



PO Box 649 FORT DEFIANCE, AZ 86504 PHONE: 928.729.8000 FAX: 928.729.8269 WEBSITE: WWW.FDIHB.ORG
 A FACILITY OF FORT DEFIANCE INDIAN HOSPITAL BOARD, INC.

PHYSICAL THERAPY TECHNICIAN

Position Description

Division:	Medical
Department:	Rehabilitation Services
Job Code:	
Salary Range:	\$15.74 - \$19.68 /hourly
Hours/week:	40 hours/week
Type of Position:	Regular Full-Time

Reports to (title):	Physical Therapist Supervisor
Job Location:	Tséhootsooí Medical Center
Supervises:	No
Classification:	Non-Exempt
Effective Date:	February 28, 2012
Revised Date:	May 15, 2017

PERFORMANCE EXPECTATIONS

In performance of their respective tasks and duties all employees at the Fort Defiance Indian Hospital Board, Inc. (FDIHB) are expected to conform to the following:

- Uphold all principles of confidentiality and patient care to the fullest extent.
- Adhere to all professional and ethical behavior standards of the healthcare industry.
- Interact in an honest, trustworthy and dependable manner with patients, employees and vendors.
- Possess cultural awareness and sensitivity.
- Maintain a current insurable driver's license.

POSITION PURPOSE

This position provides semi-skilled assistance to physical therapists, physical therapist assistants, occupational therapists and speech language pathologists in carrying out plans of care and providing direct treatment in the hospital setting, both outpatient and inpatient.

ESSENTIAL DUTIES, FUNCTIONS & RESPONSIBILITIES

- Confers with Therapist/ Assistant staff to aid in treatment under the direct supervision of the therapist.
- Assists patients with their treatment (i.e. exercises, activities, modalities) at Therapist/ Assistant request. Observes patients during treatment.
- Prepares therapy equipment and maintains the treatment areas in a clean and organized state.
- Assures equipment is safely secured at the end of the day and treatment areas are neat and clean.
- Provides support to all other functions of the clinic including, but not limited to, testing, filing, answering phone, scheduling and appointment management and shared cleaning responsibilities as needed.
- Greets patients and provides superior customer service.
- Maintains linen in a neat and clean manner. Follows infection control policies for handling of used linen. Ensures linen is changed after each patient.
- Performs daily cleaning/monitors equipment, including physical agent modalities, in the clinic. Collaborates with Healthcare Technology Management department to ensure safe operation of equipment.

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- Performs supply management and ordering in collaboration with purchasing to ensure the gym areas are appropriately stocked
- Assists ambulatory patients or transports patients via wheelchair or stretcher to and from the therapy treatment area. Transfers patients to and from beds, wheelchairs, stretchers, mat tables and /or exercise equipment utilizing proper and safe transfer devices and practices.
- Provides ambulation and transfer training with and without assistive devices and routine exercise programs. Makes necessary adjustments to patient crutches, canes, and walkers as needed.
- Maintains knowledge, skills, and abilities current by participating in continuing education sponsored by accredited programs, by participating in departmental and hospital in-service presentations, and by documented self-study. Completes and keeps current (with appropriate signature verification) a competency check list for all physical medicine and rehabilitation modalities, therapeutic exercise programs, procedures, and equipment in the department. Documents continued skills training in therapeutic exercise techniques, and modalities including hydrotherapy, dry and moist heat, deep heat (ultrasound and diathermy), cryotherapy, and electrotherapy.
- Performs other duties as assigned.

MINIMUM MANDATORY QUALIFICATIONS

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| Experience: | <ul style="list-style-type: none">• One (1) year direct work experience. |
| Education: | <ul style="list-style-type: none">• High school diploma or General Equivalency Diploma (GED).*Required to obtain Basic Life Support (BLS) certification within six (6) months of hire. |
| Mandatory Knowledge, Skills, Abilities and Other Qualifications: | <ul style="list-style-type: none">• Excellent interpersonal skills.• Excellent communications skills with internal and external customers.• General knowledge of principles and practices of physical medicine and rehabilitation for the treatment and / or prevention of physical disability or disease.• General knowledge of human anatomy and therapeutic exercise and physical conditioning and reconditioning as they pertain to patient safety.• General knowledge of age-specific precautions, indications and contraindications, and interventions appropriate to each stage in life.• Basic knowledge of modalities used in physical medicine and rehabilitation for the treatment of disability, pain, and wound management and their application and physiological effect, indications and contraindications, and precautions.• Basic knowledge of physical effects of therapeutic exercise and how to monitor vital signs during treatment. Knowledge of how to teach a patient to self-monitor exercise and recognize adverse reactions to aerobic activity.• Knowledge of therapeutic machines and equipment commonly used by the physical medicine and rehabilitation department.• Knowledge of human relations and the importance of empathy, respect for human dignity and privacy, respect for cultural differences, and the awareness and importance of ways humans communicate both verbally and non-verbally.• Knowledge of department, and agency mission and goals to effectively address and carry out programs and care plans for the people we serve.• Knowledge of cultural, social, economic, and medical characteristics of varied population groups and the ability to adapt physical therapy resources and approaches to special needs |

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of varied groups throughout the life cycle.

PREFERRED QUALIFICATIONS

- Graduation from an accredited Physical Therapy Technician school and successfully acquired certification exam.
- Three (3) years direct work experience
- Bilingual skills in English and the Navajo language

WORK ENVIRONMENT

Work environment: The work environment characteristics described here are representative of those an employee encounters while performing the primary functions of this job. Normal office conditions exist, and the noise level in the work environment can vary from low to moderate. Limited overnight travel may be required from time to time.

Physical demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the primary functions of this job. While performing the duties of this job, the employee may be required to frequently stand, walk, sit, bend, twist, talk and hear. There may be prolonged periods of sitting, keyboarding, reading, as well as driving or riding in transport vehicles. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include reading, distance, computer, and color vision. Talking and hearing are essential to communicate with patients, vendors and staff.

Mental demands: There are a number of deadlines associated with this position. The employee must also multi-task and interact with a wider variety of people on various and, at times, complicated issues.

NAVAJO/INDIAN PREFERENCE

FDIHB, Inc. is located within the Navajo Nation and, in accordance with Navajo Nation law, has implemented a Navajo/Indian Preference in Employment Policy. Pursuant to this Policy, applicants who meet the minimum qualifications for this position and who are enrolled members of the Navajo Nation will be given primary preference in hiring and employment for this position and members of other federally-recognized Indian tribes will be given secondary preference. Other candidates will be considered only after all candidates entitled to primary or secondary preference have been fully considered.

OTHER

All employees must uphold all principles of confidentiality and patient care to the fullest extent. This position has access to sensitive information and a breach of these principles will be grounds for immediate termination.

Disclaimer: The information on this position description has been designed to indicate the general nature and level of work performance by employees in this position. It is not designed to contain, or be interpreted as, a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this position. Employees will be asked to perform other duties as needed.

REVIEWED BY	Jamie Whitehorse	TITLE	HR Information Systems Administrator
APPROVED BY		TITLE	
DATE POSTED		DATE HIRED	

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ACKNOWLEDGMENT

I have reviewed the content of the **PHYSICAL THERAPY TECHNICIAN** position description and have been provided a copy of the description. I certify that I am able to perform the essential functions of this position as outlined in this description, with or without reasonable accommodation.

Describe any accommodations required to perform these functions:

Employee (printed name)

Employee (signature)

Date
