

Use of Aides

339-010-0055 Occupational Therapy Aides Tasks

(1) An "aide" is a person who provides support services to an occupational therapist and occupational therapy assistant, but is not licensed by the Occupational Therapy Licensing Board. Any aide who is working with or supporting patients, and is performing activities covered under the occupational therapy plan of treatment, is considered an occupational therapy aide. The occupational therapy practitioner is responsible for the overall use and actions of the aide, and must ensure the competency of the aide performing the assigned tasks.

(2) An occupational therapist or occupational therapy assistant may supervise the aide. When the aide is performing treatment related tasks, the supervising occupational therapy practitioner must be within sight or earshot of the aide, and must be immediately available at all times to provide in-person direction, assistance, advice, or instruction to the aide.

(3) Treatment related tasks that the aide may assist with under the direct supervision of the occupational therapy practitioner include:

- (a) Routine transfers;
- (b) Routine care of patient's personal needs during the course of treatment;
- (c) Execution of a well-established routine activity and/or exercise;
- (d) Assisting the occupational therapy practitioner as directed during the course of treatment.

(4) Non-treatment related tasks that may be performed by the occupational therapy aide include:

- (a) Clerical;
- (b) Secretarial;
- (c) Housekeeping;
- (d) Supply ordering;
- (e) Equipment maintenance;
- (f) Fabrication of generic strapping material for splints;
- (g) Transporting patients;
- (h) Preparation of the work area or equipment.

(5) An aide does not provide skilled occupational therapy services in any practice setting. These rules do not apply to school aides and occupational therapists working in school settings. The rules on aides in the education setting are found in OAR 339-010-0050.

AOTA Guidelines follow:

The ATOA 2005 Supervision Guidelines dealing with OT use of aides states:

"Aide" means a person who is not licensed by the Board and who provides supportive services to occupational therapists and occupational therapy assistants. An aide shall function under the guidance and responsibility of the occupational therapist and may be supervised by the occupational therapist or an occupational therapy assistant for specifically selected routine tasks for which the aide has been trained and has demonstrated competency.

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8. Supervision of Aides in Occupational Therapy: An aide, as used in occupational therapy practice, is an individual who provides supportive services to the occupational therapist and the occupational therapy assistant. Aides are not primary service providers of occupational therapy in any practice setting. Therefore, aides do not provide skilled occupational therapy services. An aide is trained by an occupational therapist or an occupational therapy assistant to perform specifically delegated tasks. The occupational therapist is responsible for the overall use and actions of the aide. An aide first must demonstrate competency to be able to perform the assigned, delegated client and non-client- related tasks.

- (1) The occupational therapist must oversee the development, documentation, and implementation of a plan to supervise and routinely assess the ability of the occupational therapy aide to carry out client and non-client-related tasks. The occupational therapy assistant may contribute to the development and documentation of this plan.
- (2) The occupational therapy assistant may supervise the aide.
- (3) Non-client-related tasks include clerical and maintenance activities and preparation of the work area or equipment.
- (4) Client-related tasks are routine tasks during which the aide may interact with the client but does not act as a primary service provider of occupational therapy services. The following factors must be present when an occupational therapist or occupational therapy assistant delegates a selected client-related task to the aide:
 - (a) The outcome anticipated for the delegated task is predictable
 - (a) The situation of the client and the environment is stable and will not require that judgment, interpretations, or adaptations be made by the aide
 - (b) The client has demonstrated some previous performance ability in executing the task
 - (c) The task routine and process have been clearly established
- (6) When performing delegated client-related tasks, the supervisor must ensure that the aide
 - a. is trained and able to demonstrate competency in carrying out the selected task and using equipment, if appropriate,
 - b. has been instructed on how to specifically carry out the delegated task with the specific client, and
 - c. knows the precautions, signs, and symptoms for the particular client that would indicate the need to seek assistance from the occupational therapist or occupational therapy assistant.
- (7) The supervision of the aide must be documented and include
 - a. information about frequency and methods of supervision used,
 - b. the content of supervision, and C) the names and credentials of all persons participating in the supervisory process.