 **Course Syllabus**

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| **A.** | **Course Number-Section Number, and Course Title:** | OT 160, Level I B Fieldwork – Clinical Practice Physical Disabilities  Summer 2019 |

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| **B.** | **Program Name:** | Occupational Therapy Assistant Program |
|  | **Instructor Name:** | Debra Battistella, MS, OTR/L |

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| **C.** | **Contacting the Instructor –** |  |
|  | Campus and Office Number: | North Campus, K-113 |
|  | Instructor Phone:  Instructor e-Mail: | (716) 851-1312  [battistellad@ecc.edu](mailto:battistellad@ecc.edu) |
|  | Department Secretary Phone: | (716) 851-1318 |
|  | Department Secretary e-Mail: | [mastrandrea@ecc.edu](mailto:mastrandrea@ecc.edu) |
|  | Office Hours: | **By appointment.** Because many components of Level I B fieldwork are off-campus, e-mail and voicemail will be answered promptly. |

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| **D.** | **Course Description:** | Student will spend 40 hours of observation and participation in an Occupational Therapy clinic. Major focus will be on skill development, practice of occupational therapy interventions, development of professional maturity and verbal communication skills.  Prerequisites: OT 130, OT 141 and all first year didactic coursework |

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| **E.** | **Text / Course Materials:**  *Enter Title, edition, and publisher, year, and ISBN number.* | Refer to relevant texts and handouts from previous coursework to aid in the fieldwork experience. |
|  | **Affordable Instructional Material (AIM) or Open Educational Resource (OER)** **Option:** | N/A |

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| **F.** | **Library Resources:** |
|  | Databases (i.e., Search all Databases, ProQuest, Medline, CINAHL, Summon, Periodical Finder, Academic One File, etc.) for journals and texts relevant to course content to support completion of projects/activities. Library resources include numerous hard copy occupational therapy texts in General Circulation at SUNY Erie North Campus Library. |

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| **G.** | **Course Outcomes:** |
| **G1.** | Upon completion of this course, the student will be able to:  DIRECT TREATMENT:  1. Collect relevant data regarding the patient/client/consumer from medical or service related sources to assist with the development of culturally relevant goals, occupation-based intervention plans/strategies in collaboration with the client, occupational therapist, and other professionals. (B.5.1, B.5.21, B.5.25)\*  2. Select, provide, grade and adapt interventions (occupation-based, purposeful activities, preparatory methods and tasks, education and training) while demonstrating therapeutic use of self, to address safety, health, and wellness for occupational performance in all life areas, client factors, performance patterns, context, and performance skills, reflecting current evidence in OT practice. (B.5.1, B.5.2, B.5.3, B.5.5, B.5.7, B.5.12, B.5.14, B.5.18, B.5.23, B.5.24)\*  3. Articulate justification for and provide development, remediation, environmental adaptation, and compensation for physical, mental, cognitive, perceptual, neuromuscular, behavioral skills, and sensory functions when desired life tasks cannot be performed, to enhance occupational performance and foster participation and well-being. (B.5.6, B.5.8, B.5.9, B.5.10, B.2.10)\*  4. Adhere to safety regulations and medical precautions as well as demonstrate safety awareness within the clinical setting. (B.2.8)\*  PROFESSIONALISM:  5. Demonstrate professionalism in dress, time management, ability to collaborate, receive feedback, communication, and interpersonal skills (including but not limited to cooperation, flexibility, tact, and empathy), when interacting with supervisor, staff, patients/clients, family members, and caregivers. (B.5.20, B.5.21, B.5.25, B.5.7)\*  6. Adhere to all facility policies and procedures as well as governmental guidelines that ensure patient/client rights and confidentiality (Health Insurance Portability and Accountability Act of 1996-HIPAA) and identify how they connect to the American Occupational Therapy Association (AOTA) Code of Ethics (B. 9.5, B.9.6)\*  7. Articulate the various roles an occupational therapy assistant can engage in such as clinical practitioner, educator, and research assistant in the rehab setting. (B.5.27, B.9.7)\*  COMMUNICATION:  8. Review facility documentation as it relates to the rehab process and observe/participate in various areas of documentation as appropriate (daily documentation/progress notes/discharge summaries, billing/attendance, etc.) as well as patient/client care meetings and/or departmental meetings. (B.4.10, B.5.20, B.5.32, B.7.4)\*  \*ACOTE (Accreditation Council for Occupational Therapy Education) Learning Standards  **Program Competencies:**  Upon graduation with an Associate in Applied Science degree in Occupational Therapy Assistance, the graduate will be able to:  1. Identify factors that suggest or hinder occupational performance by gathering relevant information utilizing available resources: EMR/EHR (Electronic Medical Record/Electronic Health Record), screenings, and evaluations, clinical observations, team and family members. (1)  3. Develop client-centered and occupation-based goals in collaboration with the occupational therapist. (1)  4. Plan, select, and implement client-centered and occupation-based interventions effectively with the client, family/significant other, occupational therapist, and service provider. (1, 2)  5. Grade and adapt activities and/or the environment to support engagement in occupations. (2)  6. Utilize effective and appropriate verbal, nonverbal, and written communication with client, families, colleagues, and the public. (3, 5, 8)  8. Conduct oneself in a professional manner adhering to the American Occupational Therapy Association Code of Ethics, Standards of Practice, client rights, and confidentiality. (5, 6)    9. Maintain a therapeutic environment within a clinical setting to maintain order, prevent accidents, promote adherence to safety regulations to self and others. (2, 4, 6)  10. Develop appropriate professional behaviors related to self-responsibility, constructive feedback, work behaviors, time management, interpersonal skills, and cultural competence. (5)  11. Clearly communicate the values and beliefs of occupational, the role of the occupational therapist and occupational therapy assistant to clients, families/significant others, and service providers. (3, 5, 7, 8) |

