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# Example of Speech Language Job Description

Our company is growing rapidly and is looking for a speech language. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for speech language

* Ensure individuals receive services appropriate to their needs and consistent with regulatory requirements
* Select educational, recreational and social activities in order to aid patients in adjusting to their functional level
* Provide and participate in in-service education for other personnel relevant to techniques and objectives of program
* Assist in overall rehabilitation of patients’ medical/psychiatric condition
* Record progress on all active cases in therapy, monitor therapy status, and makes appropriate recommendations as changes occur
* Fits adaptive devices for students use such as splints or braces
* Participates in Initial Evaluation and Intake processes
* Assist with other duties such as arrival, dismissal, feeding, bathroom needs, classroom management
* Maintain equipment and orders supplies
* Review documentation submitted for surgical authorizations and durable medical goods

## Qualifications for speech language

* Follow a patient through their entire episode of care to expedite the process of transitioning the patient through the stages of their rehabilitation
* Ensure clinical information submitted for peer review and entered into patient's record is accurate and up to date
* Monitor network therapists to ensure the highest quality of Physical/Occupational/Speech Therapy and/or Orthopedic care services are being provided
* Supervise Contract Assistants working on their team to ensure that responses to authorizations requests are responded to
* Provide discharge planning prior to hospital admission and mid-transition of facilities
* Formulates a teaching plan based upon identified learning needs and evaluates effectiveness of learning