

Name:

**DUTY STATEMENT
DEPARTMENT OF STATE HOSPITALS - NAPA**

JOB CLASSIFICATION: STUDENT ASSISTANT (GENERAL) Rehabilitation Therapy Intern

1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

Under the supervision of their discipline specific intern supervisor, they will learn and practice: providing rehabilitative programs and services through appropriate individual assessment, treatment, service planning, therapeutic activities, discharge planning and community reintegration by using the principles and practices of these disciplines to develop, maintain, or retore physical, emotional, and social competencies.

15%

Assessment and Treatment/Instruction – Rehabilitation Therapy

Under the supervision of a qualified/certified supervisor, the intern will learn and practice assessment and recommendation of individualized planned schedule treatment for mental and/or physical disabilities.

Plan and conduct group and individualized rehabilitation therapy. Interns will first observe, then co-lead, and then lead groups.

Plan, coordinate, facilitate and document the unit Leisure/Activity Program.

50%

Assessment and Treatment/Instruction – in one of the five Rehabilitation Disciplines (Music, Art, Dance, Occupational, Recreation Therapy)

Assesses patient's abilities, interests, strengths, and possible benefits from their specific discipline of Rehabilitation Therapy.

May develop and implement new groups.

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Provide discipline specific Rehabilitation Therapy groups and individual sessions involving verbal and non-verbal modes of therapy. Interns will first observe, then co-lead, and then lead groups.

10%

Clinical Management

Interns will participate as an adjunct member of their supervisor's interdisciplinary team and offer information on patient's attendance, response, and progress in meeting treatment goals and objectives.

Consult with other disciplines to meet specific needs of the patients.

5%

Professional Development

Attend monthly Rehabilitation Therapy Professional Practice Group meetings and participate on the Special Event Committee.

Attend monthly discipline specific meetings.

Participate in in-hospital training and staff development.

Provide an in-service training to the RTPPG.

10%

Documentation

Documents patients' response and progress as required and as clinically indicated.

5%

SITE SPECIFIC DUTIES

The intern will have site specific duties depending on what unit(s) they are assigned to.

5%

TECHNICAL PROFICIENCY

Each intern will demonstrate proficiency in their discipline specific modality, as required by their school's curriculum.

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2. SUPERVISION RECEIVED

The Student Assistant/Rehabilitation Therapy Intern works under the direct supervision of their disciplines Internship Director and their unit-based supervisors.

3. SUPERVISION EXERCISED

The Student Assistant/Rehabilitation Therapy Intern does not exercise supervision.

4. KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

The principles, procedures, techniques, trends, and literature of rehabilitation services, especially those relating to mental, physical, developmental, or geriatric disabilities; the process of restoration, maintenance and development of capabilities; principles of mental health education; scope and activities of private and public health and welfare agencies; characteristics of mental, emotional, physical and developmental disorders; current trends in mental health, public health, federal and state programs in these fields.

ABILITY TO:

Utilize and effectively apply required technical knowledge; establish and maintain the confidence and cooperation of persons contacted in the work; secure accurate clinical data and record such data systematically; compose clear, accurate and concise reports; interpret statistical data; analyze situation accurately and take effective action; communicate effectively.

5. REQUIRED COMPETENCIES

SAFETY

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards, including infection control.

CULTURAL AWARENESS

Demonstrates awareness to multicultural issues in the workplace which enable the employee to work effectively.

6. LICENSE OR CERTIFICATION – NOT APPLICABLE

7. TRAINING - Training Category = A-1

The employee is required to keep current with the completion of all required training. They must complete New Employee Orientation before beginning on unit

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work.

8. WORKING CONDITIONS

EMPLOYEE IS REQUIRED TO:

- Report to work on time and follow procedures for reporting absences
- Maintain a professional appearance
- Appropriately maintain cooperative, professional, and effective interactions with employees, patients, and the public
- Comply with hospital policies and procedures.

The Intern is required to work the shift and schedule of their supervisors, and in a variety of settings throughout the hospital. All employees are required to have a pre-hire physical, TB test, and background check.

_____ Employee Signature	_____ Print Name	_____ Date
_____ Supervisor Signature	_____ Print Name	_____ Date
<i>Camille Gentry</i> _____ Reviewing Supervisor Signature	Camille Gentry _____ Print Name	.8/12/25 _____ Date