

**NEOSHO COUNTY COMMUNITY COLLEGE  
MASTER COURSE SYLLABUS**

**COURSE IDENTIFICATION**

Course Code/Number:       OTA 103

Course Title:               Fieldwork and Practice -Level I

Division:    Applied Science (AS)    Liberal Arts (LA)    Workforce Development (WD)  
               Health Care (HC)    Lifetime Learning (LL)    Nursing    Developmental

Credit Hour(s):   One (1)

Effective Date:   Spring 2016

Assessment Goal Per Outcome: 80%

**COURSE DESCRIPTION**

This course provides the opportunity for OTA student to apply didactic learning and theory of occupational therapy in a community-based settings under the supervision of an OT, OTA or other qualified personnel. Academic and clinical educators will collaborate on fieldwork objectives and experiences to ensure that the role and functions of an entry-level occupational therapy assistant are reinforced.

**MINIMUM REQUIREMENTS/PREREQUISITES AND/OR COREQUISITES**

Admission into OTA program. See OTA Program Sheet for coursework requirements.

**TEXTS**

The official list of textbooks and materials for this course is found on *myNeosho*.

<http://www.neosho.edu/ProspectiveStudents/Registration/CourseSyllabi.aspx>

## GENERAL EDUCATION OUTCOMES

1. Practice Responsible Citizenship through:
  - identifying rights and responsibilities of citizenship,
  - identifying how human values and perceptions affect and are affected by social diversity,
  - identifying and interpreting artistic expression.
2. Live a healthy lifestyle (physical, intellectual, social) through:
  - listing factors associated with a healthy lifestyle and lifetime fitness,
  - identifying the importance of lifetime learning,
  - demonstrating self-discipline, respect for others, and the ability to work collaboratively as a team.
3. Communicate effectively through:
  - developing effective written communication skills,
  - developing effective oral communication and listening skills.
4. Think analytically through:
  - utilizing quantitative information in problem solving,
  - utilizing the principles of systematic inquiry,
  - utilizing various information resources including technology for research and data collection.

## COURSE OUTCOMES/COMPETENCIES (as Required)

Upon completion of Level 1 Community Based Fieldwork students will:

1. Identify Activities including ADLs, IADLs, work education, play, leisure, and social participation as they pertain to the site. C.1.8 C.1.10
2. Identify Professional behaviors exhibited by providers at the site. B.5.7 B.7.8 C.1.9 C.1.10
3. Identify the effects of psychosocial, emotional or behavioral disability on function for clients/patients observed at the site. C.1.7 C.1.8 C.1.10
4. Demonstrate professional behaviors and practices in group interventions in a community setting. C.1.3 C.1.8 C.1.10

## MINIMUM COURSE CONTENT

The following topics are included in this course. Additional topics may also be included.

**Attendance:** The student will attend all scheduled fieldwork placement times and all scheduled fieldwork meetings.

**Assignments:** Students will be given coursework assignments completed through the observation and interaction with clients and staff in assigned site.

**Evidenced Based Practice:** The student will submit reviews of article/s, from OT literature, (ie: OT Practice or AJOT) that reflects an observed services during.

## NCCC REQUIREMENTS

Students are required to check in, via e-mail, with the course instructor at least weekly. Questions and discussion topics for each week of fieldwork will be distributed to all students via e-mail. If a student

does not have access to a personal computer during fieldwork, every effort should be made to locate a computer through the fieldwork site or local library. If a student is unable to locate a computer, it is the students' responsibility to request the discussion topics from the instructor and respond via fax or voicemail. Participation in on-line discussion is a required component of this course.

## **STUDENT REQUIREMENTS AND METHOD OF EVALUATION**

Students must:

1. Successfully pass all prerequisite and OTA courses in previous semesters
2. Attend all classes, outside fieldtrips and labs
3. Have required textbook/s and materials with them at each class

Students will be graded on attendance, class participation, individual skills check outs, exams, homework and lab assignments.

