

**A & D Home Health Care
JOB DESCRIPTION**

CERTIFIED OCCUPATIONAL THERAPY ASSISTANT

PURPOSES

The Certified Occupational Therapy Assistant, under the supervision of Registered Occupational Therapist, shall:

- assist the Occupational Therapist in providing specifically assigned service activities in accordance with a written therapy plan based upon a physician's orders and in accordance with established policies and procedures
- participate in and assist the Occupational Therapist in developing and reviewing the initial and comprehensive assessments of a patient's needs and the individualized care plan, and subsequent quarterly reviews
- perform all other related duties as assigned by the Registered Occupational Therapist.
- Ensure that visit information regarding therapy services rendered are accurately sent to the Agency in a timely manner

Demonstrate knowledge of and:

- Attend participate in, and complete all mandatory in-service education/training as required by the state regulations.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS

The Certified Occupational Therapy Assistant shall possess:

- as a minimum, an Associate's Degree as a Occupational Therapy Assistant from an accredited college or university
- a current, unencumbered certification to practice in this state as a Certified Occupational Therapy Assistant
- a current, unencumbered driver's license in this state.

One (1) year of experience providing occupational therapy services to residents in a health care setting is preferred.

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**PHYSICAL AND SENSORY REQUIREMENTS
(WITH OR WITHOUT THE AID OF MECHANICAL DEVICES)**

- > The Certified Occupational Therapy Assistant shall be able to:
- > Move intermittently throughout the day
- > Cope with the mental, emotional and physical stresses of the position
- > Relate to and work with ill, disabled, elderly, emotionally upset, and, at times, hostile patients.
- > See and hear or use prosthetics that will enable these senses to function adequately to ensure that the requirements of this position can be fully met
- > Lift, push, pull and move a minimum of fifty (50) pounds
be in good general health and demonstrate emotional stability.

***I have reviewed my job description and agree to perform all duties mentioned to the best of my ability; I understand that my job duties may change as the needs of the agency change. I further agree to notify my immediate supervisor if I am unable to complete any of my job duties in a timely manner.**

Employee's Signature

Date