

AlphaCare Home Health Corp.

Position: Certified Occupational Therapy Assistant (OTA)
Reports to: Director of Nursing, Clinical Manager and Occupational Therapist (OT)
Revised: 09/08/2020

Job Summary: Provide skilled therapy intervention and treatments to patients in the home setting supervised by the Registered Occupational Therapist. Care includes providing direct patient care according to the treatment plan established by the registered OT. Careful monitoring of patient status, progress toward goals and compliance with physicians orders. Responsible for teaching patients and their caregivers while preparing the patient and family for discharge as appropriate.

Qualifications/Educational Requirements:

1. A person who—
 - (a) Meets all of the following:
 - (1) Is licensed, unless licensure does not apply, or otherwise regulated, if applicable, as an Occupational Therapy Assistant by the State in which practicing.
 - (2) Graduated after successful completion of an Occupational Therapy Assistant education program accredited by the Accreditation Council for Occupational Therapy Education, (ACOTE) of the American Occupational Therapy Association, Inc. (AOTA) or its successor organizations.
 - (3) Is eligible to take or successfully completed the entry-level certification examination for Occupational Therapy Assistants developed and administered by the National Board for Certification in Occupational Therapy, Inc. (NBCOT).
 - (b) On or before December 31, 2009—
 - (1) Is licensed or otherwise regulated as an Occupational Therapy Assistant, if applicable, by the State in which practicing; or any qualifications defined by the State in which practicing, unless licensure does not apply; or
 - (2) Must meet both of the following:
 - (i) Completed certification requirements to practice as an Occupational Therapy Assistant established by a credentialing organization approved by the American Occupational Therapy Association.
 - (ii) After January 1, 2010, meets the requirements in paragraph (a) of this section.
 - (c) After December 31, 1977 and on or before December 31, 2007—
 - (1) Completed certification requirements to practice as an Occupational Therapy Assistant established by a credentialing organization approved by the American Occupational Therapy Association; or
 - (2) Completed the requirements to practice as an Occupational Therapy Assistant applicable in the State in which practicing.
 - (d) On or before December 31, 1977—
 - (1) Had 2 years of appropriate experience as an Occupational Therapy Assistant; and
 - (2) Had achieved a satisfactory grade on an Occupational Therapy Assistant proficiency examination conducted, approved, or sponsored by the U.S. Public Health Service.
 - (e) If educated outside the United States, on or after January 1, 2008—
 - (1) Graduated after successful completion of an Occupational Therapy Assistant education program that is accredited as substantially equivalent to Occupational Therapist assistant entry level education in the United States by—
 - (i) The Accreditation Council for Occupational Therapy Education (ACOTE).
 - (ii) Its successor organizations.
 - (iii) The World Federation of Occupational Therapists.
 - (iv) By a credentialing body approved by the American Occupational Therapy Association; and
 - (2) Successfully completed the entry-level certification examination for Occupational Therapy Assistants developed and administered by the National Board for Certification in Occupational Therapy, Inc. (NBCOT).
2. Minimum of two years' experience as an occupational therapy assistant.

Responsibilities/essential functions: The person in this position must be able to perform the following essential job functions with or without reasonable accommodations.

1. Implement occupational therapy services in accordance with physician's plan of treatment. Treatment is developed by the OT, signed by the physician, and planned, delegated and supervised by the OT. *
2. Implement use of orthotics designed by the OT as indicated by the client's condition and needs. *
3. Treat the client through use of therapeutic activities designed to restore function and self care activities for improving function under the direction of the OT. *
4. Observe, record and report the client's reaction to treatment and any changes in the client's condition to the OT and/or Clinical Manager. *
5. Participate in instructing the client, family and other health team personnel in the exercise program developed by the OT for strengthening and controlling the client's upper extremities. *
6. Cooperate with OT and appropriate staff to provide staff education when requested and arranged by the Clinical Manager. *
7. Demonstrate and teach alternate techniques developed by the OT to complete activities of daily living, proper transfer and positioning. *
8. Assist the OT in ordering and/or fabricating adaptive/assistive devices and equipment. *
9. Attend client care conferences. Initiate client care conferences for complex and/or multidisciplinary clients when needed or helpful to ensure good coordination of care. *
10. Develop, prepare and maintain individualized client care progress records with accuracy, timeliness and according to policies. Submit accurate documentation in accordance with agency policies.*
11. Keep abreast of occupational therapy trends and knowledge.
12. Participate in in-service programs. *
13. Perform other related and assigned duties.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS

The work environment and physical demands described here are representative of those required by an employee to perform to the essential functions of this job with or without reasonable accommodations.

Physical Elements

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, to enable the employee to communicate effectively;
- Sufficient manual dexterity, with or without reasonable accommodation, to enable the employee to operate a personal computer, telephone, and other related equipment;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, to enable the employee to safely lift, move, or maneuver whatever may be necessary to successfully perform the duties of their position;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, to enable the employee to efficiently function in a general office environment; and
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, to enable the employee to efficiently function in a general office environment, with frequent travel to a variety of field sites.

Environmental Elements

Employee works in an office environment sometimes with moderate noise levels, controlled temperature conditions and sometimes travels to patients homes where they may have direct exposure to hazardous substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Employee will have to travel to a variety of patient homes and perform in conditions that vary greatly depending upon the client's home environment. Some homes will be clean, neat, and maintained at a comfortable temperature. Other homes may be cluttered, dirty, with an uncomfortable temperature.