



Wallowa County Health Care District

JOB TITLE: Occupational Therapist

FLSA STATUS: Non-Exempt - Union

DEPARTMENT: Therapy Department

DATE: February, 2023

REPORTS TO: Therapy Supervisor

APPROVED BY: Therapy Director/CEO

JOB SUMMARY:

Functions primarily in planning, providing and evaluating skilled occupational therapy care. The Occupational Therapist works under the physician's direction using initiative to implement the plan and utilize all available resources.

MISSION, VISION & VALUES:

The successful candidate(s) must share and demonstrate through job performance (and will be evaluated on) the ability, willingness and successful application of support for the Mission, Vision and Values of the District:

Mission: To provide premier Health Care

Vision: To be a recognized leader in mission focus, quality care, and fiscal strength Values: Compassion, Respect, Integrity, Quality, Stewardship, and Family

ESSENTIAL DUTIES & RESPONSIBILITIES:

Includes the following and other duties may be assigned. Nothing in this job description should be inferred to condone an employee acting out of their scope of license. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Test and evaluate patients' physical and mental abilities and analyze medical data to determine realistic rehabilitation goals for patients.
- Complete and maintain necessary records.
- Plan, organize, and conduct occupational therapy programs in hospital, institutional, or community settings to help rehabilitate those impaired because of illness, injury or psychological or developmental problems.
- Treats patients to relieve pain, develop or restore function to optimal ability, using physical means, such as exercise, massage, heat and cold.
- Directs and aids patients in active and passive exercises, muscle re-education, activities of daily living, transfer activities, functional training, prosthetic training, safety and education.
- Makes use of equipment such as iontophoresis, TENS, electrical stimulation machines, contrast baths, paraffin bath, and ultrasonic machines.
- Arranges for the provision of an outpatient basis for services which cannot be given in the patient's home which involve the use of equipment which cannot be made readily available in the patient's home.
- Observes records and reports to the physician the patient's progress with treatment and any changes in the patient's condition. Consults Home Health RN or Director as necessary for other health problems when seeing Home Health patients.
- Provides education for safe and effective participation in I/ADL implementing adaptations and modifications when appropriate.
- Re-evaluates the patient's goals, progress, needs and reviews the care plan at least once per month as appropriate.
- Instructs patients in care and use of DME/AE as appropriate.
- Therapist may be required to drive the company vehicle or personal vehicle in the case of home visit patient.
- Informs family on patient's therapy program when applicable and provides caregiver training when appropriate.
- Evaluates the home for safety features and the need for DME/AE which could aid in self-care.
- Attends regular in-service programs relating to professional and managerial development. Contributes to the development and the periodic evaluation of the in-service program.
- Prepares clinical notes, progress notes, summary reports (recertification), and discharge summaries per departmental requirements in a timely fashion.

WCHCD- Occupational Therapist Job Description- Last Review:07/19/2023



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- Is responsible for their continuing education requirements for license.
- Participates in case conferences.
- Orders and discontinues rental equipment.
- Supervises the occupational therapy assistant as required when seeing Home Health patients.
- Participates in Quality Assurance projects pertaining to occupational therapy patients.
- Treat patients in a variety of settings including inpatient, outpatient and Home Health.
- Follows the Occupational Therapy Code of Conduct set forth by the American Occupational Therapy Association
- Adheres to regulations set by Occupational Therapy Licensing Board in the State of Oregon.

QUALIFICATIONS & EXPERIENCE:

To perform this job successfully, an individual must be able to perform each essential duty competently.

- Graduate from an Occupational Therapist Educational program with a Master's or Doctoral degree. (Prior to approximately the 1990's, one graduated with a Bachelor's degree in Occupational Therapy)
- A license from the Oregon Occupational Therapist Licensing Board is required annually.
- An Occupational Therapist in Oregon is required to complete 30 hours of continuing education every two years.
- Current CPR certification required.
- Current Driver's License

CORE COMPETENCIES:

- Compassion – Welcomes, mentors and receives new team members. Shows concern for the welfare of others.
- Respect – Manages conflict with respect and dignity for others. Attempts to address issues before escalating.
- Integrity – Owns professional development and seeks self-development. Uses good judgment in resolving job problems. Generates and evaluates alternative solutions and makes effective and timely decisions.
- Quality - Pays close attention to detail. Strives to achieve excellence in all things.
- Stewardship – Careful and responsible management of WCHCD resources. Finds productive work to keep busy during slack periods.
- Family – Creates and participates in a team environment. Applies effective interpersonal and problem-solving skills when responding to coworkers, patients and visitors.

POSITION SPECIFIC COMPETENCIES:

- Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.
- Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Monitoring — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.
- Service Orientation — Actively looking for ways to help people.
- Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Instructing — Teaching others how to do something.
- Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Originality — The ability to come up with unusual or clever ideas about a given topic or situation, or to develop



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creative ways to solve a problem.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those that an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WCHCD CODE of CONDUCT & CONFIDENTIALITY STATEMENT:

As an employee of Wallowa County Health Care District (WCHCD) you must agree to abide by the following code of Conduct/Confidentiality Statement.

I understand and agree that in the performance of my duties I must hold medical information in confidence. I understand that any violation of the confidentiality of medical information may result in punitive action. I will at all times protect the safety of our patient/residents understanding that they are our “customers” and the reason for our employment. I will avoid any and all personal conflicts of interest as it relates to my position at this facility. I agree to abide by the dress code for WCHCD. I will not use any of the assets of WCHCD for personal use. I will abide to all rules and regulations of the State of Oregon and the United States in relation to the operation of a medical facility. I will treat my co-workers at all times in a professional & courteous manner. I will strive to always work as a team player with my co-workers. I agree to report any perceived medical/facility operation noncompliance issues immediately through the compliance reporting process.

I have read and understand the above job description.

Employee Signature

Date