

Student Services Division  
Occupational and Physical Therapy  
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## Department Overview

The related services of Occupational and Physical Therapy (OT/PT) support academic and non-academic educational outcomes for students with disabilities in an educational setting. The focus of therapy is not rehabilitative in nature, but is viewed as a needed support for the student. OT/PT services promote participation in and access to the school curriculum and school environment. If a student requires the service, therapists collaborate with the appropriate teacher(s) to develop individualized goals and benchmarks. School therapists are licensed by the State of Nevada to practice skilled therapy in a school setting, public facility, or hospital.

## Performance Measures

**Communication:** The OT/PT Department communicates with parents through welcome letters to introduce each therapist and provides contact information annually to ensure parents are able to communicate directly with the therapist. Therapists communicate throughout the year with parents via telephone and email, providing progress reports, participating in parent involvement days, and IEP meetings.

**Consistency:** To ensure consistency, the OT/PT Policies and Procedures Handbook is updated and reviewed annually to ensure universal procedures are understood and followed by all OT/PT staff. Therapists new to CCSD receive four days of orientation and a mentor for their first year.

**Customer Service:** Customer service is evaluated by staff and families via the use of surveys. Results are reviewed and utilized to gather information to meet our department initiatives and goals.

## Department Services

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- Participate in annual IEP meetings for each student.
- Attend student meetings when assessments are completed.
- Attend IEP revision and informal staffing meetings when applicable.
- Facilitate engagement with families through communication, educational planning, and carryover school-to-home activities.
- Provide training to schools to facilitate students' safe access to the educational environment throughout the school day including transportation to and from school.
- Evaluate and treat students with disabilities.
- Maintain daily session notes and attendance records and write progress reports.
- Recommend adaptive equipment, environmental accommodations, and/or assistive technology.
- Work collaboratively with teachers, other school staff and parents/guardians to serve the school community in a variety of ways.

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