

## PHYSICAL THERAPY SUPERVISOR I

### DESCRIPTION OF WORK

Work in this class involves the supervision and administration of a smaller size department of physical therapy in a State institution, hospital, or local agency; or employee may function as an assistant supervisor within a State institution, hospital, or local agency physical therapy program. Employee is responsible for planning, developing, coordinating, and administering or assisting with, all activities within a physical therapy department. Work involves the determination of the extent and nature of physical therapy services needed, implementing these services, participation in clinical training programs for student interns, and the development and supervision of in-service training programs for subordinate staff. Work is performed under the general supervision of medical, non-medical, or rehabilitation director and is reviewed and evaluated through periodic conferences and reports and as evidenced by program effectiveness.

### EXAMPLES OF DUTIES PERFORMED

Plans, develops, coordinates, and supervises all activities within a physical therapy department; or as assistant supervisor recommends and participates in personnel, budget, equipment, program development, teaching, and assumes responsibility for the department in the absence of the supervisor. Plans, develops, and supervises in-service training programs for student interns, subordinate staff, nursing, and other personnel in areas pertaining to physical therapy. Surveys area and secures data to assist in the identification of needs and resources available to implementing physical therapy aspects of total patient care programs. Consults with other professional personnel in furthering the integration and support of physical therapy services. Plans, establishes, and participates in in-patient and outpatient clinics, clinical and staff conferences, and interprets changes in policy to subordinate staff members. Develops reporting procedures and forms for use within the department and for relaying pertinent physical therapy data to medical, nursing, and other professional personnel. Coordinates inter-departmental meetings. Manages departmental recruiting, promotions, disciplinary problems, evaluations, and other employee relations problems. Develops, maintains; and evaluates budgets, equipment, and other program needs. Performs related duties as required.

### RECRUITMENT STANDARDS

#### Knowledges, Skills, and Abilities

Considerable knowledge of physical therapy principles, techniques, methods, modalities, and their proper application.  
General knowledge of basic public health principles and practices.  
Ability to instruct and supervise subordinate staff members, student interns, and other medical personnel in physical therapy methods and techniques.  
Ability to plan and conduct staff members, student interns, and other medical personnel in physical therapy methods and techniques.  
Ability to plan and conduct staff conferences and in-service training programs for subordinate staff.  
Ability to prepare and evaluate reports, medical histories, and departmental records.

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Ability to communicate and work effectively with patients, patients' families, medical, nursing, and other professional personnel and to deal tactfully with the public.

Minimum Education and Experience

Licensed as a Physical Therapist in the State of North Carolina and two years of experience as a physical therapist; or an equivalent combination of education and experience.