

SOUTHEAST ALASKA REGIONAL HEALTH CONSORTIUM

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EXEMPT JOB DESCRIPTION QUESTIONNAIRE

Job Title: Therapist, Physical Date: 04/09/92

Reports To: Chief Therapist Grade: 15

Approval: Director, Human Resources Job#: 247 C

POSITION SUMMARY Briefly describe the primary purpose of this job.

To provide appropriate physical therapy services to patients of all ages, levels of understanding and physical condition.

I. KEY RESPONSIBILITIES Briefly describe the key responsibilities of this job; list in order of importance. (8 spaces are provided, however, most jobs have only 3-6 key responsibilities.) Do not list daily duties and assignments; rather, describe the key functions (or end results) for which this job is responsible. At the beginning of each paragraph, show the approximate percent of the employee's total time devoted to each responsibility in the space provided (%). Begin each sentence with an action verb (e.g. "manage", "create", "arrange", "design", "operate", etc.)

Key Responsibility #1: (90 %)

Evaluates, forms treatment plans and goals and treats individual patients referred for physical therapy.

Key Responsibility #2: (2%)

Consults with medical staff on patient related problems. This requires good tact, good judgement and persuasiveness.

Key Responsibility #3: (5%)

Participates in education programs including training of physical therapy students and inservice programs including medical staff, nursing staff, patients, families, community members, etc.

Key Responsibility #4: (1%)

Participates in quality improvement programs.

Key Responsibility #5: (1%)

Participates in specialty clinics, clinical research efforts and special studies.

Key Responsibility #6: (1%)

Performs other related duties as assigned.

II. REQUIRED EDUCATION, TRAINING AND EXPERIENCE

(A) What minimum level of education is ordinarily required to handle the key responsibilities of this job? Briefly state how it is used in this position.

Graduated from a program of physical therapy education approved by the American Physical Therapy Association.

(B) Is a special course of training required to qualify for this job? [] Yes [✓] No. If so, please specify type and duration.

(C) What type of experience would ordinarily be required to perform in this job at a beginning level? How long would it take (minimum cumulative years in a related occupational path) to gain this experience?

N/A

III. KNOWLEDGE, SKILL AND ABILITY

(A) Describe the type and level of knowledge and ability required to perform acceptable work in this job. These must be required on a regular basis. DO NOT list an employee's personal credentials unless required by the job.

This position requires at minimum someone who has the knowledge and ability to have graduated from a Physical Therapy education program and be licensed or eligible for licensure in the State of Alaska.

(B) Identify the three most important applied job skills required to effectively perform in this job. (Examples: typing or computer applications skills, oral and written communication ability, math or analytical judgment skills, skill with equipment or tools, etc.)

- Oral and written communication skills
- Physical therapy assessment and treatment skills
- Teaching skills

IV. DECISION-MAKING/PROBLEM-SOLVING

(A) Describe the major decisions and problems that can occur in this job and who and what the decisions affect.

1. Patient assessment-done improperly could result in inappropriate care or patient injury.
2. Selection of appropriate treatments-done improperly could result in patient injury.
3. Utilization of time-balancing patient care and non-patient care duties; potential for compromise to either.

(B) Using the decisions/problems described above, identify how these decisions are reached or problems solved and how closely the results are reviewed by your manager.

Above decisions will be made independently based on professional judgement. Chief therapist will visually be available for consultation.

V. RESPONSIBILITY FOR CONTACTS

Indicate the types of jobs or persons with which this job typically requires regular contact. Do not include contacts with direct superiors or subordinates. Include face-to-face, telephone and written communications with persons within and outside SEARHC. Indicate frequency of contact with the words

Job or		<u>Normal Duties</u>
<u>Persons Contacted</u>	Staff of Hospital Services	Frequent
Patients		Frequent
Physicians & Nursing	Frequency in	

Frequent

Purpose
of Contact
Patient Care

Issues of Patient Care

Support Issues of Patient Care
and department function

VI. MANAGEMENT SPAN AND CONTROL

Does this job supervise others? Yes No

If so, list the job titles and number of employees reporting to this job. Include direct and indirect reporting relationships.

<u>Position Title</u>	<u>Number of Employees</u>
Physical Therapist Assistant	1
Student Physical Therapist	1
Physical Therapy Aide	1