

ASSISTANT DIRECTOR OF REHABILITATION SERVICES

DISTINGUISHING FEATURES OF THE CLASS: This position is filled by either a New York State licensed/registered Physical Therapist who provides physical therapy treatment to patients or by a Registered Occupational Therapist who provides occupational therapy to patients. The incumbent is responsible for assisting in overseeing rehabilitative services and activities programs at the county operated Health Related Facility/Skilled Nursing Facility. General direction and/or supervision is provided to staff and/or contractual vendors performing physical therapy, occupational therapy, speech therapy, and activities services. Work is performed under general direction of Director of Rehabilitation Services with leeway for independently performing most job responsibilities. In so far as the incumbent performs therapeutic duties related to their field of expertise, work is performed in an independent manner. This position may also involve responsibility for professional review of occupational therapy or physical therapy services in other County departments (depending upon incumbent's professional expertise).

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Assists in the supervision of rehabilitative therapy and activities services for residents and patients receiving services at the County Adult Care Center;

Performs professional physical therapy or occupational therapy services including evaluation of the degree of function and disability of patients unless contraindicated by professional judgment or a doctor's admission notes;

Performs physical therapy or occupational therapy procedures depending on the incumbents area of expertise;

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Assists in providing supervision of Aides, assistants, or other staff performing physical therapy services, occupational therapy, or other therapy services;

Meets with persons providing rehabilitative therapy services on a contractual basis to determine that proper services are being delivered in an appropriate and professional manner;

Provides direction and supervision to the Activities Director, persons providing therapeutic services on a contractual basis, and other personnel performing therapeutic or activities services;

Participates with other agency personnel in formulating a total care plan for residents or patients receiving services at the facility;

Participates in the selection of personnel and/or contractual service vendors providing services to the agency;

Develops therapeutic program policies and procedures for the agency, and assists other therapeutic or activities personnel in the development of policies and procedures;

Confers with physicians, other therapists, Activities Director, Speech Therapists, and collateral personnel regarding all facets of patient care and related activities;

Assists in the development and delivery of in-service education programs;

Records on patients' charts all physical therapy or occupational therapy evaluations, reevaluations, progress notes, consultations, and discharge summaries;

Assists in the evaluation of the delivery of rehabilitation services by agency staff and/or contract service providers;

Takes appropriate steps to correct deficiencies and resolve problems relating to the delivery of rehabilitative services;

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Maintains a variety of records relating to the delivery of rehabilitative services.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Depending on professional expertise, thorough knowledge of the principles, techniques and practices of physical therapy or occupational therapy; basic familiarity with other therapeutic disciplines; good knowledge of the operation and maintenance of apparatus and equipment used in the various therapy programs conducted in the County Adult Care Center; good knowledge of pathological conditions and socio-economic factors affecting a person's disabilities; working knowledge of other rehabilitative therapies; working knowledge of community resources applicable to rehabilitative therapy services; ability to provide direction and supervision to other persons performing rehabilitation services; and ability to establish good working relationships with others.

MINIMUM QUALIFICATIONS: One (1) year of experience as a Physical Therapist or as an Occupational Therapist. Candidates must be currently licensed and registered by the New York State Education Department as Physical Therapist, or registered by the American Occupational Therapy Association as an Occupational Therapist.

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Last Reviewed: June 20, 1991
Jurisdictional Class: Competitive
Public Hearing: N/A
NYS Civil Service Commission Approval: N/A