

Human Resources  
750 S. Wolcott  
Room: G-50  
Chicago, IL 60612



Job Code: 1914  
Grade: 14  
FLSA: Nonexempt

**Standard Job Description**

**Job Title**  
Physical Therapist Assistant

**Department**  
Occupational Therapy/Physical  
Therapy/Language Speech & Hearing

**Job Summary**

Under direct supervision of a Physical Therapist (PT), the Physical Therapy Assistant (PTA) provides physical therapy treatments to patients at Cook County Health & Hospitals (CCHHS). The Physical Therapy Assistant (PTA) follows the treatment plan designed by the supervising therapist and reports the patient's response to treatment including any unusual occurrences. Documents all patients' treatment interventions. Assists in routine maintenance of therapy equipment and the therapy area. Performs other duties as required.

**Typical Duties**

- 100% patient care providing treatment interventions under the supervision of a therapist
- Administers treatment procedures as delegated by the therapist; communicates with the supervising therapist and the patient regarding the treatment that will be administered
- Assesses response to treatment and works with delegating therapist appropriately; reports patient's response to treatment, and any unusual occurrences to delegating therapist
- Writes progress notes
- Keeps statistical data, as required
- Performs patient billing, as required
- Assists in routine maintenance of department equipment
- Completes ongoing hospital and department competencies as relevant
- Reports equipment malfunction and other environmental problems to maintain safety standards.
- Treats adult in and outpatients as assigned including all specialty areas and communicates and works with the patient care team members
- Maintains patient confidentiality
- Demonstrates consideration and sensitivity to ethical issues
- Communicates to a variety of people inside and outside the hospital in relationship to patient care within hospital guidelines
- Supervises PTA students and assists therapist with PT student oversight when appropriate
- Performs patient education and exercise programs in an individual and group setting
- Complies with department, hospital and regulatory agency requirements, procedures, and policies.
- Assists with durable medical equipment performing stock, inventory, and ordering of supplies based on departmental and patient needs

**Reporting Relationships**

Reports to the Director of OT/PT/LSH

**Minimum Qualifications**

- Associates of Science Degree from an accredited Physical Therapy Assistant program
- Current state of Illinois Physical Therapist Assistant License
- Must have a current CPR certification

**Preferred Qualifications**

- Level 1 Trauma/Medical Center experience as a student or assistant

**Knowledge, Skills, Abilities and Other Characteristics**

- Knowledge of current principles and practice of physical therapy
- Possesses the knowledge of and recognizes the unique behaviors and needs of a variety of patient age groups (Neonate/Infant, Child, Adolescent, Adult, Geriatric)
- Ability to prepare precise technical records and reports
- Ability to communicate effectively with a wide variety of individuals
- Ability to physically assist with lifting and moving (i.e., transfers, gait training, bed mobility) persons of widely varying sizes and abilities repeatedly throughout the day
- Ability to work with patients with cognitive and behavioral disorders
- Ability to integrate knowledge into evaluation, care planning and treatment that incorporates age-appropriate responses to the physical and psychosocial needs of each patient
- Ability to maintain the confidentiality of patient related materials in compliance with HIPAA requirements

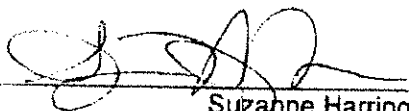
**Physical and Environmental Demands**

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, "Typical Duties" are essential job functions.

Approval:



Suzanne Harrington  
Assistant Director of Physical Therapy

4/21/16

Date

Approval:

Gladys Lopez  
Chief of Human Resources

Date