Fieldwork Evaluation: The student evaluation will be completed by the Level I Fieldwork supervisor. The student will not be able to pass this course without a passing grade on this evaluation. Grading criteria and a copy of the Level I Fieldwork Evaluation is available through the instructor, available on line, and a copy is on file in your OT Student Manual.

Fieldwork Written Assignments must be turned in on assigned date per schedule.

## **ASSESSMENT OF STUDENT GAIN**

The purpose of assessing student learning at Neosho County Community College is to ensure the educational purposes of the institution are met and appropriate changes are made in program development and classroom instruction to allow for student success. The instructor(s) of this course will determine the methods of assessment most appropriate and complete an assessment report at the end of the course.

### **Attendance Policy**

1. NCCC values interactive learning which promotes student engagement in the learning process. To be actively engaged, the student must be present in the learning environment.
2. Unless students are participating in a school activity or are excused by the instructor, they are expected to attend class. If a student's absences exceed one-eighth of the total course duration, (which equates to one hundred (100) minutes per credit hour in a face-to-face class) the instructor has the right, but is not required, to withdraw a student from the course. Once the student has been dropped for excessive absences, the registrar's office will send a letter to the student, stating that he or she has been dropped. A student may petition the chief academic officer for reinstatement by submitting a letter stating valid reasons for the absences within one week of the registrar's notification. If the student is reinstated into the class, the instructor and the registrar will be notified. Please refer to the Student Handbook/Academic Policies for more information

3. Absences that occur due to students participating in official college activities are excused except in those cases where outside bodies, such as the State Board of Nursing, have requirements for minimum class minutes for each student. Students who are excused will be given reasonable opportunity to make up any missed work or receive substitute assignments from the instructor and should not be penalized for the absence. Proper procedure should be followed in notifying faculty in advance of the student's planned participation in the event. Ultimately it is the student's responsibility to notify the instructor in advance of the planned absence.

## **ACADEMIC INTEGRITY**

NCCC expects every student to demonstrate ethical behavior with regard to academic pursuits. Academic integrity in coursework is a specific requirement. Definitions, examples, and possible consequences for violations of Academic Integrity, as well as the appeals process, can be found in the College Catalog, Student Handbook, and/or Code of Student Conduct and Discipline.

## **ELECTRONIC DEVICE POLICY**

Student cell phones and other personal electronic devices not being used for class activities must not be accessed during class times unless the instructor chooses to waive this policy.

## **NOTE**

Information and statements in this document are subject to change at the discretion of NCCC. Students will be notified of changes and where to find the most current approved documents.

## **ACCOMMODATIONS**

If you are a student with a disability who may need accommodation(s), in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, please notify the Dean of Student Services in the Student Services Office, Sanders Hall, 620-432-0304, on the Chanute Campus, or the Dean for the Ottawa and Online Campuses, 785-248-2798, on the Ottawa Campus as soon as possible. You will need to bring your documentation for review in order to determine reasonable accommodations, and then we can assist you in arranging any necessary accommodations.

## **NON-DISCRIMINATION POLICY**

The following link provides information related to the non-discrimination policy of NCCC, including persons with disabilities. Students are urged to review this policy.

<http://www.neosho.edu/Departments/NonDiscrimination.aspx>

## **SEXUAL MISCONDUCT POLICY (TITLE IX)**

At NCCC, it is the responsibility of an instructor to help create a safe learning environment in the classroom, including both physical and virtual classrooms. All instructors are considered mandatory reporters at NCCC, therefore any information regarding sexual misconduct that is shared by a student in one-on-one meetings with the instructor must be reported to appropriate personnel at the College. Instructors will keep the information private to the greatest extent possible, but it is not confidential. Generally, climate surveys, classroom writing assignments or discussions, human subjects research, or events such as Take Back the Night events do not provide notice that must be reported to the Coordinator by employees, unless the reporting party clearly indicates that they wish a report to be made.

The following link provides information related to the sexual misconduct policy of NCCC, including resources, reporting options, and student rights. Students are urged to review this policy.

<http://www.neosho.edu/TitleIX.aspx>

## **COURSE NOTES**

See Syllabus Supplement for specifics related to this course