

DUTY STATEMENT
CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

PART A	
Position No: 577-164-8272-001	
Class: Physical Therapy Assistant	
Under the direction from the Chief, Restorative Care Services, with oversight and consultation of program and patients by the Physical Therapist, to perform medically prescribed physical therapy treatments.	
Percentage of time performing duties:	ESSENTIAL FUNCTIONS
30%	As ordered by the referring physician, and under the supervision of a Physical Therapist, administer physical therapy (PT) treatments. Assist the Physical Therapist in performing tests, evaluations and complex treatment procedures. Instruct residents in gait, locomotion, and balance techniques. Instruct residents in ergonomics, body mechanics, and adaptive techniques. Instruct the residents in therapeutic exercise, range of motion, and muscle performance activities (strength, power, endurance). Provide manual therapy techniques (including mobilization/manipulation). Apply physical agents and mechanical modalities.
25%	Provide co-treatment and collaboration with other rehabilitation disciplines. Collaborate and instruct family and caregivers in patient specific interventions. Monitor/adjust assistive devices, orthotics, and prosthetics.
15%	Participate in Wellness programming as established by the Rehabilitation Department to enhance and facilitate the highest level of overall physical well-being and fitness of residents. Programming may include but is not limited to the Functional Maintenance and Home Exercise Programs, and Exercise Fitness Programs.
10%	Record patient and treatment data for patient progress notes and summaries, and prepare reports which are co-signed by the Physical Therapist. Participate in Quality Assurance monitoring and special reports. Participate in staff meetings, inter-disciplinary conferences and collaboration. Provide in-service education for residents, nursing, and other staff as needed. Report and document significant changes in resident condition. Identify potential safety problems/issues and report to supervising therapist in a timely manner.
10%	Share in the responsibility of cleaning, organizing and maintaining equipment and supply areas for patient safety and infection control. Participate in inventory management and requisition of supplies.
5%	Must maintain a valid CPR and First Aid certification. APTA Resource Guidelines: - When the Physical Therapist and the Physical Therapy Assistant (PTA) are not continuously within the same physical setting, greater emphasis in directing physical therapy assistant must be placed upon oral and written reporting. - Physical Therapist must be accessible by telecommunications to the PTA at all times while the PTA is treating the resident. - A supervisory visit by the Physical Therapist will be made, at least once a month, or at a higher frequency, with established by the Physical Therapist, in accordance with the needs of the resident.
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: View computer screen; prepare various forms. Assist with ambulation, complete charts.					X
HEARING: Answer telephone; communicate with department staff and residents; provide verbal information.					X
SPEAKING: Communicate with staff, residents and the public in person and via telephone; interact in meetings.					X
WALKING: Ambulate residents. Within the home to various units.				X	
SITTING: Work station; meetings; training.		X			
STANDING: Provide range of motion exercises. Copy documents; review records.					X
BALANCING:		X			
CONCENTRATING: Chart, weigh, ROM; Review documentation for accuracy; complete forms.					X
COMPREHENSION: Understand resident needs; ROM techniques, feed, ambulation.					X
WORKING INDEPENDENTLY: Must be able to apply laws, rules and processes with minimal guidance. Ambulation and ROM exercises of residents, daily and weekly documentation.					X
LIFTING UP TO 10 LBS: ROM				X	
LIFTING 10 - 25 LBS: ROM lower extremities			X		
LIFTING 25 - 50 LBS:		X			
FINGERING: Push telephone buttons, calculator keys, and computer keyboard.		X			
REACHING: Answer telephone; use a mouse; retrieve documents from printer.				X	
CARRYING: Transport documents.		X			
CLIMBING: Stairs.		X			
BENDING AT WAIST: Access residents. Use copier; access low file drawers.			X		
KNEELING: Access residents, low file drawers.		X			
PUSHING OR PULLING: Reposition residents. Open and close drawers.			X		
HANDLING: Adaptive equipment, assistive devices				X	
DRIVING: Special events.		X			
OPERATING EQUIPMENT: Mechanical lift; computer, telephone, copier, printer, fax machine.			X		
WORKING INDOORS: Enclosed environment. Ambulation, feeding, ROM.					X
WORKING OUTDOORS: Ambulate residents within the facility to different units.			X		
WORKING IN CONFINED SPACE: File, supply, storage rooms, etc.		X			