

**TITLE OF POSITION:**  
**CATEGORY:**  
**RESPONSIBLE TO:**  
**LIFTING REQUIREMENTS:**  
**EFFECTIVE DATE:**

**SPEECH –LANGUAGE PATHOLOGIST**  
**EXEMPT**  
**PACE CENTER MANAGER**  
**UP TO 50 LBS.**  
**12-20-2007**

**GENERAL DESCRIPTION**

Under the supervision of the PACE Center Manager the Speech-Language Pathologist provides ongoing assessment, monitoring, speech therapy and consultation to participants experiencing communication and swallowing disorders. The Speech-Language Pathologist assumes leadership responsibilities for daily operation of the department, and is responsible for maintaining high standards of patient care through appropriate scheduling. He/She serves as a clinical resource person and role model to staff.

**RESPONSIBILITIES**

1. Conduct and initial speech pathology evaluation of participant upon referral by the interdisciplinary team and thereafter conducts assessments as needed. Develops plan of care for participants with hearing, cognitive, communication and swallowing problems. Time frames for completion of assessment is between two and six weeks after submission of assessment schedule.
2. Provides individual treatment, monitors and charts progress.
3. Instructs, demonstrates, and supervises personal care staff in care management techniques and approaches to assist participant with communication/voice/hearing and/or swallowing problems.
4. Provides education and instruction to family and other providers on care management techniques and methods to assist participant with communication/voice/hearing and/or swallowing problems.
5. Attends Interdisciplinary Interval/Assessment meetings to maintain up-to-date information on participants with communication/voice/hearing and/or swallowing disorders and provide information and recommendation to team members.
6. Serves on appropriate committees concerned with participant care, and quality improvement.
7. Complies with all requests for chart documentation as well as programmatic and administrative documentation as is dictated by Bienivir Senior Health Services.
8. Completes initial assessment and plan of care within ten (10) working days of participant's enrollment.
9. Completes routine re-assessments and plan of care by participant's scheduled I/A date.

## **SPEECH-LANGUAGE PATHOLOGIST**

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10. Communicates participant changes to the IDT at the I/A meetings on the daily participant Care Planning committee.
11. Completes participant re-assessments and care plans due to changes in participant condition, as expeditiously as required by their condition.
12. Completes re-assessments at the request of participant/designated representative within 72 hours of that request.
13. Coordinates with participant, family, caregiver, and contracted providers to ensure 24-hour service delivery.
14. Coordinates with the PACE Center Manager and Speech Therapy staff from other centers in an effort to standardize philosophy, goals and expected outcome for the Speech Therapy Department.
15. Participates in Performance Improvement Activities.
16. Participates in annual budgetary planning. Operates department and purchases supplies and equipment according to organizational policies and procedures and in accordance with approved budget.
17. Adheres to Bienvivir Senior Health Services policies and procedures.
18. Other duties as assigned.

### **MINIMUM QUALIFICATIONS**

#### **I. QUALIFICATIONS/REQUIREMENTS**

- A. Must be licensed in the State of Texas in Speech-Language Pathology. Must have certificate of Clinical Competence.
- B. Minimum one (1) year experience with assessment and treatment of swallowing disorders with a frail or elderly population required.
- C. Masters degree in Speech-Language Pathology.
- D. CPR Certified
- E. Bilingual English/Spanish (preferred).

#### **II. KNOWLEDGE/SKILLS/ABILITIES**

- A. Effective oral and written communication skills.
- B. Ability to comprehend and solve problems.
- C. Ability to work well as a member of interdisciplinary team.
- D. Familiar with administration and Reading of modified barium swallow evaluations.
- E. Capable of working independently.

F. Must travel to all other Bienvivir sites to include nursing homes, hospitals, Dr's offices or clients homes as necessary.

BIENVIVIR SENIOR HEALTH SERVICES reserves the right to change job description and work hours as required by the program.

EMPLOYEE STATUS:    Full-time \_\_\_\_            Part-time \_\_\_\_            Temporary \_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_