

**OCCUPATIONAL THERAPY ASSISTANT**

DISTINGUISHING FEATURES OF THE CLASS: This is a skilled paraprofessional position involving responsibility for assisting in Occupational Therapist in the application of treatment procedures. The work is performed under the supervision of an Occupational Therapist who evaluates the patient, develops the treatment plan, and designates treatment procedures to be followed. Patient progress and observations are reported to the Occupational Therapist who modifies the treatment to promote maximum rehabilitative and restorative measures.

Supervision may be exercised over the work of Occupational Therapy Aides. Does related work as required.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Carries out occupational therapy procedures by working with residents individually or in groups to provide treatment of an illness or disability and training in the activities of daily living;

Confers periodically with Occupational Therapist regarding all facets of patient care and related activities;

May fabricate and apply splints and assistive devices, trains residents in self-care activities, and uses varied media to improve their physical or mental functioning;

Prepares and sets up occupational therapy treatment apparatus;

Participates with other facility personnel in the formulation of residents' total health care plans;

Supervises Occupational Therapy Aides as directed by the Occupational Therapist;

Observes, records and reports residents' reactions to occupational therapy treatments and programs;

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**Page 2**

Prepares and maintains records of treatment;

Provides for and observes safety precautions during all phases of therapy;

Inventories, cleans, stores and maintains supplies and equipment.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL**

**CHARACTERISTICS:** Working knowledge of the principles, techniques and terminology of occupational therapy treatment procedures; working knowledge of occupational therapy materials and equipment and their appropriate application to a variety of patient disabilities; ability to observe, record and report patients' responses to treatment; ability to work effectively with the aged, ill and disabled; and ability to plan and supervise the work of others.

**MINIMUM QUALIFICATIONS:** Certification by the New York State Education Department as an Occupational Therapy Assistant.