



Provincial Job Description

TITLE:
**(026) Occupational & Physical
Therapist Assistant**

PAY BAND:
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FOR FACILITY USE:

SUMMARY OF DUTIES:

Assists with treatment programs and application of therapeutic modalities under the direction of a Registered Therapist to restore, maintain and/or enhance the level of functional independence and quality of life of clients/patients/residents.

QUALIFICATIONS:

- ◆ Occupational /Physical Therapist Assistant diploma

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Basic computer skills
- ◆ Communication skills
- ◆ Interpersonal skills
- ◆ Ability to work independently
- ◆ Valid driver's license, where required by the job
- ◆ Laser Certification, where required by the job

EXPERIENCE:

- ◆ Previous: No previous experience required.

KEY ACTIVITIES:

A. Therapeutic Intervention

- ◆ Performs and/or assists with therapeutic/functional programs and motivates clients/patients/residents to achieve goals (e.g., self-care training, chest therapy, therapeutic exercise, range of motion, hydrotherapy, hot wax, serial splinting).
- ◆ Assists clients/patients/residents with mobility (e.g., dangling, walking, transferring, care/use of mobility aids).
- ◆ Assists clients/patients/residents with recreation programs (e.g., horticulture programs, cooking, computer use).
- ◆ Assists with the application of modalities (e.g., thermal, electrical, Jobst, intermittent compression pump).
- ◆ Applies therapeutic treatment under the direction of a Physical Therapist (e.g., ultrasound, laser, Interferential muscle stimulation, TENS [Transcutaneous Muscle Stimulation], SPO2 [Pulse Oximeter] Monitor, blood pressure monitor).
- ◆ Assists with application and removal of braces and prostheses.
- ◆ Provides home visits for postoperative surgery programs (e.g., deliver/check equipment, review exercise programs, practice balance training, chest therapy).
- ◆ Observes, facilitates, monitors and communicates/charts client progress or equipment adaptations Provides input into client/patient/resident care plans.
- ◆ Scores standardized tests (e.g., BERG, TUG, BRADEN Scale, MOCA).
- ◆ Provides Activities of Daily Living training (e.g., correct, cue, prompt, dressing, feeding).
- ◆ Educates clients, family members, nursing and other staff (e.g., back education, self-care training, use of equipment, transfers and positioning).
- ◆ May assist with cardio respiratory treatments (e.g., percussions, vibration and positioning).
- ◆ May assist with pool therapy program.

B. Equipment

- ◆ Assists with the modification, fabrication, construction of adaptive equipment and treatment devices (e.g., molding, sewing, splints, specialty surfaces, beds and mattresses).
- ◆ Obtains quotes for equipment.
- ◆ Liaises with equipment suppliers (e.g., Saskatchewan Abilities Council).
- ◆ Maintains, cleans, monitors, modifies and arranges repair of equipment (e.g., wheelchairs, TENS).

C. Administrative Duties

- ◆ Schedules patients and prioritizes appointments.
- ◆ Completes insurance forms and invoices.
- ◆ Team conferences for discharge planning.
- ◆ Performs clerical duties (e.g., word processing, filing, answering telephone, scanning, emailing, charting and billing).
- ◆ Arranges for transportation.

D. Education

- ◆ Educates clients/patients/residents and families on services and equipment use (pre- and post-op) under the direction of the Therapist.
- ◆ Provides in-service for other staff on how to use adaptive equipment.
- ◆ Assists Therapist with providing educational opportunities to other facilities.
- ◆ Promotes staff health and wellness.

E. Related Key Work Activities

- ◆ Provides occasional guidance to the primary function of others, including training.
- ◆ Maintains departmental statistics.
- ◆ Escorts/drives clients on outings.
- ◆ Monitors and maintains inventory.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: April 20, 2023