

Boone Memorial Hospital, Inc.
Position/Description Speech Therapist

Name: _____

Job Title: Speech Therapy

Job Summary: Responsible for administration and direct application of Speech/Language Pathology treatment modalities as prescribed by a referring physician. Evaluates, plans, directs and treats all patients referred for Speech/Language Pathology treatments to restore function and prevent disability following disease or injury. Assists patients to obtain maximum performance and function in society while learning to live a routine “normal” life within the constraints of their disability. Participates in performance improvement activities within the department and participates in CQI activities. Assures personal competency.

Demonstrates Competency in the Following Areas:

Upon physician referral, performs patient evaluation to determine problems and goals.

Preparation of reports related to Speech/Language Pathology activities, including performance improvement activities.

Documents appropriately in the medical record for all Speech/Language Pathology treatments, assessment and evaluations performed for the inpatient and outpatient population.

Formulates a teaching plan based upon identified learning needs and evaluates effectiveness of learning, family is included in teaching as appropriate.

Develops and implements effective treatment programs in consultation with physicians. Treats patients in accordance with Speech/Language Pathology standards of care and practice.

Treats patients and their families with respect and dignity. Identifies and addresses psychosocial, cultural, ethnic and religious/spiritual needs of patients and family.

Performs examinations such as swallowing examinations accurately and communicates results timely to all appropriate members of the healthcare team.

Interacts professionally with patient/family and involves patient/family in the formation of the plan of care.

Intercedes for the patient when dietary revisions are necessary to prevent aspiration.

Coordinates and directs patient care to ensure patients’ needs are met and hospital policy is followed.

Maintains records pertinent to personnel and operation of the department.

Demonstrates an ability to be flexible, organized and function under stressful situations.

Maintains a good working relationship both within the department and with other departments.

Consults other departments as appropriate to collaborate in patient care and performance improvement activities.

Maintains performance improvement activities for department. Completes competency assessments related to personal performance.

Demonstrates Competency in the Following Areas:

Communicates appropriately and clearly to physicians, hospital staff, and family

Participates in departmental education on performance improvement. Attends department orientation and inservice training for department staff member, participates in guidance and educational programs.

Professional Requirements:

Adheres to dress code, appearance is neat and clean.

Completes annual educational requirements.

Maintains regulatory requirements.

Reports to work on time and as scheduled, completes work within designated time.

Wears identification while on duty.

Completes inservices and returns in timely fashion.

Attends committee, CQI and management meetings as appropriate.

Treats patients and their families with respect and dignity. Identifies and addresses psychosocial, cultural, ethnic and religious/spiritual needs of patients and family.

Confers with the individuals most closely associated with the patient and keeps them informed on patient needs, treatment modifications and progress.

Ensures compliance with policies and procedures regarding department operations, hospital fire, safety and infection control. Maintains medical staff rule/requirements as well as regulatory body standards.

Maintains standards of professional Speech/Language Pathology society procedures and ethical behavior.

Treats patients of all patients of all ages (i.e., pediatric to geriatric), race, gender and disability without bias.

Experience and Education:

- Holds a Masters Degree from an approved college or school of speech/language pathology.
- Current State Licensure in speech pathology (as Speech Pathology).
- Knowledge of principals and practice of speech pathology.
- Performance of technical skills related to speech pathology.
- Knowledge of Infection Control, sterile technique and related impact on rehabilitative medicine practice and equipment.
- Current BCLS (CPR) Licensure.

Language Skill:

- Ability to read and communicate effectively in English
- Strong written and verbal skills.

Other Skills:

- Basic computer knowledge.
- Knowledge of equipment utilized in the diagnosis, evaluation and treatment of speech pathology.
- Must be able to determine appropriate patient procedures and evaluate results.
- Ability to maintain control and respond calmly and positively during crisis situations (i.e., Code Blue).
- Appropriate telephone communication skills.

Physical Demands

Ability to perform various motor skills such as; standing or sitting for long periods of time, walking, lifting (up to 50 pounds) using proper lifting techniques, stair climbing, reaching, bending, twisting, pushing, pulling, squatting, grasping and arm-hand coordination on a continuous basis.

Employee Signature

Date: ____/____/____