

# WARREN TOWNSHIP SCHOOLS

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## Occupational Therapist

<b>Reports To:</b>	Director of Special Services
<b>Qualifications:</b>	Certified and Licensed as an Occupational Therapist by the New Jersey State Department of Education
<b>Supervises:</b>	NA
<b>Basic Functions:</b>	The Occupational Therapist is part of an interdisciplinary Child Study Team which is responsible for evaluation, determination of special education eligibility, coordination and development of IEPs for handicapped students, as well as delivery of related services and program monitoring/evaluation. (In accordance with N.J.A.C. 6A:14 1.1 et. seq.)

### **PERFORMANCE RESPONSIBILITIES – INCLUDE, BUT ARE NOT LIMITED TO:**

#### **Identification of the need for Occupational Therapy**

- A. Provide evaluation services for children who require the specialized services of an Occupational Therapist. The therapist would be responsible for exploring the following areas in each evaluation:
  - 1. Postural background movements necessary for gross and fine motor control.
  - 2. Gross and fine motor control.
  - 3. Sensory-motor function
  - 4. Environmental constraints.
- B. Evaluate pre-school children, who may need services, ages 3-5 for possible placement in preschool handicapped program.
- C. Evaluate any student enrolled in the Warren school system who may be eligible for services through Americans for Disability Act, Section 504, and Individuals with Disabilities Act and/or NJAC 6A:14.
- D. Annual evaluation of students who are presently receiving services, with progress reports sent regularly throughout the year.
- E. Make formal assessments of occupational therapy skills of children at the request of the Child Study Team.
- F. Evaluate any child in the area of occupational therapy referred by a parent, teacher or other professional in accordance with NJAC Chapter 6A:14.
- G. Hold parent conferences at least once a year to discuss the reason for therapy, goals of therapy, and progress in therapy.

#### **Consultation Services**

Provide consultation services that address specific concerns of educators, administrators, and child study team consultants relative to occupational therapy in the school setting. Consultation may include:

- A. General Consultation Services:
  - 1. Provide recommendations for therapeutic intervention in the special needs population within the school setting.
  - 2. Provide suggestions for elimination of architectural barriers in the school.

3. Advise on special equipment needs such as wheelchairs, adaptive devices, and specialized desks, etc.
- B Specific Consultation Services:
1. Provide teacher training in special skills necessary for adapting the environmental constraints and grading the task requirements to support the student's performance capabilities, utilization of adaptive equipment and assistive devices.
  2. Provide instruction and guidance for specially designed activity programs to be carried out by the teacher, classroom and/or other educational personnel.
  3. Provide instruction and guidance to parents in home management programs and in adaptation of the home environment to support the student's performance capabilities.
  4. Serve as a liaison between educational and medical managers of the student, especially regarding the impact of neurological and/or orthopedic problems upon the long and short-term expectations for improvement in performance capabilities.

**Professional Development**

- A. Remain informed of recent trends, research and methods of therapy.
- B. Assist the Director in developing in-service programs, with regard to special education.

*Employment will be dependent on successful completion of a criminal background check as mandated by N.J.S.A. 18A:6-7.1. Additionally, and in compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire. Permanent teaching staff members are further required to meet the citizenship standards set forth in N.J.S.A. 18A:26-1.*

Board Approved 1/26/04  
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