

Minimum Qualification Specifications  
for the Classes:OCCUPATIONAL THERAPIST III, IV, VCertification and License Required:

1. Applicants must have passed the Occupational Therapist national certification examination administered by the National Board for Certification in Occupational Therapy (NBCOT); and
2. Licensed with the State of Hawaii as an Occupational Therapist (OT) at the time of appointment.

Experience Requirement:

Applicants must have progressively responsible work experience of the types and quantities described in the table below:

Class Title	Occupational Therapy Experience (years)
Occupational Therapist III	0
Occupational Therapist IV	1
Occupational Therapist V	2

Occupational Therapy Experience: Work experience as a professional occupational therapist.

For some positions at the Occupational Therapist IV and V levels, it may be necessary that the applicant be required to show evidence of ability to supervise others.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he/she has the ability to perform the duties of the position for which he/she is being considered.

License Required:

For certain positions, applicants may be required to possess a valid State of Hawaii driver's license, Type 3.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. For such positions, applicants may be restricted to those who possess the pertinent experience and/or training required to perform the duties of the position.

Departments requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Physical and Medical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the Director of Human Resources or Designee.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

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This is an amendment to the minimum specifications for the classes OCCUPATIONAL THERAPIST III, IV, V; to delete level II and substitution of education for experience, and modify the experience required, effective November 13, 2017.  
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Effective 12/31/14, each active occupational therapist registration shall be converted to an active occupational therapist license by operation of law. This is an amendment to the minimum qualification specifications for the classes, Occupational Therapist III, IV, and V to change the registration required to an Occupational Therapist License approved January 23, 2017.  
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This is an amendment to the minimum qualification specifications for the classes Occupational Therapist II, III, IV, and V to delete the certification requirement, effective November 15, 2013.  
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This is an amendment to the minimum qualification specifications for the classes Occupational Therapist II, III, IV, and V to delete the test requirement, effective June 1, 2005.  
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This is an amendment to the minimum qualification specifications for the classes Occupational Therapist II, III, IV, and V approved on August 1, 1984.  
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This class is adopted from the State of Hawaii, relative to the transfer of classification and compensation jurisdiction to the Hawaii Health Systems Corporation, effective July 1, 1998, pursuant to Act 262, Session Laws of Hawaii, 1996.  
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This is an amendment to the current Certification and Registration Requirements for the classes Occupational Therapist II, III, IV and V, approved on July 1, 1998.

DATE APPROVED: November 13, 2017

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JUANITA LAUTI  
Director of Human Resources