

LBCC Occupational Therapy Assistant Program
Course Syllabus
OTA 260 Level IIA Fieldwork
Winter Term

Day/Time: As scheduled by your Fieldwork Educator

Location: As determined by your Fieldwork Educator

Academic Fieldwork Coordinator:

- Name: Jo Shear, OTR/L
- Office Hours: Wednesdays, 1:00 p.m. – 2:00 p.m. (Other days and times are available by request)
- Office Location: HOC 219
- Phone Number: (541) 918-8832
- Virtual Office Link: Please see Moodle Link to ZOOM in OTA 260
- Email Address: shearj@linnbenton.edu

*If you need to reach me before the next scheduled office hour, please do so via e-mail. I will respond to your e-mail within 48 hours. If you need a response sooner than 48 hours, please note this in the subject heading of your e-mail.

Resource(s):

- LBCC OTA Fieldwork Manual (available in course shell)
- Napier, B, *Occupational Therapy Fieldwork Survival Guide: A Student Planner, 2nd Edition*. AOTA Press (2011)
- Fieldwork site-specific resources (e.g. manuals, forms) provided by fieldwork site/fieldwork educator
- LBCC Student Identification Badge (to be worn at all time's onsite)
- Fieldwork Performance Evaluation Form
- Student Evaluation of Fieldwork Experience Form (to be reviewed with fieldwork educator at midterm and on final day of fieldwork)
- The *NBCOT Official COTA Study Guide*. National Board for Certification in Occupational Therapy, Inc. (2015)

Course Description: This course provides students the opportunity to further develop the knowledge, skills, behaviors, and attitudes needed to function as competent, entry-level, generalist occupational therapy assistants. Students will carry out professional responsibilities of the occupational therapy assistant under supervision, including delivery of occupational therapy services to a variety of clients. Together, Level II Fieldwork A and Level II Fieldwork B form the “capstone” experience for the Occupational Therapy Assistant Associate of Applied Science Degree Program.

ACOTE Standards: This course meets the following ACOTE standards: C.1.1., C.1.3., C.1.4., C.1.11., C.1.12., C.1.13., C.1.14., C.1.15., C.1.16., C.1.17., and C.1.18.

Course Learning Outcomes:

1. Use a client-centered, holistic, occupation-based approach to assessment and intervention with clients in the Level II Fieldwork A practice setting.
2. Establish therapeutic relationships with clients in the Level II Fieldwork A practice setting.
3. Employ entry-level activity analysis, critical thinking, and clinical reasoning while working with clients in the Level II Fieldwork A practice setting.
4. Demonstrate entry-level technical skill and clinical competency while working with clients in the Level II Fieldwork A practice setting.
5. Follow current standards of practice and use evidence-based research while working with clients in the Level II Fieldwork A practice setting.
6. Display professional attitudes and behaviors. This involves following the professions’ code of ethics, and adhering to all laws and regulations governing the practice of occupational therapy.
7. Communicate appropriately and effectively with clients, healthcare team members, and the public in the Level II Fieldwork A practice setting. This includes both verbal and written communication.

Learning Activities: Carrying out occupational therapy assistant professional responsibilities under supervision.

Assessment Tasks: Formal Evaluation by Level II Fieldwork Educator using AOTA Fieldwork Performance Evaluation Form for Occupational Therapy Assistant Students

Grading Criteria:

#1- In order to pass this course, the student MUST meet the following 4 criteria*:

- All students are required to complete a minimum of 16 weeks full-time Level II fieldwork within the timeframe assigned. Our program's policy is for this to occur on a full-time basis. However, at the discretion of the Academic Fieldwork Coordinator and Program Director, this may be completed on a part-time basis, as long as it is at least 50% of an FTE at that site.
- Have no significant professional behavior concerns reported to the Academic Fieldwork Coordinator by the Fieldwork Educator
- Achieve a passing score on the Fieldwork Performance Evaluation
- Achieve a total score of 75% or higher on the assignments listed in Grading Criteria #2 below:

#2- If the student meets the criteria for passing this course, his/her course grade will be determined as follows:

- 10% = Level II FW Assignment #1: Initial meeting/Curriculum & Objectives Review
- 10% = Level II FW Assignment #2: Midterm Meeting/Objectives Review
- 45% = Level II FW Assignment # 3: Case Study OR Project
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- 10% = Level II FW Assignment #4: Final Meeting/Objectives Review
- 15% = Fieldwork Performance Evaluation of Student by FW Educator
- 10% = Student Evaluation of Fieldwork Experience

Assignments and Evaluations **MUST BE SUBMITTED BY DUE DATE**. Your name, the name of the assignment and page numbers must be put on every page of your assignment for it to be considered for grading.

