

Spec. Code: 0099
Occ. Area: 12
Work Area: 444
Prob. Period: 6 mo.
Prom Line: None
Effective Date: 10/01/11
Last Action Rev.

PHYSICAL THERAPY AIDE

Function of Job

Under direction of a designated supervisor, to assist in the operation of the rehabilitation services department through maintenance of the clinical environment and providing administrative and clinical support to the process of the Rehabilitation Services Department.

Characteristic Duties and Responsibilities

1. performs maintenance duties (such as draining and cleaning paraffin bath and hydro collator unit; and maintaining wheelchairs)
2. prepares and cleans up treatment areas; maintains linen supply; changes linens; keeps equipment clean, properly stored, and ready for use; cleans and organizes work area; disinfects equipment after treatment; and arranges treatment supplies to keep them in order
3. transports patients to or from the physical therapy treatment area as required; secures patients into or onto therapy equipment
4. assists patients with dressing and undressing; applies and removes braces and splints
5. assists in supporting, lifting, and moving patients
6. under direct supervision of a physical therapist or physical therapy assistant, assists patients in practicing ambulation with or without ambulatory aids, and administers active and passive manual therapeutic exercises, and modality treatments (e.g., ultrasound)
7. instructs, motivates, safeguards, and assists patients practicing exercises and functional activities, under direction of therapy staff
8. observes patient during treatment to compile and evaluate data on patients' responses and progress, and report to physical therapist
9. confers with physical therapy staff or others to discuss and evaluate patient information for planning modifying, and coordinating treatment
10. monitors vital signs of patients under the supervision of a therapist
11. supervises patients in the pool under the supervision of a therapist

12. assists with administrative support tasks such as reception, scheduling patients, taking messages, charge entry, photocopying, data entry, and other clerical duties as assigned
13. performs other related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. High school graduation or GED

KNOWLEDGE, SKILLS AND ABILITIES (KSAs)

1. Knowledge of customer and personal service
2. Basic knowledge of the practice of physical therapy
3. Written and oral communication skills
4. Basic computer skills
5. Ability to read, comprehend and follow complex instructions
6. Ability to work with persons from a variety of cultural, economic and educational backgrounds
7. Ability to adjust interactions according to the age related needs of the patient
8. Ability to effectively communicate with staff members throughout the hospital, patients and families, and volunteers and students
9. Manual dexterity