

Poquoson City Schools
JOB DESCRIPTION

TITLE: OCCUPATIONAL THERAPIST

This position is X exempt or non-exempt

PRIMARY FUNCTION:

Develop and implement a program for facilitation, restoration and/or maintenance of optimum independence in students with disabilities whose adaptive skills and/or effective functioning in the environment have been identified as impaired. The occupational therapist (OT) will consult and assess students in their educational environment, program plan, provide therapy, and document both services delivered and student's progress.

QUALIFICATIONS:

- Graduation from an occupational therapy program accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) or predecessor organizations.
- Successful completion of supervised field work experience required by the educational program for occupational therapists that is accredited by ACOTE or predecessor organization.
- Passing examination scores from a nationally recognized entry-level examination for occupational therapists.
- Fulfillment of Virginia requirements for licensure, certification or registration. The Board of Medicine of the Virginia Department of Health Professions regulates the practice of occupational therapy and issues licenses.
- Ability to quickly learn procedures used to report information and maintain records.
- Current Virginia motor vehicle operator's license and ability to travel to more than one work location in the course of the day.

GENERAL PERFORMANCE RESPONSIBILITIES:

- Serve as a member of an interdisciplinary team, i.e., child study, eligibility assistive technology, and/or IEP committee, whose purpose is to provide an educational program for individual students with disabilities in accordance with their Individualized Educational Plan (IEP).
- Implement goals and objectives as stated in the student with disabilities IEP.
- Assess students who may be recommended for an occupational therapy (OT) evaluation through an IEP team and/or child study team. Present a written report of the assessment upon completion of the OT evaluation to the IEP, child study and/or eligibility team.
- Maintain essential records necessary to the efficient operation of the program.
- Keep abreast of current developments and practices in occupational therapy and to show evidence of continuing professional growth.
- Maintain a close liaison with medical doctors.
- Adhere to the American Occupational Therapy Association Code of Ethics.
- Perform other duties as assigned by the Director of Student Services.

TERMS OF EMPLOYMENT:

Salary according to School Board Pay Plan and contract length 200 days

EVALUATION:

Performance on this job will be evaluated in accordance with school board policy and administrative regulations on evaluation of certificated personnel.

APPROVED BY ASSISTANT SUPERINTENDENT: April 24, 2015