

Spec. Code:	4519
Occ. Area:	02
Work Area:	444
Prob. Period:	6 mo.
Prom. Line:	None
Effective Date:	09/15/11
Last Action	Rev.

## **OCCUPATIONAL THERAPY ASSISTANT**

### Series Narrative

Occupational therapist assistants work under the supervision of occupational therapists to implement treatment programs (established by the occupational therapist) to persons with mental, physical, emotional, or developmental impairments.

An Occupational Therapy Assistant typically –

1. plans and administers occupational therapy treatments as assigned by an occupational therapist, involving the selected application of educational, physical, and social activities designed to help patients regain physical and mental functioning or adjust to their handicaps
2. observes patients during treatment or participation in activities, reports observations to the therapist, and records them in the patient's chart
3. assists in the planning, development, and administration of the occupational therapy treatment program
4. instructs patients and families in home care programs about basic living skills and the care and use of adaptive equipment
5. participates in educational programs for students
6. supervises assigned personnel
7. performs other related duties as assigned

### Minimum Acceptable Qualifications

#### **CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER**

1. Eligibility for licensure as a certified Occupational Therapy Assistant by the Illinois Department of Financial & Professional Regulation at time of employment and passing score on examination for licensure within probationary period and possession within six months of application

#### **KNOWLEDGE, SKILLS AND ABILITIES (KSAs)**

1. Knowledge of techniques and procedures used in occupational therapy

2. Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects
3. Skill in monitoring/assessing the performance of yourself, other individuals, or organizations to make improvements or take corrective action
4. Skill in actively listen, giving one's full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times
5. Ability to plan and implement therapy
6. Ability to communicate effectively in the preparation of case reports
7. The ability to perform physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials
8. Supervisory ability