices and techniques of occupational therapy; scope of occupational therapy and its relationship to other health care professions; anatomy, kinesiology and the therapeutic effects of exercise; community resources for the care and rehabilitation of handicapped people; policies and procedures established for the work unit.

Skill/Ability to: applying occupational therapy techniques; explaining and demonstrating techniques of the profession to staff, clients, primary caregivers and appropriate others; designing and adapting therapeutic splints and equipment. Apply the principles and practices of work leadership and management; evaluate client's needs and plan therapeutic treatment program; establish and maintain work relationships; motivate client to maximize activities as deemed appropriate by individual treatment plan; communicate verbally and in writing.

SPECIAL SELECTION FACTOR: May require eligibility for certification as an Occupational Therapist by the American Occupational Therapy Association.