

**KEDREN ACUTE PSYCHIATRIC HOSPITAL
&
COMMUNITY MENTAL HEALTH CENTER**

Job Description

JOB TITLE: Occupational Therapist, Rehabilitation Services Department

TITLE OF IMMEDIATE SUPERVISOR: Director of Rehabilitation and Wellness Services

GENERAL STATEMENT OF FUNCTION

Under the direction of the Program Director, Rehabilitation and Wellness Services, The Occupational Therapist provides occupational therapy services both in the inpatient and outpatient services departments. As an integral part of the treatment team, the occupational therapist works collaboratively with other team members to plan the special occupational and activity needs of clients who display a wide variety of mental, emotional, behavioral, psychomotor and perceptual problems. The Occupational Therapist will be competent and supportive, embracing progressive change to foster an innovative and creative environment that is driven toward excellence in all areas of service-delivery throughout the continuum of care to promote wellness and increase clients' engagement in his or her recovery process.

QUALIFICATIONS REQUIRED FOR THIS POSITION

- Graduate from an occupational therapy curriculum accredited by the American Occupational Therapy Association Accreditation Council for Occupational Therapy Education (ACOTE). Current license or a limited permit for license issued by the California Board of Occupational Therapy as an Occupational Therapist
- Previous experience in a psychiatric healthcare environment preferred
- Effective written and verbal communication skills.
- Ability to work with a multidisciplinary treatment team.
- Values personal and professional self-care in order to excel in expected roles

SPECIFIC DUTIES AND RESPONSIBILITIES

- Reviews physicians' referrals for occupational therapy services and utilizes information obtained from clients' records relative to their medical history, social and emotional disorders and prognoses in order to select appropriate evaluation procedures for identifying clients' functional limitations/disabilities/problems and their level of performance.
- Administers a variety of evaluation tests to assess the nature and extent of impaired function, capacities and limitations such as cognition, developmental stage and life roles, and psychomotor deficits.
- Performs evaluation procedures to determine clients' performance capacities and deficits such as functional, cognitive, visual and perceptual abilities; assesses clients' interests, goals, environment, and psychological and emotional conditions, including interpersonal and social attitudes and behaviors.
- Analyzes evaluation test results to establish realistic treatment goals, predict anticipated level of

functioning and time to achieve it; plans and develops sequential treatment programs; assesses clients' progress; communicates test results and measurements to physicians, members of treatment team, and clients' families; develops and modifies initial and subsequent treatment programs consistent with the changing needs of the client.

- Selects treatment methods and techniques that are compatible with clients' needs and capacities by assigning activities of interest which will develop desired motions, responses, attitudes, behaviors, or mental function; treatment programs may include individual and group activities such as manual arts, crafts, games, music, exercises, and sensory-motor integration, and practice in functional, pre-vocational, homemaking skills and activities of daily living.
- Coordinates client treatment and results with other professionals and agencies such as physicians, nurses, social workers, rehabilitation and school personnel, families and vendors to provide total care to the patient.
- Supervises client treatments and procedures delegated to other occupational therapy staff and student occupational therapists interns and provides technical guidance on problem cases.
- Supervises, maintains, and/or modifies clients' treatment plan and documents progress notes relative to the therapy.
- Serves as a Fieldwork Educator for Level I and Level II students from various OT/OTA programs throughout the year as determined by the department to maximize productivity and facilitate positive fieldwork experiences in the mental health practice area.
- Meet regularly with clinical supervisor to enhance professional growth, review and process the provision of mental health services and to discuss administrative concerns
- Attend regular staff meetings and participate in team building activities and department trainings
- Maintains medical records and adheres to documentation standards as required by agency
- Maintains expected productivity goals and caseload goals as determined by agency
- Participate in trainings and continuing education to be aware of current cultural and clinical treatment trends
- Obtain and maintain certifications in Evidence Based Practices utilized by the agency
- Provide services in other agency departments as directed
- Other duties, as assigned.

AGREED & ACCEPTED:

By:

Employee (Print Name)

Date

Employee Signature

KEDREN COMMUNITY HEALTH CENTER, INC.

By:

Supervisor Signature

Date