Job Description for
Contracted School-Based Occupational Therapist

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Please Note: This is a full-time, 12 month position. This job description is intended to represent the broad and general nature of work performed by Occupational Therapists in a school and out-patient setting. As a result, it does not include all duties that may be expected or all the qualifications required for this position.

Nature of Work:

School based occupational therapists regularly collaborate with students, teachers, therapists and parents in order to implement therapeutic interventions needed for the educational success of the students attending PACE Charter School. Occupational therapists will contribute to the educational achievement of those students attending PACE Charter School by performing the following:

- screen and evaluate students/ patients with multiple disabilities.
- develop and implement educational and health related goals as agreed upon by therapists, teachers, students, administrators, and parents;
- implement and monitor therapeutic interventions;
- support teachers to ensure those interventions are integrated as part of the classroom activities and curriculum;
- educate and coordinate with parents to ensure students mastery in performing daily life activities or participation in community based activities or employment.

Occupational therapists are expected and encouraged to use professional judgment and evidenced-based knowledge in developing, monitoring and modifying individualized programming while ensuring the safety of staff and students of PACE Charter School. The occupational therapist will work with the teachers, administrators, and billing coordinator to manage the work schedule and IEP compliance.

Outpatient occupational therapy with a caseload necessary to meet productivity standards. This opportunity will broaden your scope of practice with children having disabilities. Children may be seen at PACE Charter School or in home settings, depending upon funding source.

Required Education, Licensure, Experience:

- Successful completion and graduation from an accredited occupational therapy program recognized by NBCOT.
- Successful completion of field work requirements.
- Three years of experience as an occupational therapist in a pediatric practice or school system setting.

- Initial certification by National Board for Certification of Occupational Therapy.
- Current license by the South Carolina Board of Occupational Therapy.

Knowledge, Abilities, Skills:

- Knowledge of federal, state, and local legislation, regulations, policies and procedures that mandate and guide occupational therapy practice in schools.
- Knowledge of professional literature, evidence based practice, and continuing education content to apply occupational therapy theories, models of practice, principles, and evidence based practice to guide intervention decisions.
- Knowledge of the Goal Attainment Scale and writing of therapeutic/rehabilitation goals.
- Ability to gather and assess outcomes for program evaluation data and use them to implement and/or modify goals using evidence based occupational therapy interventions to improve performance and participation of students and patients.
- Ability to adapt and modify environments, equipment, and materials including assistive technology.
- Ability to maintain timely and current reporting, documentation, scheduling and billing in accordance with professional standards and reimbursement requirements.
- Ability to administer appropriate assessment tools for evaluation of students and interpret the evaluation data in order to write a comprehensive report to reflect the strengths and barriers to student's participation and performance.
- Ability to collaborate with multi-disciplinary teams to develop meaningful IEP goals that will improve the student's Health Related Quality of life and foster a successful educational experience for the student and parent.
- Ability to lift 50 pounds.
- Skill in effective oral and written communication.