PURPOSE

The purpose of the clinical ladder is to give Full and Part Time Occupational, Physical, and Speech therapists and assistants an opportunity to gain recognition and responsibility commensurate with their advanced clinical practice.

PROCEDURE

Procedures for clinical ladder placement and movement:

1. Upon completion of the 6 month trial service period, a full or part time therapist can be assigned to an appropriate clinical level based on experience.

2. The clinician will be evaluated annually for retention at the current level or movement within the clinical ladder.

3. The clinician can move up the clinical ladder at any time if they have met all the requirements for that level (i.e., need not wait until annual appraisal).

4. The clinician may be moved down the clinical ladder if they do not meet the requirements to remain at that level.

5. Failure to adhere to the professions Code of Ethics and/or Infinity Rehab’s Policies and Procedures may be cause for immediate lowering on the clinical ladder. This will be at the discretion of the Clinical Director or the Regional Director of Operations.

6. Upon completion of the 6 month trial service period, or at time of consideration, if a therapist meets Level III criteria, approval will be considered by the career track committee.

7. The Career Track committee will assign the therapists into the appropriate clinical level.

8. The Career Track committee will be comprised of representatives from Infinity Rehab, both clinicians and non clinicians.
LEVEL I - Clinician

To be eligible for Level I the therapist must have completed the 6 month trial service period and have adhered to the professions Code of Ethics and Infinity Rehab’s Policies and Procedures.

Minimum expectations to be a Level I Clinician:

1. The clinician will have 100% patient care responsibilities.
2. The clinician will not be required to supervise any student internships but may take 1-3 week long student internships (OT, OTA, PT, PTA or ST).
3. The clinician will be able to supervise observers, volunteers, or medical explorers.
4. The clinician will not be required to complete any outside projects.
5. The clinician will be expected to be cross-trained and knowledgeable in all other areas of rehabilitation services (OT, PT, and ST). i.e. Trans-disciplinary screening
6. The clinician will have at least one continuing education goal per year.

LEVEL II – Clinical Specialist

To be eligible for Level II the therapist must meet Level I criteria and have two years of clinical experience in the SNF environment. On the performance appraisal, professional goals have been met with 80% completion and the therapist meets productivity expectations. Level II applies to new hires if they have a minimum of 2 years experience with documentation of continuing education for skill advancement. The Clinician adheres to their profession’s Code of Ethics and Infinity Rehab’s Policies and Procedures.

Minimum expectations to maintain a Level II Clinical Specialist:

1. The clinician will take all level of student internships as requested.
2. The clinician will act as a mentor for new staff as requested.
3. The clinician participates in strategic planning and other committees as requested.
4. The clinician attends inservice opportunities based on educational goals and then presents to staff within an acceptable timeframe.
5. The clinician will assist in the development and implementation of an educational plan for the department/discipline.
6. The clinician will participate in community education efforts.
7. The clinician will assist in administrative functions as requested.
8. The clinician will assist in documentation reviews as requested.
9. The clinician will have at least two continuing education goals each year.
LEVEL III – Master Clinician

Level III applies to employees who have met all the criteria for Level II and have specialized certification from the American Board of Physical Therapy Specialties (ABPTS), PTA Recognition of Advanced Proficiency approved by the American Physical Therapy Association, specialty certification for OT’s and OTA’s and/or board certification for OT’s approved by the American Occupational Therapy Association Specialties Board (AOTASB) and American Speech-Language-Hearing Association (ASHA), and five years of clinical experience in the SNF environment.

For areas that are not recognized by a board certification (OT, PT, ST) the following criteria will apply:

- Be recognized as an expert with referral sources in the community
- Give evidence of relevant continuing education which includes a credentialing process. Areas which do not have a credentialing process will be considered on a case by case basis based on the following criteria:
  - The staff member receive referrals from (and can document same):
    - Other therapists in the community
    - Other community agencies
    - More than 1 physician, requesting therapist by name and/or specialty area
  - Documentation of continuing education in specialty area with one or more courses over 2 years and documentation of other research for self development.
  - Is utilized as a resource by other staff and assists/mentors related to area of specialization.

New hires are not routinely eligible for Level III unless determined by the Infinity Rehab Career Track committee to meet a mission-critical need.

Minimum expectations to be a Level III Master Clinician:

1. The clinician will have 90% patient care responsibilities.
2. The clinician actively utilizes specialty/certification skills in their daily practice.
3. The clinician will participate in program development in the area of certification or specialization.
4. The clinician will be an active participant in performance improvement of fellow therapists for areas of clinical expertise.
5. The clinician will assist in program marketing based on identified marketing plans.
6. The clinician will mentor for staff development and act as a resource for the clinical specialty area.
7. The clinician will provide continuing education/inservices to update staff in the area of clinical expertise.

See attached addendum for list of professional organizations’ endorsed specialties.
Clinical Specialties Established by APTA, AOTA, and ASHA

IMPORTANT: Prior to beginning the certification process, your area must be approved by the Career Track committee.

