



# Example of Certified Occupational Therapy Assistant Job Description

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Our growing company is searching for experienced candidates for the position of certified occupational therapy assistant. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for certified occupational therapy assistant

- Demonstrate skills in patient/client treatment and professional consultations to achieve maximum patient/client independence in accordance with individual's functional level and potential
- Have graduated from a two-year college level program approved by the American Occupational Therapy Association, as indicated by school transcript or diploma, or
- Assists in the update of therapeutic plans of care and treatment based on patient needs throughout patient's treatment/stay under the direct supervision of a licensed Occupational Therapist
- Assists in the implementation of therapeutic plans of care and treatment based on patient needs throughout patient's treatment/stay under the direct supervision of a licensed Occupational Therapist
- Assists in the completion of required documentation, in an accurate and thorough manner, of Occupational Therapy treatment in accordance with FHS documentation standard under the supervision of a licensed Occupational Therapist
- Provide initial patient evaluation, in accordance to physician request, in order to initiate appropriate treatment
- Communicate with patients, physicians, nurses and other personnel regarding patient care

- Provide therapist suggestion for treatment when appropriate
- Meets the requirements for certification as an Occupational Therapy Assistant established by the American Occupational Therapy Association

### **Qualifications for certified occupational therapy assistant**

- Licensure as a Occupational Therapist Assistant in Pennsylvania or eligibility for licensure
- Requires critical thinking skills, decisive judgment and the ability to work under supervision
- Current licensure as Occupational Therapy Assistant in practicing state and/or nationally certified
- Ability to relate professionally and positively and work cooperatively with residents, families and other employees at all levels
- Possess computer skills of the types and at a level necessary to accomplish the job
- Perform patient visits