

**JEFFERSON COLLEGE**

**COURSE SYLLABUS**

**OTA270**

**FIELDWORK SEMINAR**

1 Credit Hour

Prepared by:

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## OTA270 Fieldwork Seminar

### I. CATALOGUE DESCRIPTION

- A. Prerequisite: Satisfactory completion of all OTA courses, prerequisites and Level I Fieldwork A and B, through the third semester and a cumulative GPA of 2.5.
- B. Credit hour award – 1
- C. Description - Fieldwork Seminar is the culmination of entry level knowledge, skills, and professional competence required of the occupational therapy assistant. It provides an opportunity for students to apply and integrate academic course work through fieldwork experiences. Requirements include reflection of how the role of occupational therapy and the occupational therapy assistant are demonstrated and delineated in each fieldwork facility, how they are applying the PEOP problem-solving approach to treatment in a variety of settings, providing and handling feedback from supervisors, case management issues, and current evidence for best practice relative to interventions used at the fieldwork site.  
(F, O)

### II. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES (With numbers in parentheses referring to ACOTE standards)

Expected Learning Outcomes	Assessment Measures
Apply the PEOP curriculum model and the Practice Framework for intervention during fieldwork and present a case study of a fieldwork client with adherence to HIPAA, ethics and other regulations. (B.2.11, B.3.2, B.4.1-B.4.4, B.4.6, B.5.1-B.5.7, B.5.14-B.5.17, B.5.24, B.7.1, B.8.2, B.9.1)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination
Appraise the fieldwork site treatment approaches and interventions to identify best and current practice and synthesize current related evidence related to them. (B.1.2, B.1.10, B.2.7, B.2.10, B.6.3, B.8.1, B.8.2, B.9.4)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination
Prepare questions, ideas, and comments about the fieldwork experience regarding the OT process that can be addressed in a small group forum. (B.4.1, B.4.3, B.5.1, B.5.2, B.5.4, B.5.14, B.5.15, B.5.16, B.5.20, B.5.21, B.5.22, B.5.23, B.5.24, B.5.26)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination
Use critical analysis skills and communicate thoughts, ideas, and feelings about the fieldwork experience through the use of a computer, focusing on the role of occupational therapy and the occupational therapy assistant in academic work versus the fieldwork placement and facility. (B.1.1, B.2.11, B.5.17, B.6.1, B.7.1, B.7.2, B.7.5, B.9.1)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination
Demonstrate completion of documentation requirements necessary for graduation and program evaluation activities of the program and fieldwork facility. (B.1.1, B.4.6, B.5.27, B.7.8, )	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination
Explain the use of informal and formal methods to resolve ethical disputes. (B.9.10, B.9.11)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination

Schedule required standardized testing (WorkKeys) for graduation to obtain data for skill level in general education areas. (B.1.1)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination
Prepare a resume and cover letter for potential employers. (B.1.1, B.5.17, B.9.6, B.9.7)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination
Identify and complete the requirements for submitting an application for a temporary permit in the state of Missouri and completing forms and information to apply for the NBCOT national certification examination. (B.7.3, B.7.4)	Class Discussion/Activity Formative Assessment Written Project/Paper Summative Examination

### III. OUTLINE OF TOPICS

#### Adjusting to the Fieldwork Site and Facility

- A. Responding to Supervision and Feedback
- B. Problem-solving Clinical Challenges
- C. Time Management and Personal Organization
- D. Standardized Testing Requirements
- E. State Licensure Procedures and Policies
- F. Resume and Interviewing Skills
- G. Fieldwork Midterm Check
- H. Fieldwork Performance Evaluations
- I. Student Evaluation of Fieldwork
- J. Professional Behaviors Evaluation

### IV. METHOD(S) OF INSTRUCTION

- A. Readings from textbook
- B. Supplemental handouts
- C. Classroom / Online activities
- D. Participation in active learning by computer programs, games, and internet-based activities.
- E. Peer interactive activities, group projects, and discussions in classroom and online

## V. REQUIRED TEXTBOOKS

None

## VI. REQUIRED MATERIALS

- A. Course homepage available through Blackboard/WebCT or Luminis Platform
- B. A computer with internet access (available through the Jefferson College Labs)
- C. Paper, notebooks, pens, pencils with erasers

## VII. SUPPLEMENTAL REFERENCES

- A. Class Handouts
- B. Current Library Resources
  - 1. Books
    - a. American Occupational Therapy Association. (2008). *Occupational therapy practice framework: Domain and process* (2<sup>nd</sup> ed.). Bethesda, MD: AOTA Press.
    - b. Skubik-Peplaski, et.al. (2009). *Applying the occupational therapy practice framework* (2<sup>nd</sup> ed.). Bethesda, MD: AOTA Press.
    - c. Borcharding, S., & Morreale, M. (2006). *The OTA's guide to writing SOAP notes* (2nd ed.). Thorofare, NJ: Slack Inc.
    - d. Yarett Slater, D. (2010). *reference guide to the occupational therapy code of ethics and ethics standards* (2010 ed.). Bethesda, MD: AOTA Press.
    - e. Jacobs, K., & Jacobs, L. (2010). *Quick reference dictionary for occupational therapy* (5<sup>th</sup> ed.). Thorofare, NJ: Slack Inc.
    - f. Law, M., & MacDermid, J. (Eds.). (2008). *Evidenced based rehabilitation, a guide to practice* (2<sup>nd</sup> ed.). Thorofare, NJ: Slack Inc.
  - 2. Periodicals
  - 3. Videos
- C. Current internet resources
  - 1. On-line reference materials
  - 2. Textbook companion web-site
  - 3. American Occupational Therapy Association (AOTA) web-site

## VIII. METHOD OF EVALUATION (basis for determining course grade)

- A. Written Projects or Papers will equal 20% of total course grade. Consisting of 1-5 assignments focused on application of occupational therapy theory and principles.
- B. Summative Written examinations – 3-5 examinations worth up to 60%.
- C. Attendance/Participation grade will equal 10% of total course grade.

D. Additional Credit – Additional activities, community service, or exemplary professional behaviors as assessed by a professional behaviors checklist will equal 10% of total course grade.

E. Grading Scale:

A = 93-100%

B = 84-92.9%

C = 76-83.9%

D = 66-75.9%

F = 0-65.9%

#### IX. ADA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services located in the library. (Phone: 636-797-3000, ext. 169.)

#### X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook. Any student who cheats or plagiarizes will be subject to dismissal from the Occupational Therapy Assistant Program and will be referred to the college for disciplinary action. (See College website, <http://www.jeffco.edu>).

#### XI. OUTSIDE OF CLASS ACADEMICALLY-RELATED ACTIVITIES

The US Department of Education mandates that students be made aware of expectations regarding coursework to be completed outside the classroom. Students are expected to spend substantial time outside of class meetings engaging in academically-related activities such as reading, studying, and completing assignments. Specifically, time spent on academically-related activities outside of class combined with time spent in class meetings is expected to be a minimum of 37.5 hours over the duration of the term for each credit hour.