



THERAPIST HAT (SLP)

MISSION of Dynamic Therapy Specialists:

"To Be MORE, Do MORE, and Expect MORE from Ourselves and FOR our Clients"

PURPOSE:

"Be MORE, Do MORE and Expect MORE by making important quality of life changes in the lives of all children."

VALUABLE FINAL PRODUCT OF THERAPIST HAT:

A fully completed plan of care resulting in an educated and satisfied client and family who has experienced important quality of life changes.

SKILLS

- Positive outlook
- Confident and outgoing
- Strong ability to start and foster relationships
- Attention to detail
- Strong ability to follow through on tasks
- Creative approach
- Strong drive to meet goals
- Effective and efficient problem solver
- Demonstrate excellent attendance
- Demonstrate excellent punctuality - arrive on time and prepared
- Flexible with the ability to adapt quickly to change
- Good organizational skills
- Proficient computer skills
- Demonstrate strong responsibility and professionalism
- Enjoy working with children and their families
- Enjoy working in a fast-paced environment with high expectations
- Demonstrate a strong desire to learn and advance skill set
- Pushes potential of self and others
- Strong ability to think outside the box and appropriately consider nontraditional approaches



DYNAMIC

Therapy Specialists

DUTIES AND RESPONSIBILITIES:

- Participate in any task that is in-line with the mission of DTS
- Licensed in the state of LA and nationally certified with ASHA
- Maintain updated EMR system at all times including uploading appropriate evaluation documents.
- Document each session as part of treatment time.
- Educate all families regarding cancel/reschedule policy and reschedule all canceled appointments to ensure treatment plan is adequately addressed.
- Submit and accurately track Incentive Log, PTO and Continuing Education Requests
- Communicate to management when support is wanted or needed
- Submit payroll information in a timely manner and personally track and report any discrepancies immediately
- Educate caregivers and regularly monitor home programming for all clients
- Communicate No-Show to Front Desk and follow No Show Call Back Procedures
- Communicate with DTS management regularly about own wants and needs
- Maintain required professional Liability Insurance
- Respond to all DTS emails within 24 hours communicate with primary caregiver including completing quarterly update meetings and providing weekly notes per session.
- Regularly document and update client relationship and rapport information.
- Maintain clean, sanitized and organized workspace
- Attend all DTS meetings (weekly and quarterly)
- Attend DTS team building events including DTS annual retreat
- Update and maintain all paperwork necessary for school visits, licensure, etc.
- Input weekly statistics and engage in self-analysis including creating weekly action plans.
- Participate in student clinician training
- Actively participate in marketing efforts of DTS
- Create training product (in-service, handout, etc.) for all CEUs completed
- Participate in regular in-house training aimed at improving overall communication and leadership abilities