

UINTAH COMMUNITY HOSPITAL

Sarah Manning

Physical
Therapy

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Reason for Existence/Persons to Be Served

Uintah Community Hospital needs physical therapy due to the popular occupations in the county which are mining and farming. Mishaps are bound to happen at some point and when they do the people will need the expertise of physical therapists and physical therapy services. The population in the county have higher chances of cerebrovascular accidents, rheumatic diseases, farming injuries, industrial accidents, and overuse problems. Physical therapy will reduce the pain people may be suffering from, maximize functional ability, prevent further injuries, and increase health care awareness in the area.

The population in the area has slightly higher averages of having strokes. Therefore, physical therapy will focus on gait training and passive range of motion to build and strengthen up muscles. Rheumatic diseases are also higher than the average in this population so it will be important to include manual therapy, physical modalities, and therapeutic exercises. Due to traumatic farming injuries, industrial accidents, and overuse problems the physical therapy clinic will emphasis orthopedic physical therapy.

Mission Statement:

We are committed to helping individuals throughout the county by being professional and compassionate while providing total patient care. We believe in keeping the environment safe yet motivating so every individual can reach their full potential.

Philosophy:

Our philosophy is to improve the health of every individual and treat any disease or injury that comes our way. We believe in curing the body through physical procedures like message, heat/ice treatments, and exercise to encourage healthier lifestyles, and to either keep people from having surgery or to help individuals recover fully from surgery. We treat the whole patient by improving individual’s physical needs as well as emotional needs. We will educate individuals in healthy routines to prevent injuries. We provide professional, exceptional, and compassionate service that will ensure patient safety. Through positive energy and attitudes we will provide the needs for every patient.

Goals:

Our goals are to serve all families in the Uintah region, provide excellent patient care, and be patient focused by providing quality one-on-one time with every patient. It will be our goal to provide professional development through continuing education on the latest practice techniques. Together our goal is to have all individuals reach their maximum functional ability and to increase health care awareness.

Resources Necessary to achieve goals

Personnel:

(1) Physical Therapy Director

Qualifications- Bachelor's Degree

Experience- 10 years of experience in field or related area

Expertise- Managing, coaching, decision making, and communication

(2) Physical Therapists

Qualifications- Graduate from a CAPTE accredited program

-State licensure in physical therapy

Experience- 2+ years

Expertise- Orthopedics

(2) Physical Therapist Assistants

Qualifications- Graduate of CAPTE accredited program as physical therapist assistant

-Physical therapist assistant licensure

Experience- Entry level

Expertise- Therapy treatments

(2) Physical Therapy Aides

Qualifications- High school graduate

Experience- No experience needed

Expertise- Great at maintaining the operational aspects of the department

Materials:

- | | | |
|----------------------------------------------------|----------------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Gloves | <input type="checkbox"/> Crutches | <input type="checkbox"/> Paper Clips |
| <input type="checkbox"/> Towels | <input type="checkbox"/> Walkers | <input type="checkbox"/> Stapler |
| <input type="checkbox"/> Ultrasound Gel | <input type="checkbox"/> Wheelchair | <input type="checkbox"/> Paper |
| <input type="checkbox"/> Theraband | <input type="checkbox"/> Canes | <input type="checkbox"/> Pens |
| <input type="checkbox"/> Wand | <input type="checkbox"/> Patient Gowns | <input type="checkbox"/> File Folders |
| <input type="checkbox"/> Pulleys | <input type="checkbox"/> Electric Stimulation Electrodes | <input type="checkbox"/> File Cabinet |
| <input type="checkbox"/> Stackable Steps | <input type="checkbox"/> Tissues | <input type="checkbox"/> Phone |
| <input type="checkbox"/> Anatomical Charts/Models | <input type="checkbox"/> Toilet Paper | <input type="checkbox"/> Computer |
| <input type="checkbox"/> Linens | <input type="checkbox"/> Soap | <input type="checkbox"/> Business Software |
| <input type="checkbox"/> Goniometers | <input type="checkbox"/> Mirrors | <input type="checkbox"/> Credit Card Machine |
| <input type="checkbox"/> Tape Measures | <input type="checkbox"/> Tape | <input type="checkbox"/> Printer/Copier |
| <input type="checkbox"/> Reflex Hammers | <input type="checkbox"/> Timers | <input type="checkbox"/> Billing Supplies |
| <input type="checkbox"/> Weights | <input type="checkbox"/> First Aid Supplies | <input type="checkbox"/> Marketing Material |
| <input type="checkbox"/> Dumbbells | <input type="checkbox"/> Receptionist's Chair | <input type="checkbox"/> Privacy Curtains |
| <input type="checkbox"/> Therapy Balls | <input type="checkbox"/> Desk | <input type="checkbox"/> Step Stool |
| <input type="checkbox"/> Floor Mats | <input type="checkbox"/> Cleaning Supplies | |
| <input type="checkbox"/> Hot/Cold Packs and Covers | | |

