

SCHOOL DISTRICT OF GADSDEN COUNTY
SERVICE DEFINITIONS AND DATA COLLECTION FORM
PHYSICAL THERAPIST

1. PLANNING / PREPARATION

- _____ 1. Develop an individual physical therapy program Plan of Care and provide it to physician for approval.
- _____ 2. Participate in developing an Individual Education Plan (IEP) goals, and objectives for each student served.
- _____ 3. Identify / select appropriate materials and equipment for therapy.
- _____ 4. Establish schedules for therapy sessions.

2. ADMINISTRATIVE/ MANAGEMENT

- _____ 5. Establish and maintain effective and efficient record keeping procedures.
- _____ 6. Maintain accurate daily records and data collection to document students' progress, including requirements for Medicaid.
- _____ 7. Manage time effectively.
- _____ 8. Manage materials and equipment effectively.
- _____ 9. Establish and maintain a positive, organized and safe environment for students.
- _____ 10. Use technology resources effectively.
- _____ 11. Assist in developing forms for documentation.

3. ASSESSMENT / EVALUATION

- _____ 12. Evaluate students' physical needs.
- _____ 13. Write evaluations and interim progress reports.
- _____ 14. Re-evaluate short-term objectives and write new ones as needed.
- _____ 15. Use standardized tests and clinical observations to screen, evaluate and reassess students' needs.

4. INTERVENTION / DIRECT SERVICES

- _____ 16. Implement Plan of Care with specific instructions to students, teachers, other professionals, parents and any other participants on an interdisciplinary team.
- _____ 17. Provide direct physical therapy to include strengthening exercise, stretching, balance training, gait and mobility training.
- _____ 18. Prescribe and adjust adaptive equipment and instruct classroom staff in safe use.
- _____ 19. Attend medical clinics with or on behalf of students as necessary, or send progress reports to explain students' status within the school setting.
- _____ 20. Provide for student services as recommended in IEP.
- _____ 21. Recognize overt indicators of student distress or abuse and take appropriate intervention, referral or reporting action.

5. COLLABORATION

- _____ 22. Communicate effectively, orally and in writing, with other professionals, students, parents, and community.
- _____ 23. Correspond with sponsoring physicians as appropriate.
- _____ 24. Attend IEP meetings and other student-related conferences.

PHYSICAL THERAPIST (Continued)

- _____ 25. Provide families, employees, and other professionals with consultation and instruction in therapy techniques to establish carry-over into daily activities. This may include, but not be limited to, home visits and regular scheduled meetings.
- _____ 26. Consult with teachers, parents, and other IEP committee members to ensure that students' needs are being met.

6. STAFF DEVELOPMENT

- _____ 27. Participate in appropriate activities for the continuous improvement of professional knowledge and skills.
- _____ 28. Provide employees inservice training as deemed necessary by the Director of Exceptional Student Education.

7. PROFESSIONAL RESPONSIBILITIES

- _____ 29. Model professional and ethical conduct at all times.
- _____ 30. Perform all professional responsibilities.
- _____ 31. Prepare required reports and maintain all appropriate records.
- _____ 32. Maintain confidentiality of student and other professional information.
- _____ 33. Comply with policies, procedures, and programs.
- _____ 34. Support school and district goals and priorities.
- _____ 35. Perform other duties as assigned.

8. STUDENT GROWTH / ACHIEVEMENT

INDICATORS

- _____ 36. Ensure that student growth / achievement is continuous and appropriate for age group and student program classification.
- _____ 37. Establish and maintain a positive, collaborative relationship with students' families to increase student achievement.
- _____ 38. _____
- _____ 39. _____

9. ASSESSMENT AND OTHER SERVICES

- _____ 40. The use of the adopted performance appraisal systems for instructional and other employees.
- _____ 41. The accurate and timely filing of all school reports
- _____ 42. The completion of required professional development services.
- _____ 43. The analyzing and reporting of the results of the School Improvement Teams' efforts on student performance.
- _____ 44. Assist in establishing and maintaining a positive collaborative relationship with the students' families to increase student achievement.

PHYSICAL THERAPIST (Continued)

DATA COLLECTION CODES

O -- Observed
C -- Collected Data

I -- Clearly Indicated
NE -- Not Evident

INTERACTION DATES

Formal Observations

Informal Observations

_____ (Date)

_____ (Date)

_____ (Date)

_____ (Date)

_____ (Date)

_____ (Date)

_____ (Signature of Evaluator / Date)