

City and County of San Francisco
Carol Isen
Human Resources Director



Department of Human Resources
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**NOTICE OF FINAL ACTION TAKEN BY THE
HUMAN RESOURCES DIRECTOR**

Date: June 13, 2023

Re: **Notice of Proposed Classification Actions – Final Notice No. 23 FY 2022/2023
(copy attached).**

In the absence of requests to meet addressed to the Human Resources Director, the classification actions contained in the above referenced notice became effective June 13, 2023.

Carol Isen
Human Resources Director

by: 

Steve Ponder
Classification and Compensation Director
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
DHR – Class and Comp Unit
DHR – Client Services Unit
DHR – Employee Relations Unit
DHR – Recruitment and Assessment Unit
DHR – Client Services Operations
Carol Isen, DHR
Sandra Eng, CSC
Erik Rapoport, SFERS
Theresa Kao, Controller/ Budget Division
E-File

**NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY
THE HUMAN RESOURCES DIRECTOR**

The following actions are being posted in accordance with Civil Service Rule 109. In the absence of a protest addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

Posting No: 23
Fiscal Year: 2022/2023
Posted Date: 6/6/2023
Reposted Date: N/A

AMEND THE FOLLOWING JOB SPECIFICATION(S):
(Job specification(s) attached)

Item #	Job Code	Title
1	2556	Physical Therapist

Protests on an item should be addressed to the Human Resources Director and can be submitted by mail to the City and County of San Francisco, Department of Human Resources, 1 South Van Ness Ave, 4th Floor, San Francisco, CA 94103 or by email to DHR.ClassificationActionPostings@sfgov.org. All protests must be received in writing no later than close of business seven (7) calendar days from the posting date, and must include the posting and item number(s), the basis on which the protest is submitted and identify the affected parties.

Copies of this notice may be obtained from the Department of Human Resources or from the website at: <http://sfdhr.org/index.aspx?page=109>. Copies of Civil Service Rule 109 may be obtained from the Department of Human Resources, the office of the Civil Service Commission at 25 Van Ness Ave, Suite 720, San Francisco, CA 94102 or from the website at: [Rule 109 Position Classification and Related Rules | Civil Service Commission](#).

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**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES**

**Title: Physical Therapist
Job Code: 2556**

DEFINITION

Under supervision, and as prescribed by referring physicians, administers tests and treatments to patients by using physical agents, such as light, heat, water, electricity, massage and therapeutic exercises; and performs related duties as required.

DISTINGUISHING FEATURES

This is the journey level classification in the physical therapist series. Employees utilize physical modalities in order to relieve pain, develop or restore function, prevent disability and maintain patients' maximum performance. Although the basic duties and responsibilities of all physical therapists are similar, the emphasis of the treatment program may differ according to the nature of the patients' disabilities, disorders or injuries. Positions are distinguished from the next higher level of Senior Physical Therapist in that the latter direct therapists in administering treatments and function as program administrators.

SUPERVISION EXERCISED

None.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

According to Civil Service Commission Rule 109, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Administers physical therapy treatments to patients by using physical means such as light, heat, water and electricity, massage and exercises, including gait training; utilizes standardized and specialized equipment in order to develop the patient's maximum performance.
2. Evaluates condition of the individual patients and plans and implements an appropriate treatment program accordingly.
3. Explains treatment objectives and methods to patients and their families, including instructing them in the use of prosthetic and orthotic devices and other special equipment and in procedures to be continued at home.
4. Instructs students-in-training and auxiliary personnel in elementary physical therapy procedures and techniques; coordinates patient rehabilitation with physicians, nurses, teachers, occupational therapists and personnel in other departments.
5. Evaluates and records treatments given and patient's response and progress; reports patient's progress to physician.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: current physical therapy treatment methods, including exercises, manual muscle testing, range of motion, electrotherapy, hydrotherapy and sterile technique; indications and contraindications for treatment; pathology, anatomy and kinesiology; various types of walkers, canes and crutches. Knowledge of child growth and development is desirable in specified positions requiring work with children.

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES**

**Title: Physical Therapist
Job Code: 2556**

Ability or Skill to: evaluate the condition of the individual patient and plan and implement an appropriate treatment plan accordingly; communicate orally and in writing; plan appropriate use of time.

Ability to work with children is desirable in specified positions requiring work with children.

MINIMUM QUALIFICATIONS

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

Education:

Experience:

License and Certification:

Requires registration as a Physical Therapist licensed by the Physical Therapy Board of California.

Substitution:

SUPPLEMENTAL INFORMATION

PROMOTIVE LINES

To: 2558 Senior Physical Therapist

ORIGINATION DATE:

AMENDED DATE: 04/20/1981; 06/22/2015; 06/13/2023

REASON FOR AMENDMENT: *To accurately reflect the current tasks, knowledge, skills & abilities, and minimum qualifications.*

BUSINESS UNIT(S): COMMN