Occupational Therapy Assistant Job Description

- Alter treatment programs to obtain better results if treatment is not having the intended effect.
- Assemble, clean, and maintain equipment and materials for patient use. Design, fabricate, and repair assistive devices and make adaptive changes to equipment and environments.
- Demonstrate therapy techniques, such as manual and creative arts, and games. Evaluate the daily living skills and capacities of physically, developmentally or emotionally disabled clients.
- Implement, or assist occupational therapists with implementing, treatment plans designed to help clients function independently.
- Instruct, or assist in instructing, patients and families in home programs, basic living skills, and the care and use of adaptive equipment.
- Monitor patients' performance in therapy activities, providing encouragement. Observe and record patients' progress, attitudes, and behavior, and maintain this information in client records.
- Order any needed educational or treatment supplies. Report to supervisors, verbally or in writing, on patients' progress, attitudes and behavior.
- Select therapy activities to fit patients' needs and capabilities.
- Work under the direction of occupational therapists to plan, implement and administer educational, vocational, and recreational programs that restore and enhance performance in individuals with functional impairments.
- Assist educational specialists or clinical psychologists in administering situational or diagnostic tests to measure client's abilities or progress.
- Aid patients in dressing and grooming themselves.
- Maintain and promote a positive attitude toward clients and their treatment programs.
- Perform clerical duties such as scheduling appointments, collecting data, and documenting health insurance billings.
- Other duties as assigned.

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Signature

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Date