

Physical Therapy Manager

Job Code: 6220

Salary Grade: C09

FLSA Status: Exempt

The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.

Duties and Responsibilities

Directs, coordinates and manages Physical Therapy Department for inpatient rehabilitation and outpatient services. Performs administrative duties in reviewing operational effectiveness of department supervised and participates in making key operational decisions

- Directs, coordinates, and manages Physical Therapy Department for inpatient rehabilitation and outpatient services.
- Performs administrative duties in reviewing operational effectiveness of department supervised and attends administrative meetings and other required supervisory or in-service meetings.
- Supervises the Physical Therapy Department staff including physical therapists and physical therapist assistants to include recruiting, hiring, training, performance evaluation, disciplinary action and termination.
- Provides direct patient care to patients needing Physical Therapy.
- Completes appropriate documentation to include but not limited to patient evaluations, initial contact notes, progress notes, home programs, and discharge summaries according to documentation requirements established by policy and procedures.
- Performs various duties as needed to successfully fulfill the function of the position.

Minimum Qualifications

Education:

Required: Master's Degree in Physical Therapy

Experience:

Required: 48 months experience as a Physical Therapist.

Certifications or Licenses:

- Physical Therapy Licensure from the State of Oklahoma.
- Cardiopulmonary Resuscitation (CPR) certification.

Verification of education and licensure (if applicable) will be required if selected for hire.

Knowledge, Skills, and Abilities

- Advanced knowledge of anatomy and physiology.
- Ability to supervise.
- Ability to establish and maintain effective working relationships with others.
- Ability to express ideas clearly and concisely both verbally and in writing.
- Ability to multi-task.

Working Conditions

Physical: Standing for long periods of time. Manual dexterity. Stooping, bending, walking, and ability to lift up to 25 pounds.

Environmental: Clinic Environment

Printed Date: 09/12/2026