

ASSISTANT DIRECTOR OF DIVISION (PHYSICAL MEDICINE & REHABILITATION)

GENERAL STATEMENT OF DUTIES: Assists in the direction and administration of a physical medicine and rehabilitation program; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision of the Director of Physical Medicine and Rehabilitation, and of the Director - Grasslands Hospital when the former is not available, is responsible for professional supervision of the physical medicine and rehabilitation program, including the Hospital, County Home and Out-Patient Clinic services. These responsibilities include formal and informal instruction to staff and students in the fundamentals and techniques of the field. Supervision is exercised over a substantial number of employees in the division including physicians, therapists and attendants. In addition, a staff relationship exists with other services and with the County Home.

EXAMPLES OF WORK: (Illustrative Only)

Supervises patient care of patients on service;

Provides advice and instruction and prescribes therapy for patients or other services who are also in need of psychiatric care;

Provides supervision to overall rehabilitation programs at Hospital and County Home in absence of Director;

Conducts out-patient clinics, including Amputee and Brace Clinics;

Performs electrodiagnostic procedures;

Supervises paramedical program of the division, including the vocational counseling, physical therapy, occupational therapy, speech therapy, and social service;

Trains and supervises assigned residents and interns.

REQUIRED KNOWLEDGES, SKILLS, ABILITIES, AND ATTRIBUTES: Good knowledge of the field of physical medicine and rehabilitation; good knowledge of the general field of medicine, good knowledge of the medical devices and equipment associated with the rehabilitation of physically disabled persons; familiarity with the social and psychological factors associated with physical disabilities; ability to diagnose disabilities and rehabilitative needs of the patient; ability to instruct subordinates and other hospital personnel in the fundamentals of physical and rehabilitative medicine with either formal or informal methods; ability to formulate general plans of and to provide for construction or fabrication of assistive devices; sound professional judgment; good health.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from an approved school of medicine with an M.D. Degree*, supplemented by one year of training as an intern in an approved hospital, and three years of approved residency training in the field of physical medicine and rehabilitation.

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SPECIAL REQUIREMENTS: License or eligibility for license to practice medicine in New York State.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

West. Co.
J. C.: Non-Competitive
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Job Class Code: E0407
Job Group: XVI