

STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION

ORTHOPEDIC APPLIANCE TECHNICIAN
CLASSIFICATION SERIES

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority [under Wis. Admin. Code ER 2.04] for making classification decisions relative to present and future positions performing technical duties related to the construction and fitting of orthopedic appliances. Positions allocated to this classification are located within state institutions. Positions allocated to this series are responsible for the various stages which result in a final functioning orthosis for clients. This classification specification will not specifically identify every eventuality or combination of duties and responsibilities of positions that currently exist, or those that result from changing programs emphasis in the future, rather, it is designed to serve as a framework for classification decision making in this occupational area.

B. Inclusions

The positions in this classification series are technical orthopedic appliance positions located within the Department of Health and Family Services. All positions allocated to this series must devote a majority of their time providing orthopedic appliance design, construction and/or fitting.

C. Exclusions

Excluded from this classification series are the following types of positions:

1. Positions which meet the statutory definition(s) of supervisor or management as defined in Wis. Stats. 111.81(19) and (13) as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which do not perform orthopedic appliance technical work for a majority of the time.
3. Positions which perform orthopedic appliance technical work within the University of Wisconsin Hospital and Clinics and are more appropriately classified as Hospital Orthopedic Appliance Technician.
4. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into and Progression Through This Series

Employees typically enter positions within this classification series by competitive examination. Progression through the series to the objective and senior level will normally occur through reclassification. Movement to the advanced level occurs through competitive examination.

II. DEFINITIONS

ORTHOPEDIC APPLIANCE TECHNICIAN - ENTRY

This is entry level technical work with orthopedic appliances. Positions allocated to this class are responsible for making minor repairs and assisting higher level staff in constructing and repairing orthopedic appliances. Periodically the incumbent builds specialized equipment from specifications, but does not evaluate the client's needs related to the specialized equipment. The work is performed under close supervision.

ORTHOPEDIC APPLIANCE TECHNICIAN - OBJECTIVE

This is objective level technical work with orthopedic appliances. Positions allocated to this class are responsible for constructing, altering and fitting a wider variety of orthopedic appliances than found at the entry level. This work will also involve direct client contact and interaction in which the incumbent will evaluate the client's needs, but such functions will not be in the majority. The work is performed under the limited supervision of higher level staff.

ORTHOPEDIC APPLIANCE TECHNICIAN - SENIOR

This is senior level technical work with orthopedic appliances. Positions allocated to this level are responsible for independently constructing, altering and fitting a wide variety of orthopedic appliances. Positions will spend a majority of time independently working with clients (internal and external) to evaluate their specialized positioning/mobilizing needs and building orthopedic appliances to meet those needs. This work typically involves participation with professional treatment staff (e.g., transdisciplinary team). The work is performed under general supervision of higher level staff.

ORTHOPEDIC APPLIANCE TECHNICIAN - LEAD

Positions at this level function as the single position within an institution which coordinates institution-wide service delivery system for rehabilitation and assistive technology. Assists program director with training of therapists, therapy affiliates and community staff regarding the design, fabrication and fitting of specialized equipment for the client. Coordinates the operation of the assistive technology lab. Oversees work of limited term and work-study staff. Serves as leadworker to lower level Orthopedic Appliance Technician staff. Oversees acquisition, maintenance and disposition of materials. Bills for services. Researches and designs new products and processes.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE NOTE

This classification series was modified through creation of an Orthopedic Appliance Technician 4 classification effective February 9, 1992 and announced in Bulletin CC-314. The specification was again modified effective January 19, 1997 and announced in Bulletin CC/SC-62 to retitle the classification levels and redefine the “lead” level to more accurately describe the work performed.

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