

MID-OHIO EDUCATIONAL SERVICE CENTER

JOB DESCRIPTION

Title:	Physical Therapist Assistant
Reports To:	Assistant Director of Student Services
Employment Status:	As Determined by the Assistant Director of Student Services
Days:	As Determined by the Assistant Director of Student Services
MOESC Salary Schedule:	OTA / PTA
FLSA:	Non-Exempt

QUALIFICATIONS

- Associates degree in Applied Science
- Appropriate licensure from the Ohio Board of Education and the Ohio Board of Physical Therapy
- Have experience and/or knowledge of completing documentation related to Progress Reports
- Valid driver's license
- Successfully pass BCI/FBI background checks

GENERAL DESCRIPTION

Assists with providing physical therapy services under the supervision of a Physical Therapist (PT) preparing students to respond appropriately to the education program. The Physical Therapist Assistant works with team members in the school to enable the student to work toward his/her potential by improving, developing or restoring gross motor functions.

ESSENTIAL FUNCTIONS / SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Provide physical therapy assistance to students under supervision of a PT
- Implement IEP goals

- Assist with program development of therapy to meet students' needs for gross motor, mobility, positioning or other relate problems
- Assist with ordering supplies/materials maintaining equipment and therapy rooms
- Serve as a resource to staff to assist with questions regarding: mobility, positioning, equipment needs
- Timely completion of all required paperwork
- Assists with recommending proper referrals of individuals to agencies that could provide assistance to meet IEP goals
- Support safe transportation of students
- All other duties as assigned

PERSONAL QUALITIES

- Possesses a high level of professional and ethical standards
- Acknowledges personal accountability for decisions and conduct
- Demonstrates professionalism and contributes to a positive work environment
- Effectively uses active listening, observation, reading, verbal, nonverbal, and writing skills
- Maintains an acceptable attendance record and is punctual
- Organizes tasks and manages time effective
- Meets deadlines despite time constraints
- Uses diplomacy and exercises self-control when dealing with other individuals
- Wears work attire appropriate for the position
- Accepts responsibility
- Exhibits a positive outlook
- Takes initiative
- Exhibits a service mentality and is responsive to internal and external client requests for service
- Good Communication skills, both verbal and written
- Ability to work well with others and maintain confidentiality
- Participates in professional development that relates to the position
- Operate standard office equipment including computers, word processing, spreadsheets and communication software
- Shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout employment at Mid-Ohio ESC

WORKING CONDITIONS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Occasional exposure to blood and bodily fluids
- Occasional interaction among unruly students/adults, including the need to intervene physically in crisis prevention
- Physical abilities include standing, walking, sitting for extended periods, operating a computer, talking/hearing, near and far visual acuity/depth perception/color vision/field of vision required and occasionally to reach with hands and arms

PHYSICAL DEMANDS

- Work requires definite skilled and accurate physical operations requiring some closely coordinated performance
- Work requires handling average weight materials or equipment, but not for sustained periods
- Operate standard office equipment including computers, word processing, spreadsheets and communication software
- This job is performed in a generally clean and healthy environment. Travel among schools and districts is required
- Shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout employment at Mid-Ohio ESC

EVALUATION

Performance of this job will be evaluated by the Assistant Director of Student Services according to Mid-Ohio ESC board policy.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of all responsibilities, duties, and skills required for the position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned by the supervisor, appointing authority or designee.

Employee Signature

Date Received

The Mid-Ohio Educational Service Center is an equal opportunity employer.