

Occupational Therapy TOOLKIT

**This packet has been created exclusively for the
HOSA Occupational Therapy Competitive Event Program**

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Occupational Therapy TOOLKIT

SKILL I - How to Put on Shirt with One Hand Left Side Weakness



1. Find the left sleeve. Lean forward and hang your left arm between your legs.



2. Move the sleeve up your left arm.



3. Move the shirt around your shoulders and back.



4. Grasp the collar and pull the shirt around your right shoulder.

1 of 2

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Occupational Therapy TOOLKIT

SKILL I - How to Put on Shirt with One Hand Left Side Weakness



5. Place your right arm into the right sleeve.



6. Button the shirt.

2 of 2

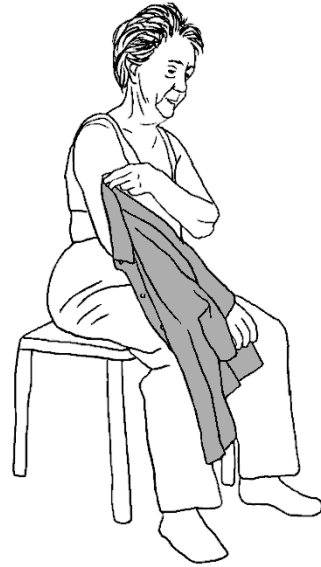
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Occupational Therapy TOOLKIT

SKILL I - How to Put on Shirt with One Hand Right Side Weakness



1. Find the right sleeve. Lean forward and hang your right arm in between your legs.



2. Move the sleeve up your right arm.



3. Move the shirt around your shoulder and back.



4. Grasp the collar and pull the shirt around your left shoulder.

1 of 2

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Occupational Therapy TOOLKIT

SKILL I - How to Put on Shirt with One Hand Right Side Weakness



5. Place your left arm into the left sleeve.



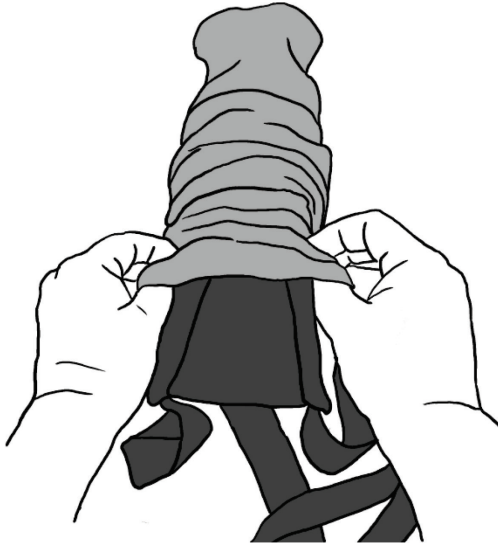
6. Button the shirt.

2 of 2

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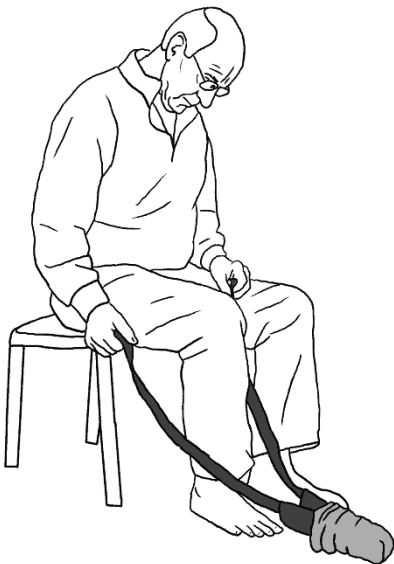
SKILL II - How to Use Sock Aid



1. Gather a sock over the sock aid.



2. Hold onto the straps and lower the sock aid to the floor.



3. Place the sock aid in front of your foot.



4. Point your foot and pull the sock aid over your toes.

1 of 2

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SKILL II - How to Use Sock Aid



5. Lift your foot up and pull the sock aid out.

2 of 2

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SKILL III - Transfer from Floor to Standing



