



Job Description – Occupational Therapist

TITLE:	Occupational Therapist
STATUS:	Exempt, Full-Time
EMPLOYMENT TYPE:	Salary
REPORTS TO:	Director of Therapy Services
General Function:	The Occupational Therapist is responsible for evaluating, treating and discharging assigned patients as appropriate and per established policies and procedures; ensuring effective development and application of occupational therapy programs and treatment procedures; ensuring optimal assigned patient scheduling and wait list management, satisfaction and appropriate insurance billing and coding.
REQUIRED EXPERIENCE:	The candidate must hold an Indiana Occupational Therapist license. Experience with pediatric occupational therapy is preferred, but not required.
REQUIRED EDUCATION:	Bachelors or Masters of Occupational Therapy degree from an Occupational Therapy accredited program.
CERTIFICATIONS:	Maintain current Indiana therapy license and CPR/First Aid Certification; maintain professional malpractice insurance – minimum level: \$1,000,000 each occurrence/\$3,000,000 aggregate.
PREREQUISITE SKILLS:	<ul style="list-style-type: none">• Must have working knowledge of the rehabilitation field and therapy professions.• Ability to effectively provide customer service to all customers and contacts.• Ability to communicate openly, honestly, directly and effectively with all customers by both written and verbal skills.• Ability to incorporate a basic understanding of human behaviors, developmental needs, physical needs, emotional needs, and comfort during all interactions.• American Hippotherapy Association Level I and Level II preferred but not required.

ESSENTIAL FUNCTIONS:

The following functions describe the essential duties of this role. Other additional related duties may be assigned from time to time.

1. Evaluate, treat and discharge assigned patients as appropriate.
2. Maintain timely and quality patient documentation in accordance with TherAplay's best practices including proper recording of patient prognosis, treatment, response and progress.
3. Confer with the patients' families, doctors and others as appropriate to plan, implement and assess effective plans of care.
4. Maintain patient confidentiality at all times, conforming to HIPPA privacy regulations.
5. Participate in and represent TherAplay at various internal and external events (i.e. parent support groups meetings, special needs events, TherAplay special events, etc.)
6. Host and teach fieldwork students, therapist interns and therapy and pre-therapy students/classrooms through shadowing, demonstrations, lectures, etc.
7. Other duties as assigned.

PHYSICAL/ENVIRONMENTAL REQUIREMENTS:

- Ability to lift 50 pounds overhead.
- Ability to walk up to 10 miles per day.
- Ability to work around horses.
- Ability to sustain frequent
 - Standing
 - Walking
 - Bending (forward and sideways)
 - Grasping
 - Twisting at the waist
 - Squatting
 - Kneeling

ORGANIZATION OVERVIEW:

Located in Carmel, Indiana, The Children's TherAplay Foundation, Inc. (TherAplay) is a not-for-profit outpatient pediatric rehabilitation clinic providing physical and occupational therapies for children with special needs. A unique aspect of TherAplay's programs is that we incorporate the horse as a therapy tool (known as *hippotherapy*) during physical, occupational, and speech therapy sessions.

TherAplay is an Equal Opportunity Employer. We are committed to the inclusion of and full participation by all persons in the achievement of our mission.

Would you like to learn more about how you can use your skills to impact an extraordinary mission? We would love to hear from you! Please submit a cover letter, resume and three references to Carah Sullenbarger at csullenbarger@childrenstheraplay.org. Please no phone calls.