

PART I	DEPARTMENT OF PERSONNEL SERVICES	6.316
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Class Specifications  
for the

PHYSICAL THERAPY SERIES

This series includes all professional Physical Therapist positions whose duties are to provide direct services, consultation, supervision, program evaluation and management in the field of physical therapy.

Physical therapy is an integral part of health and medical care programs concerned with reducing the incidence and severity of physical disability, bodily malfunction and pain, and the maximum restoration of a disabled individual's physical capacities.

Physical therapy practitioners work with clients who are disabled by illness or accident, or who were born with a handicap. They evaluate neuromuscular, musculoskeletal, sensory-motor and related cardiovascular and respiratory functions of the clients. Evaluation includes administering and interpreting tests to assist in diagnosis, and to determine the degree of impairment of relevant aspects, such as muscle strength, motor development, functional capacity or respiratory and circulatory efficiency. Treatment includes exercises for increasing strength, endurance, coordination, and range of motion; stimuli to facilitate motor activity and learning; instruction in the use of assistive devices; and the application of physical agents such as heat and cold, sound, water, electricity and massage to relieve pain or improve the condition of muscles and skin.

Physical Therapists practice under the supervision of, or on a referral from, a duly licensed physician, dentist or podiatrist.

Physical Therapists frequently participate as members of interdisciplinary teams concerned with the total case management of the client. These teams are composed of doctors, psychologists, nurses, speech pathologists, vocational counselors, social workers, occupational therapists, and the like.

Of the various areas of specialization in physical therapy, Physical Therapists in the State government are primarily involved in pediatrics, orthopaedics, geriatrics, community health, neurology, and cardiopulmonary diseases.

Classes in this series encompass direct service positions, consultants, and supervisory/administrative positions. The levels of classes are distinguished on the



Distinguishing Characteristics:

This class involves responsibility for planning and administering medically prescribed physical therapy treatments. Work at this level is designed to provide progressively responsible physical therapy experience for eventual fully independent professional performance. Work is performed under the guidance of a medical doctor and/or higher level therapist. A wide variety of professional physical therapy skills and judgment are required in evaluating and treating patients. Recommendations referring to treatment programs, goals, etc., are made to the physician or a higher level physical therapist. Decisions pertaining to routine aspects of patient treatment are initially made after consultation with appropriate sources. As experience is gained, such decisions are made more independently. Contacts are maintained with clients, physicians, therapists, medical personnel and the general public.

Examples of Duties:

Under the guidance of a physician or higher level physical therapist, administers physical therapy evaluations and testing procedures and treatment modalities; reviews the orders of the physician and/or physical therapist, and administers prescribed therapy; consults with the higher level physical therapist in deciding suitable types of modalities; sets up and applies progressive schedules of treatment for individual cases; observes and reports unusual client reactions; recommends changes in treatment procedure; explains types of treatment and probable reactions to clients and/or to families; sees to the proper maintenance and upkeep of equipment, making minor repairs and adjustments and requesting other repairs when necessary; prepares reports of activities orally or in writing.

Knowledge and Abilities Required:

Knowledge of: Anatomy, neuroanatomy, physiology, kinesiology and related sciences; principles and practices of physical therapy; the technical procedures and modalities of physical therapy; and the operation and care of physical therapy equipment.

Ability to: Carry out prescribed physical therapy treatment; explain physical therapy treatment to others; deal effectively with clients and staff; set up treatment schedules and detect when therapy should be changed or discontinued; and keep records and prepare reports.

PHYSICAL THERAPIST III

6.321

Duties Summary:

Under general supervision, prepares treatment plans and administers all physical therapy procedures for the full range of cases falling within the scope of a program for the treatment or prevention of physical disability or disease; performs evaluations and prepares testing summaries; may provide all physical therapy services for a clinic, hospital, facility or school district; and performs other related duties as assigned.

Distinguishing Characteristics:

This class involves responsibility for independently planning and administering medically prescribed physical therapy treatments which will assist in the prevention and correction of a wide range of human disabilities or potentially handicapping conditions. Incumbents of positions in this class are required to plan and organize their own activities so as to meet the needs of assigned clients. Assignments may include those cases for which the doctor's medical diagnosis serves as the only basis for developing a therapy treatment plan. Positions in this class may serve as the only professional physical therapist assigned to serve a medical rehabilitation facility, school, center or clinic; however, work performance is generally limited to providing client evaluations and direct treatment services. A high degree of professional judgment is exercised in selecting treatment techniques and in determining changes to or termination of treatment services.

Incumbents in this class receive general supervision from a higher level physical therapist or physician, or professional consultation from other technically qualified professionals through conferences and review of reports. At this level, decisions on routine aspects of evaluation and treatment services are made as part of the regular assignment. Positions may function as a responsible, discipline representative member of a multidisciplinary team.

