THE COUNTY OF SHASTA
http://agency.governmentjobs.com/shasta/default.cfm
INVITES APPLICATIONS FOR

OCCUPATIONAL THERAPIST I/II
FULL-TIME AND EXTRA-HELP

I: $4,780 - $6,100 Approximate Monthly/$27.58 - $35.20 Approximate Hourly
II: $5,270 - $6,726 Approximate Monthly/$30.40 - $38.80 Approximate Hourly

FINAL FILING DATE: CONTINUOUS
APPLICATIONS WILL BE REVIEWED WEEKLY UNTIL POSITION IS FILLED
ABOUT THE POSITION

Shasta County’s Public Health Branch of the Health and Human Services Agency is seeking qualified applicants for the position of Occupational Therapist I or II. Under general direction, this position provides assessment, case management and occupational therapy services to physically disabled children, and performs related work as required. Positions are assigned to the California Children Services Program's Medical Therapy Unit.

Both full-time and extra-help vacancies are available. Extra-help positions are hourly employees that may work up to 1,000 hours in a fiscal year (July 1-June 30). Benefits are not included.

DISTINGUISHING CHARACTERISTICS

Occupational Therapist I: This classification represents entry-level positions in the Occupational Therapist I/II class series. Incumbents may be considered for promotion to Occupational Therapist II after one year of pediatric experience.

Occupational Therapist II: This classification represents journey-level positions in the Occupational Therapist I/II class series.

EXAMPLES OF DUTIES

Occupational Therapist I: Provides occupational therapy services for physically disabled children; institutes therapy as prescribed by physicians; confers with physicians or other occupational therapists to determine the type of treatment required in each case; evaluates therapeutic techniques that include but are not limited to activities of daily living, fine motor skills, splinting, transfer training, therapeutic exercise, community skills, caregiver training, home program instruction, consultation and modalities as indicated (with proper certification); conducts equipment assessment with a physical or occupational therapist; completes medical records which include evaluation reports, equipment assessments, progress summaries, and clinical notes; process needed information for authorization purposes; consultation with the families and schools; coordinates with physical therapists and other community team members to promote a comprehensive team approach; participates in medical therapy conferences.

Occupational Therapist II: In addition to the above duties, plans occupational therapy services for physically disabled children; arranges training programs for therapy students or new therapists assigned to the unit for orientation and training; assists in arranging clinics; interprets the therapy program and policies to parents, relatives and the visiting public.

QUALIFICATIONS

Any combination of education and experience sufficient to directly demonstrate possession and application of the following:

Knowledge of: Evaluation and treatment directed toward increasing range of motion, increasing strength, assessing tone, therapeutic exercise, facilitating fine motor development, feeding/swallowing, appropriate use of modalities, activities of daily living, splinting, transfer training, wheelchair mobility; setting functional goals, skeletal anatomy, kinesiology, and pathophysiology related to occupational therapy and the objectives of occupational therapy treatment.

Ability to: Explain and interpret assessment criteria/results, goals/objectives and treatments to clients and parents; choose the appropriate therapeutic technique; use tact and understanding in dealing with patients and
QUALIFICATIONS CONTINUED

families; interact with other professional staff involved with the client; prepare accurate and concise case records; understand and complete oral and written directions; organize and track case management of the clients; teach the client, caregivers, families and appropriate school personnel to ensure effective follow through.

Occupational Therapist I: These employment standards are typically attained with possession of a current occupational therapy license in the state of California and graduation from an accredited occupational therapy program is required.

Occupational Therapist II: These employment standards are typically attained with possession of a current occupational therapy license in the state of California and graduation from an accredited occupational therapy program is required, along with one year of pediatric experience.

SPECIAL REQUIREMENT

Possession of an appropriate California driver's license.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to walk; stand; communicate person to person and on the telephone (verbal/auditory); visually read and complete forms/medical reports; visually/cognitively assess client treatment and safety (close vision, distant vision, depth perception, peripheral vision and the ability to adjust and focus); upper extremity fine motor and gross motor coordination to manipulate small objects, access computer equipment, operate tools/equipment, basic office tasks, and coordination/movement necessary to complete client treatment.

The employee frequently is required to reach with hands and arms; use proper body mechanics at all times; to lift one to twenty-five pounds from floor to waist; lift ten pounds from waist to shoulder; carry twenty five pounds with assistance as needed; have adequate balance to stabilize self and client during treatment static/dynamic; work at a fast pace; get up and down from the floor; sit on a chair or stool, manipulate tools for mechanical tasks.

The employee occasionally is required to squat, kneel, crouch or crawl; climb step stool; reach overhead; lift up to 50 pounds; perform proper body mechanics for a two person lift.

