

Effective Date: December, 1989

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

THERAPIES CONSULTANT

I. DEFINITION

This is statewide consultative work providing services to state, county and private institutions in a specific therapy discipline. Employees at this level are responsible for assisting all levels of field personnel in the therapy area with program development and adherence to professional and legal standards. In addition to the involvement in the therapy programming at all types of institutions, employees at this level are responsible for consulting with the institutional program or management staff on budget issues, program administration, facilities and equipment needs, recruitment or professional personnel and the provision of discipline. Work is performed under general administrative supervision and employees have a great deal of latitude in assisting institutions with the therapy and related program.

Examples of work performed:

- Review institution programs in the therapy discipline and make recommendations for program improvements.
- Develop and conduct training and inservice programs for staff in the therapy discipline.
- Review current literature to maintain knowledge of the latest methods and practices in the discipline and disseminate this information to institution staff.
- Consult with institution management staff and clinical directors to assist in planning, organizing, staffing and implementing therapy programs.
- Consult with therapy program supervisors and staff in institutions regarding program development and the resolution of program problems.
- Assist institutions in recruiting and selecting staff in the therapy discipline, as needed.
- Interpret therapy concepts, methods and objectives to institutions and the public.
- Plan and conduct special projects, research studies, policy issue reviews or other projects as necessary.
- Maintain therapy program records and develop reports.

II. QUALIFICATIONS

The qualifications required for this classification will be determined on a position-by-position basis at the time of recruitment. Such determinations will be made based on an analysis of the objectives and tasks performed and by an identification of the education, training, work or other life experience which would provide reasonable assurance that the skills required to perform the tasks and the knowledge required upon appointment have been acquired.

RMM
39775