



Job Title: Occupational Therapist
Facility: DLC Nurse & Learn - Murray Hill
Reports to: CEO/Executive Director
FLSA Status: Non-Exempt
Updated: February 2022

Job summary:

DLC Nurse & Learn is an inclusion nonprofit child care center for special needs children and/or with medical complexities, of all abilities with classrooms for infants – 5-year olds, including VPK for 4-year olds. We also have after school programs for children up to 22 years of age. The DLC Occupational Therapist provides diagnostic evaluations and treatment of assigned students, to help patients reach maximum performance level, and to use the fullest to function in the community within the limits of their capabilities.

Full or part time availability.

Essential duties and responsibilities:

1. Administers and writes evaluations and re-evaluations of assigned students.
2. Maintains timely and accurate patient records and reports and provide them to the Administration for Early Intervention Programs (EIP), Commercial Medical Insurance, and Medicaid.
3. Designs and administers treatment programs to increase student's functioning. Uses therapeutic exercises and activities to improve strength, range of motion and fine motor coordination. Instructs patients on adapted techniques and use of adaptive equipment for meal management, dressing feeding, and other self-care skills. Trains patients the use of upper-extremity prosthetic devices to resume previous daily routine.
4. Provides therapy for neurological integration, administers sensory integration treatment techniques, and visual perceptual- motor remediation program. Uses activities to increase developmental levels of patient and provides individualized therapy for learning-disabled patients.
5. Provide consultation in areas such as environmental design, ADA equipment, and proper positioning of patients to prevent contractors.
6. Designs and fabricates splints as specified by doctors' prescription and/or fabricates slings and adaptive equipment to meet the needs of the student and/or their families.
7. Provides prevention therapy to maintain functional skills.
8. Communicate with parents/guardians of child occupational therapy goals and treatment strategies. Engage time with child and parent to establish a relationship by understanding the parents' concerns. Techniques and activities, they can work with at home and produce handouts if possible. Build a relationship with families.
9. Works closely with Classroom Teachers, other DLC Therapist and Program Staff by providing occupational therapy recommendations for students. Designs home programs and instructs patients or families in carry programs.
10. Proficient in accessing research data and implements to support evidence-based practice. Attends appropriate professional and educational meetings.
11. Performs other essential duties as deemed necessary by the Executive Director the organization to thrive.

Education and experience:

- Graduate from an approved program of Occupational Therapy at the Baccalaureate level with 4 years proven work and continuing education requirements.
- Registered with the National Board for Certification in Occupational Therapy Licensed; Certified, Licensed, and Insured in the State of Florida; preferred with established Medicaid number and NPI number.
- Certificate in Adult CPR and Infant/Child CPR & Basic First Aid.

Qualifications:

- Successful Completion of DCF/ACHA background screening.
- Ability to evaluate, diagnose and treat occupational therapeutic needs.
- Must be able to lift at least 60 pounds, climb stairs, stand, squat, and navigate through the building and classrooms.
- Uphold HIPPA regulations.

Knowledge, Skills, and Abilities Required:

- Knowledge of pediatric occupational therapy clinical work.
- Demonstrated knowledge of state and federal regulations.
- Proven history of good judgment, integrity and consideration to others.
- High level of commitment to compassionate customer service.
- Ability to understand and follow specific instructions and procedures.
- Ability to communicate effectively, both orally and in writing.
- Ability to provide an empathic, supportive and caring environment for children.

Benefits (Full-Time), after probation period:

- Medical coverage, access to supplemental insurance
- Paid time off and approximately 11 paid holidays
- Pension program with employer match
- Licensure renewal reimbursement
- Child Care discount (based upon space availability)
- Professional Liability Coverage

Compensation:

The Occupational Therapist is a full or part time opportunity, in person (not virtual) located on the Westside of Jacksonville. The salary range is \$35 to \$40 per hour based upon experience.

Please keep in mind that the above job description is meant to be a guideline and does not list in detail all of the job responsibilities of the Occupational Therapist. Additional duties of the Occupational Therapist position may be covered in orientation and during the “hands-on” portion of the position training.