

Alberta's Health Regions and Voluntary Organizations and the Health Sciences Association of Alberta (HSAA)

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Occupational Therapist II**

Date Updated: **May 20, 2008**

Job Summary:

The Occupational Therapist (OT) II is the therapist responsible for coordinating the day-to-day operations of occupational or multi-disciplinary therapy services for their assigned area.

Work at the OT II level is differentiated from work at the OT I level by the additional responsibility of coordinating therapy assessment, treatments and the coordination of daily operations for services in their assigned area.

Key Responsibilities and Typical Duties:

In addition to participating in the direct client care/caseload responsibilities of the OT I, the OT II:

Core Duties

- Coordinates the day-to-day operations of an assigned service area and monitors care delivery.
- Identifies service needs and assists other medical staff with caseload management as required.
- Completes chart audits and provides follow-up and feedback to staff as required.
- Takes the lead role in occupational therapy, health education and promotion.

Other Related Duties

- Participates in program development and operational planning.
- Provides input into policy and procedure development and communicates standards to staff.
- Represents the department on special committees or programs.

Leadership

- May supervise level I therapists (e.g. OT I), therapy students and assistants.
- Participates in selection, orientation, training, and evaluation of staff and students.
- Provides clinical leadership by assisting Staff Therapists in problem-solving regarding client assessment, treatment and discharge as required.

Leadership (cont)

- Coordinates work of assigned team.
- Provides input to management in the development of operating and capital budgets.
- Makes decisions on staffing level requirements, workflow, and caseload priorities in collaboration with other therapists.

Decision-Making

- Makes day-to-day clinical decisions on client needs regarding assessment, intervention, discharge and follow-up of clients.
- Establishes standards of practice in the absence of specific instructions or procedures.
- Makes decisions on matters pertaining to quality control, including operations and records.
- Resolves unusual or complex cases referred from therapist I's, or refers concerns to an appropriate individual(s).

Knowledge:

Education

- Bachelor of Science of Occupational Therapy/graduation from an accredited university occupational therapy program.

Additional Qualifications/Designations/Certification

- Alberta Aids to Daily Living (AADL) Authorizer status required for some services.

Registration Requirements

- Registered with the Alberta College of Occupational Therapists (ACOT).

Working Conditions:

Physical Demands

- Considerable time is spent standing, walking and in close supportive contact with clients.
- Required to bend, pull, lift, perform variable movements and position changes (may be required to assume awkward positions).
- Must be able to transfer and/or assist with lifting adults/children.
- In a community setting, some physical demands with transporting equipment.

Work Environment

- Primarily clean, air controlled indoor environments.
- Community, work, home or school visits will have variable conditions including travel in all weather conditions.
- May be subject to verbally and/or physically aggressive clients and family.