Hickman County Schools

Job Title: Occupational Therapist

Reports to: Director of Special Programs

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Purpose of Job: Plan and implement occupational therapy services and treatment plans to support individual student needs and plans.

* Administers occupational therapy procedures and modalities for the purpose of achieving program objectives.
* Assesses students' fine and gross motor skills and functional abilities for the purpose of determining program eligibility and developing recommendations for occupational therapy treatment, appropriate assistive devices and/or curriculum access.
* Collaborates with a variety of groups and/or individuals for the purpose of communicating information, resolving issues and providing services in compliance with established guidelines.
* Consults with teachers, parents, other personnel and/or outside professionals for the purpose of providing requested information, developing plans for services, making recommendations and/or coordinating occupational therapy services with those of other disciplines.
* Develops treatment plans, interventions and/or educational materials from the IEP for the purpose of remediating students’ motor skill deficits and ensuring compliance with regulatory requirements.
* Directs the work of assigned COTAs and Educational Assistants for the purpose of providing guidance and ensuring that program objectives are achieved.
* Identifies structural issues for the purpose of removing barriers for students with physical limitations and/or identifying appropriate technology and assistive equipment.
* Instructs students and staff for the purpose of providing information on medical/behavioral attributes, use of assistive devices and/or implementing plans for remediation of functional limitations.
* Interprets medical and academic reports for the purpose of providing information and/or ensuring that treatment/intervention plans are appropriate.
* Maintains files and/or records for the purpose of ensuring the availability of information as required for reference and/or compliance.
* Participates in a variety of meetings for the purpose of conveying and/or gathering information.
* Prepares a wide variety of written materials for the purpose of documenting activities, providing written reference, and/or conveying information.
* Provides direct occupational therapy services for the purpose of developing students’ daily living skills in compliance with established goals and objectives.
* Provides services at multiple work sites for the purpose of providing direct therapy interventions and assistance as required.
* Research resources and methods for the purpose of determining the appropriate approach for addressing students' functional goals.
* Screens students for the purpose of determining the need for further individualized assessment.