PORTERVILLE DEVELOPMENTAL CENTER
Porterville, California

JOB DUTY STATEMENT
Medical Department

JOB CLASSIFICATION:
Audiologist I

LOCATION:
Medical Department

GENERAL STATEMENT OF DUTIES:
Responsible for coordinating audiological services for individuals at Porterville Developmental Center (PDC) by administering specialized measuring devices and tests for identification of hearing impairment to the developmentally disabled. Under direction, administers diagnostic tests to identify individuals with hearing impairments and to determine the nature and extent of hearing disorders.

SUPERVISION RECEIVED:
Directly supervised by the Medical Director. May receive assignments and other direction from the Assistant to the Medical Director.

SUPERVISION EXERCISED:
None.

JOB CHARACTERISTICS:
The position has direct client contact when providing services to individuals residing at Porterville Developmental Center either on a General Acute Unit, or within the Secure Treatment Area at Porterville Developmental Center. Incumbent must be sympathetic and possess an objective understanding of the developmentally disabled. They must consistently display tolerance, tact, emotional stability; willingness to work in a state facility with a forensic population.

TYPICAL PHYSICAL DEMANDS:
Must possess and maintain sufficient strength (Lift up to 50 pounds without assistance), agility, endurance and sensory ability to perform the duties contained in this duty statement.

TYPICAL WORKING CONDITIONS:
On-going interaction with individuals, personnel and the general public. Potential exposure to communicable disease, blood-borne pathogens, medicinal preparations and other conditions common to a clinical environment. Position may require prolonged standing, stooping, bending, lifting, repetitive hand movements, and use of pneumatic hand tools.

This position is designated as Work Week Group (WWG) E. WWG E/SE employees are expected to work as many hours as necessary to complete the work assigned. WWG E/SE employee work schedules may fluctuate at times depending on the nature and amount of work to be performed. In the absence of work requiring irregular or fluctuating hours of work, WWG E/SE employees are expected to maintain a consistent work schedule as directed by the Medical Director/Designee.

ESSENTIAL DUTIES:

15% Plan, organize, and facilitate the operation of the Audiology Clinic and coordinate clinic services with other therapy and/or instructional programs. Provides audiology resources.

25% Conducts hearing screening and diagnostic tests to assess the auditory status of each client and recommend appropriate remediation procedures. Documents in a timely manner all care given to the individuals, prepares reports and other related correspondence. Conducts timely and accurate Medicare billing as appropriate. Evaluations will be completed according to Audiology Services Manual.

5% Participates in Individual Program Plan (IPP) and/or Individual Education Plan (IEP) development for individuals identified as having an educational and/or medically significant hearing handicap, particularly those who have been identified as candidates for aural rehabilitation/habilitation.

10% Provides training and assistance to individuals and staff in the care and maintenance of amplification devices such as hearing aids and auditory trainers.

5% Attends facility training and other requirements necessary to maintain Certification of clinical competence in audiology and maintain licensure.

5% Consults and participates in the facility's Industrial Hearing Conservation Program by assessing the audiological needs of employees and site/job positions that necessitate audiological assistive devices and programs.

10% Prepares and maintains required documentation and assures that audiological services conform to professional standards of the ASHA Codes of Ethics.

5% Maintains and purchases necessary audiological equipment and supplies.

TYPICAL TASKS: (20%)

- Coordinates audiological services to ensure provision of services to individuals and employees.
- Conducting hearing screening and diagnostic tests to assess the auditory status of individuals and employees.
- Ensure safety for individuals, visitors and staff by ensuring that the environment is checked at the end of each session and is free from any potentially harmful

devices, including the assurance that all equipment is accounted for and secured.

- Attends professional out-services training related to Audiology, other in-services/out services training that enhance professionalism and skills, and meetings as indicated (Organized Medical Staff, Facility/OMS committees etc.).
- Administers specialized measuring devices and tests for identification of hearing impairments, interprets and evaluate results, provide aural rehabilitative services
- Provides training in audiological treatment techniques to individuals and employees.
  supervise and instruct others in audiological evaluation and treatment techniques to meet the needs of the developmentally disabled
- Provides individual and group habilitative and rehabilitative services
  prepare reports and summaries on diagnosis, prognosis, progress, and recommendations for assigned cases
- Confer with individuals and interested parties regarding progress and treatment
- Trains unit employees in therapeutic procedures and methods of motivation
  Coordinate therapy with other treatment personnel
- Participate in research projects and participates in the research and development of new diagnostic and treatment techniques.
- Completes other duties as requested

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Employee Signature Date

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Supervisor Signature Date

Rev. 6/2020