



Occupational Therapist – ECI

Location: Austin, TX – Local travel with Mileage reimbursement

Job Type: Full-time, Exempt with full benefits 1st of month following 60 days

Reports to: ECI Team Lead

In keeping with our mission, we provide exceptional services to ensure that all people with disabilities or special needs and their families have equal opportunities to live, learn, work and play in their communities. We offer competitive pay and benefits, a positive work environment, and opportunities to make a difference in the lives of those we serve.

JOB RESPONSIBILITIES:

- Attend staff meetings, agency and ECI team in services and trainings.
- Complete continuing education needed to maintain certification/licensure and renew certification/licensure as necessary
- Update Human Resources on all needed documentation on a regular basis as required by agency standards
- Complete agency and program training as specified within timelines.
 - Submit application for the ECI Early Intervention Specialist Certification within 30 days of hire if hired after 12/1/05; and
 - Demonstrate through the ECI Competency Demonstration System knowledge and skills necessary to provide intervention under Part C regulations of the IDEA by
 - Completing a minimum of 12 competency demonstrations within 9 months of hire date, and
 - Completing all competencies within 2 years of hire date, and
 - Receiving certificate as Early Intervention Specialist from Early Childhood Intervention-HHSC.
- Attend and participate in ECI team related quality assurance meetings and reviews including Utilization Review and Peer Review.
- Maintain communication throughout work hours with the main office.
- Process referrals including all related paperwork, documentation and interagency communication.
- Conduct intakes and screenings per policies.
- Initiate and maintain contact with children's physicians for obtaining and updating necessary medical information.
- Serve as a member of a family-centered team to:
 - Develop and deliver a comprehensive routines-based service plan primarily in a primary service provider model, and

- Assist families in identifying their routines, concerns, priorities and resources, and
- Perform and coordinate developmental assessments, and
- Assess development, goal attainment, and continuing needs on a periodic basis, and
- Reevaluate outcomes and strategies based on family centered choice.
- Serve as a Service Coordinator and perform all duties related to service coordination including planning, attending and facilitating meetings between families, ESCT staff and other community members as requested by families.
- Provide routines-based Occupational Therapist within qualitative and quantitative standards of the agency.
- Assist and facilitate the work of team members, other departments, and agency managers in attaining the goals and objectives of the organization.
- Other duties as assigned.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge and skills related to achieving successful outcomes for children and families challenged by developmental risk and/or disabilities in a routines-based, primary service provider model.
- Demonstrate ability to work cooperatively with other employees, clients and their families, and other customers of the Center.
- Demonstrate ability to communicate effectively, verbally and in writing, with customers, suppliers, co-workers and supervisors.
- Work independently and use good judgment.
- Maintain consistency with administrative and departmental policies through appropriate behavior, dress, attitude, attendance, confidentiality, professionalism and reliability.
- Knowledge and use of proper handling techniques.
- Computer knowledge including word processing.
- Knowledge about agency services, programs, policies and standards.
- Adhere to safety, health and regulatory requirements as described in the Center's policies and procedures.
- Ability to organize, allocate time, and manage caseload requirements.
- Respect for the value, potential and dignity of service participants and their families.
- Must be able to lift children up to 30 lbs and sit on the floor for extended periods.

EDUCATION & EXPERIENCE

Bachelor's or Master's degree in Occupational Therapy from an AOTA certified school, current Texas license in occupational therapy, background in pediatrics preferred. Bilingual in Spanish Preferred.

Submit resumes with salary requirements to hresources@eastersealstx.org or fax to (512) 615-7121 EOE