APTA (Clinical Specialist)
- Cardiopulmonary (CCS)
- Clinical Electrophysiologic (CECS)
- Geriatric (GCS)
- Neurologic (NCS)
- Orthopaedics (OCS)
- Pediatrics (PCS)
- Sports (SCS)

APTA (Advanced Proficiency for the Physical Therapist Assistant)
- Musculoskeletal
- Neuromuscular
- Integumentary
- Cardiopulmonary

AOTA (Specialty Certification; Board Certification) (Potential areas to be determined)
- Specialty Certification (Available to OT and OTA) (“OT,SC” or “OTA, SCA”)
  - Dementia
  - Vision
  - Driving
  - Ergonomics
  - Physical Agents
  - Orthotics
  - NICU
- Board Certification (Available to OT) (“OT, BC”)
  - Mental Health
  - Families and Child Health
  - Education Systems
  - Gerontology
  - Neurology
  - Musculoskeletal
  - Community Systems

ASHA
- Child Language
- Fluency Disorders
- Swallowing & Swallowing Disorders

Other Recognized Certified Clinical Specialties
- Certified Hand Therapist (CHT)
- Neuro-developmental Treatment (NDT)
- Lymphedema Management
- Wound Care (AAWC)
- Certified Strength & Conditioning Specialist (CSCS)
- Assistive Technology Practitioner (ATP)
# Clinical Career Ladder Program

<table>
<thead>
<tr>
<th>To Obtain:</th>
<th>Level I - Clinician</th>
<th>Level II - Clinical Specialist</th>
<th>Level III - Master Clinician</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100% Pt Care responsibilities meeting productivity goals</td>
<td>90% Pt Care responsibilities meeting productivity goals</td>
<td>90% Pt Care responsibilities meeting productivity goals</td>
</tr>
<tr>
<td>Worked for Infinity Rehab at least:</td>
<td>6 months</td>
<td>6 months</td>
<td>1 year</td>
</tr>
<tr>
<td>SNF Experience</td>
<td>2 years</td>
<td>5 years*</td>
<td></td>
</tr>
<tr>
<td>Specialty certification</td>
<td>Has identified and Infinity Rehab approved area of specialization</td>
<td>Is in the process of obtaining Infinity approved area of specialization</td>
<td>Has specialized board certification in approved area</td>
</tr>
<tr>
<td>Continuing Ed</td>
<td>Has taken at least one CEU class in specialty area.</td>
<td>Has at least one CEU class in specialty area within past 2 years and documentation of other research for self development</td>
<td></td>
</tr>
<tr>
<td>Recommendations</td>
<td>Written Area Rehab Director (ARD) and Therapist recommendation</td>
<td>Written Healthcare Professional recommendations and approval by the IR Career committee</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>To Maintain:</th>
<th>Level I Clinician</th>
<th>Level II Clinical Specialist</th>
<th>Level III Master Clinician</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Internships</td>
<td>Takes at least 1 student per year</td>
<td>Takes at least 1 student per year</td>
<td></td>
</tr>
<tr>
<td>Mentor/Resource</td>
<td>Serves as a mentor when requested</td>
<td>Serves as a mentor when requested/Serves as an identified Clinical Resource for Infinity Rehab employees</td>
<td></td>
</tr>
<tr>
<td>Continuing Education</td>
<td>Has at least one CEU goal per year</td>
<td>Has at least one CEU goal per year</td>
<td>Has at least two CEU goals per year</td>
</tr>
<tr>
<td>Instructor/community education</td>
<td>Presents to staff/community</td>
<td>Presents at Symposium or other IR forum</td>
<td></td>
</tr>
<tr>
<td>Marketing</td>
<td>Will assist in program marketing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IR Committee</td>
<td>Participates in IR committee as requested</td>
<td>Participates in IR committee as requested</td>
<td></td>
</tr>
</tbody>
</table>

*Other factors may be considered by the committee if a candidate does not meet the years of experience requirement. These may include role/responsibility within the organization or previous role/responsibility in another organization.

## Compensation and Benefits

| Level II | When all aspects are successfully completed, you will receive up to $750 reimbursement toward your Infinity Rehab approved certification |
| Level III | Career Track committee will recommend a one time, up to 2% salary increase. Additional continuing education monies of up to $500 above company provided CEU benefit. Professional dues paid for up to $500/year. |
**Clinical Ladder Application**  
**Level 2 and 3**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Facility:</td>
<td>Position:</td>
</tr>
</tbody>
</table>

Application for: [ ] Level 2  
[ ] Level 3

Please provide the following items with your application:

- Cover letter summarizing your training and qualifications for this designation and why you are a qualified candidate for this designation.

- Current Resume

- Provide copies of any published articles in both professional and non professional journals.

- Copies of continuing education certificates for the last 2 years.

- Written recommendations.

List the clinical internships for which you have been an instructor (in the last 2 years).  
 i.e. dates and length of internship

1. ______________________________________________________________
2. ______________________________________________________________
3. ______________________________________________________________
4. ______________________________________________________________

List any employees for whom you have been a designated Mentor (in the last 2 years).

1. ______________________________________________________________
2. ______________________________________________________________
3. ______________________________________________________________
4. ______________________________________________________________
List and describe committees you have been involved with at Infinity Rehab.
1. _________________________________________________________________
2. _________________________________________________________________
3. _________________________________________________________________
4. _________________________________________________________________

List the topic and dates of any community education you have provided.
   i.e. health fairs, seminars, etc.
1. _________________________________________________________________
2. _________________________________________________________________
3. _________________________________________________________________
4. _________________________________________________________________

List membership in professional organizations.
   (include offices held, committee involvement)
1. _________________________________________________________________
2. _________________________________________________________________
3. _________________________________________________________________
4. _________________________________________________________________

List any other additional activities, committees or special projects you have been involved with that you feel are relevant for this application.
1. _________________________________________________________________
2. _________________________________________________________________
3. _________________________________________________________________
4. _________________________________________________________________

______________________________
Signature of Applicant         Date