



Clinical Team Lead

Position Title: Clinical Team Lead

Responsible To: Owner/Clinical Director

Supervises: Physical Therapists

Basic Objective:

This is a professional healthcare and leadership position requiring high levels of communication skills, quality, and productivity. The individual holding this position is responsible for direct supervision of clinical staff/aides. S/he is the go-to person for PT's that have questions or concerns. This position will require open communication with other department heads (Front Office, Billing Department, Marketing) as well as the Clinical Director (CD) and Owner of Willow Physical Therapy.

Key Performance Metrics for all Clinical Staff:

- Patient visits (9visits/day x 5days = 45 per week)
- Billed units per visit (3-4 units per visit)
- Patient Arrival rate (92% of patients arriving to their appointments)

Key Performance Metrics for Clinical Team Lead:

- Patient visits (approx. 42 - 43 per week)
- Billed units per visit (3-4 units per visit)
- Patient Arrival rate (92% of patients arriving to their appointments)

Duties and Responsibilities:

- Oversees that clinical staff is complying with all regulations and codes, which govern the practice of physical therapy.
- Provides, coordinates, and supervises the administration of services and physical modalities utilized in physical therapy as indicated by the established plan of care.
- Oversee that all clinicians adhere to documentation policies and regulations while maintaining a high level of service and delivery of care including documentation audits (1 time per year in January)
- Maintains key performance indicators for self and assists clinical staff in maintaining theirs - patient visits, CPT units billed, and patient arrival rate. This includes the POC tracker. Works with CD on developing strategies to improve performance as needed.
- Motivates, leads, encourages and sets the example to have the clinical staff attain the productivity targets.

- Attends regular staff meetings, once per week in which key performance indicators are discussed (Weekly Team Meeting)
- Responsible for coordinating and/or conducting in-services to his/her peers in the company. (PT education meetings - 2 times per month)
- Participates in regular meetings with Leadership Team and Owner as required. (2 times per month)
- Handles clinical service issues of the clinic and reports to the CD and Office Manager as appropriate.
- Ensures that there is adequate clinician coverage of PT services at all times. (Time off requests, sick, vacation, appointments, etc.)
- Communicates with Marketing Director as needed to maintain referral sources in the community.
- Participates in the interview process of PT's, PTA's, PT aides being considered for hire (including travel PT's).
- Participates in the training of the clinical professionals in conjunction with the CD.
- Responsible for assisting and if possible training their replacement.

Minimum Training and Experience:

- Graduate of an APTA accredited physical therapy and licensed as a physical therapist
- 5 years of clinical experience.
- Demonstrate excellence in PT: OCS, SCS, Certified in Manual Therapy, DPT (preferred), or Certification in Dry needling

Other Attributes:

- Excellent communications skills
- Leads by example and embodies company core values: Team, Passion, Gratitude, Optimism, Progress.
- Strong problem solving or planning skills
- Sound judgement
- Able to be a team player (because teamwork makes the dream work :))

Do you want to see if you qualify to be part of our team? Contact us today! Email Michelle at mkovalsky@willowpt.com.

TO BE CONSIDERED FOR THIS JOB, YOU MUST APPLY IN PERSON WITH COMPLETED APPLICATION, RESUME AND COVER LETTER. PLEASE BRING ALL OF THESE TO 544 4TH AVE. SUITE 102.