

Position Title: Licensed Physical Therapy Assistant

Reports To: Motor Therapy Department Coordinator

Job Summary: Provides physical therapy, under the supervision and direction of the Physical Therapist, to the birth to three year old population within a medical and educational model. Treatment is provided using an interdisciplinary, family-centered and culturally diverse approach.

Essential Functions:

1. Coordinates with Physical Therapist
 - Plans, organizes and implements treatment under direction and supervision of the Physical Therapist
 - Assures that home/daycare visits are scheduled in a timely manner, occur as stated in the IFSP, and are individualized to the child
 - Creates written documentation regarding treatment
 - Provides ongoing informal assessment of children on caseload
 - Provides therapy as directed by Physical Therapist
2. Supports other staff members by providing accurate and helpful information regarding clients and families
 - Acts as a resource to staff on movement disorders
 - Provides written information on movement disorders
 - Ensures that paperwork is completed in a timely and accurate manner
3. Maintains and fabricates equipment and materials.
 - Inventories equipment
 - Repairs broken equipment or brings to the attention of the supervisor
 - Maintains equipment
5. Maintains professional credentials
 - Attends appropriate trainings/seminars to enhance knowledge and skills
 - Continually upgrades knowledge of current research materials
 - Maintains WA State DOH license and PT-A certification
 - Maintains client confidentiality
6. Other duties as assigned

Other Functions:

- 1. Employee is dependable and takes initiative in job duties**
 - 2. Employee communicates effectively with co-workers and consumers**
 - 3. Employee attends to accuracy and thoroughness of paperwork**
 - 4. Employee knows the Agency Mission and is Mission oriented**
-

Required Work Experience and/or Training:

- Pediatric experience required with infant/toddler motor therapy experience strongly preferred

Required Knowledge, Skills and/or Abilities:

- Early intervention Physical therapy and/or Sensory Integration training preferred
- Knowledge of typical and atypical child development processes
- Ability to make home visits
- Awareness of family economic and cultural issues as they relate to early intervention
- Knowledge of Washington State Special Education regulations and/or Federal Early intervention law
- Knowledge of IFSP process

Required Licenses or Certifications:

- Washington State Professional License through the Department of Health –PTA
- Certification as an Physical Therapy Assistant
- Washington State driver’s license, reliable transportation and insurance
- CPR/First Aid Certificate

Physical Demands:

General Physical Demands	Critical for Job	Strength	Critical for Job
Climbing Stairs	Yes	Sitting (<i>paperwork, meetings</i>)	Yes
Bending/Twisting at Waist	Yes	Standing	Yes
Kneeling/Squatting	Yes	Walking	Yes
Crouching	Yes	Driving (<i>providing home visits</i>)	Yes
Reaching Above Shoulder	Yes	Lifting (<i>40+ pounds</i>)	Yes
Repetitive Arm/Hand Motion	Yes	Carrying (<i>40+ pounds</i>)	Yes
Handling/Grasping	Yes	Pushing/Pulling	Yes
Fine Finger Manipulation	Yes		
Talking – In Person	Yes		
Talking – On Phone	Yes		
Hearing	Yes		
Seeing	Yes		

Environmental Factors

Percentage of time spent each day: Indoors: 80% Outdoors: 20%

Toxic Chemicals: Bleach used to clean toys, etc.

Types of equipment/machinery or tools used on the job: vehicle to provide home visits, computer, telephone, copier, utensils and fabricated equipment.

Personal Protective Equipment required: gloves when cleaning up potentially hazardous or infectious materials; protective mask when performing CPR

I have reviewed the above and feel I can perform the essential functions and physical demands with or without accommodation.

Employee: _____ Date: _____

Supervisor/Director: _____ Date: _____