

Civil Division: Oneida County Government, Schools
Jurisdictional Class: Competitive
EEO Category: Professionals
Revised: 11/04/15

OCCUPATIONAL THERAPIST

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position involving responsibility for evaluating, planning, and providing occupational therapy intervention to clients. Work is performed in accordance with a written prescription or referral from a physician or nurse practitioner who provides medical direction. The Occupational Therapist is responsible to the administrator in charge of the department. Supervision may be exercised over the work of Occupational Therapy Assistants and clerical employees. Incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Participates with other team members in the formulation of client's intervention plan;
Evaluates the degree of the client's functional ability;
Develops an occupational intervention plan including short and long term goals in accordance with the client's classification;
Performs occupational therapy intervention upon the written prescription or referral, utilizing various therapeutic activities which may be manual, industrial, recreational or educational design and/or adapted to help the client achieve their maximum potential;
Fabricate, modify, and apply assistive devices using varied media to achieve maximum independence;
Trains client, personnel, or family members in the use of adaptive assistive devices and/or self-help techniques;
Records all evaluations, re-evaluations, intervention plans, progress notes, consultations and discharge summaries;
Participates in the selection of personnel in the occupational therapy service, assigns their duties and provides supervision;
Confers periodically with other disciplines regarding the client's intervention plan;
Develops or assists in the development of occupational therapy policies and procedures;
Prepares material and develops in-service program;
Educates client, personnel, and family to facilitate skills in areas of occupation as well as health maintenance and safety;
Maintain program records such as but not limited to the service budget, statistical reports of the frequency and types of treatment, or number of clients;
Performs all duties according to federal, state, local legislation, regulations, policies and procedures that mandate and guide occupational therapy;

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the methods, procedures, and objective of occupational therapy; good knowledge of the human anatomy, kinesiology and physiology as they relate to the evaluation and intervention of clients receiving occupational therapy; good knowledge of the operation and minor maintenance of apparatus and equipment used in occupational therapy; working knowledge of basic physical and recreational activities; working knowledge of community resources available to support or supplement the occupational therapy program; ability to organize and maintain accurate records and files; ability to understand and interpret complex oral instructions and /or written directions; ability to maintain effective working relationships with others; ability to communicate effectively both orally and in writing; ability to evaluate, plan and execute treatments for clients; ability to deal effectively with the public.

continued...

OCCUPATIONAL THERAPIST

page two

MINIMUM QUALIFICATIONS: Possession of a New York State temporary permit* to practice **OR** a current valid New York State license as an Occupational Therapist.

*A temporary appointment may be made up to the duration of the temporary permit **or** receipt of the Occupational Therapist license.

Adopted: 01/19/62

Revised: 05/25/76, 04/03/78, 03/02/82, 06/19/92, 06/01/93, 06/10/93, 8/27/99, 11/04/15