



## **JOB DESCRIPTION**

**Position Title:** Speech Therapist  
**Department:** Physical Therapy  
**Reports To:** Physical Therapy Department Manager  
**Date Revised:** 04.06.2016  
**Date Reviewed:**

### **DESCRIPTION OF POSITION**

Facilitates development and rehabilitation of patients with speech, swallowing and language disorders by planning and administering medically prescribed speech therapy to restore function and prevent disability following disease or injury.

### **EDUCATION BACKGROUND AND EXPERIENCE**

- Graduate of a Speech Therapy curriculum accredited school
- Current Washington State license as a Speech Therapist/Pathologist or in the process of applying for licensure
- Minimum one (1) year experience in a general hospital, outpatient clinic or rehabilitation clinic preferred

### **REQUIRED KNOWLEDGE AND SKILLS**

Supports hospital mission and strategic vision; manages hospital resources appropriately; complies with hospital policies and programs; maintains skill levels, licenses, and certifications; complies with all state and federal Compliance and HIPAA requirements; keeps lines of communication open between self and other hospital personnel; competent with computer programs; proper telephone etiquette and appropriate personal interaction; shows professional respect and courtesy to patients, families, physicians or colleagues; must be able to work well with others.

## **ESSENTIAL JOB FUNCTIONS**

1. Reviews and evaluates physician's referral and patient's medical record to determine appropriate speech therapy treatment
2. Customizes treatment programs aimed at improving speech and communication abilities
3. Assesses and treats swallowing difficulties and provides oral intake recommendations to medical team after a stroke or injury
4. Devises, implements and revises relevant speech therapy treatment programs including short term and long term goals
5. Plans and prepares written assessments for patient performance skills based on available patient data
6. Conducts testing, measurements and evaluations of patient's speech abilities and analyzes medical data to determine realistic rehabilitation goals for patients
7. Monitors and evaluates patient's progress
8. Submits written documentation including evaluations, daily notes, weekly summaries and discharge summaries for hospital records
9. Completes daily treatment charges, and includes documented impairment percentages on each patient's first and last treatments
10. Demonstrates flexibility to meet hospital needs
11. Submits written documentation including evaluations, daily notes, weekly summaries and discharge summaries for hospital records

## PHYSICAL REQUIREMENTS

Position Title: Speech Therapist

	Never (0%)	Seldom (1%-10%)	Occasionally (11%-33%)	Frequently (34%-66%)	Continuously (67%-100%)
Sitting			X		
Standing				X	
Walking				X	
Bending/ Stooping			X		
Crawling		X			
Twisting		X			
Squatting/ Kneeling			X		
Climbing (Stairs/Ladders)			X		
Lifting 25 lbs.			X		
Carrying 25 lbs.			X		