

Christian Health Care Center

Mission: Providing skilled health care services with compassion and love in Christ's name.

JOB DESCRIPTION

TITLE: Therapeutic Recreational Case Manager
REPORTS TO: Director of Therapeutic Recreation
FLSA STATUS: Non-Exempt, Hourly

JOB SUMMARY: This position is responsible for providing Therapeutic Recreational services to Christian Health Care Center residents. The position assists, plans, implements/leads, and evaluates therapeutic recreation programs to assure that an ongoing program of activities is designed to meet the interests and physical, cognitive, emotional/spiritual and social well-being of each resident, in accordance with an individual comprehensive care assessment.

ESSENTIAL JOB FUNCTIONS:

1. Works alongside employees to promote a team effort and maintain the highest quality resident service.
2. Good attendance is an essential requirement of this position.
3. Assists with planning, developing, organizing, implementing and evaluating of therapeutic recreation programs of the facility.
4. Completes assigned section of the MDS, including completing and entering the therapeutic assessments within designated time frames. Initial therapeutic recreation assessments should be completed within fourteen days of admission and re-evaluation of the resident should occur on a quarterly basis or sooner when significant change occurs.
5. Collects information in order to formulate the therapeutic recreation assessment and contribute to the resident care plan. This may include interviewing family, friends and community agency representatives and utilizing clinical records in order to complete these documents. Develops a written therapeutic recreation plan of care for each resident that identifies the problems and goals to be accomplished.
6. Contributes as an integral member of the interdisciplinary resident care plan conference. This involves identifying and sharing the recreational, social and emotional needs related to the resident's illness/disability, adjustment to placement and response to treatment. Makes specific recommendations to assist in the resident's overall care and genuine well-being.
7. Completes a therapeutic recreation review at least quarterly, earlier in cases of notable change. Documents progress toward therapeutic recreation goals and provides significant information about the individual to assist communication among the interdisciplinary team.
8. Assists residents with participation in individual and group programs to ensure programs are utilized to full extend possible.
9. Involves resident and family members in planning therapeutic recreation programs when possible.
10. Assists and leads therapeutic recreation programs. Provides meaningful one-on-one therapeutic recreation programming.
11. Participates in facility surveys (inspections) made by authorized government agencies. Assists in reviewing and developing a plan of correction for

- therapeutic recreation deficiencies noted during surveys.
12. Observes resident attendance and degree of involvement so that facility programming and resident progress are documented.

OTHER JOB FUNCTIONS:

13. Participates in various facility committees and attends staff meetings as assigned.
14. Maintains current knowledge of TR standards and attends staff training and in-services as scheduled. Pursues continuing education as needed, with approval.
15. Performs other duties as assigned by the Director of T-Rec.

WORKING CONDITIONS AND EQUIPMENT USED:

Work is performed in all areas throughout the facility. Off-site travel is required. Incumbents may be exposed to individuals who become hostile and emotionally upset. May be requested to work beyond normal working hours, including weekends and evenings as needed. Incumbent is subject to exposure to infectious waste, diseases, and conditions.

QUALIFICATIONS:

Knowledge, Skills and Ability to:

- Knowledge of community resources available to elderly and developmentally disabled populations.
- Strong organizational skills and attention to detail.
- Leadership skills and the ability to advocate for the resident.
- Excellent interpersonal skills; must have patience, tact, cheerful disposition, enthusiasm and the willingness to handle residents based on their individual maturity level and work positively with family members and other CHCC staff members.
- Strong verbal and written communication skills.
- Ability to work independently with minimal direction; ability to make independent decisions when circumstances warrant such action.
- Ability to handle the responsibility of providing residents with a safe and positive experience outside of the facility.
- Ability to seek out new methods and principles and willingness to incorporate them into existing activity services.

Education and Experience:

- Bachelor of Arts or Sciences in Therapeutic Recreation or related field required or 3 or more years experience designing and leading therapeutic recreational programs.
- Experience working with the elderly, developmentally disabled and/or dementia populations required.
- CTRS preferred (Certified Therapeutic Recreational Specialist).

License:

- Valid Washington State driver's license at time of hire in order to operate vehicles.

GENERAL PHYSICAL REQUIREMENTS:

Strength: Ability to assist residents in getting to activities services; maneuvering wheelchairs and lifting up to 50 pounds.

Manual Dexterity: Ability to consistently perform simple motor and manipulative skills such as standing, walking, etc., and moderately difficult manipulative skills such as writing and word processing.

Mobility: Ability to walk and stand consistently; sit for long period; move throughout the facility; reach above shoulders; bend frequently; squat and rest on knees to reach files.

Visual Discrimination: Ability to consistently identify objects and persons at a distance; read fine print on medical records and forms.

Hearing: Ability to consistently distinguish normal sounds with some background noise; multiple sounds (such as alarms) in a stimulated environment; and verbal language and tones on the telephone.

Speech: Ability to speak clearly and make self understood in a one-on-one basis with residents and in a variety of formal and informal group settings.

Anita Tallman, Executive Director / Administrator

Date

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.