



**PUEBLO OF ISLETA**  
**HUMAN RESOURCES DEPARTMENT**  
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### **VACANCY ANNOUNCEMENT**

**POSTING NO: 110-23**

**OPENING DATE: 01/07/2024**

**CLOSING DATE: Open Until Filled**

**POSTED: IN/OUT**

**POSITION:** Physical Therapy Assistant  
**PAY GRADE:** NE9 (\$30.25/hr.-\$40.84/hr.)  
**FLSA STATUS:** Non-Exempt  
**POSITION TYPE:** Full Time  
**FUNDING SOURCE:** Grant Funded  
**DEPARTMENT:** Health Services  
**REPORTS TO:** Physical Therapist  
**BACKGROUND LEVEL:** Child/Elder

**JOB PURPOSE:** Under the supervision and guidance of a licensed physical therapist, the physical therapy assistant, promotes and restores patient health through the organized delivery of physical therapy, to facilitate rehabilitation of the physically-impaired following disease, injury, or surgical intervention. The physical therapy assistant will direct patient participation in selected tasks to restore, reinforce and enhance performance, facilitate learning of skills and functions necessary for adaptation and productivity.

*This position description may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found or assigned to this position.*

#### **JOB DUTIES:**

- Promotes and maintains health by providing physical therapy services under the supervision of a physical therapist
- Contributes to a physical therapist's effectiveness by identifying patient care issues.
- Assesses patient health by interviewing patients, performing physical examinations, and obtaining, updating, and studying therapy histories.
- Follows and maintains plan of care, communicates regularly with licensed physical therapist, and advances plan of care as appropriate.
- Administers treatment programs for patients by identifying appropriate intervention and therapy needs.
- Evaluates abnormal conditions by reviewing physical therapist's interpretations of patient evaluations and test results.

- Documents patient care services in a timely manner by charting in patient and department records, upholding confidential information.
- Performs therapeutic procedures by administering manual exercises and instructing, encouraging, and assisting patients in performing physical activities, such as non-manual exercises, ambulatory functional activities, and daily living activities.
- Educates patients on use of assistive devices and adaptive equipment.
- Instructs and counsels patients by describing therapeutic regimens, giving normal growth and development information, and promoting wellness and health maintenance.
- Maintains safe and clean working environment by complying with procedures, rules, and regulations, and adhering to infection-control policies and procedures.
- Enhances professional growth and development through participation in seminars, educational workshops, classes and conferences.
- Willingness to model healthy lifestyle behavior throughout the workday.
- Performs other duties as assigned

**MINIMUM QUALIFICATIONS/REQUIREMENTS:**

- Associate's Degree from an accredited Physical Therapy Assistant program.
- New Mexico Physical Therapy Assistant License.
- One year progressive working experience in an outpatient orthopedic clinical setting.
- CPR and AED Certified.
- Must be able to pass a TB screening.
- Must provide written copy of immunization record prior to employment.
- Must pass background check for position.
- Must be able to comply with the Pueblo of Isleta Drug Free Workplace policies.

**KNOWLEDGE, SKILL AND ABILITY REQUIREMENTS:**

- Knowledge of applicable federal, state, county and local laws, regulations, and requirements.
- Knowledge to physical therapy and general medical terminology.
- Knowledge to physical principals as related to body movement and physical therapy.
- Knowledge of OSHA guidelines for blood borne pathogens.
- Knowledge of commonly used drugs and pharmacology terminology.
- Knowledge of office functions, procedures, and policies.
- Skill in making effective decisions in emergency situations.
- Skill in operating various word-processing and database software programs.
- Skill in treating patients with tact, courtesy, and respect.
- Ability to safely lift, assist and physically manipulate patients.
- Ability to learn and use EHR for clinical documentation.
- Ability to demonstrate exercises and exercise equipment.
- Ability to react quickly and make effective decisions in an emergency situation.
- Ability to maintain confidentiality.
- Ability to work a varied schedule, including weekends and evenings.
- Ability to interact and maintain good working relationships with individuals of varying social and cultural backgrounds.
- Ability to communicate efficiently and effectively both verbally and in writing.
- Ability to handle multiple tasks and meet deadlines.

- Ability to exercise independent judgment.

**PHYSICAL DEMANDS:**

- Talk, hear sit, stand; use hands to handle objects, equipment, controls and reach with arms and hands.
- Position requires coordination, balance, frequent bending, stooping and lifting.
- Position requires frequent lifting of 50 lbs.
- Position requires assisting patients of any size and weight with basic mobility and balance.

**WORK ENVIRONMENT:**

- Work is performed in a typical interior/office or health clinic environment with a moderate noise level.
- Employee will be exposed to unpleasant odors, bodily fluids, blood borne pathogens, hazardous material and infectious disease.
- Situations occur where surgical masks, safety goggles, gloves and protective face shields are needed.
- Frequent interaction with the public.

**PREFERENCE:**

Tribal preference and Native American Indian preference shall apply to all positions at Pueblo of Isleta.