

UW HEALTH JOB DESCRIPTION

Rehab Therapist Assistant

Job Code: 900021	FLSA Status: Non-Exempt	Mgt. Approval: K. Traino	Date: March 2021
Department: Various Rehab		HR Approval: J. Theisen	Date: March 2021

JOB SUMMARY

The Rehab Therapist Assistant is an entry level, un-licensed therapy assistant that assists with patient care activities as well as non-patient care activities to support department functions. Duties include but are not limited to rooming patients, room turnover, preparing the patient for treatment, assisting the manager and team with inventory maintenance, supply and equipment ordering, cleaning and environmental organization. The therapy assistant participates in the department's educational activities and continues development of self and the department's programs and functions in accordance with the state of Wisconsin Department of regulation and licensing practice act for un-licensed providers. Patient activities are provided to patients referred from within the hospital as well as from external sources.

Problems encountered range from minimum to moderate level of difficulty and are solved in consultation with the therapists and/or managers. When providing therapy activities with patients, the therapy assistant functions with direct supervision of a licensed therapist.

A wide variety of internal and external contact relationships are involved in performance of the duties of this position. Internal contacts include but are not limited to other members of the rehabilitation department, physicians, nursing personnel, clerical staff, and patient escort staff. External contacts include but are not limited to patients' family members.

The incumbent has access to and knowledge of the confidential medical history of patients treated. Access to this information is required in the provision of services to patients. Access to this information is on a regular basis.

MAJOR RESPONSIBILITIES

Carries out therapy patient related activities, or portions thereof, as planned and directed by the licensed therapist, and under his/her direct supervision.

- Prepares patients, treatment areas, and equipment in a manner that assures the patient's dignity, personal care, and security.
- Rooms patients and turns over rooms between patients for maximum licensed staff efficiency.
- Assists with way finding and escorting patients to and from locker rooms, including retrieving necessary clothing, so that they are prepared prior to the start of the therapy appointment.
- Assists in the setup of therapeutic equipment such as the EMG, Alter-G, medical bike, video analysis, Biodex or other equipment.
- Collaborates and participates across teams as needed.
- Carries out patient related activities as directed by the patient's therapist, to include, but not limited to, assisting with a patient's therapeutic exercises, therapeutic activities, and/or ADL or ambulation activities
- Assists the licensed therapists with patient treatments.
- Transports patients.

Performs appropriate communication responsibilities.

- Observes and reports patients' responses to the primary therapist daily.
- Documents interventions and duration for any patient care activity
- Establishes positive interpersonal relationships with patients, families, other team members, students and interns, and other health care professionals.

Performs equipment and environmental tasks.

- Inventories, tracks location, cleans and generally maintains therapeutic equipment, including associated documentation.
- Monitors resale and disposable supply inventories and orders replacements when needed. Unpacks orders and stocks supply areas.
- Cleans treatment areas.
- Participates with other staff members in the maintenance of a safe, neat, and orderly department.
- May make minor equipment repairs.
- Performs Hand Hygiene audits.

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- Orders/stocks linens.
- Performs environmental rounds.
- Checks and replaces printer and copier toner as necessary.

Participates in the education and growth of the team.

- Seeks to expand and improve knowledge and skills by:
 - Demonstrating flexibility in adapting to new concepts and practices.
 - Identifying own areas of special interest.
 - Using resources to acquire new knowledge and skills through literature, Inservice Education and continuing education programs.
- May participate in orientation programs and educational activities related to the training of therapists, therapy assistants, volunteers, and others.

Miscellaneous Responsibilities

- Schedules patients, keeps attendance records, and completes patient charge procedure for services performed.
- Performs routine clerical tasks.
- Develops home exercise program under the therapist's direction.
- Develops smart phrases/dot phrases and template modifications for documentation efficiency.
- Orientation and management of volunteer schedule.
- Performs other duties as assigned by the team manager or director, project leads.

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

JOB REQUIREMENTS

Education	Minimum	High school diploma or equivalent
	Preferred	
Work Experience	Minimum	
	Preferred	Prior healthcare experience; One (1) year healthcare experience
Licenses & Certifications	Minimum	CPR certification
	Preferred	
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Demonstrated basic knowledge of principles of growth and development over the life span. • Demonstrated ability to organize work. • Competence in problem resolution. • Ability to work independently. • Adept computer skills and scanning knowledge. • Effective communication skills, including proper use of relevant medical terminology • Ability to work in a busy team environment and to collaborate with a variety of professionals.

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.*

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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 docket, 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#
Other - list any other physical requirements or bona fide occupational qualifications not indicated above:				

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.