

Standard Job Description

Job Code: <u>9388</u> Grade: <u>21</u>

HCWR: N

Job Title

Speech Language Pathologist III

Department

Rehabilitation Services

This position is exempt from Career Service under the CCH Personnel Rules.

Job Summary

Under direction, the Speech Language Pathologist III (SLP) provides language, speech, and swallowing evaluations, treatment planning, and treatments in a fast-paced, public, acute care, levelone trauma center. Assists in the oversight and management of daily operations, in outpatient and inpatient pediatric and adult services across all SLP locations. The patient population served is from diverse ethnic and cultural backgrounds, of all ages, and includes inpatients and outpatients. Intervention focus includes Intensive Care Unit (ICU) care, performing beside evaluations, outpatient care, and conducting video fluoroscopic swallow studies. The SLP will have excellent written, verbal, and nonverbal communication skills with patient's care givers, other healthcare professionals, students, and other professional affiliates.

Typical Duties

- Orients junior staff and students to the specialized unit. Instructs them in specialized techniques necessary to evaluate and treat patients covered in this service. Reviews competencies completed during rotation.
- Supervises and evaluates personnel and students rotating through this service. Encourages development of independent thinking and supervisory skills in junior staff.
- Formulates budget recommendations for special service areas.
- Gathers, interprets and summarizes medical, evaluation and treatment information from a variety of a sources into appropriate patient documentation according to department documentation policies.
- Performs appropriate, thorough and timely diagnostic speech, language and/or swallowing evaluations, including video fluoroscopic swallow evaluations, for all assigned adult and/or pediatric patients.
- Develops and performs appropriate treatment programs with subsequent modifications/updating of goals as needed and provides patient/family education and/or counseling.
- Determines the need for communicative assistive devices and/or home activities; develops basic devices and/or activities; and provides ongoing follow-up of their appropriateness and effectiveness.
- Demonstrates familiarity of the purpose and functioning of departmental equipment and supplies and utilizes them appropriately.
- Completes accurate record keeping and documentation in a timely manner, according to Department policies and procedures, including, but not limited to, clinical records, patient billing, statistics, and schedules.
- Serves as a referral resource for patients requiring other services.
- Reviews applicable Collective Bargaining Agreements and consult with Labor Relations to

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Typical Duties

generate management proposals

- Adheres to the policies and procedures of the Rehabilitation Services Department, Hospital, and System.
- Participates in quality assurance problem identification, data provision and peer review programs of the department.
- Functions as a contributing team member within the department and takes an organizational and leadership role in SLP team activities.
- Maintains an appropriate patient volume and productivity record.
- Reports problems/other important information to management.
- Communicates effectively with patients, families, staff and other personnel.
- Organizes and plans activities of specialized unit. Prioritizes patients as necessary.
- May be given additional responsibilities for the following areas: safety, quality improvement,
- infection control, orderliness, protocols, clinical equipment standards, and competencies.
- Work environment requires flexibility, initiative, and the ability to prioritize tasks when dealing
 with limited resources and/or unanticipated occurrences such as staff absences and
 fluctuating workload. Provides coverage for other areas when other staff members are
 absent.
- Positively supports and participates in Department professional activities.
- Complies with all department, hospital, and regulatory agency policies, procedures, and quidelines.
- Assists to maintain work area and keep facility tidy, organized, presentable, and clean.
- Demonstrates excellent communication skills (verbal and non-verbal) when interacting with patients, caregivers and other health care professionals.
- Takes responsibility for workflow and assignments in various clinical areas providing coverage when other staff members are absent.
- Attends and contributes to interdisciplinary, hospital and departmental meetings.
- Meets on a regular basis with supervisor and department administration.
- Monitors the quality of patient care in the area.
- Maintains statistics and performs patient billing according to departmental requirements
- Performs other duties as assigned.

Minimum Qualifications

- Master's or higher degree from an accredited college or university in Speech Pathology
- Current License in good standing in the State of Illinois as a Speech Pathologist
- Certificate of Clinical Competence (CCC-SLP) from the American Speech-Language-Hearing Association (ASHA)
- Four (4) years of clinical experience working with a range of speech/language/swallowing disorders with at least one (1) year of acute clinical experience
- Prior experience supervising staff and/or students
- Current Cardiopulmonary Resuscitation (CPR) certification
- Must be able to travel to work sites throughout Cook County Health

Preferred Qualifications

Prior burn experience

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Preferred Qualifications

- Prior pediatric experience
- Prior outpatient experience
- Prior neurology experience
- Bilingual

Knowledge, Skills, Abilities and Other Characteristics

- Knowledge of current principles and practice of speech 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 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.

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