

JOB DESCRIPTION	
Job Title:	Therapist
Department:	
Reports To:	Therapy Manager

Position Summary

Are you a Physical Therapist interested in orthopedics, sports medicine and manual therapy? We are **actively seeking a PT with their CHT** or a strong interest in hand therapy to support our growing upper extremity caseload. This role is ideal for someone with a passion for working with complex hand, wrist, elbow, and shoulder conditions within a collaborative orthopedic setting. Do you want to join a clinic with a dedicated orthopedic patient base, be in an autonomous practice with like-minded individuals, a laid back and cohesive environment focusing on the most efficient and effective treatment, a caseload of 10-12 patients per day on average. This is an exciting opportunity for a motivated individual to join a great team of therapists!

Essential Competencies & Responsibilities

As an Occupational Therapist I, you will play a crucial role in helping patients regain their independence and improve their quality of life. You will be responsible for evaluating patients' physical and mental abilities, developing treatment plans, and providing therapy to help them achieve their goals. Your work will directly impact the lives of patients and their families, and you will have the opportunity to make a meaningful difference in their recovery.

1. Philosophy

- a) Supports the facility's ideology, mission, goals, and objectives
- b) Performs in accordance with the facility's policies and procedures
- c) Follows the facility's standards for ethical business conduct
- d) Conducts self as a positive role model and team member
- e) Recognizes patients' rights and responsibilities and supports them in performance of job duties
- f) Respects patients' rights to privacy, dignity, and confidentiality
- g) Participates in facility committees, meetings, in-services, and activities

2. Communication

- a) Communicates effectively and professionally with patients, visitors, physicians, and coworkers
- b) Interacts with others in a positive, respectful, and considerate manner

Note: The statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties, and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.

3. Financial Practices

- a) Uses facility resources appropriately and avoids wasteful practices
- b) Reports wasteful practices
- c) Analyzes work area and makes recommendations for potential cost-effective improvements

4. Compliance Program

- a) Contributes to the progress and development of the organization's adopted compliance program
- b) Performs according to established compliance policies and procedures (HIPAA, OSHA , Billing)

5. Performance-Improvement Program

- a) Contributes to the progress and development of the organization's adopted performance-improvement program
- b) Performs according to established performance-improvement policies and procedures

6. Safety/Risk-Management Program

- a) Adheres to safety policies and procedures in performing job duties and responsibilities
- b) Maintains responsibility for safe work area by reporting to safety officer or designee observed or suspected safety violations, hazards, and policy/procedure noncompliance
- c) Responds to emergency situations with competence and composure
- d) Reports observed or suspected medical emergencies, notifies appropriate personnel, and responds appropriately
- e) Identifies facility emergency situations (e.g., fire, disaster) and notifies appropriate personnel and external agencies
- f) Adheres to infection control/safety guidelines

7. Professional Competence

- a) Participates in continuing education and other learning experiences
- b) Shares knowledge gained in continuing education with staff
- c) Maintains membership in relevant professional organizations
- d) Seeks new learning experiences by accepting challenging opportunities and responsibilities
- e) Welcomes suggestions and recommendations

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8. Medical Assistant/Clinician duties

- a) Patient care responsibilities as assigned, which may include scheduling and organizing patient flow, accompanying patients to exam/procedure room, assist patients with changing to exam gowns, and transfer to exam table if needed.
- b) Assess patient's general condition and collect patient history.
- c) Document health history, activities, medication dispensed/prescribed, etc., in the medical record
- d) Provide basic patient care as ordered by physician and assist physician with various procedures.
- e) Provides patient education materials, communicates physician advice/instructions to patient.
- f) Cast and splint application and removal.
- g) Fit patients with braces, boots, other DME as ordered by physician
- h) Wound dressing changes
- i) Prepare injections
- j) Suture and staple removal
- k) Sterile tray set-ups
- l) Obtain lab/x-ray reports
- m) Schedule surgery, hospital procedures and pre- and post-op appointments
- n) Schedule MRI, CT scans, labs, etc.
- o) Schedule referrals to other physicians
- p) Clean and stock exam rooms

Qualifications

Minimum Qualifications:

- Bachelor's degree in Occupational Therapy
- Current state license to practice Occupational Therapy
- Experience working with patients in a healthcare setting

Preferred Qualifications:

- Master's degree in Occupational Therapy
- Experience working with patients in a rehabilitation setting
- Certification in a specialized area of Occupational Therapy

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Knowledge, Skills, Abilities

- Conduct patient evaluations to determine their physical and mental abilities
- Develop and implement treatment plans to help patients achieve their goals
- Provide therapy to patients to improve their physical and mental abilities
- Collaborate with other healthcare professionals to ensure the best possible patient outcomes
- Maintain accurate and up-to-date patient records

Skills:

- As an Occupational Therapist I, you will need to have excellent communication and interpersonal skills to work effectively with patients and other healthcare professionals.
- You will also need to have strong analytical and problem-solving skills to develop effective treatment plans and adjust them as needed. In addition, you will need to be detail-oriented and organized to maintain accurate patient records. Finally, you will need to be compassionate and patient to provide the best possible care to your patients.
- Dependability including traits such as attendance, punctuality, ability to follow instructions and ability to meet deadlines.

Work Environment

- Noise level: Moderate
- Traveling: Occupational Therapists may need to travel between clinics to help cover patient care. This travel will not be reimbursed by the practice.
- Physical demands: Employee is regularly required to sit, talk or hear. The employee is also required to perform the following: standing, walking, using hands to finger handle or feel, bending, stooping, lifting up to 50# frequently and 70# occasionally, climb or balance, kneel, crouch or crawl.
- Vision requirement: Requires ability to perform close vision, peripheral vision, ability to adjust focus and spend up to 4-5 hrs in front of a computer.
- Possible exposure to communicable diseases, bodily fluids, medicinal preparations.
Hepatitis B vaccination required

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The job duties listed in this job description may not be inclusive of all requirements of this position. Other duties may be assigned by your supervisor through a written request.

All positions with ADVANCED ORTHOPAEDICS AND SPORTS MEDICINE are to use due care in the use and communication of patients' protected health information. It is every employee's principal job function to ensure patient confidentiality and failure to maintain confidentiality may, and will, result in sanction and/or discharge.

I have read the document and understand the requirements for this job description.

EMPLOYEE SIGNATURE: _____

Date: _____

Office Location: _____

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