



**Job Description – Pediatric Occupational Therapist**

<b>TITLE:</b>	Occupational Therapist
<b>STATUS:</b>	Exempt, Full-Time
<b>EMPLOYMENT TYPE:</b>	Salary
<b>REPORTS TO:</b>	Director of Therapy Services
<b>GENERAL FUNCTION:</b>	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.
<b>REQUIRED EXPERIENCE:</b>	The candidate must have a current or pending IN Occupational Therapy State Professional License. Experience with pediatric occupational therapy is preferred, but not required.
<b>REQUIRED EDUCATION:</b>	Master's degree in Occupational Therapy from an accredited program.
<b>CERTIFICATIONS:</b>	Maintain current Indiana therapy license, CPR/First Aid Certification, and Professional Malpractice Insurance – minimum level: \$1,000,000 each occurrence/\$3,000,000 aggregate.

**A DAY IN THE LIFE OF AN OCCUPATIONAL THERAPIST AT CHILDREN'S THERAPLAY:**

- The OT position works closely with our physical and speech therapists to ensure quality outcomes. Each session consists of time spent in our newly remodeled clinic as well as time spent utilizing the movement of the horse as a treatment tool.
- This position will be a full-time, benefited position of 30 hours or greater. More details will be provided during the interview process.
- You will be part of a collaborative team that continuously strives to improve our skills and education. Monthly you will be provided with a two-hour team meeting receiving education and round tables to discuss complex cases.
- Ongoing, intentional efforts are being made to ensure we are a diverse, inclusive, and equitable workplace where everyone belongs through third party collaborations and internal efforts.

## **YOU'LL SUCCEED HERE IF:**

- You enjoy working in a non-traditional setting where you can implement creative therapeutic interventions to improve functional outcomes.
- Take pleasure in being part of events at TherAplay and community outreach.
- You seek learning and the opportunity to continuously improve clinical skills.
- You thrive in a fast-paced environment.
- You are adaptable to change.
- You do well working closely with a collaborative team on a daily basis.

## **PREREQUISITE SKILLS:**

- 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.
- Strong interpersonal and communication skills.
- Ability to work collaboratively with a multi-disciplinary team (PT & OT).
- Basic computer literacy.
- Basic knowledge of Medicaid and private insurance plans.

## **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.
3. Confer with the patient's care team to plan and implement effective care plans.
4. Always maintain patient confidentiality, conforming to HIPAA 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 students 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 the Director of Therapy Services, Carah Sullenbarger, [csullenbarger@childrenstheraplay.org](mailto:csullenbarger@childrenstheraplay.org).