

CERTIFIED OCCUPATIONAL THERAPY ASSISTANT 1

KIND OF WORK

Paraprofessional occupational therapy work.

NATURE AND PURPOSE

Under immediate supervision, assists in assessment of patient/resident functioning levels and implements occupational therapy programs designed by registered therapists to provide sensory stimulation experiences, recreational activities and/or develop vocational/prevocational and basic living skills; performs related work as required.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Implements occupational therapy treatment plans designed to improve functional skill levels of patients/residents by conducting individual and group activities (eating, communication, balance, eye contact, range of motion, swimming, crafts, etc.).

Compiles and evaluates data regarding progress of patients/residents to develop an information base for use in treatment program planning by observation and charting attendance and participation in activities.

Maintains program facilities and equipment so that work areas are safe, adequately stocked and sanitary by checking and ordering supplies and equipment, cleaning tools and equipment, purchasing materials and storing activity materials.

Monitors occupational therapy activities conducted by paraprofessional staff or students assigned to the program area so that therapy services are delivered properly through observation, demonstration and instruction.

Recommends changes in the design of occupational therapy programs to registered therapist or interdisciplinary treatment team to improve functional skill levels by observing and documenting patient/resident progress.

Modifies patient/resident equipment to improve mobility and increase comfort by reshaping equipment such as wheelchairs or constructing support and ambulatory devices.

Feeds, bathes and grooms patients/residents - or supervises them in these activities - to ensure their health and well-being.

Provides health care to patients/residents so that response to treatment is not impeded by physical illness through administration of medications/ treatments, taking and monitoring vital signs, intervening when patient behavior is threatening to others or himself/herself.

### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

#### Knowledge of:

Occupational therapy techniques and procedures sufficient to design and implement sensory and manual dexterity activities which alleviate physical/mental handicaps and to develop or improve functional skill levels.

Occupational therapy equipment and materials sufficient to select effective activity devices and sensory stimuli.

The client groups (mentally ill, mentally retarded, geriatric, chemically dependent) sufficient to design appropriate group and individual activities.

Human development and physical disabilities sufficient to assist with patient/resident evaluations and adapt activities to meet individual needs and limitations.

Medications and their side effects sufficient to understand their impact on functional capabilities of patients/residents.

The rules, regulations, policies and practices governing delivery of occupational therapy sufficient to protect the rights and safety of patients/residents.

Transfer techniques sufficient to safely lift, move and position patients/residents.

#### Ability to:

Provide direction to staff and students in implementing occupational therapy activities.

Construct/modify equipment to meet the special needs of patients/residents or to prevent physical deterioration.

Observe, document and evaluate patient/resident progress and response to therapy.

Communicate with patient/resident to enhance response to therapy and to encourage participation in activities.

Provide and/or supervise patients/residents in performing activities of daily living by tube feeding, attaching adaptive feeding equipment, escorting to and monitoring activities in mealtime routines; by using specialized bathing tables, tubs and bath solutions.

Administer oral medications and health care treatments (such as soaks, topical creams and ointments).

LEGAL OR LICENSURE REQUIREMENTS (These must be met by all employees prior to attaining permanent status in the class.)

Completion of a two year college or vocational school program and certification as an Occupational Therapy Assistant.

SPECIAL WORK CONDITIONS

Jobs in this class may require the employee to regularly lift, transfer and position patients/residents. In addition, the employee may be subject to unpredictable and hazardous patient/resident behaviors.

Est.: 11/83  
Rev.:

TC: 4/84  
Former Title: Institution Occupational Therapy Assistant 1