

NEOSHO COUNTY COMMUNITY COLLEGE MASTER COURSE SYLLABUS

COURSE IDENTIFICATION

Course Code/Number: OTA 214

Course Title: Fieldwork-Level II A

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

Credit Hour(s): Five (5)

Effective Date: Spring 2017

Assessment Goal Per Outcome: 80%

COURSE DESCRIPTION

This course provides an opportunity for the Occupational Therapy Assistant student to apply didactic learning and theory of occupational therapy in a clinical setting under the supervision of an Occupational Therapist or Certified Occupational Therapy Assistant. Academic and fieldwork supervisors 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

Successful academic course completion is required before undertaking Fieldwork Level II-A. Students must receive an A,B or C in all required General Education courses and all previous required Occupational Therapy Assistant courses before Fieldwork Level II-A placement.

TEXTS

The official list of textbooks and materials for this course is found on [myNeosho](#).

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

Text book requirements or optional resources are listed on the Syllabus Supplement

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)

The student, upon completion of this course, will be able to:

1. **Demonstrate an understanding of the Fundamentals of Practice in the areas of ethics and safety.**
 - a. **Ethics** – Adheres consistently to the American Occupational Therapy Association Code of Ethics and sit's policies and procedures.
 - b. **Safety** – Adheres consistently to safety regulations. Anticipates potentially hazardous situations and takes steps to prevent accidents.
 - c. **Safety** - Uses sound judgment in regard to safety of self and others during all fieldwork-related activities
2. **Demonstrate understanding of the Basic Tenets of Occupational Therapy:**
 - a. **Occupational Therapy Philosophy** – clearly communicates the values and beliefs of OT highlighting the use of occupation to clients, families, significant others and service providers
 - b. **Occupational Therapist/Occupational Therapy Assistant Roles** – Communicates the role of OT and OTA to clients, families, significant others and service providers.
 - c. **Evidence-based Practice**- Makes informed decisions based on published research and relevant informational resources.
3. **Applies the principles needed to complete site Evaluation/Screening**
 - a. **Gathers Data:** Under the supervision of and in cooperation with the occupational therapist and/or occupational therapy assistant, accurately gathers relevant information

regarding a client's occupations of self-care, productivity, leisure, and the factors that support and hinder occupational performance.

- b. Administers Assessments:** Establishes service competency in assessment methods, including but not limited to interviews, observations, assessment tools, and chart reviews within the context of the service delivery setting.
- c. Interprets:** Assists with interpreting assessments in relation to the client's performance and goals in collaboration with the occupational therapist.
- d. Reports:** reports results accurately in a clear, concise manner that reflects the client's status and goals.
- e. Establish Goals:** Develops client-centered and occupation-based goals in collaboration with the occupational therapist.

4. Implements the principles needed to complete site Intervention

- a. Plans Intervention:** In collaboration with the occupational therapist, establishes methods, duration and frequency of interventions that are client-centered and occupation-based. Intervention plans reflect context of setting.
- b. Selects Intervention:** Selects and sequences relevant interventions that promote the client's ability to engage in occupations.
- c. Implements Intervention:** Implements occupation-based interventions effectively in collaboration with clients, families, significant others, and service providers.
- d. Activity Analysis:** Grades activities to motivate and challenge clients in order to facilitate progress.
- e. Therapeutic Use of Self:** Monitors the client's status in order to update, change, or terminate the intervention plan in collaboration with the occupational therapist.
- f. Modifies Intervention Plan:** Monitors the client's status in order to update, change, or terminate the intervention plan in collaboration with the occupational therapist.

5. Demonstrates the ability to interact professionally through written, oral and nonverbal communication.

- a. Verbal/Nonverbal Communication:** clearly and effectively communicates verbally and nonverbally with clients, families, significant others, colleagues, service providers, and the public.
- b. Written Communication:** Produces clear and accurate documentation according to site requirements. All writing is legible, using proper spelling, punctuation, and grammar.

6. Demonstrates an understanding of Professional Behaviors

- a. Self-Responsibility:** Takes responsibility for attaining professional competence by seeking out learning opportunities and interactions with supervisor(s) and others
- b. Responds to Feedback:** Responds constructively to feedback
- c. Work Behaviors:** Demonstrates consistent work behaviors including initiative, preparedness, dependability, and work site maintenance
- d. Time Management:** Demonstrates effective time management
- e. Interpersonal Skills:** demonstrates positive interpersonal skills including but not limited to cooperation, flexibility, tact, and empathy.

f. Cultural Competence:

Demonstrates respect for diversity factors of others including but not limited to socio-cultural, socioeconomic, spiritual, and lifestyle choices.