1. Get onto your hands and knees and crawl to a sturdy chair.



2. Kneel in front of the chair and place your hands on the seat.



3. Lift your stronger leg and place your foot flat on the floor.

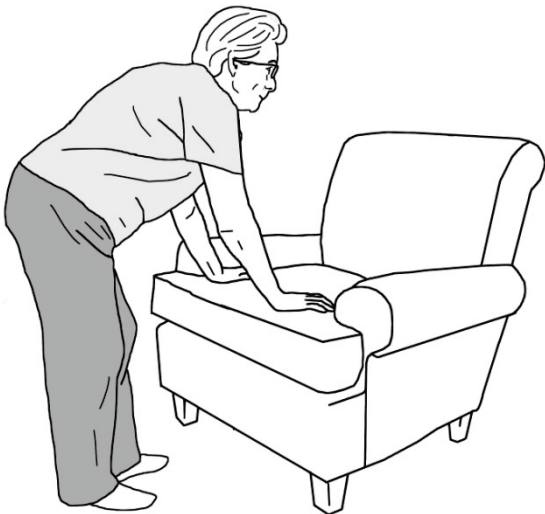


4. Lean onto the chair and push up to a stand using your legs and arms. Turn around and sit in the chair.

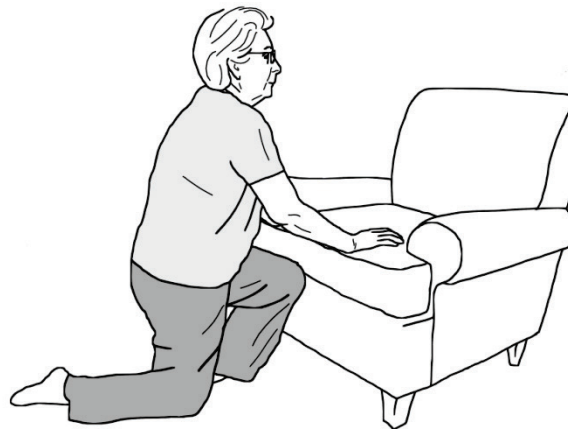
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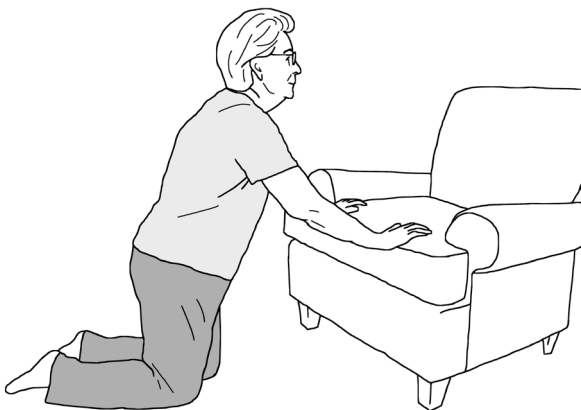
SKILL IV - Transfer from Standing to Floor



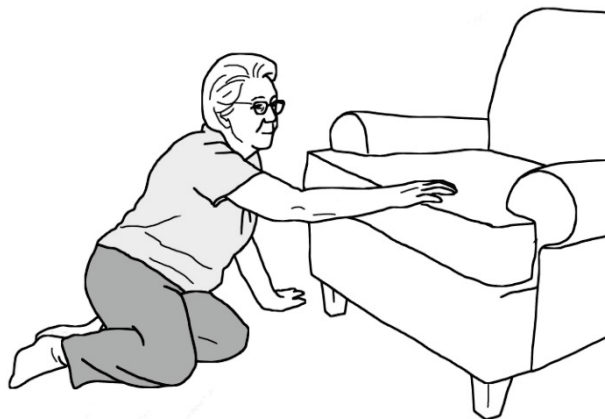
1. Place your hands on the seat of the chair.



2. Lower onto your weaker knee.



3. Place your other knee down.



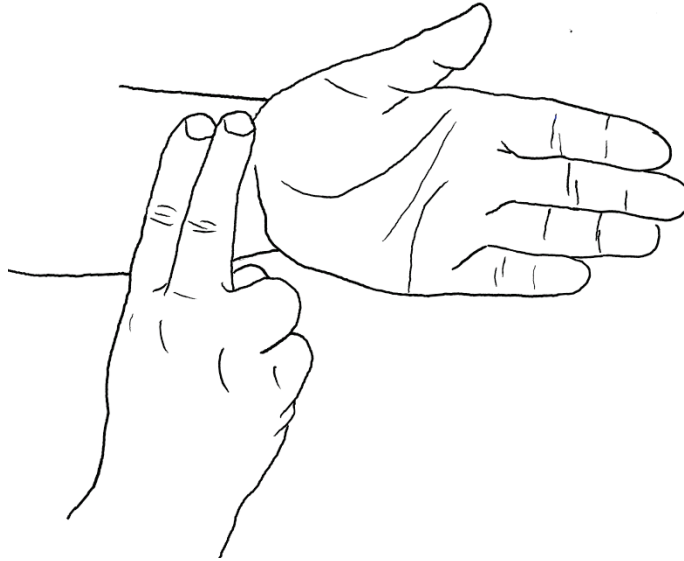
4. Reach down to the floor and lower onto one hip. Sit back onto your bottom.

