

## OTA PROGRESSION, RETENTION, GRADUATION, AND CERTIFICATION REQUIREMENTS

In order to progress and graduate, students MUST:

1. Complete the required 68 credits as outlined in the Course Sequence.

If a student is in good standing and withdraws from the program for health or personal reasons, that student will have **one** opportunity to return to the program the following year and enroll in those courses following the course sequence for required completion. Students will be allowed to continue in the program from the beginning of the semester in which they originally exited. This policy does not apply if a student is failing courses or has professional behavior or ethical violations.

2. Complete all program-specific courses with a grade of “C” or better. All fieldwork courses must be completed with a “Pass” grade.
  - a. If a student receives below a grade of “C” in a general education program-specific course (CURR, ENGL, ALHE, CSIS, PSYC, BIOL, COMM, SOSC), the course must be repeated the following semester or the next time the course is offered, and a passing grade achieved. *Note: This may disrupt student progression in the OTA program.*
  - b. Students receiving grades of “C” in two OTA courses will be required to meet with the program director and course instructor(s) for advising to develop a plan for continuation. Below a grade of “C” in any OTA course will result in dismissal from the program.
  - c. OTA academic courses have elevated grade scales in which a passing grade is 76% or higher.
  - d. Some OTA courses may require students to retake any unit exam in which they receive an “F” grade.
  - e. If a student receives a “Fail” grade in a fieldwork course, the Program Director and Academic Fieldwork coordinator will review the circumstances leading up to the fail and determine if the student will be dismissed from the OTA Program or repeat the fieldwork course. See Fieldwork section of handbook.
  - f. No student will be allowed to enter or continue in any fieldwork experience unless a “C” or higher grade is achieved in all program-required courses. Failure to maintain a “C” average in all semester concurrent courses during Level I fieldwork experiences will require the student to be **immediately** withdrawn from fieldwork experience.
3. Demonstrate ethical and professional behaviors and attitudes at all times. See College Catalog ([www.neosho.edu](http://www.neosho.edu)) and “Code of Ethics Policy” in the OTA Student Handbook. Failure to do so may result in the student being asked to leave class or immediate removal from the fieldwork component of the curriculum.
4. Complete Fieldwork Level II within 18 months after completion of the OTA didactic coursework. Students are required to satisfactorily complete all Level I and Level II Fieldwork experiences. Please refer to the Fieldwork Section for further information and clarification. Students must complete Fieldwork Level II within 18 months after completion of the OTA didactic coursework.

## **National Board for Certification in Occupational Therapy (NBCOT)**

Occupational therapy assistant graduates must complete educational requirements from a program that is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) [www.acoteonline.org](http://www.acoteonline.org) to be eligible to sit for the national certification exam. This exam is administered by the National Board for Certification in Occupational Therapy (NBCOT) [www.nbcot.org](http://www.nbcot.org). Information on the process is given in the “Certification Examination Handbook” available on the NBCOT website. Students submit application for the exam after completing graduation requirements (after completing/passing Level II Fieldwork). Student course fees in the Level II Fieldwork semester (2<sup>nd</sup> spring semester) are used to pay for student application and study materials for the exam. The OTA Program faculty and staff are available to assist students in the application process and provide study resources to assist the student in passing the NBCOT exam. The Program Director and Academic Fieldwork Coordinator monitor graduates’ progression with passing the NBCOT exam and make regular contact with students who need more time or support to be successful.

*Please note that a felony conviction may affect a graduate’s ability to sit for the NBCOT certification examination or attain state licensure.*

## **State Licensure**

In Kansas, OTAs are licensed by the Kansas State Board of Healing Arts. Further information about Kansas state licensure for OTAs can be found at: <http://www.ksbha.org/professions/OTA.shtml>. Graduates may obtain a temporary license following graduation to begin practice under the supervision of a licensed occupational therapist prior to the successful completion of the certification examination or while permanent licensing application is being processed.

## Criteria for Successful Completion of Each Segment of the Program

### Prerequisite Courses

*CURR 100 First Year Seminar	CSIS 105 Computer Concepts & Applications	*ENGL 101 English Composition I	BIOL 257 Human Anatomy & Physiology	BIOL 258 Human Anatomy & Physiology Lab	PSYC 155 General Psychology	ALHE 105 Medical Terminology
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\*CURR 100 – First Year Seminar is not required if transferring in 15 or more transferable credits from another college.

\*Prerequisite for ENG 101 – if test score or GPA indicate, student to take Developmental Reading/Writing courses.

\*PSYC 155 is a prerequisite for PSYC 263

A & P must have been taken within 5 years from the date of application to the OTA Program.

If a student receives below a grade of "C" in any program-specific general education course, the course must be repeated the following semester or the next time the course is offered, and a passing grade achieved. Note: This may disrupt student progression in the OTA program.

### Apply to the OTA Program

See OTA Application Procedure (<https://www.neosho.edu/AcademicsandServices/HealthCare/OccupationalTherapyAssistant.aspx>)

During the application period, potential applicants can be enrolled in prerequisite courses with the intention to complete by the end of fall semester. If accepted into the OTA program, prerequisite courses must be completed prior to the start of OTA coursework in the spring semester.

-OTA credits taken at another college do not transfer in to the NCCC OTA Program.

### Spring Semester

**PSYC 263 Developmental Psychology	OTA 100 Principles & Practice of Occupational Therapy	OTA 102 Occupational Therapy Skills Through the Lifespan	OTA 103 OTA Fieldwork Level I-A	OTA 104 Clinical Conditions & Activity Analysis for OTA	OTA 110 Kinesiology for OTA	OTA 111 Kinesiology for OTA Lab
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\*\*General Education program requirements can be taken any time before OR during semesters of OTA coursework (excluding Fieldwork-Level II semester)

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### Summer

**COMM 207 or COMM 213 Fundamentals of Speech OR Interpersonal Communication	OTA 200 Mental Health & Psychosocial practice for OTA	OTA 202 Documentation for OTA	OTA 213 Pediatric Practice for OTA
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Students receiving grades of "C" in two OTA courses will be required to meet with the program director and course instructors(s) for advising to develop a plan for continuation. Below a grade of "C" in any OTA course will result in dismissal from the program.

### Fall Semester

**SOSC 100 Introduction to Sociology	OTA 205 OA Fieldwork Level 1=B	OTA 206 Core Skills & Modalities for OTA	OTA 208 Adult Physiological Applications for OTA	OTA 210 Adult Neurological Applications for OTA	OTA 212 Management & Professional Development for OTA
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### Spring Semester (2<sup>nd</sup> year)

OTA 214 OTA Fieldwork Level II-A	OTA 216 OTA Fieldwork Level II-B
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Students must complete Fieldwork Level II within 18 months after completion of the OTA didactic coursework.

Students are required to satisfactorily complete all Level I and Level II Fieldwork experiences.