



Occupational Therapy Licensing Board (OTLB)

OTA Supervision

2025 OTA/O Conference, Seaside, OR.



Board Member & Staff Introductions



Goals of the presentation:

- Review what is written in statute and rule.
- Review the AOTA Supervision Guidelines
- Discuss persistent issues that continue to arise over supervision between OTAs and OTs
- Provide resources available
- Licensing Board JEOPARDY! Test your knowledge and win prizes!



Oregon Law: An OTA can work only under the supervision of a licensed OT.

ORS 675.210 - Definitions

(4) “Occupational therapy assistant” means a person licensed to assist in the practice of occupational therapy under the supervision of an occupational therapist.

Oregon Rule: An OTA must file their OT Supervisor with the board prior to starting work!

➤ **339-010-0035 Supervision of an Occupational Therapy Assistant**

- (1) Any person who is licensed as an occupational therapy assistant may assist in the practice of occupational therapy only under the supervision of a licensed occupational therapist.
- (2) Before an occupational therapy assistant assists in the practice of occupational therapy:
 - (a) The occupational therapy assistant must log into their online license portal with the board and record the name of the licensed occupational therapist who will supervise them, the site where supervision will take place and the supervision start date.
 - (b) The licensed occupational therapist whose name is recorded in the online license portal with the board must log into their online license portal and confirm their supervision of the occupational therapy assistant by updating the approval status to “approved”.
- (3) An occupational therapy assistant always requires at least general supervision.
- (4) The supervising occupational therapist shall provide closer supervision where professionally appropriate.
- (5) The supervisor, in collaboration with the supervisee, is responsible for setting and evaluating the standard of work performed.

Oregon Rule: Levels of supervision are defined under 339-010-0005 Definitions.

➤ **339-010-0005 Definitions**

- (1) "Supervision," is a process in which two or more people participate in a joint effort to promote, establish, maintain and/or evaluate a level of performance. The occupational therapist is responsible for the practice outcomes and documentation to accomplish the goals and objectives. Levels of supervision:
 - (a) "**Close supervision**" requires daily, direct contact in person at the work site;
 - (b) "**Routine supervision**" requires the supervisor to have direct contact in person at least every two weeks at the work site or via telehealth as defined in OAR 339-010-0006(9) with interim supervision occurring by other methods, such as telephone or written communication;
 - (c) "**General supervision**" requires the supervisor to have at least monthly direct contact in person with the supervisee at the work site or via telehealth as defined in OAR 339-010-0006(9) with supervision available as needed by other methods.



AOTA Supervision Guidelines

“Guidelines for Supervision, Roles, and Responsibilities During the Delivery of Occupational Therapy Services” (2020)

- **“Occupational therapists are responsible for all aspects of occupational therapy service delivery and are accountable for the safety and effectiveness of occupational therapy services and the service delivery process.”**
- **“Occupational therapy assistants deliver occupational therapy services within a supervisory relationship and in partnership with occupational therapists.”**

AOTA Supervision Guidelines

“Guidelines for Supervision, Roles, and Responsibilities During the Delivery of Occupational Therapy Services” (2020)

- **Determine together the appropriate quality and frequency of supervision to ensure safe and effective occupational therapy service delivery and consider:**
- **Complexity of client needs, # and diversity of clients, Skills of the OT and OTA; practice setting and its requirements, and other regulatory requirements.**
- **Use: direct face-to face contact include observation, modeling, co-treatment, discussions, teaching, and instruction.**
- **Documentation may include Method and Frequency of supervisory contact, type(s), Content areas addressed, Evidence to support areas and levels of competency, and**
- **Names and credentials of the persons participating in the supervisory process**
- **The AOTA Supervision Guidelines break this down by evaluation, Intervention Planning, Intervention Implementation and Review, Outcome Evaluation**
- **Note: There are separate Supervision Guidelines for supervision of Limited permit Holder and Use of Aides.**



Question 1: Challenges of supervision of new grads due to low staffing and high productivity levels.

“What if new grads are unable to get the level of supervision they require because of low staffing or productivity?”

“Is there guidance for training and supervising a new OTA in a school district with high caseload?”



Question 2: Experienced OTA supervised by a new grad OT

- ▶ **“What are the parameters for an OTA to utilize treatment interventions which are obtained through continuing education when the supervising OT does not have corresponding knowledge of the intervention?”**
- ▶ **Can you give some guidance for new grads for supervising OTAs with more experience and that power dynamic?”**



Question 3: The OTA is your boss!

- ➔ **“Issues with OTA who is also rehab director who doesn’t take clinical directives well but is also the boss.”**



Question 4: Documentation

- **What are the requirements in Oregon for documentation of supervision by an OT and OTA?**
- **Is the OT responsible for signing OTA notes?**



Question 5: Criteria for standardized testing?

- **“Are there specific criteria for competency for standardized testing or a specific years of experience?”**



Question 6: Managing supervision when an OTA is working with several different OTs.

- **How should supervision of an OTA be handled when the OTA works in a supervisory relationship with multiple OTs in their setting?**



Resources available:

[Oregon Revised Statutes](#)

[Oregon Administrative Rules](#)

[OTLB website](#) documents available:

- [Supervision packet](#)
- [Examples of Types of supervision](#)
- [Quick Fact Sheet – for employers](#)
- [FAQ's by setting](#)
- Sample Supervision logs

[AOTA Supervision Guidelines](#)