

2011

New York City Board of Education  
Division of Student Support Services  
Office Of Related And Contractual Services

Health Services Unit  
Senior Physical Therapists  
Physical Therapist

Under the general supervision of the Unit Head of the Health Services Unit, and the professional supervision of the Supervisor of Physical Therapy, Physical Therapists are responsible for:

1. Evaluating special education students referred for Physical Therapy.
2. Developing and presenting therapeutic activities to benefit students in the least restrictive environment.
3. Reviewing clinical records of students receiving Physical Therapy for completeness of data.
4. Developing and implementing individual and group treatment programs for the provision of Physical Therapy.
5. Maintaining attendance and anecdotal records for students receiving Physical Therapy.
6. Participating in multidisciplinary and parent conferences to discuss student progress, as well as offering recommendations for specific therapy programs.
7. Consulting with teaching and supervisory staff on matters relating to Physical Therapy including: appropriate use of therapeutic equipment; instruction on therapeutic intervention; developing individual goals and objectives for students served, etc.
8. Acting as clinical instructors for Physical Therapy programs from local colleges and universities.
9. Participating in the development of IEP goals and objectives for students being served.
10. Consulting with parents/guardians regarding treatment goals, specialized therapeutic equipment, and other recommendations to enhance the student's functional ability within the classroom and home setting.
11. Ordering supplies and equipment as needed to carry out a Physical Therapy program, and maintaining an ongoing inventory of these materials.
12. Designing, modifying or constructing adaptive equipment for classroom programs, and instructing teachers, paraprofessionals, parents and other staff in the use of these materials.
13. Contacting primary care facilities regarding students' medical issues, adaptive equipment needs, etc. to provide continuity of services for students.

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Health Services Unit  
Senior Occupational Therapists  
Occupational Therapist

Under the general supervision of the Unit Head of the Health Services Unit, and the professional supervision of the Supervisors of Occupational Therapy, Occupational Therapist are responsible for:

1. Evaluating special education students referred for Occupational Therapy.
2. Developing and implementing individual and group treatment programs for the provision of Occupational Therapy.
3. Developing and presenting therapeutic activities to benefit special education students in the least restrictive environment.
4. Reviewing clinical records of students receiving Occupational Therapy for completeness of data.
5. Maintaining attendance and anecdotal records for students receiving Occupational Therapy.
6. Participating in multidisciplinary and parent conferences to discuss student progress, as well as offering specific recommendations for specific therapy programs relating to both individuals and groups of students.
7. Consulting with teachers and supervisory staff on matters relating to Occupational Therapy including: instruction on therapeutic intervention; appropriate use of therapeutic equipment, methods, and instruction; and developing individual goals and objectives for students served; etc.
8. Supervising Occupational Therapy fieldwork students from accredited Occupational Therapy programs from local colleges and universities.
9. Participating in the development of IEP goals and objectives for students being served.
10. Consulting with parents/guardians regarding treatment goals, specialized therapeutic equipment, and other recommendations to enhance the students functional ability within the classroom and home setting.
11. Ordering supplies and equipment as needed to carry out Occupational Therapy programs, and maintaining an ongoing inventory of materials.
12. Designing, modifying or constructing adaptive equipment for classroom use, and instructing teachers, paraprofessionals, parents and other staff in the use of these materials.
13. Contacting primary care facilities regarding students' medical issues, adaptive equipment etc, as it relates to the continuity of services both in school and in the home setting.