

## **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 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 the general direction of the facility administrator with wide leeway for independently performing most job responsibilities. This position may also involve responsibility for professional review of occupational therapy and physical therapy services provided 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.*

Supervises 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 incumbent's area of  
expertise;

Provides direct supervision of Aides, Assistants, or other staff performing physical therapy services,  
occupational therapy, or other therapy services;

## **DIRECTOR OF REHABILITATION SERVICES**

### **Page 2**

Meets with persons providing rehabilitative therapy services on a contractual basis, to determine that

proper services are being delivered on 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, re-evaluations,

progress notes, consultations, and discharge summaries;

Continually evaluates 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;

Assists in the preparation of agency budget relating to rehabilitative services programs;

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

## **DIRECTOR OF REHABILITATION SERVICES**

**Page 3**

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: 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 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: Two (2) years 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 a Physical Therapist, or registered by the American Occupational Therapy Association as an Occupational Therapist.

---

Y:\CLASPLAN\director of Rehabilitation Services.doc  
Last Reviewed: June 20, 1991  
Jurisdictional Class: Competitive  
Public Hearing: N/A  
NYS Civil Service Commission Approval: N/A

Retyped into Microsoft Word on 6/7/04  
Revised and Replaced in Classplan: 1/31/2023