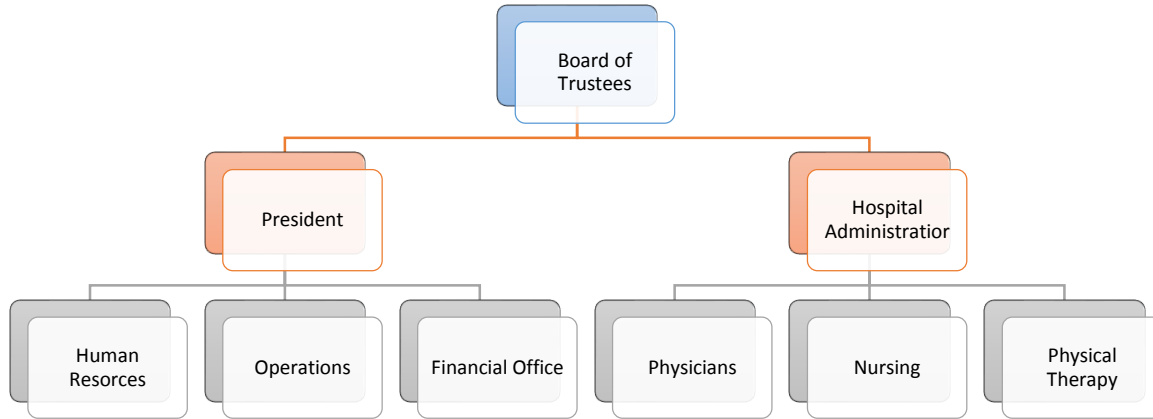
Major Equipment:

- | | | |
|---------------------------------------------------|---------------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Plinths | <input type="checkbox"/> Treadmill | <input type="checkbox"/> Ultrasound Machine |
| <input type="checkbox"/> Mat Table | <input type="checkbox"/> Total Gym | <input type="checkbox"/> Iontophoresis Machine |
| <input type="checkbox"/> Rolling Treatment Stools | <input type="checkbox"/> Electrical Stimulation Machine | |
| <input type="checkbox"/> Chairs for Patients | | |
| <input type="checkbox"/> Stationery Bike | | |

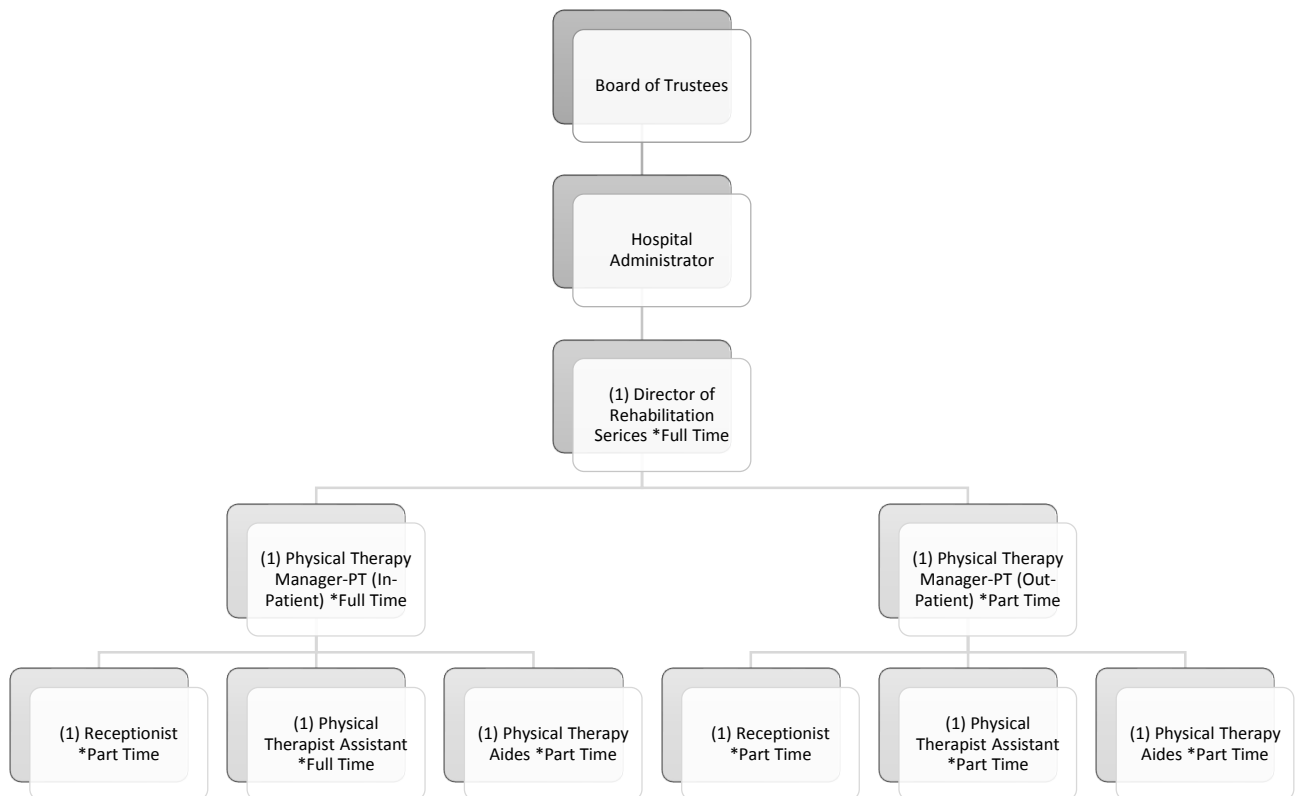
Funding:

