



## JOB DESCRIPTION

### Pediatric Speech Pathologist

**Job Title:** Pediatric Speech Pathologist

**Department:**

**Location:** Lake in the Hills, IL

**Reports To:**

**FLSA Status:** Exempt

**Travel:**

**Approved By:**

**Approved Date:**

#### Summary

Speech-language pathologists (SLPs) work to prevent, assess, diagnose, and treat speech, language, social communication, cognitive-communication, and swallowing disorders in children and adults.

#### Essential Duties and Responsibilities

The essential duties and responsibilities include the following. Other duties may be assigned.

- Perform comprehensive diagnostic evaluations on children and adolescents. Analyze, interpret, and document evaluation results.
- Develop patient care plan with short and long-term goals.
- Maintain all records in compliance with regulations, reimbursement requirements, and job responsibilities.
- Plan and provide individual and/or group therapy according to individual needs and goals.
- Perform routine documentation of client performance, adjusting goals and treatment as needed, and determine discharge care plans as appropriate.
- Provide family education and training to assist in carryover of skills into a client's daily living environment.
- Communicate with other professionals such as physicians, psychologists, social workers, behavior therapists, occupational therapists, physical therapists, and recreation therapists, with signed release of information.
- Team with parent and/or other team members in a therapy session, as appropriate.
- Make appropriate referrals for additional services such as psychiatry, psychology, dentistry, audiology, behavior therapy, occupational therapy, physical therapy and educational therapy.
- Maintain compliance with state and federal policies, Illinois state board for Speech-Language Pathology & Audiology & Hearing Aid Dispensers, and ASHA
- Supervise aides/volunteers, other Speech-Language Pathologists and/or Speech-Language Pathology Assistants as assigned
- Participate in in-services and/or parent education training programs, as appropriate.

#### Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

- **Analytical Skills** – for selecting the best diagnostic tools and analyzing results to identify an accurate diagnosis while developing an effective treatment plan.
- **Communication Skills** – for communicating diagnoses, test results and available treatments in terms that clients and their families can understand.
- **Compassion** – when working with individuals frustrated by the difficulties they are experiencing.
- **Critical Thinking Skills** – for adjusting treatment plans as required and identifying alternative ways to help.
- **Teamwork** - Balances team and individual responsibilities; Exhibit objectivity and openness to others' views; Gives and welcomes feedback; Contribute to building a positive team spirit; Puts success of team above own interests; Supports everyone's efforts to succeed.



## JOB DESCRIPTION

### Pediatric Speech Pathologist

#### Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

#### Education and/or Experience

Required:

- Master's Degree in speech-language pathology/communicative disorders or equivalent from an accredited college or university
- Valid Illinois License as a Speech-Language Pathologist issued from the Illinois Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board.
- Two or more years of experience preferred, but a strong candidate with less experience will be considered
- Pediatric experience required
- Proficiency with Microsoft Office Suite
- Knowledge or experience with Google Workplace preferred

#### Language Skills

Ability to read and interpret documents such as instructions, correspondence, safety rules, operating and maintenance instructions, and procedure manuals. Ability to write correspondence and routine reports. Ability to speak effectively and present information one-on-one and before small groups of clients or independent contractors of the organization.

#### Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

#### Reasoning Ability

Ability to apply common sense understanding to carry out written or oral instructions. Ability to deal with problems involving concrete variables in standardized situations.

#### Computer Skills

To perform this job successfully, an individual should have intermediate PC skills and knowledge of Internet software and Microsoft Office applications including word processing, spreadsheets, and database software. Must have the ability to operate general office equipment including copier and fax machine.

#### Physical Demands

The physical demands described here are representative of those that must be met by an independent contractor to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the independent contractor is regularly required to stand; use hands to finger, handle, or feel; and talk or hear. The independent contractor is occasionally required to



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walk; reach above shoulders; stoop, kneel, crouch or crawl. The independent contractor may be required to lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

#### **Work Environment**

The work environment characteristics described here are representative of those an independent contractor encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the independent contractor is frequently in an office setting. The independent contractor is occasionally exposed to moving mechanical parts associated with office equipment as well as equipment used for speech, occupational, and physical therapy. Independent contractor will also be exposed to receiving areas, and warehouses. Personal Protective Equipment may be required when working in designated areas. The noise level in the work environment is moderate.