



NORTHERN ROCKIES MEDICAL CENTER
802 2nd Street SE
Cut Bank, MT 59427

Department: Physical Therapy	Reports to: PT Supervisor
Position: Occupational Therapist	
	Department Head:
Effective Date: Aug. 2008	HR:
Revised Date(s):	Hours: Flexible
	OSHA Exposure Category-I

Purpose: To have a written summary of all the responsibilities required of the Occupational Therapist.

Policy: The Occupational Therapist must be able to fulfill the responsibilities outlined below.

- Provides care in a manner that is appropriate for the patient's age, demonstrating the knowledge and skills necessary to meet the patient's physical, psychosocial, educational and safety needs.
- Evaluates patient's functional performance in physical, cognitive-perceptual, sensory, psychosocial/interpersonal, ADL, work and play leisure skills.
- Establishes functional short term and long-term goals on evaluation.
- Designs treatment plan utilizing various techniques and appropriate modalities to treat the patient as a whole, including upper extremity function, ADL's, use of orthoses or prosthesis, use of adaptive equipment, communications skills and cognitive-perceptual skill in preparation for discharge.
- Re-evaluates the treatment plan effectiveness and modifies it according to the patient's progress toward established goals.
- Documents evaluation/re-evaluation, patient goals, patient progress, patient education, d/c summaries, home programs, indications and contra-indications in a timely and accurate manner.
- Consults with other healthcare professionals to coordinate therapeutic programs for individual patients.
- Maintains appropriate level of continuing education credits.
- Will remain in compliance with all Federal and State regulations as they pertain to this position.
- ****Every effort has been made to make this position description as complete as possible. However, it in no way states or implies that these are the only duties required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or is a logical assignment to the position.**

WORK ENVIRONMENT: Regularly exposed to the risks of blood borne and airborne diseases. Contact with patients in a wide variety of circumstances. Exposed to noise, chemicals, communicable diseases, and hazardous materials. Wears personal protective equipment as required.

DRESS CODE: Complies with hospital and department dress code. Wears name badge with job title and credentials clearly visible.

Qualifications:

1. Must have current MT license for Occupational Therapy
2. Graduate of an accredited OT program
3. BLS within 6 months of hire
4. Proficiency with PC software including but not limited to knowledge of Excel, Microsoft Word, Etc.
5. Must be familiar with Medical Terminology
6. Requires repetitive, bending, pulling, pushing, kneeling, walking and lifting up to 50 lbs.
7. Must be able to read and write English fluently.
8. Must be able to clearly and accurately communicate with nursing, physicians, administration and public
9. Visual acuity within normal limits. Must be able to read charts, orders, notes, and office reports.

I HAVE READ THE ABOVE JOB DESCRIPTION AND ACCEPT THE RESPONSIBILITIES AS OUTLINED. I KNOW OF NO REASON THAT WILL KEEP ME FROM PERFORMING THE DUTIES AS DESCRIBED WITHOUT REASONABLE ACCOMMODATIONS BEING MADE BY NRMCC. I AGREE TO INFORM MY SUPERVISOR IMMEDIATELY IF I AM UNABLE TO PERFORM AS EXPECTED.

SIGNED: _____ DATE: _____