



ARC Physical Therapy+ Job Description

Position: Physical Therapist Assistant
Reports to: Clinic Director
FLSA Status: Exempt
Last Revision: July 19, 2013

Founded in 2003, ARC Physical Therapy+ started as a physical and occupational therapy company but has grown into the region's foremost wellness, injury prevention and rehabilitation company – a healthy workforce company. To learn more about our company visit www.arcpt.com.

ARC is an equal opportunity employer and does not discriminate on the basis of age, race, religion, color, sex, national origin, marital status or physical or mental disability. In compliance with the Immigration Reform and Control Act of 1986, we will hire only U.S. citizens and aliens lawfully authorized to work in the United States (if the position is or will be one which is subject to U.S. law).

Position Purpose:

This position is responsible for performing components of physical therapy procedures and related tasks selected by a supervising physical therapist. These workers assist physical therapists in providing services that help improve mobility, relieve pain, and prevent or limit permanent physical disabilities of patients suffering from injuries or disease. The ideal Physical Therapist Assistant must also be able to demonstrate the following:

Personal Attributes:

- Strong interpersonal skills
- Good written and oral communication skills
- Proven analytical and problem solving skills
- Strong sense of compassion
- Ability to demonstrate patience
- Highly self motivated and directed
- Ability to effectively prioritize and execute tasks in a high-pressure environment
- Experience working in a team-oriented, collaborative environment

Essential Duties and Responsibilities:

- Administers medically prescribed physical therapy treatment for patients suffering from injuries, or muscle, nerve, joint and bone diseases, to restore function, relieve pain, and prevent disability.
- Reviews physician's referral (prescription) and patient's condition and medical records to determine physical therapy treatment required.
- Understand the unique features, rules, and regulations, of the Workers Compensation system as they relate to patient care, documentation, treatment and communication to ensure excellent outcomes for that patient population.
- Understand ARC's lines of service, how to perform them, teach and progress patients, document and communicate results to clients as needed.
- Understands PTA specific state practice act licensure requirements and takes the lead on following all guidelines.
- Instructs, motivates, and assists patient to perform various physical activities, such as non-manual exercises, ambulatory functional activities, daily-living activities, and in use of assistant and supportive devices, such as crutches, canes, and prostheses.
- Continually re-evaluates the patient's progress and therapy program; makes changes in the plan of care as necessary under the guidance of a PT.
- Ability to proficiently complete, document and communicate with others, including patients, any specialty treatment processes set forth by ARC or the supervising therapist.
- Administers treatments involving application of physical agents, using equipment, such as hydrotherapy tanks and whirlpool baths, moist packs, ultraviolet and infrared lamps, and ultrasound machines.
- Records treatment, response, and progress in patient's chart and electronic medical record.
- Performs other position-related duties as assigned, depending on assignment setting.



- Completes all required patient documentation, charging and communication with all team members, internal and external, in a complete, efficient and appropriate manner.

Other Responsibilities

- Complete required company orientation
- Follow clinic and OSHA safety rules and procedures
- Uphold HIPAA regulations
- Punctual and dependent for assigned shifts

Position Requirements

- Graduate of an accredited PTA program
- Current PTA license, in good standing with the State licensing board
- Cognitive skills as related to the position

Working Conditions

Evening and weekend work may be required in order to fit patient schedules. The job is physically demanding. Physical Therapist Assistants are required to stand for long periods of time. They spend considerable time stooping, kneeling, bending and crouching. PTAs move heavy equipment. They assist with patient transfers and lifts or help them turn, stand or walk. So, to guard against back injury, they must follow proper body mechanics and procedures for lifting/moving patients.

Physical Demands

- Ability to lift forty (40) pounds.
- Ability to stand for extended periods
- Fine motor skills
- Visual acuity

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 stand and talk or hear. The employee is frequently required to walk; use hands to finger, handle, or feel; and reach forward with hands and arms. The employee is occasionally required to sit and stoop, kneel, or crouch. The employee must frequently lift and/or move up to 40 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Physical Demand Ratings are an estimate of the overall strength requirements that are considered to be important for an average, successful work performance of a specific job. In order to classify the occupation of a worker with a physical demand rating, the most strenuous and frequently performed tasks are evaluated.

Note: This document describes the general nature and level of work required of people assigned to this job. It is not tended to be an all-encompassing list of responsibilities, duties, and skills. Additional duties or job functions that can be performed safely may be required as deemed necessary by supervisory personnel. The employee must adhere to all work rules, procedures, and policies established by the company, including, but not limited to, those contained in the employee handbook.

How to apply for this position?
Send your contact information and a resume to employment@arcpt.com