



EMPOWERING INDIVIDUALS, STRENGTHENING COMMUNITY

4481 Queen St, PO Box 123, Niagara Falls, ON L2E 6S8 | 905-356-4222 | [www.nfchc.ca](http://www.nfchc.ca)

## **POSITION DESCRIPTION**

**POSITION TITLE:** Occupational Therapist

**REPORTS TO:** Health Program Director

**Revised:** October 2017

### **1.0 PURPOSE:**

The Occupational Therapist will work as a member of the Niagara Falls Community Health Centre's allied health team to provide client-centered care using traditional and non-traditional approaches to service delivery within the broad determinants of health framework. The Occupational Therapist will assist NFCHC clients to improve and maintain functional independence, prevent and manage existing health conditions and limitations, and promote fitness, health and wellness. The approach to client care will be evidence based, innovative, and utilize current therapeutic techniques.

### **2.0 COMMON RESPONSIBILITIES**

1. Work in a manner that incorporates health promotion and recognizes the determinants of health.
2. Incorporate and strengthen collaborative and interdisciplinary teamwork.
3. Foster an atmosphere of equitable treatment, trust and open communication, seeking to understand other's needs, issues and expectations.
4. Respect and value the diversity of communities and individuals.
5. Embrace the mission, vision and values of the CHC and assist in achieving the strategic direction.
6. Contribute to the CHC's activities to collect, analyze and report on data and relevant information, and participate in research as appropriate.
7. Maintain competence and where applicable as per policy, a professional license and liability insurance to practice, as appropriate.
8. Support the CHC's student and volunteer placement programs.
9. Promote awareness of and participation in CHC's activities.
10. Contribute to the CHC's work by participating in meetings and committees.
11. Work during regular and extended hours of operation in locations identified by the CHC.
12. Contribute to the professional growth of others members of the multi-disciplinary team.
13. Contribute to the CHC's efforts to secure and maximize resources for current and new programs, services and activities.
14. Participate in the CHC's efforts to enhance its capacity through staff development.
15. Respect the rights, dignity and feelings of others; actively participate in Health and Safety to create a safe and respectful work environment that is free from harassment, discrimination and violence.
16. Work in a manner that ensures compliance with the CHC's privacy policies.
17. Work in a manner that preserves confidentiality and seeks to minimize risk.

18. Promote and Contribute to the culture of client safety at the CHC and recognize that patient safety extends past the patient's appointment at the CHC.

### 3.0 KEY OBJECTIVES

1. Performs individual client assessment, treatment and health education in keeping with regulations of the College of Occupational Therapy of Ontario.
2. In accordance with the College of Occupational Therapy regulations, the Occupational Therapist will be responsible for Electronic Medical Record documentation, maintenance and input of statistics, medical record and peer reviews and interdisciplinary client conferences.
3. Works with the team to identify clients who may benefit from individualized treatment of in-home assessment, as resources permit.
4. Prepare and deliver client education sessions on topics relevant to the client population, specifically COPD.
5. Performs assessments necessary for Ontario Disability Support Program (ODSP), Assistive Devices Program (ADP) and various other disability support programs and services.
6. Provide clients with education and strategies for chronic pain management.
7. Other duties may be assigned, if necessary.

### 4.0 QUALIFICATIONS:

- Master's degree in Occupational Therapy or equivalent from a recognized university.
- Registration with the College of Occupational of Ontario.
- Two to five years Occupational Therapy experience in a community health or hospital setting.
- Experience in program development and evaluation an asset.
- Thorough knowledge of and proficiency in current occupational therapy techniques.
- Knowledge of COPD an asset
- Demonstrated interpersonal, organizational and written communication skills.
- Demonstrated ability to respond to clients and situations with flexibility and adaptability.
- Excellent interpersonal, communication, organizational and decision-making skills required
- Demonstrated ability to work independently and in a team environment.
- Excellent time and stress management skills required.
- Computer literacy and basic proficiency with Microsoft Office is required.
- Self-directed and flexible practitioner with strong clinical reasoning skills.

*The above description reflects the general details considered necessary to describe the principal functions and duties as required for the job and shall not be construed as a detailed description or task list of all the work requirements that may be inherent in the job.*

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

