

HOOD RIVER COUNTY SCHOOL DISTRICT CERTIFIED JOB DESCRIPTION

Job Classification: Occupational Therapist

Job Title: Occupational Therapist

Job Purpose Statement: The Occupational Therapist job assesses fine motor/functional skills, identifies educationally-relevant accommodations/adaptations and/or develops and implements instructional or therapeutic interventions, as indicated, for students. This position exercises professional judgment and utilizes clinical knowledge to develop individualized programming for students based upon screening and evaluation. This position reports to the Director of Special Education.

Essential Job Functions:

- **Assesses** and evaluates students to determine current level of performance.
- **Determines** level of service based upon current assessment(s).
- **Drafts** and implements Individual Education Program (IEP) based upon student needs.
- **Participates** as a member of an interdisciplinary team in planning and implementing student programs.
- **Schedules** instruction and/or occupational therapy to coordinate with classroom activities and services from other disciplines.
- **Provides** instruction and/or occupational therapy to students.
- **Prepares** specialized materials and devices.
- **Documents** student progress and monitors student performance.
- **Provides** general information to staff, parents, volunteers and community regarding the District's occupational therapy program and services.
- **Acts** as a liaison with related professionals, parents and/or agencies to coordinate student services.
- **Attends** required meetings and trainings.
- **Maintains** records and writes reports.
- **Performs** other related duties as assigned by the Supervisor, or which are indicated to assure the physical and emotional well-being of students.
- **Adheres** to policies of the district and procedures of the department.

Other Job Functions:

- **Maintains** and submit records and reports to the Supervisor related to occupational therapy.
- **Acts** as a resource person in the area of occupational therapy services.

Experience Required: Experience providing occupational therapy services to K-12 Special Education students.

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Skills, Knowledge and/or Abilities Required:

Knowledge of human development throughout the life span and how it integrates with student's unique developmental status. Knowledge of the federal, state, local regulations, policies and procedures that mandate and guide occupational therapy practice in schools. Ability to participate collaboratively with multi-disciplinary educational teams. Excellent oral and written communication skills. Valid driver's license and vehicle available. Ability to lift students according to acceptable risk factors guidelines (up to 50 pounds maximum without additional support). Exact lifting requirements will vary based upon student weight, tone, and transfer positions/space.

Education Required: Credentials meeting current certification requirements as set forth by the American Occupational Therapy Association and other certification requirements of the State of Oregon. Graduate of an accredited college of Occupational Therapy.

Licenses, Certifications, Bonding, and/or Testing Required: Oregon Occupational Therapy License. Criminal Justice Fingerprint Clearance; successful completion of district-required drug screening, completion of Blood Borne Pathogens training.

Physical Requirements:

1. In a typical day employee may:
 - a. Stand/Walk None 1-4 hrs 4-6 hrs 6-8 hrs
 - b. Sit None 1-3 hrs 3-5 hrs 5-8 hrs
 - c. Drive None 1-3 hrs 3-5 hrs 5-8 hrs

2. Employee may use hands for repetitive:
 Single Grasping Pushing and Pulling Fine Manipulation

3. Employee may use feet for repetitive movement as in operating foot controls:
 Yes No

4. Employee may need to:
 - a. Bend Frequently Occasionally Not at all
 - b. Squat Frequently Occasionally Not at all
 - c. Climb Stairs Frequently Occasionally Not at all
 - d. Lift Frequently Occasionally Not at all

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5. Lifting:
- { } Sedentary Work: Lifting 10 pounds occasionally with frequent sitting and occasional standing/walking.
 - { } Light Work: Lifting 20 pounds occasionally with occasional sitting and frequent standing/walking.
 - {x} Medium Work: Lifting 50 occasionally, 25 pounds frequently with occasional sitting and frequent standing/walking.
 - { } Medium Heavy Work: Lifting 75 pounds occasionally, 35 pounds frequently with occasional sitting and frequent standing/walking.
 - { } Heavy Work: Lifting 100 pounds occasionally, 50 pounds frequently with occasional sitting and frequent standing/walking.

Other physical requirements:

I, _____ have read and received a copy of this
PRINT and SIGN YOUR NAME HERE
job description, and understand that a copy of this job description will become part of
my personnel file.