



## Kalamazoo Regional Educational Service Agency Job Description

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**Job Title:** Physical Therapist  
**Reports To:** Special Education Program Director/Administrator  
**FLSA Status:** Exempt  
**Prepared By:** Special Education  
**Approved By:** Human Resources  
**Prepared Date:** 07/2003  
**Last Revised Date:** 07/2003

**Summary:** Plans and administers medically prescribed physical therapy treatment for students to maximize their physical participation in the educational process and/or environment

### **Essential Duties and Responsibilities:**

- Reviews Physician's referral (prescription) and student's condition and medical records to determine physical therapy treatment required
- Tests and measures student's strength, motor development, sensory perception, functional capacity, and respiratory and circulatory efficiency, and records findings to develop or revise treatment programs
- Plans and prepares written treatment program based on evaluation of student data
- Provides direct physical therapy to students
- Records treatment, response, and student's progress
- Instructs patient and family in treatment procedures to be continued at home
- Confers with Physician and other practitioners to obtain additional patient information, suggest revisions in treatment program, and integrate physical therapy treatment with other aspects of patient's health care
- Trains staff in proper lifting techniques, body mechanics, positioning and handling of students needing assistance
- Assists classroom staff during bussing and lunch time activities
- Attends IEP, MET, IFSP, and PPM meetings with appropriate paperwork
- 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:**

Bachelor's degree (B.A. or B.S.) from four-year college or university

### **Certificates, License, Registration:**

Michigan Physical Therapist License

**Other Skill & Abilities:**

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, stool 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 usually 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.