



HARRAH	MIDWEST CITY	SHAWNEE MAIN OFFICE	SEMINOLE	TECUMSEH
20926 SE 29 th Ste. C Harrah, OK. 73045 P: 405-391-2300 F: 405-391-2301	1113 S. Douglas Ste. C Midwest City, OK. 73130 P: 405-931-2518 F: 405-931-3101	2506 N. Harrison St. Shawnee, OK. 74804 P: 405-214-0300 F: 405-214-0301	2309B N Milt Phillips Ave. Seminole, OK. 74868 P: 405303-2050 F: 405-303-2045	503 N Broadway Tecumseh, OK. 74873 P: 405-598-2899 F: 405-598-0298

Job Position: Therapy Aide (Technician) in all locations; Full-Time
Education Level: High School
Salary Range: Starts between \$8.00-\$10.00 hourly with opportunities to advance pay
Contact: Please submit applications to Candy Loyd
clloyd@actionphysicaltherapyOK.com or 405-214-0300

A Therapy Aide is responsible for helping the therapists in carrying out any tasks that they feel are appropriate to help manage patient care and the routine maintenance and operation of the gym and office. Supervision is provided by the Physical Therapist(s), Occupational Therapist(s), and Physical Therapy Assistant(s) in the department.

Duties Performed:

Examples of work duties include:

- Preparing patients for treatments
- Filing, scanning, and pulling exercise sheets
- Maintaining stock of supplies and keeping inventory
- Cleaning and maintenance of equipment and linens
- Helping with office duties, ordering, and scheduling patients when needed
- Maintaining a safe, neat, and efficient working environment

Required Knowledge, Skills, and Abilities:

- Knowledge of the principles, materials and equipment used in the department
- Ability to deal tactfully and effectively with patients and staff
- Ability to understand and follow written and/or oral instruction
- Ability to follow a schedule

Experience and Training Qualifications:

On-the-job training

Special Demands:

- Must be able to take orders/constructive criticism
- Must be able to multi-task and have a certain degree of flexibility
- Must be able to maintain patient information in a strictly confidential manner