

**COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION**

CLASS TITLE: OCCUPATIONAL THERAPY ASSISTANT

TITLE #: 1440

DISTINGUISHING FEATURES OF THE CLASS: This is a paraprofessional position involving responsibility for assisting an Occupational Therapist in the application of treatment procedures. The work is performed under the direct supervision of a Registered Occupational Therapist who evaluates the student, develops the treatment plan, and designates treatment procedures to be followed. Student 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 assigned Occupational Therapy Aides. Does related work as required.

TYPICAL WORK ACTIVITIES:

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

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

May fabricate and apply splints and assisting devices, trains students 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 students' total health care plans;

May supervise Occupational Therapy Aides as directed by the Occupational Therapist;

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 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 student disabilities; ability to work effectively with the ill and disabled; ability to plan and supervise the work of others; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Must possess and maintain a current registration certificate as an Occupational Therapy Assistant from the New York State Education Department.

JURISDICTIONAL CLASSIFICATION: Competitive

ADOPTED: 10/5/79

REVISED & ADOPTED BY MUNICIPALITIES: 9/24/85

REVISED: 4/21/92

REVISED: 6/29/98

REVISED: 1/17/01 MS

REVISED: 5/8/01 MS

LAST REVIEWED:

5/01 MS