



Kalamazoo Regional Educational Service Agency Job Description

Job Title: Physical Therapist Assistant
Reports To: Special Education Program Administrator/Director
FLSA Status: Non-Exempt
Prepared By: Human Resources
Approved By: N/A
Prepared Date: 03/2010
Last Revised Date: 03/2010

Summary:

It is the responsibility of this position to work with the Physical Therapist to carry out individualized physical therapy programs for each assigned student. This includes implementation of proper therapy methods, appropriate record keeping and input on program effectiveness.

Essential Duties and Responsibilities:

- In conjunction with the physical therapist provide direct therapy to students with severe impairments, ages 3-26 years old
- To assist the Physical Therapist in the development and revision of individualized therapy programs
- To assist and train classroom staff in gross motor procedures as well as in lifting, handling and positioning students and in the proper use of positioning equipment
- To attend meetings and/or medical clinics as necessary
- To assist the Physical Therapist in developing and maintaining reports on students
- To accept responsibility for the students' personal care and environment throughout treatment
- To provide instruction within designated community settings in order that students may meet individualized educational goals and objectives
- Regular and consistent attendance
- Other duties as assigned

Must have knowledge of and comply with the policies and procedures contained in the Kalamazoo RESA handbook.

Education and/or Experience:

Degree in physical therapy from an accredited physical therapist assistant program and be licensed as a physical therapy assistant in Michigan.

Experience in school therapy (preferred). An understanding of the learning processes of severely cognitively and multiply impaired students.

Certificates, License, Registration:

If applicable.

Other Skills & Abilities:

Maintains an organized therapy area
Effectively present information in front of groups and engage in audience
Ability to communicate effectively including listening
Works in a team oriented fashion
Ability to efficiently use computer and applicable software
Ability to problem solve
Maintains confidentiality
Displays willingness to support and make decisions with sound judgment in timely manner
Adapts to frequent changes in the work environment
Uses equipment and materials properly
Practices safe work habits

Supervisory Responsibilities:

This job has no supervisory responsibilities.

Physical Demands:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee is frequently required to reach with arms and hands, stand, walk and sit. The employee frequently must squat, stoop or kneel. Frequent bending and/or twisting is required. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Must be able to drive to job locations.

Work Environment:

The noise level in the work environment is generally moderate.

The employee shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout his/her employment in the District.

It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on gender/sex, sexual orientation, race, religion, height, weight, color, age, national origin, disability or any other status covered by federal, state or local law be allowed during any program, activity, service or in employment. The following positions at Kalamazoo RESA have been designated to handle inquiries regarding the nondiscrimination policy. Human Resources Director, Tom Zahrt; Assistant Superintendents: Margaret McGlinchey & Laurie Montgomery. Contact information: 269-250-9200, 1819 E. Milham Avenue, Portage, MI 49002.