

UW HEALTH JOB DESCRIPTION

Occupational Therapy Fellow

Job Code: X71NN1

FLSA Status: Exempt

Mgt. Approval: K. Schick

Date: April 2024

Department: Rehab Therapy

HR Approval: D. Ripp

Date: April 2024

JOB SUMMARY

Under the direction of the clinical fellowship program director, fellowship coordinator, and team manager, the Occupational Therapy Fellow is a post-graduate Occupational Therapist participating in a clinical fellowship in the field of occupational therapy specializing in the directed clinical area of focus.

The Fellow provides occupational therapy services to an assigned caseload of patients within an age scope to include pediatric, adolescent, adult, and geriatric populations referred from within the hospital as well as from external sources. The impact of these services is widespread. The incumbent will participate in the department's educational, program development, and community service activities. The incumbent will also be responsible for meeting all the curriculum requirements of the fellowship program.

General supervision and direction will be provided in patient care responsibilities. Didactic instruction, clinical instruction, and 1:1 mentoring during provision of patient care will also be provided per the curriculum guidelines of the fellowship program.

Involving other health care team members is essential. The Fellow practices in collaboration with other members of the health care team and demonstrates respectful interactions with patients/clients, colleagues, and others. Practice incorporates and emphasizes education to patients, clients, families, and others.

Problems encountered are of a moderate level of difficulty and can usually be solved by referring to program resources, subject matter experts, and/or management. General supervision and direction will be provided. Consultation with other staff is expected regularly.

The Fellow works with a wide variety of internal and external constituents, including (but are not limited to) team members, staff, and physicians inside and outside the department, patients, families, vendors, and insurance representatives.

As a requirement of the position, the Fellow has regular access to and knowledge of the confidential medical history of patients/clients in their care. Documentation is required and is in accordance with professional and regulatory guidelines.

MAJOR RESPONSIBILITIES

- Clinical Decision Making:** Evaluates and re-evaluates patients/clients using knowledge of the principles and methods of patient/client assessment and ongoing reassessment to develop and modify effective assessments and treatment plans.
 - Uses available resources, including patient outcomes and past experiences, to guide patient/client assessment.
 - Using multiple sources, comprehensively assesses patient/client factors that impact treatment plan and outcome.
 - Selects appropriate assessment tests and measures to conduct patient/client assessment and re-assessment.
 - Administers tests and measures accurately, following standardized criteria if applicable. Modifies tests and measures based on patient/client needs.
 - Recognizes and incorporates precautions and contraindications for treatment.
 - Identifies impairments and their influence on patient/client performance.
 - Incorporates prioritized impairments to establish a therapy classification or therapy diagnosis that is specific to the patient/client.
 - Makes accurate predictions about patient/client outcomes.
 - Establishes goals that reflect anticipated outcomes with the patient/client and/or the patient/client's family input.
 - Develops a treatment plan by selecting and modifying appropriate interventions based on assessment and ongoing reassessment.
 - In adherence to the profession's Code of Ethics, uses ethical reasoning to make decisions based on objective principles and values.
 - Is accountable and takes responsibility to identify and meet the needs of the patient/client. Seeks alternate strategies and/or other resources to make sure patient/client needs are met.

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2. **Performance Skills: Provides treatment interventions to patients/clients that are safe, timely, effective, efficient, patient-centered, and equitable, in compliance with organizational policies and procedures.**
 - Demonstrates competency in treatment skills by completing institutional and program-specific competencies and consistently meets annual requirements.
 - Practices competently in accordance with professional practice standards and expectations.
 - Demonstrates effective visual, tactile, and auditory skills to aid with patient/client assessment/reassessment and intervention.
 - Provides effective therapeutic interventions that are patient centered.
 - In accordance with patient/client need, selects treatment with consideration of resource utilization, including space, time, people, and equipment.
 - Identifies and provides appropriate strategies to educate patients so that environmental constraints, learning barriers, and cultural factors are addressed effectively.
 - Facilitates patient/client responsibility for self-care.
 - Progresses treatment interventions effectively.
 - Interventions take into account behavioral, cognitive, and perceptual dysfunction and appropriate referrals to specialists are made, if needed.
 - Delegates treatment to appropriate clinical staff and provides necessary supervision.