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| **H.** | **SUNY Erie Institutional Learning Outcomes (ILOs):** |  |
|  | Communication (3, 5, 7, 8)  Critical Analysis and Reasoning (1, 2, 3)  Scientific Reasoning LV 2, LV 3 (1, 3, 7, 8)  Technological Competence (1, 2, 4, 6, 8) | |

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| **I.** | **Testing / Means of Evaluation:**   |  |  | | --- | --- | |  |  | |  |  | |  |  | |  |  | | 1. Level IB Fieldwork Performance Evaluation……..............50%  2. Level IB FW Journal.........................................................40% 3. Culminating Day Activities..............................................10%  100%  This course is graded as a Pass/Fail Course. A passing grade consists of at least 77 points/100 on the Level I Fieldwork Performance Evaluation and at least 77 points/100 on the Client Needs Assignment.  **Grade:**   |  | | --- | | 94-100 = A | | 90-93 = A- | | 87-89 = B+ | | 84-86 = B | | 80-83 = B- | | 77-79 = C+ | | 74-76 = C | | 70-73 = C- | | 67-69 = D+ | | 64-66 = D | | 60-63 = D- | | * 1. F   \*Passing for OTA courses is a grade of C+ or 77%.  Students must maintain a minimum grade of “C+” in all OT Department courses. This  is a grade level established to ensure competency, as students need to establish  competency when they sit for the NBCOT OTA certification exam.  Students should discuss a decision to withdraw from a course or the program with  their advisor BEFORE doing so. A decision to withdraw from an OT course is a decision  to withdraw from the OTA Program, unless otherwise documented. | |  | |
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| **J.** | **Grading Determination:** |
|  | |  |  |  | | --- | --- | --- | | **Evaluation of Student Learning –** | | | | **Method**   * Level I B Fieldwork Performance Evaluation (FWPE) * Level I B FW Journal * Culminating Day Activities   Total | **Percentage**  50%  40%  10%  100% | **Quantity or Delivery Notes**  Main Mobility, ECMC & APOT  Completion of FW Journal-Graded  Debriefing, Knowledge Translation, Knowledge Application Activities | |  | | | | |  |  | | --- | --- | | **ASSIGNMENT** | **PROGRAM COMPETENCY ASSESSED** | | **Fieldwork Performance Evaluation (FWPE)** | **1, 6, 8, 9, 10, 11** | | **Level IB Fieldwork Journal** | **1, 5, 6, 9, 10, 11** | | **Culminating Activity** | **1, 3, 4, 5, 6, 10, 11** | |  |  | | | | |

