

CERTIFIED OCCUPATIONAL THERAPY ASSISTANT

DISTINGUISHING FEATURES OF THE CLASS: This is technical occupational therapy work performed under the direction of an Occupational Therapist which involves a responsibility for providing rehabilitative services to individuals with mental, physical, or other impairments. Work guidance (e.g. lead work) may be provided to various levels of Occupational Therapy Aides. Does related work as required.

TYPICAL WORK ACTIVITIES:

Under supervision, regularly observes patients or school district's pupils to justify their continuance in the program;
Carries out medically prescribed treatments;
Makes periodic observations of treatment plans and recommends therapeutic changes in goals and program as appropriate;
Carries out Activities of Daily Living (ADL) training of patients on nursing units, or pupils in programs;
Maintains records of occupational therapy treatment on patients' charts or pupils' individual educational plan;
Provides work guidance to aides, volunteers and students assisting in the program;
Maintains a clean, orderly and safe work area;
Maintains an inventory of supplies;
Works with Occupational Therapist on the evaluation and fabrication of adaptive equipment;
Instructs in the use of adaptive equipment;
Promotes safety awareness;
Attends related conferences and seminars and reports pertinent information concerning patients or students;
May participate in in-service education programs;
May administer various yearly evaluation tests such as Beery, Gardner, LAP-D.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of occupational therapeutic principles, methods and techniques; working knowledge of the construction and care of occupational apparatus and equipment; ability to understand and carry out oral and written directions; ability to establish and maintain successful relationships with others.

MINIMUM QUALIFICATIONS: An Associate's degree or higher in a Certified Occupational Therapy Assistant program registered by the New York State Department of Education and,

1. Licensure by the New York State Education Department as a Certified Occupational Therapy Assistant and,
2. Eligibility for certification by the National Board for Certification in Occupational Therapy, Inc. and possession of such certification at the time of permanent appointment.

NOTE: A graduate of a two-year program for Certified Occupational Therapy Assistant is entitled to licensure in that title from the State Education Department and need only present proof of graduation to receive said license.