

## **RIVER BEND EDUCATION DISTRICT**

1315 South Broadway  
New Ulm, MN 56073  
(507) 359-8700 • fax (507) 359-1161

**POSITION TITLE:** Registered Occupational Therapist (OT)

**REPORTS TO:** Director of Special Education

**BASIC FUNCTION:** Provides diagnostic assessment, program planning, direct and indirect occupational therapy services to children with disabilities ages birth through 21.

### **BASIC RESPONSIBILITIES:**

1. Provides direct and indirect educational occupational therapy services as specified within each disabled learner's IEP/IFSP.
2. Provides technical assistance to school personnel, parents and others concerning adaptive equipment and devices, instructional techniques and materials, and programming options in meeting the educational needs of learners with motor impairments.
3. Gather assessment/reassessment data in the areas fine and gross motor, reflex and postural functioning, sensory integration and functional adaptation within the learning environment.
4. Functions as a member of the multidisciplinary team in determining eligibility for special education programs and related services, suggesting annual goals and objectives to case managers based on student's educational needs.
5. Makes recommendations to multi-disciplinary teams regarding the educational need for direct and/or indirect occupational therapy services.
6. Consults with medical and other community services providers regarding the coordination of medical and education services to children who require relevant educational occupational therapy services.
7. Maintains a written log of pupil visits, therapy sessions, consultations and/or other pertinent activities.
8. Prepares and maintains an efficient schedule for delivery of services.
9. Assists the Director in the recruitment, supervision and evaluation of Certified Occupational Therapy Assistant(s).
10. Completes third party billing on eligible students
11. Provides training to educational staff for equipment, student transfers, evacuation and other activities of daily living necessary in the school setting.
12. Performs other duties as assigned.

### **QUALIFICATIONS:**

1. Registered Occupational Therapist with the American Occupational Therapy Association and Minnesota Department of Health
2. Prior experience working with children (birth through 21) within an education setting highly desirable
3. Demonstrated ability to organize activities, communicate ideas both verbally and in writing, and to maintain positive professional working relationships with colleagues.
4. Ability to lift and carry instructional materials, assessment kits, equipment or other necessary job-related items weighing up to 50 pounds.
5. Ability to transport self among member districts and to regional and state meetings as necessary.