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SKILL V - Take Heart Rate Before and After Activity

Turn your hand over. Place 2 fingers at the base of your thumb.



Feel your heart rate by pressing lightly in the little groove.

Watch a clock with a second hand. Count the beats for one minute. The number of times your heart beats in one minute is your heart rate. Write down the number of beats per minute (BPM).

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SKILL VI - Stretch Break Exercises

Take a stretch break every 30-60 minutes.

Hold each stretch to the count of 5-10

Do _____ sets of _____.

Look Down then Look Forward



Look Left and Look Right



Tilt Ear to Left Shoulder, Then Right



Shrug Shoulder



Pull Shoulders Back



Wrist and Elbow Stretch



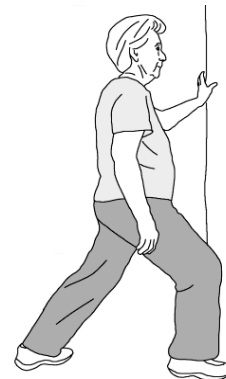
Rotate Hips



Reach Forward



Lunge



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SKILL VII - Proper Body Mechanics

Good body mechanics protect your back and neck. Good body mechanics includes good posture, limited bending and twisting, and good lifting and moving skills.

Good Posture (see handout).

Do Not Bend and Twist

Tasks that use bending include picking up an item off the floor; dressing and bathing your lower body; brushing your teeth at the sink; getting off the toilet.

- Use a reacher to pick up items.
- Store items used often at eye or waist level.
- Use dressing tools to put on shoes, socks, and pants.
- To brush your teeth, stand with your back straight and bend from your hips.
- To get up from the toilet, keep your back straight. Place one hand on the counter and your other hand on your thigh. Push up to stand up.
- Use a raised toilet seat.

Tasks that use twisting include reaching to the bedside table; reaching to the floor or table next to a chair or sofa; reaching for the toilet paper, and reaching to flush the toilet.

- Store items used often within reach.
- Move the toilet paper.
- Flush the toilet after you stand up.



1 of 2

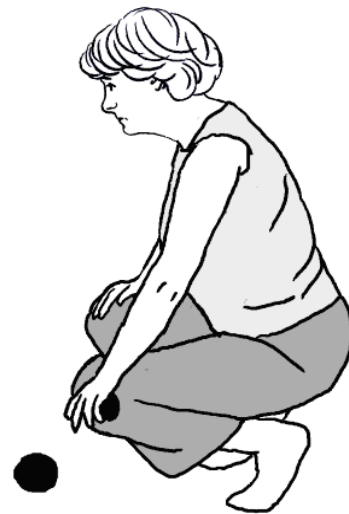
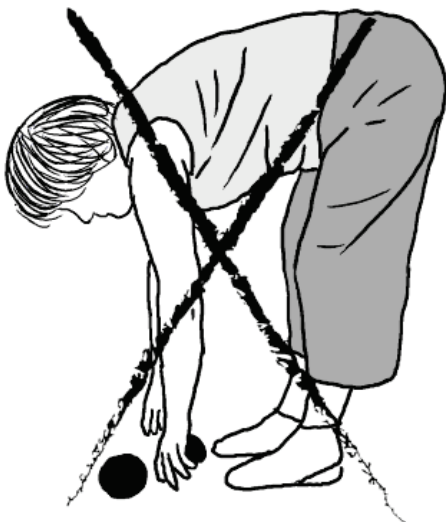
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SKILL VII - Proper Body Mechanics

Lift and Carry

- Use your legs instead your back.
- Keep your back straight. Squat down in front of the object.
- Pull in your hips and stomach to lift.
- Hold the object close to your body.
- To turn, rotate your whole body, not just your back.
- If the object is too heavy, ask someone to help you.



Push and Pull

- Use the weight of your body to help push or pull an object.
- Keep your feet apart and your back straight.
- If the object or person is too heavy, ask for help.

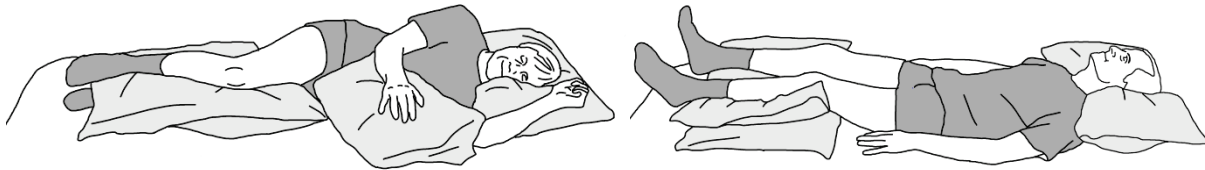
Occupational Therapy TOOLKIT

SKILL VIII - Proper Posture

Using good posture will limit stress on your back.