To fund this department the Board of Trustees has set aside \$35,000 to set up the initial costs of equipment and supplies. The Board of Trustees will provide space in the hospital for the clinic.

Master Organizational Chart



Supplementary Organizational Chart



Dress Code

- Uintah Hospital Physical Therapy Polo Shirt
- Khaki Pants
- Closed Toed Shoes
- Name Badge
- No Dangling Jewelry
- No Showing Tattoos
- No excessive piercings

Job Descriptions

Job Title: Physical Therapy Director

Immediate Supervisor: Hospital Administrator

General Summary of Responsibilities:

Directs physical therapy services, responsible for all staff, and inform hospital administration on the operations of physical therapy.

Specific Job Responsibilities:

Responsible for overall supervision of physical therapy

Good strategic planning skills

Effectively communicate through oral and written word

Exceptional customer service

Ensure confidentiality

Assure all activities performed are according to the policies and procedures, as well as, with state and federal laws

Monitor team member's licenses and certifications

Job Specification:

Bachelor's degree

10 years of experience in the field or related area

Great management abilities

Excellent at coaching

Quality decision making

High levels of motivation

Interacts effectively with physicians, patients, visitors, and staff

Job Title: Physical Therapist

Immediate Supervision: Director of Physical Therapy

General Summary:

Provide physical therapy by rehabilitating people who have functional disabilities or impairments

Specific Job Responsibilities:

- Perform examinations, evaluations, make accurate diagnosis and prognosis, and develop plan of care
- Knowledgeable on techniques and modalities to ensure patient recovery
- Supervisor for PTA, aides, and PT/PTA students
- Focused on total patient care
- Successfully write SOAP notes
- Exceptional documentation
- Outstanding communication skills
- Attend continuing education courses

Job Specification:

- Graduate from a CAPTE accredited program
- State licensure in physical therapy
- Great problem solving skills
- Impeccable time management skills
- Lift 100 pounds and support 250 pounds
- Retain stationary posture while applying therapeutic techniques
- Able to be on your feet for several hours
- Strong leadership skills
- Cooperate with a variety of health care professionals

Job Title: Physical Therapist Assistant

Immediate Supervisor: Physical Therapist

General Summary of Responsibilities:

Provides physical therapy under the direct supervision of the physical therapist. Physical therapist Assistants help to carry out the plan of care set up by the physical therapist. Physical therapist assistants are responsible for recording patient responses and progress during intervention.

Specific Job Responsibilities:

- Report to physical therapist about patient's progress and needs
- Assist with interventions using exercises, gait training, massages, and modalities
- Document patient's reaction to interventions
- Effective at writing SOAP notes
- Holds professional standards
- Great communication skills
- Guarantees patient safety at all times
- Supervises PTA students under the authority of the clinical coordinator of education
- Actively participates in continuing education
- Upholds cardiopulmonary resuscitation certification

Job Specifications:

- Graduate of CAPTE accredited program as physical therapist assistant
- Physical therapist assistant licensure
- Lift 100 pounds and support up to 250 pounds
- Retains stationary posture while applying therapeutic techniques
- Actively be on feet for several hours
- Cooperate with an assortment of health care professionals

Job Title: Physical Therapy Aide**Immediate Supervisor: Physical Therapist****General Summary of Responsibilities:**

Participate in operational aspects of the department. Responsible for transporting patients, preparing equipment for treatments, and keeping the department well maintained and clean.

