

**MICHIGAN CIVIL SERVICE COMMISSION
JOB SPECIFICATION**

PHYSICAL THERAPY AIDE

JOB DESCRIPTION

Employees in this job, under the direction of a registered Physical Therapist or licensed Physician, participate in and oversee the performance of a variety of non-clinical supportive activities involving the administration of routine therapeutic treatments by physical or mechanical methods. The employee uses various equipment and techniques to perform physical therapeutic methods, practices and procedures.

There are four classifications in this job.

Position Code Title – Physical Therapy Aide-E

Physical Therapy Aide 6

This is the entry level. The employee works as a beginning aide receiving on-the-job training, attending structured in-service training programs. Close supervision is provided in performing a range of physical therapy aide assignments.

Physical Therapy Aide 7

This is the intermediate level. The employee works in a developing capacity with increased responsibility for providing a range of physical therapy aide assignments.

Physical Therapy Aide E8

This is the experienced level. The employee performs a full range of physical therapy aide assignments. Judgement is used in making decisions where alternatives are determined by establishing policies and procedures or methods and practices.

Position Code Title – Physical Therapy Aide-A

Physical Therapy Aide 9

This is the advanced level. The employee serves as a lead worker overseeing, assigning, and reviewing the work activities of other Physical Therapy Aides.

NOTE: Employees generally progress through this series to the experienced level based on satisfactory performance and possession of the required experience.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

PHYSICAL THERAPY AIDE

PAGE No. 2

Implements physical therapy programs established by the registered Physical Therapist.

Regulates and guides patients with range of motion, stretching and strengthening exercises to maintain and/or increase joint and muscles ranges.

Provides hydrotherapy and/or whirlpool treatments to help circulation and relaxation.

Provides infrared and ultraviolet treatments to promote healing of ulcers, acne, etc.

Provides ambulation training to assist patients in attaining maximum mobility.

Gives muscle rubs, massages, and other muscles treatments.

Guides crutch and gait training, and applies training braces.

Assists the medical staff in measuring and fitting devices.

Assists in repairing and reconditioning braces and wheelchairs.

Trains and instructs nurses and other nursing care providers in minor physical therapy treatments.

Keeps required patient records and prepares reports.

Attends in-service training programs.

Performs related work as assigned.

Additional Job Duties

Physical Therapy Aide 9

Coordinates work by scheduling assignments and overseeing the work of other Physical Therapy Aides.

Oversees and assures the work quality and quantity for a specific work area by directing the employees' adherence to methods and procedures.

Explains work instructions and adapts, if necessary, pertinent general methods and procedures in order to meet the required needs of a specific physical therapy area.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

NOTE: Some knowledge in the area listed is required at the entry level, developing knowledge is required at the intermediate level, considerable knowledge is required at the experienced level, and thorough knowledge is required at the advanced level.

PHYSICAL THERAPY AIDE

PAGE NO. 3

Knowledge of the equipment used in physical therapy work.

Knowledge of the behavior and needs of patients.

Knowledge of proper lifting techniques.

Knowledge of the use of restraints and aggressive behavior management practices.

Ability to successfully complete in-service training.

Ability to observe, evaluate, and record conditions, reactions, and changes in the physical condition of patients.

Ability to maintain appropriate attitude and conduct necessary to the welfare of patients.

Ability to create and maintain records and write brief reports.

Ability to communicate effectively.

Additional Knowledge, Skills, and Abilities

Physical Therapy Aide 9

Ability to train, guide and evaluate other Physical Therapy Aides.

Ability to explain instructions and guidelines to others effectively.

Ability to organize and coordinate the work of the unit.

Ability to determine work priorities and assign work to employees.

Working Conditions

Work is typically performed in a mental health facility, prison, veterans' facility, school for the physically handicapped or social services' residential center.

Some jobs require an employee to work in adversarial situations.

Physical Requirements

The job duties require an employee to handle the physical demands of the work including lifting and restraining patients.

The job duties require an employee to move heavy objects.

The job duties require an employee to bend, stoop, reach, or stand, extended periods.

Education

Educational level typically acquired through completion of high school.

PHYSICAL THERAPY AIDE

PAGE NO. 4

Experience

Physical Therapy Aide 6

No specific type or amount is required.

Physical Therapy Aide 7

One year of experience equivalent to a Physical Therapy Aide 6.

Physical Therapy Aide E8

Two years of experience equivalent to a Physical Therapy Aide, including one year equivalent to a Physical Therapy Aide 7.

Physical Therapy Aide 9

Three years of experience equivalent to a Physical Therapy Aide, including one year equivalent to a Physical Therapy Aide E8.

Alternate Education and Experience

Physical Therapy Aide E8

An associate's degree in a physical therapy assistant program may be substituted for the experience requirement.

Special Requirements, Licenses, and Certifications

None.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code

PHYTHRADE

Job Code Description

Physical Therapy Aide

Position Title

Physical Therapy Aide-E

Physical Therapy Aide-A

Position Code

PHTHADEE

PHTHADEA

Pay Schedule

U11-016

U11-021