

## Introduction

This document is intended to guide the safe, effective delivery of therapy services through the School-Aged Extended Therapies (SAET) benefit of the At Home Program. It applies to occupational therapy (OT), physiotherapy (PT) and speech-language pathology (SLP) services that are:

- funded by the SAET benefit; and,
- delivered by a therapist assistant (TA), under the supervision of a therapist.

These guidelines supplement the following practice standards of the relevant professional regulatory bodies and/or professional associations:

- College of Occupational Therapists of British Columbia: [Assigning of Service Components to Unregulated Support Personnel](#)
- College of Physical Therapists of British Columbia: [Assignment of Task to a Physical Therapist Support Worker](#)
- Canadian Association of Speech-Language Pathologists and Audiologists: [Position Paper on Support Personnel in Speech-Language Pathology and Audiology](#)<sup>1</sup>

## Guidelines

### I. Requesting Funding Through the SAET Benefit

- SAET funding must be requested on an [At Home Program Request for School Aged Extended Therapies](#) form that has been completed by the therapist who will:
  - deliver services directly to the child; and/or,
  - supervise the TA who will deliver services to the child.
- The therapist requesting funding is responsible for ensuring that adequate insurance is in place for the delivery of services and that all relevant employer-employee obligations are met. The At Home Program cannot provide advice regarding employer-employee obligations.

### II. Supervision of Therapist Assistants

- The therapist who completes and submits the [At Home Program Request for School Aged Extended Therapies](#) form must provide supervision to the TA who will deliver services, in accordance with the practice standards of the relevant professional regulatory body and/or professional association.

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<sup>1</sup> This position paper will be replaced by the relevant practice standard of the [College of Hearing and Health Professionals of British Columbia](#), when available.

- The At Home Program must be notified if there is a change to the supervising therapist; submittal of a new [At Home Program Request for School Aged Extended Therapies](#) form may be required.
- It is recommended that the supervising therapist document the tasks to be undertaken by a TA in a supervision plan, such as a Transfer of Function form. A sample form is available in Appendix F of '[An Employer's Guide to Hiring a Therapist Assistant](#)'. Other resources are available in the Practice Profiles at [www.therapybc.ca/ta\\_use.php](http://www.therapybc.ca/ta_use.php).
- In consultation with the child's parent/guardian and the TA, the supervising therapist must develop the following:
  - a plan for the services to be delivered by the TA; and,
  - a plan for the regular evaluation of services delivered by the TA.

### III. Payment for Approved Services

- Invoices for approved services must be submitted by the therapist who has:
  - delivered services directly to the child; and/or,
  - supervised the TA who delivered services to the child.
- The At Home Program provides payment to therapists or agencies. Payment is not provided directly to TAs.