



## JOB DESCRIPTION FORM

<b>Job Title:</b> Occupational Therapist	<b>Reports to:</b> Sr. Nursing Manager
<b>Department</b> Home Health	<b>Location:</b> Annex

### Job Summary:

Reports directly to the Sr. Nursing Manager and responsible for providing occupational therapy on an intermittent basis in the patient's home and on limited cases, to acute care facility for hospice patients.

### Duties and Responsibilities:

1. Provides occupational therapy services in accordance with the orders of a physician and under a plan of care in a patient's home.
2. Conducts initial evaluation visit and records the health needs of the patient.
3. Formulates an occupational therapy care plan based on the patient's diagnosis.
4. Evaluates the effects of the care given and regularly re-evaluates the patient's occupational therapy needs.
5. Provides services requiring substantial occupational therapy skill based on the physician's orders and the nursing diagnosis. Examples of such services include, but are not limited to:
  - 5.1. Physical assessment
  - 5.2. Patient and family teaching
  - 5.3. ADL training
  - 5.4. Safety evaluation
  - 5.5. Adaptation training and modifications
  - 5.6. Hand therapy
  - 5.7. Splinting
  - 5.8. Palliative care services

5.9. Etc.

6. Initiates appropriate preventive and rehabilitative occupational therapy procedures.
7. Counsels the patient and his/her family in meeting occupational therapy and related needs.
8. Communicates with the interdisciplinary health care team in order to maintain the proper linkages with a continuum of care.
9. Provides summary reports to the patient's physician about the patient under care when the patient's condition changes or there are deviations from the plan of care, or at least every 60 days.
10. Makes referrals to other agencies or services.
11. Prepares clinical and progress notes on the relevant and specialized nursing services he/she provides.
12. Participates in Clinical Record Reviews.
13. Participates in in-service programs and staff meetings.
14. Coordinates the care of all patients in his/her caseload.
15. Attends Patient Team conferences weekly.
16. Complies with FHP Home Health Policies and Procedures Infection Control.
17. Promotes pain management techniques.
18. Performs other duties that may be assigned from time to time.

<b>Job Specifications:</b>
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1. Graduate of Bachelor's Degree; License is required
2. Minimum of 2 years experience in providing occupational therapy on an intermittent basis in the patient's home and on limited cases, to acute care facility for hospice patients.
3. Must have the appropriate level of behavioral maturity and patience in handling patients.
4. Must have the diplomacy and tact in handling difficult and irate patients.

5. Very good interpersonal relationship skills and can work and relate well with co-employees, patients and customers.
6. Outstanding communication skills and persuasiveness, specially the ability to communicate instructions and procedures for treatments, keeping the patients and giving them the desired level of comfort and confidence.
7. Must have strong sensitivity to the needs and anxieties of patients and the ability to motivate patients to undergo treatments and/or procedures.
8. Strong ethics and a high level of personal and professional integrity.
9. Knowledgeable of federal and state laws and requirements relating to healthcare management.
10. Computer literate and very highly proficient in using MS office programs.