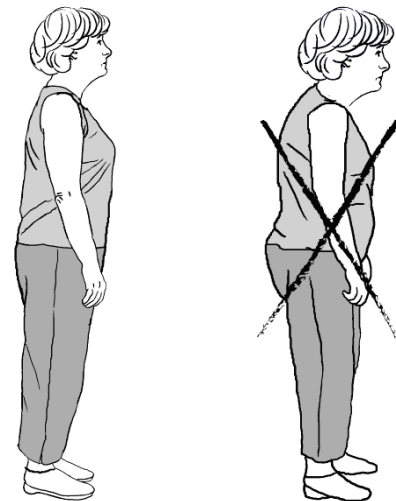
Lying Posture

- Stretch your back muscles. Lie on your stomach for 20 minutes every day.
- Sleep on a firm mattress. A king or queen size bed allows room to move.
- Use only one pillow under your head. If you need to raise your head, use a foam wedge.
- The best posture for sleeping is on your side. Bend knees slightly with a pillow in between.
- Place pillows under your calves when lying on your back.
- Use a log roll to get out of bed. Keep your back straight. Log roll to one side and sit up. Use your arms to help.



Standing Posture

- Stand up tall. Hold your head straight and tuck in your chin. Bring your shoulders back and down. Tighten your stomach muscles. Tuck in your tailbone.
- Check your posture by standing with your back against a wall.
- Keep tasks at a relaxed height. If you have to bend over, raise the height of the task.
- To wash dishes or iron, put one foot on a small stepstool or inside the cupboard. This will reduce the strain on your low back.
- Do not stand for more than 20-30 minutes. Walk around or do some stretches.



1 of 2

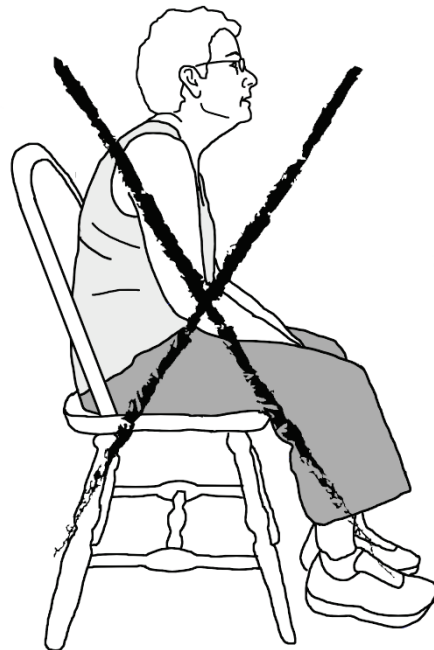
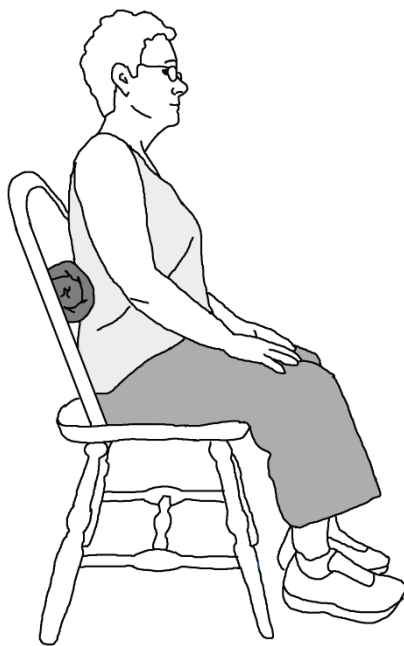
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SKILL VIII - Proper Posture

Sitting Posture

- Choose a chair that allows you to rest both feet flat on the floor.
- Your knees should be at the same height, or a bit higher, than your hips
- Place your bottom toward the back of the chair. Use a lumbar support or a rolled towel to support your lower back.
- Use padded armrests to support the weight of your arms. This allows your neck and shoulders to relax.
- Keep your upper back and neck straight.
- Do not sit for more than 20-30 minutes. Stand up, walk around or do some stretches.
- At a desk, prop materials up so your head does not tilt down.
- When reading or knitting, put a pillow on your lap to raise the items. This will help keep your back straight.
- If you use a computer, place the screen at or slightly below eye level.
- Use a headset or the phone speaker when you use the phone.



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