



# *Provincial Job Description*

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

**PAY BAND:**  
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***FOR FACILITY USE:***

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***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).
- ◆ 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).
- ◆ Liaises with equipment suppliers (e.g., Saskatchewan Abilities Council), where required.
- ◆ Maintains, monitors and arranges repair of equipment (e.g., wheelchairs, TENS, ultrasound and interferential current.)

### **C. Administrative Duties**

- ◆ **Scheduling patients and prioritizing appointments.**
- ◆ **Prioritizing requisitions.**
- ◆ **Team conferences for discharge planning.**
- ◆ **Performs clerical duties (e.g., word processing, filing, answering telephone, charting and billing).**

### **D. Education**

- ◆ **Educates clients/patients/residents and families on equipment use 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, where required by the job.**
- ◆ **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:***

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***SGEU:***

***SAHO:***

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***January 15, 2015***