The employee will need the ability to drive a motor vehicle frequently.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts and fumes or toxic chemicals.
**OTHER CONSIDERATIONS FOR FULL-TIME POSITIONS ONLY**

- All new employees are required to have their paycheck directly deposited to a bank account.
- Some positions may require a valid California driver's license and acceptable driving record according to County policy.
- Reasonable accommodations may be made for those persons who are disabled under the Americans With Disabilities Act to perform the essential functions of the position.
- All individuals offered employment with Shasta County must pass a pre-employment physical examination that includes drug and alcohol testing. The Shasta County Health and Human Services Agency is a smoke, alcohol, and drug free work place.
- In accordance with Government Code Section 3100, County employees, in the event of a disaster are considered disaster workers and may be asked to respond accordingly.
- Positions in this classification are covered by a collective bargaining agreement between the County and the United Public Employees of California (UPEC) Professional.
- Employees in this classification are covered under the CalPERS retirement program. Depending on the provisions of the California Public Employees’ Pension Reform Act (PEPRA) and other applicable laws, an employee in this classification will be covered under one of the following CalPERS retirement formulas: (1) 2% at 55, (2) 2% at 60, or (3) 2% at 62. An employee in this classification will also contribute 7% of his/her pay to this plan, or will contribute such other amount to the plan as authorized by PEPRA and other applicable laws. Please visit http://www.co.shasta.ca.us/index/support_index/personnel/policies_mous.aspx for additional information regarding benefits and CalPERS coverage information. The provisions in this flyer and on the County’s website are for information purposes only. To the extent the provisions of the flyer or the County’s website are inconsistent with PEPRA and other applicable laws, PEPRA and other applicable laws shall govern.

**OTHER CONSIDERATIONS FOR EXTRA-HELP POSITIONS ONLY**

- All new employees are required to have their paycheck directly deposited to a bank account.
- Some positions may require a valid California driver's license and acceptable driving record according to County policy.
- Reasonable accommodations may be made for those persons who are disabled under the Americans With Disabilities Act to perform the essential functions of the position.
- All individuals offered employment with Shasta County must pass a pre-employment physical examination that includes drug and alcohol testing. The Shasta County Health and Human Services Agency is a smoke, alcohol, and drug free work place.
- In accordance with Government Code Section 3100, County employees, in the event of a disaster are considered disaster workers and may be asked to respond accordingly.

**SALARY & FULL-TIME BENEFITS**

- **Salary:** I: $4,780 - $6,100 per month; II: $5,270 - $6,726 per month.
- **Holidays:** 12 days per year
- **Vacation:** 10 days first 3 years; 15 days 4-9 years; 17 days 10-15 years; 20 days 16 years and thereafter
- **Sick Leave:** 12 days per year with a generous pro rata payoff at termination after at least 5 years
- **Retirement:** CalPERS, coordinated with Social Security.
- **Insurance:** Medical and dental plan, with the County paying for most of the employee and a portion of the dependent cost; a vision plan, a fully-paid life insurance policy and long-term disability plan
- **Other:** Deferred Compensation plan, IRC Section 125 plan, and credit union membership available.
Shasta County Personnel will accept applications until this position is filled. A cover letter and/or resume will be accepted in addition to the application form but will not serve as a substitute for a completed application. Incomplete applications will not be processed. It is not acceptable to complete the application with statements such as, “See/Refer to Resume,” or “See Attached.” Closing date postmarks or faxes will NOT be accepted. This recruitment will establish a list that may or may not be used by other departments. Prior applicants must reapply to be considered.

Applicants will be screened and those considered best qualified will be invited to appear for an oral and/or written examination. Meeting the announced requirements does not guarantee inclusion into the selection process. Depending upon the number of applications received, the selection process may consist of additional application screening, written and/or practical exam(s), oral interview, or any combination thereof.

Veterans' Credit (Does not apply to Extra-Help positions): Veterans (as defined by California Government Code section 18973) who have been discharged from military service under conditions other than dishonorable and who receive a passing score on all components of the employment examinations (up to and including oral examinations) shall receive credit for an additional five points to be added to their final examination score. To be considered for this credit, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) WITH THE EMPLOYMENT APPLICATION ON OR BEFORE THE FINAL FILING DATE.

Applicants are encouraged to apply on-line at http://agency.governmentjobs.com/shasta/default.cfm or submit an application to the Shasta County Personnel Office.

Arrangements may be made to accommodate applicants with disabilities. Requests for accommodations may be made to the Shasta County Personnel Office by the filing deadline posted on this bulletin. Shasta County does not discriminate on the basis of disability. If you feel you are being denied service based on a disability, our ADA Coordinator may be reached at (530) 225-5515; relay service (800) 735-2922; fax (530) 225-5345.

SHASTA COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER
Shasta County Personnel
1450 Court Street, Suite 348 – Redding, CA 96001; (530) 225-5515