Examples of Duties:

Independently plans and administers the full range of physical therapy evaluation and testing procedures and treatment modalities; reviews physician's diagnosis and referral orders; plans and administers the proper therapy; consults with the physician in deciding suitable types of modalities; sets up and applies progressive schedules of treatment for individual cases; observes and reports unusual client reactions; recommends changes in treatment procedures; explains types of treatment and probable reactions to clients and/or families; measures and fits clients for bracing,

prosthetic appliances, and other such aids; sees to the proper maintenance and upkeep of equipment, makes minor repairs and requests other repairs as necessary; makes home visits when necessary; submits reports of activities; may instruct and direct sub-professional therapy personnel and provide guidance to lower level Physical Therapists; maintains records of clients' initial evaluations and subsequent progress or lack of progress.

Knowledge and Abilities Required:

Knowledge of: Anatomy, neuroanatomy, physiology, kinesiology and related sciences; principles and practices of physical therapy; the technical procedures and modalities of physical therapy; current treatment techniques including use and modification of appropriate therapy equipment and appliances; and available physical therapy resources in the community.

Ability to: Independently plan and administer physical therapy treatments based upon medical diagnosis; test for and evaluate clients' physical limitations; explain physical therapy treatments and instruct clients and others in the application of the physical therapy procedures; deal effectively with patients; set up treatment schedules and determine when therapies should be discontinued; keep records and prepare reports; supervise sub-professional physical therapy personnel.

PHYSICAL THERAPIST IV

6.322

Duties Summary:

Plans, organizes, and directs a small to moderate sized program of physical therapy services for a health institution, rehabilitation facility or other such organizational entity; or serves as a staff specialist in developing and evaluating policies, procedures and standards and conducting studies concerning the provision of physical therapy services to a program, group of clinics, centers or facilities, etc.; and performs other related duties as assigned.

Distinguishing Characteristics:

Positions at this level receive general supervision, which is primarily administrative in nature, from a higher level physical therapist, physician and/or other administrative position. The supervision may involve advice on policies, procedures, etc.

Positions in this class reflect significant involvement in the supervisory and program development and evaluation aspects of professional physical therapy work.

Recommendations pertaining to administrative and technical aspects of physical therapy services as well as decisions on treatment procedures and routine administrative matters are made at this level. Positions in this class are typically of the following general types:

1. The Physical Therapist responsible for planning, organizing, coordinating, and conducting a comprehensive program of physical therapy services for a facility, center, institution or a sub-program of a large division-level physical therapy program where the scope of the services is considered small to moderate. The scope of such a program is based on the number of professional and sub-professional subordinate staff, the size and scope of the program within the hierarchy of the agency's total physical therapy program, the limited specializations within the physical therapy program of services, the availability of supervisory guidance or lack of such guidance, etc. A position in this class may be the sole professional Physical Therapist in a facility or program, or may supervise a small staff (1 to 8 positions) of subordinate professional, sub-professional and/or allied health services positions. The primary consideration however, is that the position is responsible for the program of physical therapy services and is significantly involved in planning, organizing, coordinating and conducting such a program, including the development and maintenance of operational policies and procedures and necessary coordination of services with other disciplines. Positions of this type may also provide direct services to clients for a significant portion of the time.
2. A program specialist who conducts program planning and evaluation activities including the development, revision, and evaluation of policies, procedures, and standards in a physical therapy program area and provides advice and assistance to line personnel in public and/or private treatment facilities or program(s). Such functions may be performed as the physical therapy representative of an interdisciplinary team established to monitor and evaluate ongoing private and/or public physical therapy treatment programs and may involve coordination of the team's activities.

Examples of Duties:

Plans, conducts and coordinates a program of physical therapy services including program evaluation activities; develops and implements staff development activities; develops and revises operational policies, procedures and standards for the physical therapy program; conducts studies of operations, program problems and activities and makes recommendations for modification and expansion of existing

physical therapy services or initiation of new services; updates policies and procedures manuals; attends conferences and staff meetings for cooperative planning of programs or treatment services; prepares correspondence, reports, case histories, treatment plans and other material; may supervise a small group of lower-level Physical Therapists and other sub-professional and professional workers; assigns, schedules and reviews work of subordinates and provides them with guidance and assistance; evaluates work performance and approves leaves; provides technical guidance and assistance to line supervisors, administrators and their staff; provides orientation and in-service training to new professional, sub-professional and volunteer personnel; provides advisory and consultative services and program information to teachers and other school officials, operators of private rehabilitative facilities, parents, other therapists, diagnostic team members, family members, etc.; administers a variety of physical therapy assessment instruments and interprets results in conducting diagnostic evaluations; determines treatment goals, and develops and implements treatment plans for clients; selects, modifies and designs therapeutic equipment; visits homes and care facilities to determine suitability in meeting standards of operation, in preparation for patient discharge, and to provide training and physical therapy services; maintains adequate supplies and material for program operations; provides fieldwork training experience for physical therapy students; prepares and supplies program budgetary information and other administrative reports.