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| **K.** | **Attendance Requirements:** |
|  | **1. Absence**  Fieldwork experiences are regulated by ACOTE and are necessary for successful program completion. **Students must complete a total of 40 hours for their Level IB fieldwork.** Students are expected to attend ALL assigned days of the fieldwork rotation. Missing days may result in course failure. Students are expected to manage all personal affairs (childcare, employment, family needs, etc.) in such a manner as not to interfere with the completion of fieldwork hours/days. Attending weddings, meetings, or other planned events are NOT acceptable reasons for missing fieldwork.  In the case of emergencies that may necessitate absence from the clinical site (sickness, injury, death of immediate family) the student must contact the SUNY Erie Fieldwork Coordinator as soon as possible **BEFORE** the anticipated absence. Any such absences will require written documentation (by a physician, for example). Absences for reasons other than verifiable emergencies will be treated as insubordination and a violation of OTA Department and fieldwork site policy, and may result in immediate suspension or termination from the fieldwork. Absences for **ANY** reason may result in fieldwork failure. Proper documentation from a medical professional is required should a student become ill and unable to attend fieldwork. Students who do not follow these specific guidelines may be penalized with grade reduction, suspension, or termination from the Level IB FW or program.    **2. Tardiness**  Students are expected to report to each fieldwork site ready to begin on time. Repeated tardiness will be grounds for dismissal and failure of the Level IB clinical. It is the prerogative of the Fieldwork Educator and/or Academic Fieldwork Coordinator to send home a student who does not call regarding tardiness. |

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| **L.** | **Classroom Expectations:** |
|  | ***Cell phones are not to be used during fieldwork clinic time.***  Please review section II.4 of your “OTA Department Student Policy Manual”, for more information on classroom conduct expectations. |

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| **M.** | **Students with Disabilities or Special Needs:** | | | |
|  | SUNY Erie Community College recognizes the right of qualified individuals with disabilities to receive appropriate course accommodations and academic adjustments. These arrangements are made on a case-by-case basis. If there is a physical or mental impairment (including learning disability or Attention Deficit Disorder), which will impact the ability to participate in this class, then contact the Student Access Services office listed below as soon as possible. A counselor will provide information to the instructor at the beginning of the semester in order for the instructor to accommodate the student. If the student does not give the appropriate forms to the instructor and decides to bring it up after the semester is over, the student forfeits all rights. | | | |
|  | **City Campus** | Student Access Center:  45 Oak Street | Room 102L | 851-1189 |
|  | **North Campus** | Counseling Center:  Student Services “S” Building (facing Wehrle Dr.) | Room 212A | 851-1495 |
|  | **South Campus** | Counseling Center:  Building 3 | Room 3120 | 851-1933 |

