

4755-7-04

Supervision.

(A) Supervision must ensure consumer protection. The supervising occupational therapist is ultimately responsible for all clients and is accountable and responsible at all times for the actions of persons supervised, including the:

- (1) Occupational therapy assistant;
- (2) Student occupational therapist;
- (3) Student occupational therapy assistant; and
- (4) Unlicensed personnel.

(B) The following occupational therapist/occupational therapy assistant supervisory ratios shall apply:

- (1) When performing client evaluations, direct client treatment, and supervision of occupational therapy personnel, a 1.0 full-time equivalent (FTE) occupational therapist shall supervise no more than four (4) FTE occupational therapy assistants.
- (2) When performing client evaluations and supervision of occupational therapy personnel only, with no direct client treatment responsibilities, a 1.0 FTE occupational therapist shall supervise no more than six (6) FTE occupational therapy assistants.
- (3) A supervising occupational therapist with the status of less than 1.0 FTE shall supervise a proportionate number of occupational therapy assistants.

(C) Occupational therapy assistant.

Supervision of the occupational therapy assistant, as defined in division (C) of section 4755.04 of the Revised Code, requires initial direction and periodic inspection of the service delivery and relevant in-service training. The supervising occupational therapist need not be on-site, but must be available for consultation with the occupational therapy assistant at all times.

- (1) The supervising occupational therapist must provide supervision at least one time per week for all occupational therapy assistants who are in their first year of practice.
- (2) The supervising occupational therapist must provide supervision at least one time per month for all occupational therapy assistants beyond their first year of practice.
- (3) Supervision requires an interactive process between the supervising occupational therapist and the occupational therapy assistant. The interactive

process must include, but is not limited to, review of the following:

- (a) Client assessment;
- (b) Client reassessment;
- (c) Treatment/intervention plan;
- (d) Intervention; and
- (e) Discontinuation of treatment/intervention plan.

(4) Co-signing client documentation alone does not meet the minimum level of supervision.

(5) It is the responsibility of the occupational therapist and occupational therapy assistant to establish evidence that the supervision occurred in accordance with the requirements of this rule. This evidence may include documentation in the client record, or it may exist as a separate document, such as a collaboration log.

(6) The supervising occupational therapy assistant is accountable and responsible at all times for the actions of all student occupational therapy assistants and unlicensed personnel supervised by the supervising occupational therapy assistant.

(D) Student occupational therapist.

(1) A student occupational therapist shall be supervised by an occupational therapist who has completed at least one year of clinical practice as a fully licensed occupational therapist.

(2) The student occupational therapist, who is being supervised in accordance with the laws and rules governing the practice of occupational therapy, may supervise unlicensed personnel.

(E) Student occupational therapy assistant.

(1) A student occupational therapy assistant shall be supervised by an occupational therapist or occupational therapy assistant who has completed at least one year of clinical practice as a fully licensed occupational therapist or occupational therapy assistant.

(2) The student occupational therapy assistant, who is being supervised in accordance with the laws and rules governing the practice of occupational therapy, may supervise unlicensed personnel.

(F) Supervising occupational therapists shall confirm that all occupational therapy assistants they supervise hold current, valid licenses to practice occupational therapy in this state prior to allowing the occupational therapy assistant to engage in the practice of occupational therapy.

(G) Occupational therapy assistants shall confirm that all occupational therapists by whom they are supervised hold current, valid licenses to practice occupational therapy in this state prior to engaging in the practice of occupational therapy.

(H) Any documentation written by an occupational therapy assistant, student occupational therapist, or student occupational therapy assistant for inclusion in the client's official record shall be co-signed by the supervising occupational therapist.

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