



# IBERIA PARISH SCHOOL BOARD

## JOB DESCRIPTION

### OCCUPATIONAL THERAPIST

#### QUALIFICATIONS

1. Qualifying grade on the National Registration Examination.
2. Bachelor's Degree in Occupational Therapy in a program approved by the Council on Medical Education of the American Medical Association in collaboration with the American Occupational Therapy Association.

#### REPORTS TO

Director of Special Educational Services and School Management/Designee

#### PERFORMANCE RESPONSIBILITIES

1. Identifying of those children requiring the services of the occupational therapist utilizing appropriate assessment procedures and measurements.
2. Interpreting assessment results.
3. Screening of children suspected of requiring occupational therapy services.
4. Attending medical and orthopedic clinics.
5. Acting a liaison between parents, school and physicians.
6. Program development and management, specifically:
  - a. Activities
  - b. The design, fabrication and application of splints
  - c. Sensor-motor activities
  - d. The used of specifically designed crafts
  - e. Exercises to enhance functional performance
  - f. Pre-vocational evaluation and training
  - g. Consultation concerning the adaptation of the physical environment for the handicapped
7. Acting as a consultant in the purchase of equipment to be used in occupational therapy.
8. Participating in continuing education programs.
9. Serving as a component of multi-disciplinary assessment.
10. Performs other duties as assigned by appropriate authority.
11. All employees are subject to Drug/Alcohol testing in accordance with Policy GAME.

#### EVALUATION

Performance in this position will be evaluated at least once annually in accordance with Board Policy

Reviewed and Agreed to: \_\_\_\_\_  
Employee's Signature

Date: \_\_\_\_\_

Received By: \_\_\_\_\_  
Name and Title

Date: \_\_\_\_\_