Knowledge and Abilities Required:

Knowledge of: Anatomy, kinesiology, neuroanatomy, physiology, neurophysiology, and related sciences; principles and practices of physical therapy; physical therapy diagnostic evaluation and testing procedures; various treatment techniques; trends and developments in physical therapy; available physical therapy resources in the community; and, for some positions, principles and practices of supervision.

Ability to: In addition to that specified for the prior levels, interpret and formulate operating policies and procedures, and plan, coordinate and conduct a physical therapy program; advise and counsel staff effectively; prepare a program budget; explain the program of services offered to clients and the public; maintain cooperative working relationships with clients, staff members and the community; and, for some positions, supervise the work of others.

PHYSICAL THERAPIST V

6.332

Duties Summary:

Plans, organizes, coordinates and directs a large program of physical therapy services including the supervision of a large staff of Physical Therapists and allied therapy personnel; or serves as staff specialist in the field of physical therapy for a broad, statewide public health program involving the planning, development and implementation of new projects and the provision of consultative services for a broad physical therapy program; prepares program plans and develops, revises and evaluates policies, procedures, standards and guidelines; and performs other related duties as assigned.

Distinguishing Characteristics:

This class reflects positions with extensive supervisory and/or staff specialist functions. Positions in this class are typically of the following general types:

1. The supervisor of a large physical therapy unit with responsibility for planning, organizing, coordinating, directing and evaluating a program of physical therapy services. Supervision is exercised over a large physical therapy staff (10 or more positions). In addition to the performance of supervisory functions, a position in this class is responsible for the development and maintenance of operating policies, procedures and guidelines and the implementation of the physical therapy program. The work of a position in this class is complicated by the coordination of services of a large staff and the responsibility for program planning and direction and integration of services with other disciplines.
2. A staff specialist responsible for a broad and diverse physical therapy program concerned with planning, developing, evaluating, improving, revising, recommending and implementing physical therapy services on a statewide basis. In addition, a position in this class serves as the physical therapy consultant in the major statewide public health program having distinct ongoing programs in several areas of physical therapy specializations and provides technical and professional direction to sizeable Physical Therapy staff of the program. As the top level Physical Therapist in the public health program, supervision received is administrative in nature and the position works independently under general direction.

Examples of Duties:

Plans, organizes, coordinates and directs a program of physical therapy services including program evaluation activities; supervises a large physical therapy staff including orienting new staff members, determining work assignments, evaluating job performance, interviewing job applicants, resolving work problems, providing employee training, etc.; develops physical therapy program policies and procedures and prepares written guidelines; evaluates effectiveness of the physical therapy program; conducts studies to identify physical therapy needs of the community and recommends modification and expansion of program coverage as needed; prepares and maintains administrative reports on projects, program accomplishments, plans and goals; reviews records, reports, correspondence and other material prepared by subordinates; interprets and explains policies, procedures and work standards; prepares and submits budget requests; works with other agencies and community groups on matters pertaining to physical therapy; prepares requisitions for and maintains inventory of physical therapy supplies and equipment.

Plans and develops a statewide program of physical therapy services in a broad public health program having ongoing functions in several areas of physical therapy specialization; develops policies, guidelines and procedures for the physical therapy program; evaluates objectives and effectiveness of the physical therapy program and recommends revisions and modifications to improve content, quality and level of services and recommends new programs in light of needs and current state and national trends in physical therapy; prepares program plans and budget; participates in planning new community projects, conduct studies to determine appropriate needs, arranging for facilities, preparing budgetary request for staffing, equipment and supplies, formulating policies and procedures, and applying for Federal project grants and renewals; coordinates physical therapy services in various clinics, and/or program areas in order to provide continuity of services; provides statewide consultative services in physical therapy to physical therapists, program administrators, service directors, allied professional health personnel and others relative to policy determination, and program development, operation and evaluation; plans and conducts workshops; gives lectures and demonstrations and participates in seminars representing the physical therapy staff in the public health program; and prepares reports.

Knowledge and Abilities Required:

Knowledge of: In addition to the knowledge required at the previous level, an extensive knowledge of both private and public physical therapy; and related health care services available in the community.

Ability to: In addition to the abilities required at the previous level, the ability to develop physical therapy and other related health service programs, projects, policies, procedures, plans and budgets; and establish and maintain effective and cooperative working relationships with other staff members, representatives of other departments, community groups and the general public.