

**ELEMENT CARE**

**TITLE:** Occupational Therapist

**UPDATED:** 8/12/2020

**JOB FUNCTION:** Rehabilitation

**FLSA STATUS:** Exempt

**GENERAL SUMMARY:**

The Occupational Therapist (Registered) serves as a member of the Interdisciplinary Team in the planning, implementation and evaluation of care plans that meet the objectives, standards and policies of the PACE model of care. Incumbent consults with the Physical Therapist and other members of the Rehab and Clinical Teams at the site to provide the best plan of coordinated rehab services for the participants.

**Essential Responsibilities:**

- Organizes, prepares, and implements policies, and establishes goals as directed.
- Coordinates Rehab services as they relate to direct patient care.
- Provides direct supervision to COTA's when needs arises and to the Rehab Aides. Delegates responsibilities as appropriate.
- Oversees the implementation of all Rehab policies and procedures, and keeps appropriate program staff informed of new Rehab information and protocols.
- Records required documentation, including daily statistical data, per PACE protocol. Enters documentation in a timely manner.
- Prepares for and participates in pre-enrollment, care planning, debriefing, staff meetings and discharge planning. Attends family meetings as necessary.
- Conducts initial evaluations and screens, develops individual treatment plans, and implements appropriate interventions at ADH or client's home as appropriate.
- Performs home safety evaluations as requested by clinical team.
- Teaches, supervises, and counsels the client and family regarding occupational therapy treatment.
- Triage of episodic complaints and refers to MD/NP or RN's as needed.
- Ability to pass a fit test. Position requires mask where seal is critical. Incumbent is required to not have facial hair that interferes with a tight seal of the respirator.
- Frequent local travel.
- Performs other duties as assigned

*Nevins only:*

- Reviews and approves content of monthly calendar of activities for Nevins ADH to ensure compliance with state regulations.

**Job Specification:**

- Graduate of an approved Occupational Therapy curriculum that enables the Therapist to apply for licensure in the Commonwealth of Massachusetts.
- Current Massachusetts license as an OTR/L.
- Current or ability to maintain CPR certification.
- Minimum of 1 – 2 years of experience with the geriatric population.
- Ability to convey information clearly and succinctly with all employees, so that relevant information is communicated appropriately and in a timely manner.
- Ability to lead independently and to be able to work well with others.
- Ability to work within a team concept and to be considerate of co-workers and colleagues.

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Name printed

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Signature

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Date