



**North Eastman Health Association Inc.  
Job Description**

**REHABILITATION ASSISTANT**

**Position Summary**

The Rehabilitation Assistant is a member of the Health Care Team, working under the general direction of the Care Team Manager. The Rehabilitation Assistant is acutely aware of the rehabilitation needs of all clients, and will carry out and reinforce programs designed and designated for individual clients by the Occupational Therapist and/ or Physiotherapist, in cooperation and conjunction with nursing services.

**Reports to:** Care Team Manager

**UNION:** MGEU – Facility Support

**Std Grp.** 47

**Qualifications:**

Education and Experience

- Certificate in Health Care Aide Course from an accredited college.
- Successful completion of a Rehabilitation Assistant Course.
- Current CPR Certification required for acute care position.
- Previous related experience in a health care setting.
- Experience with working with the elderly.

Knowledge, Skills and Abilities

- Mentally and physically able to perform duties as outlined
- Excellent communication skills, including listening.
- Ability to work with minimal supervision
- Ability to organize and prioritize tasks in order of importance

**Standards of Performance:**

- All assigned duties and responsibilities are carried out in a skillful and organized manner with minimal supervision.
- Courtesy, consideration and respect for personal dignity are displayed when interacting with clients and their families.
- Care and caution are demonstrated when working with patients and equipment
- Accuracy in receiving and recording information is displayed.

- Ability to observe client's behavior and report same is evident.
- Standards of the Physiotherapy and Occupational Therapy departments are maintained in the performance of duties.
- A neat and orderly work environment is maintained.
- Effective communication skills and interpersonal relationships are demonstrated with clients, families and all members of the care team.
- Confidentiality is maintained in all matters pertaining to NEHA, the clients and their families.

### **Position Duties and Responsibilities:**

#### **ASSESSMENT**

- Collects data as directed by the Occupational Therapist, Physiotherapist or nursing.
- Observes and recognizes deviations from normal in client rehabilitation needs.
- Assesses the client/environment/equipment for safety.

#### **PLANNING**

- Plans and organizes workload according to identified priorities.
- Gathers information for client care plans as instructed by the Physiotherapist, Occupational Therapist or nurse and contributes in developing an individualized care plan.
- Knowledgeable in facility Fire/Safety/Disaster Plans and use of equipment and all policies and procedures as they relate to client safety.
- Plans constructive use of time.
- Participates in, and supports a team approach to planning all aspects of client care, including family conferences.

#### **IMPLEMENTATION**

- Implements the rehabilitation program as specified by the individual care plan. This may include:
  - Reinforcing exercise programs - passive, auto-assisted, active-assisted and active.
  - Reinforcing walking with or without the use of prescribed walking aide.
  - Reinforcing appropriate gait, footwear and weight bearing.
  - Reinforcing the use of appropriate communication systems, i.e. one step commands, communication boards, verbal repetition.
  - Reinforcing bed mobility, wheelchair mobility, transfers and lifting.
  - Application of cold, heat and other modalities as delegated by the therapist.
  - Reinforcing application of splints and monitoring of skin condition.
  - Reinforcing activities of daily living (toileting, dressing, undressing and grooming) with adaptations recommended by therapist.
  - Reinforcing appropriate posture and use of supports.
  - Reinforces appropriate use of eating utensils and methods as recommended by therapist.
- Responds appropriately to the client/family to assist them in adjusting to changes in physical activities.
- Observes, reports and documents relevant data accurately.

- Performs delegated care according to established guidelines, policies and procedures.
- Participates in appropriate Quality Management measures as assigned.
- Communicates equipment or facility needs to the Care Team Manager.
- Ensure that rehabilitation equipment is inventoried and labeled, and maintained in clean and safe condition.

**EVALUATION**

- Evaluates the effectiveness of the clients individual care plan in collaboration with the therapist and the nursing team.
- Evaluates effectiveness of rehabilitation services in collaboration with the team.
- Evaluates use of own time.

**PROFESSIONAL**

- Maintains current CPR skills annually.
- Keeps current in knowledge and practical skills related to the position, accessing training opportunities both within the facility and the community.
- Exhibits confidence, initiative and competence in the work environment.
- Maintains confidentiality of all data and information related to the clients and their families.
- Participates in the orientation of new employees as directed.
- Works within the scope of the job description and seeks supervision appropriately.

Revised: \_\_\_\_\_  
Date

Approved by: \_\_\_\_\_  
Manager/ Supervisor Date

Approved by: \_\_\_\_\_  
Vice President/ CEO Date

Reviewed by: \_\_\_\_\_  
Director, Human Resources Date

**NOTE: Original Signed and Dated December 13, 2002**