



## **Position Description**

### **School District of Monroe**

<b>JOB TITLE:</b>	Certified Physical Therapy Assistant
<b>CLASSIFICATION:</b>	Hourly Support Staff
<b>JOB OBJECTIVE</b>	Develop and provide physical therapy interventions, collect data, and make modifications to the treatment based on the student's response to intervention to allow for their highest level of mobility within the school environment.
<b>REPORTS TO:</b>	Physical Therapist
<b>QUALIFICATIONS:</b>	Required state and DPI certifications. Related Associates degree. Basic computer and social media skills. Ability to develop positive student relationships, enabling optimal instructional development.
<b>ESSENTIAL DUTIES:</b>	<ul style="list-style-type: none"><li>• Design and implement physical therapy interventions that allow students to benefit from their educational program and meet therapy goals in the least restrictive environment under the supervision of the physical therapist.</li><li>• Assist with establishing goals for students and developing individual and group therapy</li><li>• Collect data, write treatment notes, and write progress reports for individualized educational plans (IEP)</li><li>• Assist with evaluation and assessment using standardized measures, formal and informal tests, and checklists as appropriate</li><li>• Maintain accurate and complete student records in accordance with district policies and state requirements</li><li>• Assist with keeping accurate records of the therapy budget, inventory and equipment</li><li>• Communicate therapeutic programs to classroom staff</li><li>• Consult with the supervising therapist concerning implementation of plans and status of therapy goals (feeding programs, positioning, equipment, etc.).</li><li>• Construct, modify and maintain adaptive equipment for positioning, ADL, vocational and classroom use</li></ul>

- Adapt work and school environments to facilitate access and participation in educational and work place activities
- Ensure proper and safe use and maintenance of equipment
- Develop an awareness of individual student needs and assist the physical therapist in monitoring these needs
- Instruct classroom staff regarding use of adaptive equipment, positioning programs, transfer techniques, and integration of therapy goals into classroom and academic activities
- Maintain positive communications with students, parents, classroom teachers, educational assistants, Building Administrators, Director of Pupil Services, and physical/occupational therapists
- Enforce administration policies and rules governing assigned students and class activities
- Collaborate with other staff members on student achievement and instructional methods
- Serve as a positive adult role model during interactions with students
- Establish and utilize productive relationships with parents/guardians, students, staff, and community
- Coordinate and schedule physical therapy interventions
- Communicate with physicians and other medical professionals regarding medical status, adaptive equipment needs, and therapy services

**ADDITIONAL DUTIES:**

- Attend staff meetings and serve on committees as required
- Additional duties as deemed appropriate at the sole discretion of district leadership
- Maintain a current education knowledge base through educator networks, educational workshops and professional publications

*Essential duties are those duties and functions considered essential to the performance of the identified position. Additional duties are those duties considered secondary to the position's overall purpose. This position description is illustrative and does not necessarily specify all tasks and duties of this position. The Administration of the School District of Monroe reserves the right to change this position description at its sole discretion at any time.*

REVISED:      May 2021