3. **Interpersonal Abilities: Demonstrates respectful interactions with patients/clients, colleagues, and others.**
 - Advocates on behalf of patients to appropriate individuals and is aware of common patient needs for similar patient populations.
 - Identifies cultural factors that may impact treatment and plan of care and identifies appropriate resources to meet cultural needs and maximize patient outcomes.
 - Establishes and maintains rapport with patients by recognizing others' values and adapting interactions to build trust.
 - Works cooperatively with co-workers, demonstrating respect, trust, and support.
 - Consults with or refers to other colleagues/disciplines to meet patient/client needs.
 - Incorporates critical feedback from supervisor and colleagues and works towards improving areas of improvement.

4. **Professional Behaviors: Acts professionally to all individuals and in all situations. Participates in organizational initiatives to improve patient care, practice, and institutional performance.**
 - Participates in initiatives to improve organizational performance and actively provides feedback.
 - Proactively identifies and communicates operational issues that impact clinical practice.
 - Actively participates or provides feedback to a committee or task force that is focused on improving clinical practice.
 - Practices in ways that ensure patient care and administrative tasks are performed timely while remaining flexible with changes in schedule.
 - Meets productivity expectations.
 - Advocates for the profession internally and externally to UW Health.
 - Written communication is timely, succinct, and meets all regulatory and hospital standards.
 - Identifies when communication is necessary and directs communication at the right time in the right place to the right person using an appropriate medium.
 - Listens actively; verbal and non-verbal communication is respectful, empathetic, and appropriate to individuals and groups.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

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|-----------|---------|---|
| Education | Minimum | <ul style="list-style-type: none"> • Graduate of an accredited, entry-level degree program (Baccalaureate or higher) in Occupational Therapy • Credentialed by National Board of Certification for Occupational Therapists (NBCOT) • Must obtain NPI number prior to starting the fellowship program |
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| | Preferred | |
| Work Experience | Minimum | |
| | Preferred | One (1) year of prior relevant experience. |
| Licenses & Certifications | Minimum | <ul style="list-style-type: none"> • Licensure as an Occupational Therapist in the State of Wisconsin • Basic Life Support (BLS) within three months of hire |
| | Preferred | |
| Required Skills, Knowledge, and Abilities | | <ul style="list-style-type: none"> • Familiarity with a variety of equipment, including computer software • Organization, time management, flexibility, and positive attitude are crucial to successful performance |

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

| | | | |
|-------------------------------------|-----------------------------|-------------------------------------|------------------------------|
| <input checked="" type="checkbox"/> | Infants (Birth – 11 months) | <input checked="" type="checkbox"/> | Adolescent (13 – 19 years) |
| <input checked="" type="checkbox"/> | Toddlers (1 – 3 years) | <input checked="" type="checkbox"/> | Young Adult (20 – 40 years) |
| <input checked="" type="checkbox"/> | Preschool (4 – 5 years) | <input checked="" type="checkbox"/> | Middle Adult (41 – 65 years) |
| <input checked="" type="checkbox"/> | School Age (6 – 12 years) | <input checked="" type="checkbox"/> | Older Adult (Over 65 years) |

JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

| Physical Demand Level | | Occasional Up to 33% of the time | Frequent 34%-66% of the time | Constant 67%-100% of the time |
|--|---|-------------------------------------|---|---|
| | Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met. | Up to 10# | Negligible | Negligible |
| | Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree. | Up to 20# | Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls | Negligible or constant push/pull of items of negligible weight |
| X | Medium: Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds. | 20-50# | 10-25# | Negligible-10# |
| | Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds. | 50-100# | 25-50# | 10-20# |
| | Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds. | Over 100# | Over 50# | Over 20# |
| List any other physical requirements or bona fide occupational qualifications: | | | | |

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.