

ELK GROVE UNIFIED SCHOOL DISTRICT

CLASS TITLE: OCCUPATIONAL THERAPIST

BASIC FUNCTION:

Under the direction of an assigned Director, provide appropriate services to assist students with conditions that are mentally, physically, developmentally or emotionally disabling to promote their basic educational program; provide training and consultation to staff and parents.

ESSENTIAL FUNCTIONS:

Respond to request for services and screen students to determine need for referral and intervention.

Gather and interpret data to evaluate student needs as a basis for treatment planning.

Interpret evaluation findings to parents, IEP and instructional teams.

Develop intervention plans including measurable goals and objectives with strategies for meeting them.

Implement and coordinate intervention plans directly or through training and supervision of parents, instructional personnel and certified occupational therapy assistant.

Monitor student response to intervention and modify strategies as indicated to attain goals.

Identify and evaluate adaptive equipment to assist student in self care and academic activities.

Provide training, direction and supervision for accillary staff as required.

Develop appropriate home or community programming to maintain and enhance the performance of student in their natural environments.

Recommend termination of service when benefit has been achieved.

Document evaluation results, treatment and follow-up, submitting these and other required reports in a timely fashion.

Assist in developing transition plans for student moving to other environments.

Work cooperatively with personnel from other agencies providing services to the student or family.

Participate in professional growth activities in special education and in pediatric occupational therapy.

DEMONSTRATED KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Child growth and development.
Common disabling conditions of children.
Theory and practice of occupational therapy as it applies to infants, children and youth.
Strategies and methodologies in educational settings.
Special education law relative to occupational therapy services.
Recordkeeping and report preparation techniques.
Principles of supervision and training.
Modern office practices, procedures and equipment.
Correct English usage, grammar, spelling, punctuation and vocabulary.
Interpersonal skills using tact, patience and courtesy.
Oral and written communication skills.
Operation of a computer and assigned software.

ABILITY TO:

Administer appropriate assessments.
Interpret history and assessment data.
Design and implement appropriate intervention strategies.
Interpret, apply and explain applicable laws, codes, rules, regulations, policies and procedures.
Perform special handling of physically disabled children or youth requiring strength and dexterity.
Train and supervise the performance of assigned personnel.
Attend workshops and conferences to enhance base knowledge of pediatric occupational therapy.
Prepare and maintain accurate and complete records, files and reports.
Communicate effectively both orally and in writing.
Establish and maintain cooperative and effective working relationships with others.
Work confidentially with discretion.
Plan and organize work.
Maintain consistent, punctual and regular attendance.
Hear and speak to exchange information in person or on the telephone.
See to read a variety of materials.
Move hands and fingers to operate a computer keyboard.

EDUCATION AND EXPERIENCE REQUIRED:

Bachelor's degree or higher from an accredited college or university with a major in occupational therapy. Two years experience in occupational therapy with a primary focus on pediatric clients.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

Valid certificate of registration issued by the American Occupational Therapy Association.

Personal transportation for job-related travel.

