



Provincial Job Description

TITLE:
(099) Adaptive Seating Specialist

PAY BAND:
15

FOR FACILITY USE:

SUMMARY OF DUTIES:

In consultation with Physicians and Therapists applies medical engineering principles to design, modify, customize and/or fabricate seating/mobility, positioning, and controls for persons with disabilities.

QUALIFICATIONS:

- ◆ Occupational/Physical Therapist Assistant diploma

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Basic computer skills
- ◆ Advanced knowledge of related tools and equipment
- ◆ Communication skills
- ◆ Organizational skills
- ◆ Interpersonal skills
- ◆ Ability to work with special needs clients/patients/residents

EXPERIENCE:

- ◆ **Previous:** Twelve (12) months previous experience working with adaptive equipment/specialized seating systems including related carpentry and mechanical skills.

KEY ACTIVITIES:

A. Fabrication of Adaptive Devices

- ◆ Evaluates client/equipment for required seating needs.
- ◆ Builds, fabricates custom design seating and positioning equipment/apparatus.
- ◆ Paints, varnishes and upholsters equipment.
- ◆ Adjusts, maintains and fits adaptive seating devices.
- ◆ Welds, brazes, solders, fabricates equipment.
- ◆ Modifies, maintains and cleans equipment and workshop area.

B. Administration

- ◆ Orders workshop supplies and equipment.
- ◆ Maintains inventory and bills for services provided.
- ◆ Maintains client records.
- ◆ Researches new products.
- ◆ Researches vendors that supply specialized products and materials.
- ◆ Schedules vendor appointments, quotes and approvals.
- ◆ Provides information on capital and operating budget items
- ◆ Prepares quotes and obtains approvals from 3rd party agencies (i.e. SGI, Veterans Affairs Canada)
- ◆ Presentation to other health care professionals in the area of seating.
- ◆ Provides occasional guidance to the primary function of others, including training.

C. Client/Patient Interaction

- ◆ Prioritizes client needs and books/attends follow up appointments.
- ◆ Instructs family members and other health care professionals on how to use seating equipment for optimal results.
- ◆ Works directly with client/patients during seating/positioning and repositioning assessments (taking measurements, patient transfers).

D. Team Consultations

- ◆ Liaises with physicians, therapists, families and client/patients to ensure equipment/apparatus are designed, built or adjusted to meet client needs.
- ◆ Consults with outside health care professionals in the area of seating/positioning.
- ◆ Assists the team with pressure mapping assessments.
- ◆ Attends out of facility consultations in acute care centres and long term facilities to address seating and positioning needs.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: September 11, 2018