



# North Dakota State College of Science

## Occupational Therapy Assistant Program

### Essential Functions for OTA Students

#### Physical Skills

##### Hearing:

- Must be able to carry on a conversation with colleagues, clients, and caregivers
- Must be able to answer telephones and accurately record messages
- Hear signs of distress and emergency alarms such as fire alarms, buzzer on locked doors, etc.

##### Sight:

- Natural or corrected
- Depth Perception
- Color vision
- Observation

##### Mobility:

\*Navigate to and around the learning environments associated with academic and fieldwork sites.

- Physical strength, motor control to assist in lifting and transferring patients, and assisting with ambulation.
- Must be able to stand, run in necessary, kneel, and bend.
- Manual dexterity, endurance to engage in occupational therapy interventions such as adapting equipment, fabricate splints, demonstrating a variety of occupational activities for patients/clients.
- Fine motor control of the hand, fingers, and wrist.
- Perform CPR and other activities associated with patient care.

##### Reaching:

- Overhead
- In front of body
- Down
- Side to side

**Balance:**

-Standing (dynamic and static)

**Sit:**

-Trunk control to maintain balance in sitting position  
-For varying lengths of time and various chair surfaces

**Coordination:**

-Eye, hand, foot

**Mental/Cognitive Abilities**

**Communication: Writing**

-Comprehend and use English language both verbally and in writing that is understandable and adheres to rules of grammar, spelling, punctuation, sentence, and paragraph structure and reflects understanding of technical information.  
-Use of professional technology.  
-Documentation reflects use of goals and functional outcomes for reimbursement.

**Communication: Reading**

-Comprehend medical records, documents, evaluation reports, journals, instruction in use of maintenance of equipment, safety rules, and procedures.

**Communication: Reporting**

-Orally: at team meetings, staffing, family conferences, and educational sessions.

**Communication: Computer**

-Retrieve information  
Produce documents  
Send information  
Use computer monitor

**Reasoning:**

-Deal with abstract and concrete variables, define and solve problems, collect data, and draw valid conclusions.

**Perception:**

-Ability to evaluate and treat visual perceptual skills in the areas of visual discrimination in figure-ground, spatial relationships, position in space, form constancy, and visual memory.

### **Social/Personal Skills:**

- Prioritize, attend to, and complete multiple task responsibilities in an effective, accurate, and timely manner.
- Be able to work under supervision as demonstrated by accepting and carrying out responsibilities for direction, controlling, and planning work-related tasks.
- Conduct is in compliance with AOTA Code of Ethics, Standards of Practice, policies and procedures of the College, Program, and Fieldwork sites.
- Demonstrate a respect for personal and professional boundaries of self, peers, supervisors, faculty, other professionals, clients, and caregivers.
- Possess professional etiquette in regards to telephone and computer use; professional appearance, including compliance with dress code; grooming and hygiene; verbal and written communication, including social; professional relationships with peers, supervisors, faculty, other colleagues, clients, and the public.
- Demonstrate poise and coping skills in regard to academic learning processes, fieldwork experiences, supervisor/faculty relationships, and professional/personal responsibilities associated with an intensive educational program.
- Demonstrate a respect for and sensitivity to the cultural diversity of peers, faculty, supervisors, other professionals, clients, caregivers, and the public. This includes gender, disability, religion, sexual orientation, ethnicity, and socio-economic status.

### **Environmental Factors**

- Able to work indoors and outdoors. May need to escort clients into the Community as part of intervention plan.
- May be exposed to slippery and uneven walking surfaces
- Use computer monitor
- Work alone, with others, or around others.
- Operate motor vehicle to travel various intervention sites
- May need to wear safety glasses, face mask, protective clothing, gloves
- May be exposed to blood and other body fluids

\*Course syllabi, objectives, and fieldwork experiences of the program outline specific learning and performance objectives.

\*Individuals seeking reasonable accommodations to complete the learning and performance objectives of the OTA Program may contact the office of the Disabilities Coordinator at NDSCS at 1-800-342-4325 ext. 2623.

Established: August, 2004