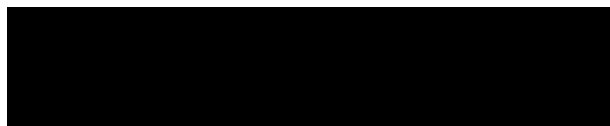


**SANTA CLARA COUNTY OFFICE OF EDUCATION
Personnel Commission**

CLASS TITLE: Occupational Therapist I/II

DESCRIPTION OF BASIC FUNCTION AND RESPONSIBILITIES

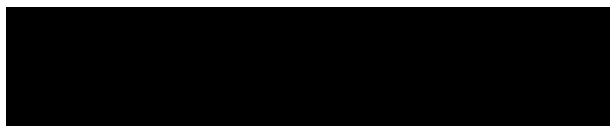
To provide occupational therapy treatment to special needs students enrolled in the educational programs of the County Office of Education.



Develops occupational therapy treatment plans based on the educational goals for eligible students, to improve the student's functional abilities within the school and naturalistic settings, in collaboration with the IEP or IFSP team.

Monitors therapy programs and educational staff trained to incorporate appropriate occupational therapy treatment strategies into the educational program; evaluates the effectiveness of the established program and makes modification within the framework of the IEP process as necessary

Participates in meetings between county office staff and families on the appropriate effective-6(es)-5/C



Refers students and families to related services which will assist the student's development

Provides direction, training, and assistance to support staff assigned to the occupational therapy program

Conducts in-service or other training programs for county office staff and school district personnel on the role of occupational therapy as an educational service, normal sensory-motor development as related to learning, and identification of sensory-motor deficits

Recommends future occupational therapy services to administration

Performs related duties as assigned.

EMPLOYMENT STANDARDS

KNOWLEDGE OF:

Intellectual, sensory, and physical development of children and young adults

Skill in the application of occupational therapy techniques utilized in the assessment and treatment of children with disabilities

The educational and developmental needs of children

Theory of physical and mental rehabilitation underlying the practices of occupational therapy

Principles, methods and objectives of occupational therapy treatment, services, techniques

Skeletal anatomy, neuromuscular function and dysfunction; kinesiology and occupational therapy modalities

Consultation, training, and supervision principles

ABILITY TO:

Accurately assess the developmental status and educational needs of children and young adults

Identify and analyze areas of developmental sensory-motor dysfunction

Develop and implement treatment plans, goals, and objectives to correct sensory-motor dysfunction

Collaborate with county office staff, families, and other occupational therapists

Provide consultation for classroom and home management of motor, sensory, perceptual, and self cares programs

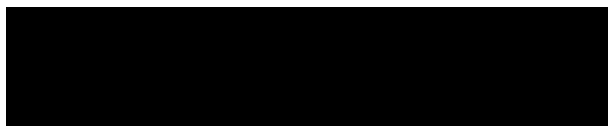
Explain and provide training on occupational therapy and rehabilitative principles

Provide direction to staff

Communicate effectively orally and in writing and make presentations to small and large groups

Maintain records and prepare complex reports

Work as a strong member of the IEP team, using current best practice clinical skills for working



EDUCATION AND EXPERIENCE:

Occupational Therapist I: Possession of A valid license, eligibility for licensing, or Limited Permit to practice as an Occupational Therapist in the State of California according to the California Occupational Therapy Practice Act. Limited Permit Holders must pass the next scheduled examination as specified in the Business and Professions Code 2570 “Occupational Therapy Practice Act” or be released from position.

Occupational Therapist II: Possession of a valid license, or eligibility for licensing, according to the California Occupational Therapy Practice Act to practice as an Occupational Therapist in the State of California AND two years of clinical experience in pediatric therapy with emphasis on developmental disabilities and working in an educational setting. Experience in working collaboratively with teams and families are desired.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California Driver’s License and a driving record that meets the insurance requirements of the County Office of Education.

PHYSICAL DEMANDS:

Hearing and speaking to exchange information; seeing to perform assigned duties; sitting or standing for extended periods of time; dexterity of hands and fingers to operate equipment and perform assigned duties; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies; lifting moderately heavy objects.

WORK ENVIRONMENT:

Office and classroom setting; driving vehicle to school sites to provide assistance to students and staff.

BARGAINING UNIT:

Office, Technical, and Business Services (OTBS) Unit

Approved by the Personnel Commission: May 27, 1999

Revised January 27, 2005

Revised September 10, 2014


Sheila Lopez, Director

Classified Personnel Services

September 10, 2014

Date

