

OCCUPATIONAL THERAPY ASSISTANT

DEPARTMENT: Tioga County School Districts
CLASSIFICATION: Competitive
SALARY GRADE: To be determined
ADOPTED: 3/99; Tioga Co. Personnel & Civil Service

DISTINGUISHING FEATURES OF THE CLASS: This is a sub-professional position, which involves applying occupational therapy treatment to patients in a public health program. The work is performed under the direct supervision of a Certified Occupational Therapist, who evaluates the patient, develops the treatment plan and designates treatment procedures to be followed. The position is responsible for carrying out occupational therapy procedures as prescribed according to the Certified Occupational Therapist. Supervision may be exercised over the work of assigned Occupational Therapy aides or clerical staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Performs occupational therapy procedures to treat illness or disability, as directed by a certified Occupational Therapist;
- Observes, records and reports patients' reactions to occupational therapy treatments and programs;
- Prepares, sets up and maintains occupational therapy treatment apparatus;
- Prepares and maintains records of treatment;
- Confers regularly with a certified Occupational Therapist regarding all facets of patient care and related activities;
- Participates and consults with other facility personnel in the formulation of patients' total health care plans;
- Inventories and otherwise maintains supplies and equipment.

FULL PERFORMANCE KNOWLEDGE, 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 others; physical condition commensurate with the demands of the position.

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