



"Providing a Foundation for a Proudly Diverse and Historic Community"

JOB DESCRIPTION: OCCUPATIONAL THERAPIST

Requirements:

- Certification by the American Occupational therapy Certification Board (AOTCB) or satisfied any current state legal requirements.
- Professional competency as a general practitioner of occupational therapy, as defined by AOTA.

Length of Contract: Teacher Contract

Reports to: Director of Special Services

Evaluation: Yearly by the Director of Special Services

RESPONSIBILITIES:

- Provide occupational therapy services to students with disabilities. These services include assessment, direct individual and group therapy, in the form of consultation and monitoring.
- Screen and evaluate students that are referred due to deficits, which interfere with academic progress.
- Interpret evaluation findings to parents, staff and IEP team.
- Develop and implement appropriate therapy programs to meet IEP goals.
- Participate as an active member of the staffing and IEP teams to provide input for development of appropriate IEP's for qualified students.
- Collaborate with educational staff appropriate specialists and parents regarding student therapy needs.
- Provide direct and indirect therapy services to students qualifying for OT as a related service.
- Training and supervision of teachers, therapy assistants, and paraprofessionals to implement specified therapy programs.
- Monitors student's response to intervention and modify treatment as indicated.
- Maintain record keeping for student progress, to include IEP goals/objectives.
- Complete reports, IEP's, and additional paperwork in a timely manner.
- Order appropriate materials and equipment, and monitor for appropriate use and maintenance.
- Observe accepted safety practices with regards to students and equipment.
- Other duties as assigned by the Director of Special Services.

The Hickman Mills C-1 School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Associate Superintendent of Human Resources, 9000 Old Santa Fe Road, Kansas City, MO 64138 816-316-7000. For further information on notice of non-discrimination, visit <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call **1-800-421-3481**.



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OCCUPATIONAL THERAPIST

SUMMATIVE EVALUATION REPORT

Employee: _____ School: _____

Evaluator: _____

PROFESSIONAL RESPONSIBILITIES	Below Expectations	Working Toward Expectation	Meets Expectation
<ul style="list-style-type: none"> • Provide occupational therapy services to students with disabilities. These services include assessment, direct individual and group therapy, in the form of consultation and monitoring. • Screen and evaluate students that are referred due to deficits, which interfere with academic progress. • Interpret evaluation findings to parents, staff and IEP team. • Develop and implement appropriate therapy programs to meet IEP goals. • Participate as an active member of the staffing and IEP teams to provide input for development of appropriate IEP's for qualified students. • Collaborate with educational staff appropriate specialists and parents regarding student therapy needs. • Provide direct and indirect therapy services to students qualifying for OT as a related service. • Training and supervision of teachers, therapy assistants, and paraprofessionals to implement specified therapy programs. • Monitors student's response to intervention and modify treatment as indicated. • Maintain record keeping for student progress, to include IEP goals/objectives. • Complete reports, IEP's, and additional paperwork in a timely manner. • Order appropriate materials and equipment, and monitor for appropriate use and maintenance. • Other duties as assigned by the Director of Special Services. 			

Evaluator's Comments _____

