

DUTY STATEMENT
CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
Veterans Home of Fresno

PART A

Position No: 577-164-8279-001

Class: Speech Pathologist I

Under the direction of the Chief, Restorative Care Services. Provider must be linked, through their NPI, to their facility with Medicare, MediCal, and all other applicable insurance vendors.

**Percentage of
time performing
duties:**

ESSENTIAL FUNCTIONS

40%

Administer diagnostic tests to determine the nature and extent of communicative disorders, and to provide therapy for their remediation. Determine the nature and extent of speech, language (communication) and swallowing disorders: a) Administer appropriate formal and informal diagnostic procedures. b) Engage in short-term diagnostic therapy to accurately assess communicative and/or swallowing potential.

30%

Maintain an active caseload and administer an active treatment program (individual or group). Prepare reports and summaries regarding diagnosis, prognosis and recommendations for the treatment of communicative and swallowing handicaps. Consult with other disciplines as appropriate. Requisition of equipment and supplies as needed. Complete appropriate charge slips for all resident visits in order for the Veterans Home to be reimbursed for services provided

10%

Attend and participate in committee and inter-disciplinary meetings, staff meetings, in-service programs for communication and the integration of speech pathology services.

5%

Attend state and national speech pathology conferences, workshops and seminars to maintain knowledge of current trends and research in order to maintain the necessary level of professional competence with which to adequately service the patients' needs.

5%

Develop and implement quality assurance monitors. Participate in budget planning and various other administrative duties.

5%

Must maintain a valid CPR and First Aid certification.

NON-ESSENTIAL FUNCTIONS

5%

Other related duties as assigned.

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PART B - PHYSICAL AND MENTAL REQUIREMENTS OF ESSENTIAL FUNCTIONS						
Activity	Not Required	25% or less	26% to 49%	50% to 74%	75% or More	
VISION: Observe residents and staff; review documentation; View computer screen, write documentation and reports.						X
HEARING: Answer telephone; communicate with residents, staff, family members and visitors; provide verbal information.						X
SPEAKING: Communicate to residents, family members & staff in person and via telephone; interact in meetings.						X
WALKING: Within the home to various units; attend mandatory meetings and trainings in alternate building locations.			X			
SITTING: Perform computer tasks; attend meetings and trainings.			X			
STANDING: Copy documents; review records.		X				
BALANCING:		X				
CONCENTRATING: Review documentation for accuracy; complete forms; monitor work areas for safety; review reports; maintain alertness for meetings trainings.						X
COMPREHENSION: Understand resident needs; laws, rules, regulations, policies and procedures; content of meetings, trainings and work discussions; prepare reports.						X
WORKING INDEPENDENTLY: Must be able to apply laws, rules and processes with minimal guidance.						X
LIFTING UP TO 10 LBS:						X
LIFTING 10-20 LBS:		X				
LIFTING UP 20-50 LBS:		X				
FINGERING: Push telephone buttons, operate keyboard and handle medical instruments; manipulate writing utensils; sort through paperwork.						X
REACHING: Store and access files. Retrieve documents from printer.		X				
CARRYING: Transport objects and documents.						X
CLIMBING: Stairs.		X				
BENDING AT WAIST: Use copier, access low file drawers.		X				
KNEELING: Access low file drawers.		X				
PUSHING OR PULLING: Open and close file drawers.		X				
HANDLING: Sort through paperwork; handle medical instruments.				X		
DRIVING: Special events.		X				
OPERATING EQUIPMENT: Computer, telephone, copier, printer, fax machine. Operate medical equipment.				X		
WORKING INDOORS: Work in an enclosed office environment.						X
WORKING OUTDOORS: Special events.		X				
WORKING IN CONFINED SPACE: File, supply, storage rooms, exam room etc.			X			