



STAFF POSITION DESCRIPTION

Position Title: Occupational Therapist – Per Diem

Job Classification: Professional

Exemption Status: Exempt

Reports to: Administrator or Designated Supervisor

Job Summary: Facilitates development, rehabilitation, and restoration of normal body functions of patients following illness or injury. Assists the physician in restoring the patient's functions, alleviating pain and preventing liabilities by planning and administering medically prescribed occupational therapy. Functions independently under the direction of a physician.

Essential Functions:

- Comprehensively assesses the functional needs of the patient and sets appropriate goals for the patient in consultation with the physician. Provides direct patient care, evaluates outcomes, consults with other specialists as needed. Reassesses patient's functional needs and adjusts care plan as indicated to ensure optimal patient outcome. (100%)
- Helps patient accomplish treatment plan and accept therapeutic devices by administering manual exercises, instructing, encouraging and assisting patients in performing physical activities, such as non-manual exercises, ambulatory function activities and daily-living activities and in using assistive and support devices. (100%)
- Assures continuation of therapeutic plan by designing home exercise programs; instructing patients, families and caregivers in home exercise programs; recommending and providing assistive equipment, as needed. (50%)
- Develops coordination and cooperation among other health care disciplines in the Agency to provide quality patient care. (10%)
- Contributes to patient care conferences in order to provide an interdisciplinary approach to the patient's care. (10%)
- Documents evaluations and treatment goals and plans in a timely manner in accordance with policies. Assures all documentation is completed according to Agency policy. Completes and submits documentation timely and accurately according to Agency policy. (40%)
- Organizes schedule in such a way to complete all assignments and treatment in a timely manner. (100%)
- Makes visits as scheduled and participates in on-call rotation as required. (50%)
- Maintains patient rights and dignity. (100%)

Additional Responsibilities:

Performs other duties as assigned or requested.

Conforms to all applicable Agency policies and procedures.

Participates actively in continuing education and in-services.

Maintains confidentiality of patient information and business trade practices.

Assumes accountability for reporting incidents and complaints according to Agency policy.

Age-Related Competencies:

Demonstrates the basic knowledge and skills necessary to identify age specific patient needs appropriate for this position

Information Management:

Treats all information and data within the scope of the position with appropriate confidentiality and security



VOTO HEALTH CARE, INC.

Risk Management:

Cooperates fully in all risk management activities and investigations
Keeps abreast in changes in health care law
Maintains agency/program compliance with local, state and federal laws and accreditation standards

Knowledge / Skills / Abilities:

Organizational skills
Ability to supervise in accordance with agency's policies and applicable laws
Ability to respond to common inquiries or complaints, regulatory agencies or members of the business community.
Time management
Cooperative attitude
Advanced interpersonal communication (written and verbal)
Basic math skills related to patient care

Minimum Position Qualifications:

Graduate of an accredited Occupational Therapy program.
1 year under a qualified occupational therapist.
Appropriate competency assessments completed (Supplied by Voto Health Care, Inc.)
Current Washington State licensure
CPR certification
HIV/AIDS Certificate
Valid Washington State Driver's License and Car Insurance with own transportation to make home visits

Preferred Position Qualifications:

Experience: 1 year in home health

Environmental Conditions:

Moderate noise level; Category 2 BBP risk; moderate stress and emotional demands.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities.

Please apply at our website: www.votohealth.com and direct any questions to Voto Health Care, Inc. at 253-735-4282 or via email to services@votohealth.com.

PERSONNEL POLICY

It is the policy of Voto Health Care, Inc., to base hiring and job performance decisions solely on an individual's ability to perform essential job functions. Persons with disabilities are eligible for this or any position provided they are able to perform those functions with reasonable accommodation. Voto Healthcare, Inc. adheres to an equal opportunity policy for all persons seeking admission as clients or seeking employment and for all persons employed by the agency. age, sex, marital status, sexual orientation, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability unless the physical or mental impairment would present a bona fide occupational hazard.