NOTE: If your fieldwork educator needs to complete your AOTA Fieldwork Performance Final Evaluation (and your Assignment #4) meeting on any day other than Friday, March 15, 2019, the AFWC must be notified in advance.

4 THINGS NEED TO BE TURNED IN BY MONDAY, MARCH 18, 2019:

1. Assignment #4: Final Meeting/Objectives Review with Fieldwork Educator. All students must submit Assignment #4 to Moodle by 8:00 a.m. on Monday, March 18, 2019. MUST include score and signature to be considered for grading.

March 18
(Mon)

2. AOTA Fieldwork Performance Evaluation-FWPE (Fieldwork Educator's Evaluation of Student) Front Page. All students must submit a copy of the FRONT PAGE (ONLY) OF AOTA Fieldwork Performance Evaluation to Moodle by 8:00 a.m. on Monday, March 18, 2019. Front page MUST have FINAL SCORE (Pass/Fail), HOURS and SIGNATURES.

March 18
(Mon)

3. All FIELDWORK EDUCATORS must mail Original of AOTA Fieldwork Performance Evaluation to:

March 18
(Mon)

Health Occupations Center
300 Mullins Drive
Lebanon, OR 97355
Attention: OTA Program, Jo Shear, OTR/L.

The original must be post-marked no later than March 18, 2019. *Be certain that your Fieldwork Educator makes a copy of the Evaluation before mailing the original, in case it is lost in the mail.***

4. AOTA Student Evaluation of Fieldwork Experience (SEFWE) to Moodle by 8:00 a.m. on Monday, March 18, 2019.

March 18
(Mon)

Policy on Attendance and Participation:

See Occupational Therapy Assistant Student Manual

Policy on Late Assignments and Missed Examinations:

See Occupational Therapy Assistant Student Manual

Policy on Academic Integrity:

See Occupational Therapy Assistant Student Manual

Diversity Statement:

The LBCC community is enriched by diversity. Each individual has worth and makes contributions to create that diversity at the college. Everyone has the right to think, learn, and work together in an environment of respect, tolerance, and goodwill.

Services to Students with Disabilities Statement:

Students who may need accommodations due to documented disabilities, have medical information which the instructor should know, or who need special arrangements in an emergency, should speak with the instructor during the first week of class. If you have not accessed services and think you may need them, please contact the Center for Accessibility Resources at (541) 917-4789. If you have documented your disability, remember that you must complete a Request for Accommodations form every term in order to receive accommodations.

This syllabus is subject to change.

Please refer to Moodle for the most up-to-date information regarding changes to course assignments, due dates, etc. Major changes will be announced through postings on the Course Announcements page and through the course email.

General Fieldwork/Course Expectations

Course Questions: If you have a personal question or one that pertains to the course, please contact the instructor via email for the timeliest response as **email is the instructor's preferred method of communication**. Please allow 24- 48 hrs. for the instructor to respond to email. **If you need a response sooner than 48 hours, please note this in the subject heading of your email.**

OTA Student Fieldwork Manual: All students are required to read the entire **OTA Student Fieldwork Manual**. Students are responsible for abiding by ALL of the information, protocols, expectations and requirements set forth in the **OTA Student Fieldwork Manual**.

Assignments: All written assignments for this course must be submitted electronically via the assignment link in Moodle on or before the due date listed for each particular assignment, **unless otherwise noted**. Please read the following instructor expectations for assignments:

- The required format for written assignments is either MS Word (97 or higher) or PDF. Assignments submitted in all other formats (JPEG, OpenOffice, RTF, WordPad, Pages, etc.) are **unacceptable** and will be returned to the student.
- The required font size for all written assignments is 12pt. Calibri or Arial with 1" margins and single-spaced (unless otherwise noted).
- **All assignments** must have the student's name, course number and name, assignment name and page numbers in the ***upper left hand corner*** of the document **on each page**. Assignments without a name will be returned to the student **and points will be deducted automatically**.
- Failure to use the formats provided in syllabus and individual assignments will result in **automatic point deductions**.