Specific Job Responsibilities:

- Switch and clean linens
- Clean and ready equipment
- Clean floors
- In charge of inventory and ordering supplies
- Preserve orderliness of department
- Transport patients around department

Job Specifications:

- High school graduate
- Complete training program
- No experience needed
- Lift 100 pounds and support up to 250 pounds
- Active on feet for several hours
- Easy to adapt to schedule demands
- Able to easily perform tasks from written and oral direction
- Reliable
- Happy and outgoing personality

Schedule

Schedule

<u>Sunday</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>
Therapist On- Call	In-Patients 9am-2pm Out-Patients 2pm-7pm	In-Patients 9am-2pm Out-Patients 2pm-7pm	In-Patients 9am-2pm Out-Patients 2pm-7pm	In-Patients 9am-2pm Out-Patients 2pm-7pm	In-Patients 8am-12pm Out-Patients 8am-12pm	In-Patients 8am-12pm

Director of Physical Therapy

Shifts Worked = 8am-5pm MTWRF
Total Hours = 40

Physical Therapist/Manager (In-Patient):

Shifts Worked = 8am-3pm MTWR
= 7am-1pm FS
Total Hours = 37

Receptionist (In-Patient):

Shifts Worked = 8:30am-2pm MTWR
= 7:30am-12pm FS
Total Hours = 31
(In charge of scheduling patients using the master calendar in the computer program)

Physical Therapist Assistant (In-Patient):

Shifts Worked = 8am-3pm MTWR
= 7am-1pm FS
Total Hours = 37

Physical Therapy Aide (In-Patient):

Shifts Worked = 8am-2pm MTWR
 = 8am-12pm FS
Total Hours = 30

Physical Therapist/Manager (Out-Patient):

Shifts Worked = 1pm-8pm MTWR
 = 7am-1pm F
Total Hours = 31.5

Receptionist (Out-Patient):

Shifts Worked = 1:30pm-7pm MTWR
 = 7:30am-12pm F
Total Hours = 26.5
(In charge of scheduling patients using the master calendar in the computer program)

Physical Therapist Assistant (Out-Patient):

Shifts Worked = 1pm-8pm MTWR
 = 7am-1pm F
Total Hours = 31.5

Physical Therapy Aide (Out-Patient):

Shifts Worked = 2pm-7pm MTWR
 = 8am-12pm F
Total Hours = 24

Financial Statement

Capital Equipment Budget:

Equipment: \$15,000

Operating Expenses:

Salaries: \$330,100

Rent: \$20,000

Utilities: \$4,000

Supplies: \$10,000

Laundry: \$12,000

Liability Insurance: \$15,000

Continuing Education: \$2,000

Total Expenses: \$408,100

Expected Revenue: \$409,500

Profit = \$1400

Quality Assurance

Personnel:

Every quarter healthcare professionals will discuss patient surveys with all staff members and address:

- Patient care problems
- Cause of the problems
- Corrective action and documentation
- Monitor and follow-up the next quarter to determine effectiveness of the changes.

If equipment maintenance, infection control, or patient scheduling come up while discussing patient care problems and the causes of them, then you should also discuss these topics along with any other issues.

This method will be utilized by meeting with all employees in the physical therapy department every quarter making it ongoing. Topics will be open for discussion and everyone can come up with their own goals for enhancing their service, which will help everyone to feel responsible. Employees' goals will be monitored to see if any improvement is being made, and a follow-up meeting at the next quarter to see if the changes helped with the service. Through this plan it will make the quality assurance program effective.

Services Provided:

The clinic will send a survey via email every quarter to the patients to get their feedback.

This method will be utilized by sending out a survey every quarter to the patients. Once the surveys are collected then they will be evaluated by the director who will identify ongoing problems, trends in the numbers, and beneficial ideas to help the clinic run better. The director can decide if the patient's ideas are cost effective or valuable, and then decide what course of action should be taken, so the clinic and staff can continue to improve and meet the needs of the patients.

In Five Years

The clinic hopes to expand and meet more of the communities needs in the next five years by including:

- Therapy specific for athletes within the surrounding schools
- Add equipment such as trampoline rebounder and total gym machine

Sources

Unit Ten – Physical Therapy Organizational Structures – LECTURE NOTES

Unit Eleven – The Work Place – LECTURE NOTES

Unit Twelve – Quality Assurance – LECTURE NOTES

Unit Thirteen – Financial Management – LECTURE NOTES

Clynch HM. *The Role of the Physical Therapist Assistant*. Philadelphia, PA: FA Davis; 2012.