MINIMUM COURSE CONTENT

INSTRUCTIONAL METHODS

Instruction will be provided by fieldwork site staff following the Standards and Guidelines for Occupational Therapy Assistant Programs under the direct supervision of an assigned fieldwork supervisor. Site specific objectives will be available to the student at the start of the fieldwork. Experiences will cover, but not limited to, the topics presented in the Occupational Therapy Assistant Program curriculum and outcomes/competencies successfully demonstrated in the skills laboratory. Students will be required to utilize problem based and serendipity learning opportunities in meeting course outcomes and competency requirements. Students will be trained on therapy methods common to their fieldwork setting and on equipment used by the site. Students should stay in contact with the Academic Fieldwork Coordinator via email or phone.

STUDENT REQUIREMENTS

Students will follow the daily routines established by the field site. Students should collaborate weekly with their fieldwork supervisor regarding their progress and clinical expectations. The student must participate in all activities and observe attendance requirements, as well as accurately complete assigned competencies in order to receive a passing grade in this course. Any additional assignments may also be added by the Academic Fieldwork Coordinator. Students are expected to complete all assignments posted on Inside NC. Students will be required to keep a journal to log their observations, skill competency and comments.

Questions and discussion topics for each week of fieldwork will be distributed to all students via e-mail or forum posts. Participation in on-line discussion is a required component of this course.

Level II fieldwork may be in a location outside of the immediate area requiring the student to travel or relocate for the fieldwork placement.

This course will meet on an arranged basis per each fieldwork site's schedule (days/times). The course is designed for 8 weeks full time placement.

METHOD OF EVALUATION

Fieldwork Performance Evaluations are used for feedback, follow-up, and to evaluate entry level skill acquisition. The student's grade may range from an A to an F depending on the student's fieldwork success and level of success in completing coursework requirements.

Students will be required to demonstrate skill competency as outlined in the AOTA Fieldwork Performance Evaluation For the Occupational Therapy Assistant Student. A final score of 70 points or

above on the FWPE and a final score of B or above is required to successfully pass this fieldwork. The student's grade will be determined as follows:

- Documented completion of 40 days
- Fieldwork Performance Evaluation – passing score
- Satisfactory site performance (observance of site, program, and college policies)

Students are required to complete all assignments as per site directive. A midterm evaluation will be completed by the fieldwork educator, students should be at satisfactory performance (54 or above). The fieldwork supervisor, fieldwork academic coordinator and student will develop an action plan to assist students who are not demonstrating satisfactory performance. Students must achieve a final passing score (70 or above) on the Fieldwork Performance Evaluation of the Occupational Therapy Assistant Student to pass this course. Students will also be required to complete Inside NC assignments at a satisfactory level I order to receive a final passing grade.

GRADING SCALE

FWPE scores will be calculated by percentage.

The following grade scale applies to this course:

90%-100%, A

80%-89%, B

Below 80% F

NOTE: A grade of "C" or "D" is not possible in this course! A student receiving a final grade of less than 80% will not pass Fieldwork Level II-A. Completion of the OTA program requires student to successfully complete two Level II fieldwork placements.

Attendance Policy

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. All students are required to meet the total number of days/hours outlined in the handbook. In general students need to document 40 days of attendance at each Level II fieldwork placement. Any fieldwork absence will require make-up: Should a student's absences exceed 10 percent (for any reason) of scheduled fieldwork, the fieldwork educator may recommend student withdrawal from the course. Any deviation from this policy will be at the discretion of the OTA faculty.

Students with conditions involving an elevated temperature, open lesions, contagious upper respiratory or gastrointestinal conditions put others health at risk and therefore will not be admitted to class/fieldwork. You must have a doctor's note for consideration of exception. A doctor's note may also be required prior to returning to fieldwork if a student has had 2 or more consecutive absent days.

The student must notify the instructor EACH day that he/she is absent. A "No Show/No Call" to the fieldwork supervisor for the day missed will result in a Statement of Action. The second "No Show/No Call" will result in dismissal from the program.

A tardy is arriving up to ten minutes late. After 10 minutes, the student will be considered absent for the hour. Student should make every effort to contact their fieldwork educator or director of rehab if they are going to be tardy.

Proper procedure should be followed in the fieldwork supervisor and academic fieldwork coordinator notifying in advance of the student's planned absence from Fieldwork Level II. Ultimately it is the student's responsibility to notify the fieldwork supervisor and academic fieldwork coordinator in advance of the planned absence.

Class Hours

To be determined by the individual fieldwork site and academic fieldwork coordinator. Level II-A fieldwork consists of 8 weeks full time placement or can be completed on a part-time basis, not less than half-time.

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, NCCC 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 fieldwork activities must not be accessed during fieldwork hours. Any report of a student using cell phones or other electronic devices for personal use during fieldwork hours will result in a warning for the student. Any future incidences could result in dismissal from fieldwork

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 Chanutte 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