

# Job Description

**Care at Home**   
Community Healthcare  
300 Orchard City Dr., Suite 108  
Campbell, CA 95008  
Telephone: 408-379-3990

## Occupational Therapist (OT)

### Position Summary:

Reporting to the Director of Patient Care Services, the Occupational Therapist plans therapy programs, directs and assists patient rehabilitation, evaluates progress and educates patients and families regarding appropriate occupational therapy methods in a home environment.

### Responsibilities include, but are not limited to:

- Assessing and screening patients' daily living and working skills. Developing a therapeutic retraining program with measurable objectives.
- Administering and interpreting diagnostic and prognostic tests of function to patients in their homes to assist the physician in evaluating the patient's level of function.
- Planning, implementing, and supervising individualized therapeutic activity programs.
- Selecting and teaching task-oriented therapeutic activities designed to restore physical function.
- Teaching compensatory techniques.
- Conferring with the patients' physicians and clinical team members.
- Providing therapeutic treatment and instruction to patients in accordance with physician orders to improve and restore strength, coordination, range of motion and function
- Participating in the development of the patient's initial plan of treatment, continually re-evaluating, coordinating with the team and physician and revising as necessary, and following proper procedures appropriately.
- Preparing both clinical and progress notes.
- Advising and consulting with the patient, family, and home care team.
- Maintaining the safety of property and the patient receiving treatment.
- Assisting with the development of standards for home occupational therapy services.
- Participating in employee meetings and case conferences as appropriate.
- Designing, fabricating, and fitting/altering orthotic and adaptive equipment.
- Other duties as assigned.

### The ideal candidate will have the following qualifications:

- An OT, licensed to practice in the State of California and a Bachelor's degree required.
- A minimum of two years of recent clinical experience required with at least one year of experience in a home health environment preferred.
- Must be able to complete records in a thorough, accurate and timely manner.
- Possess a valid driver's license and auto insurance with a satisfactory driving record for the past three (3) years.
- CPR certification and ability to meet health requirements as per company policy.
- Must be willing to submit to a background check.
- Excellent written and verbal communication skills
- Highly accurate and detail oriented with strong organization skills.

- Requires the ability to function independently and to work with patients and families in their own homes and within the parameters of their chosen lifestyles.

**The working conditions for this position are as follows:**

- **Physical Demands:** While performing the duties of this position, the employee is regularly required to use hands to perform intricate, dexterous procedures. The employee is required to talk and hear. The employee is required to stand, walk, sit, reach with the hands and arms, climb or balance, stoop, kneel, crouch, or crawl; and taste or smell. The employee must frequently lift and / or move / shift up to 80 pounds. Specific vision abilities required include: close, distance, color and depth perception. The physical demands described here are representative of those essential functions.
- **Work Environment:** While performing the duties of this job, the employee is exposed to standard office equipment. The noise level is usually moderate.
- **Potential Occupational Exposure:**  
Duties may have the potential for exposure to blood or other potentially infectious material and are determined to have a reasonably anticipated risk of exposure to blood borne pathogens. The procedures and precautions for this exposure is acknowledged and detailed in the company's Exposure Control Plan.

**Reports to:** Director of Patient Care Services

**Department:** Therapy

**Status:** Full-time, occasional evenings and weekends

**Last Revision Date:** 11/6/2009