



Position Description

Position Title:	Physical Therapist Assistant		
Department:	Therapies	Reports To:	Director of Rehabilitation
Classification:	Non-Exempt	Revision Date:	August 2018

Position Overview

Therapies:

Support the philosophy of the Therapies Department by promoting the expectation that all residents will function at their highest level, unless they choose otherwise. Treat residents under the plan of care of, and supervision by, a NH licensed PT per State Practice Act. Offer expertise to other departments as appropriate.

Compliance Statement:

Complies with all company policies. Reports instances of wrong doing, illegal and unethical behavior that occur at Havenwood Heritage Heights promptly to the Vice President of Human Resources or the President/CEO.

Principle Duties and Responsibilities

Safety:

1. Must be committed to a high standard of safety and be willing and able to comply with all safety laws and Havenwood Heritage Heights' safety policies and rules. Must be willing to report safety violations and potential safety violations to the appropriate supervisory or management personnel.
2. Attends all mandatory in-services.
3. Wears all appropriate protective equipment (PPE) if and when in a situation that such equipment is warranted.
4. Uses proper body mechanics at all times.
5. Wears seatbelts when involved in all HHH related travel.
6. Complies with, supports and enforces Havenwood Heritage Heights' policies involving all safety procedures to also include the proper use of body mechanics, mechanical lifts and infection control; incorporates the facility minimal lift policy within treatment sessions.

Therapies:

1. Conduct treatment plans as established by, and under the supervision of, the physical therapist, as per the State Practice Act.
2. Correctly identifies changes in resident's status requiring either medical or PT follow up before further treatment, or after treatment, and acts accordingly.

3. Accurately communicate with Physical Therapist, interdisciplinary team members, and/or physician/NPP regarding resident's treatment program and/or any concerns or changes noted.
4. Maintain daily and weekly documentation, following documentation guidelines. Complete daily billing and any other required paperwork.
5. Provide appropriate in-service education to facilities, support staff, students, coworkers, and community either formally or informally as requested.
6. Follow established policies and procedures of the department and of the organization.
7. Follows all Federal and State laws required of a licensed PTA working in various HHH settings.

Competencies

- Customer Focus
- Flexibility
- Communication Proficiency
- Time Management
- Teamwork Orientation
- Technical Capacity
- Ethical Conduct
- Results Driven
- Initiative
- Understanding of applicable State Practice Act
- Aware of national practice standards

Qualifications and Skills

- The Physical Therapist Assistant will be licensed in the State of NH with the Board of Allied Health, and will adhere to all state and federal practice guidelines.
- Interest in continuing education within the profession.
- 2-3 years' experience preferred of which at least 1 year has been in a long-term care facility and that the experience has included working with the cognitively impaired.
- Current CPR Certification required.
- Must possess a valid NH Driver's License.

Physical Demands

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. Therapist assigned must be able to perform the following physical job functions with or without reasonable accommodation: Lift up to 50 lbs. from floor to knuckle occasionally, lift up to 30 lbs. from knuckle to shoulder occasionally and lift up to 10 lbs. overhead occasionally. The therapist must be able to pivot transfer up to 200 lbs. rarely, carry up to 25 lbs. for 200 ft. frequently. Push/pull 40 lbs., 300 feet frequently. The therapist must be able to squat and stoop up to 5 minutes frequently. Kneel up to 5 minutes frequently. Fine hand manipulation, bilaterally, frequently. Heavy grasp, bilaterally, frequently. Visual acuity corrected to 20/40 or sufficient to complete all duties. Tactile discrimination continuously. Comprehensible verbal communication skills continuously. Written and/ or typed documentation and communication daily and frequently. Must have multiple joint, including back/spine, flexibility and strength sufficient

to safely treat residents in a supine, seated or standing position as needed. Ability to learn computer skills necessary for documentation, including reading interdisciplinary notes. On occasion, may be required to drive to the Heritage Heights campus (approximately 1 mile), or to a person's residence for assessment before discharge home after a short term rehab stay.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Protection of HHH Assets and Resources

Havenwood Heritage Heights' assets are to be used for your job and should be protected. Company assets are meant for business and not personal use. We all have a responsibility to protect and safeguard company assets from loss, theft, misuse, and waste.

These assets include, but are not limited to; the Havenwood Heritage Heights name, company provided credit cards, our various computers, laptops, cell phones, and ancillary equipment; software and software licenses, copy machines and other office equipment, electronic media, and technology.

You should use company assets and funds for legitimate and authorized business purposes. Company property should never be used for personal gain, and you should not allow Company property to be used for illegal activities. If you become aware of theft, misuse or waste of our assets or funds or have any questions about your proper use of them, you should feel free to speak with the Human Resources department. Misappropriation of Company assets is a breach of your duty to the Company and may be an act of fraud against the Company. Taking company property from our facilities without permission is regarded as theft and could result in the termination of your employment. In addition, carelessness or waste of Company assets may also be a breach of your duty to the Company and could result in dismissal. All Company Assets are to be delivered to the Company promptly when your employment ceases, or at any other time that the Company requests.

Signature

I have read the job description and understand all of the requirements, functions and duties of the position.

Signature: _____

Date: _____