

Physical Therapy and Chiropractic Aide

Bigfork Valley Rehab & Chiro Departments/ \$17.28 - \$24.61 / Full-Time

258 Pine Tree Drive, Bigfork, MN, United States

Benefits- Full & Part-time Employees

- Health Insurance: Bigfork Valley offers medical insurance with a Health Savings Account and employer contributions.
- Dental Insurance: Bigfork Valley offers dental coverage through Delta Dental.
- Vision Plan: Bigfork Valley offers vision coverage through VSP Vision Network.
- Healthcare and Dependent Care Flexible Spending Accounts: Bigfork Valley offers both Healthcare FSAs and Dependent Care FSAs to employees.
- Life Insurance and Long-Term Disability: Basic term life insurance and Long-Term Disability are provided to employees at no cost. Supplemental voluntary life is also available for employees and their dependents.
- Retirement: Employees are eligible to contribute to a 457(b) (traditional or Roth), with Bigfork Valley providing a match after one year of employment.
- Employee Assistance Program: Bigfork Valley offers you and your family members free, short-term counseling, referral, and support services.
- Paid Time Off (PTO) to offer a work-life balance.
- Employee Referral Program

Job Summary

- Promotes and maintains health by aiding in physical therapy and chiropractic services under the supervision and direction of physical therapists and chiropractors. Furthermore, supports the daily function of the Rehabilitation and Chiropractic Departments by assisting the administrative assistants with regular job duties.

Duties and Responsibilities

- Contributes to physical therapists' and chiropractors' effectiveness by providing complementary and supervised treatment in accordance with the Minnesota rules and statutes.
- As a Bigfork Valley Physical Therapy and Chiropractic Aid, primary job responsibilities shall include:
- Assists in passive therapeutic procedures, such as e-stim, NMES, cold-laser, thermos-stim, and ultrasound, under the direction and supervision of the physical therapist and chiropractor.
- Assists in active therapeutic procedures, such as exercise review, exercise demonstration, and exercise accountability as it relates to the patient, under the direction and supervision of the physical therapist and chiropractor.
- Assists in therapeutic procedures by administering, instructing, and encouraging manual exercises, gait training, functional activities, usual activities of daily living, or patient transfers under the direct supervision of therapists and chiropractors.
- Assist with the application of the Game Ready device to include proper set-up, removal, and cleaning.
- Assists in instructing patients in the use of supportive devices, such as crutches, canes, and prostheses.
- Greeting and receiving patients, such as from the nursing home, villa, hospital, or outside vehicle for those patients needing assistance.

Duties and Responsibilities continued

- Returning patients, such as from the nursing home, villa, hospital, or outside vehicle for those patients needing assistance.
- Assist patients onto stair steppers, treadmills, and stationary bicycles.
- Supporting therapists and chiropractors in their needs.
- Assist in compiling home exercise programs through utilized software as directed by the physical therapists and chiropractors.
- Directly informs therapists or chiropractors of any adverse treatment effects to patients while under care that may require documentation.
- Documents patient care services when necessary or discusses documentation with therapists or chiropractors.
- Provides continuity of care by helping patients adhere to proper management plans.
- Maintains legal and accreditation compliance by adhering to policy positions concerning federal, state, and local regulations, anticipating emerging issues.
- Follow and maintain HIPPA regulations and maintain patient confidentiality.
- As a Bigfork Valley Physical Therapy and Chiropractic Aid, secondary job responsibilities shall include:
- Cleaning the departments to ensure they are presentable and professional-looking to patients and that the working environment is safe.
- Cleaning therapy rooms after patient use.
- Fold and stock laundry (sheets, towels, pillowcases)
- Supporting administrative assistants in their needs.
- May answer telephones when needed.
- Assist in patient scheduling when needed.
- Assist with the management of paperwork, including copying, faxing, and scanning all necessary documentation.
- Assist in shredding necessary paperwork.
- Maintains a positive attitude towards patients and staff.
- Enhances physical therapy, chiropractic, and hospital reputation by accepting ownership for accomplishing new and different requests and exploring opportunities to add value to job accomplishments.
- All other duties as assigned.

About the Position

- Full-Time
- On-Site at Bigfork Valley

Qualifications

- High School Diploma/GED required.
- BLS/CPR Certification preferred.
- Certified Chiropractic Clinical Assistant preferred.
- One year of experience is preferred.

*The hourly wage for this position is \$17.28/hour to \$24.61/hour, with a median wage of \$20.95/hour. It is not typical for an individual to be hired at or near the top of the range for their role. Compensation decisions are dependent on the facts and circumstance of each case and on several factors including relevant work experience, education, certification & licensure, and internal equity. Hourly pay is just one part of the compensation package for employees.

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