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| **N.** | **Topical Outline:** |  |
|  | Forty (40) hours of directed observation and participation in selected aspects of the Occupational Therapy process, under the direct supervision of qualified personnel.  A. Preparatory sessions discussions:   * Educate students on purpose of Level IB FW * Update students on Level IB FW development and dates * Select groups for ECMC experience * Select date for culminating activity * Review and complete necessary paperwork * Level IB FW Dates and Locations: * 6/12/19: Main Mobility – A.M./SUNY Erie Campus (Room K114) – P.M. * 6/19/19: ECMC – Groups A & B * 7/31/19: ECMC – Groups B & C * 8/7/19: ECMC – Groups A & C * 7/8/19 – 8/16/19: APOT (Students are responsible for 8 volunteer hours to be arranged with APOT) * 8/8/19: SUNY Erie Campus – STEM Building Room 102 – Culminating Activity   B. Fieldwork Expectations:   * Fieldwork Performance Evaluations (FWPE): Students will receive a formal, written Fieldwork Performance Evaluation for each of the FW experiences (Main Mobility, ECMC and APOT), completed by designated supervisors. Both the supervisor and the student will sign the evaluation forms. Forms will be collected by the designated supervisors and given to the Academic Fieldwork Coordinator for grading. Students will be provided with copies of the FWPE’s. * Grades will be made available on Web Advisor at the end of the fieldwork experience * Dress code: Refer to Student Manual p. 13, section 5.2   **Clinical fieldwork, field trip and guest speaker attire**  **a.**    Attire should be clean, conservative, and appropriate to the specific setting. Students should dress as though they were reporting for work in a healthcare facility (not too formal, not too casual). Men may wear slacks and button shirts, shoes or athletic shoes. Women may wear slacks or skirts, blouses, flat shoes or athletic shoes.  **b.**    Students should **avoid** wearing:   * open-toed shoes, high healed shoes * tank tops, tube tops, low-cut tops, or shirts which expose the torso * sweat shirts or sweat pants * low-rise pants (as bending can lead to revealing more than anticipated) * jeans, tee shirts * torn, soiled, revealing, or tight-fitting clothing * baseball caps * shorts * multiple pierced ears, nose rings, studs or other body piercing * tattoos should be hidden   **PLEASE NOTE:**Any student who does not adhere to the dress code will be asked to leave the site and will not be allowed to return on that date. Attendance is mandatory for all FW dates and times.   * **Cell Phones: Cell phones are *NOT TO BE USED* during FW time.** * Confidentiality - Students must: * Adhere to all facility policies and procedures * Governmental guidelines that ensure patient/client rights and confidentiality (Health Insurance Portability and Accountability Act of 1996-HIPAA) * American Occupational Therapy Association (AOTA) Code of Ethics * Inform each patient/client that any information provided might be shared with other members of the treatment team responsible for his/her case. * Discuss information received from the patient/client in the context of professional purposes only, maintaining privacy and ensuring adherence to HIPAA. | |
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| **O.** | **Starfish® Integrated Course:** | SUNY Erie Community College has partnered with Starfish® Retention Solutions as a continual effort to enable student success, both in the classroom and in meeting overall educational goals. The Starfish® system may be used to provide feedback on course progress. Throughout the semester, emails may be sent via Starfish® regarding grades, performance in the classroom, and access to supplemental services, such as library resources and skills labs. This information will be shared with student support professionals on campus who will reach out to help ensure your success at SUNY Erie. Starfish® is also a way to receive kudos, designed to encourage progress. Please be sure to read your SUNY Erie email on a timely basis, so you are aware of your progress in this course. |

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| **P.** | **Academic Integrity** | |
|  | SUNY Erie Community College assumes that students will behave with integrity.  Academic dishonesty, as defined in the Student Code of Conduct, will be actionable by the department and faculty, working within the procedures defined by the college. Academic dishonesty accusations must be documented and investigated. Students have the right to dispute accusations of academic dishonesty through the student academic grievance policy. | |
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| **Q.** | **Syllabus Prepared By:**  **Last Updated Date:** | Debra Battistella  06/11/19 |

**Off-Campus Participation**

This course requires you to participate in college sponsored off-site activities. According to SUNY policy #3200 (Admissions of Persons with Prior Felony Convictions), SUNY Erie must inquire if a student has a prior felony conviction before the student can participate in any college sponsored off-site activity. You can complete the screening at [http://tinyurl.com/ErieBoxedOut](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Ftinyurl.com%2FErieBoxedOut&data=02%7C01%7C%7C878131003e6c4095f5ea08d6248e164a%7C621b378423384e028ca7d32d8b1921f1%7C0%7C0%7C636736591663309265&sdata=aMFYMhQqtqb8dzZ%2FnCHZ78DZX5y6bCg8wHw8KR02JBU%3D&reserved=0) or by using the QR code to the right. Failure to complete this screening will affect your participation in this class and may affect your grade.