

# OTA Fieldwork I

## Course Outcome Summary

### ***Course Information***

<b>Organization</b>	Wisconsin Indianhead Technical College
<b>Developers</b>	OTA Alignment Team 5/06 / Mari Jo Ulrich
<b>Development Date</b>	6/1/2006
<b>Revised Date</b>	6/1/2007
<b>Course Number</b>	10514184
<b>Instructional Level</b>	Associate Degree
<b>Total Credits</b>	2

### **Description**

Integrate classroom theory and practice into a Fieldwork Level I experience. Provides experiences to assist in the development of communication, professional and observational skills.

### **Prerequisites**

10514174 OT Performance Skills  
10514175 Psychosocial Practice  
10514176 OT Theory and Practice  
10514177 Assistive Technology and Adaptations  
10514178 Geriatric Practice  
COREQUISITES: 10514179 Community Practice  
10514182 Physical Rehabilitation Practice  
10514183 Pediatric Practice

### ***Exit Learning Outcomes***

#### **Core Abilities**

- 1) Act responsibly
- 2) Communicate clearly
- 3) Value self positively
- 4) Work cooperatively

### **Program Outcomes**

- A. Adhere to the ethical standards, values, and attitudes of the occupational therapy profession
- B. Practice within the distinct role and responsibility of the occupational therapy assistant
- C. Serve a diverse population in a variety of systems that are consistent with entry level practice

### **External Standards**

- B.1.1 Demonstrate oral and written communication skills.
- B.9.6 Identify personal and professional abilities and competencies as they relate to job responsibilities.
- B.7.6 Identify the mechanisms, systems, and techniques needed to properly maintain, organize, and prioritize workloads and treatment environments including inventories.

B.9.1 Demonstrate a knowledge and understanding of the American Occupational Therapy Association (AOTA) Code of Ethics, Core Values and Attitudes of Occupational Therapy, and AOTA Standards of Practice and use them as a guide for ethical decision making in professional interactions, client treatment, and employment settings.

B.9.6 Identify personal and professional abilities and competencies as they relate to job responsibilities.

B.8.2 Use professional literature to make informed practice decisions that are supported by research, in collaboration with the occupational therapist.

B.4.1 Gather and share data for the purpose of screening and evaluation including, but not limited to, specified screening tools, assessments, skilled observation, checklists, histories, interviews with the client, family, and significant others, and consultations with other professionals.

B.2.9 Use sound judgment in regard to safety of self and others, and adhere to safety regulations throughout the occupational therapy process.

B.4.6 Document occupational therapy services to ensure accountability of service provision and to meet standards for reimbursement of services, adhering to applicable facility, local, state, federal and reimbursement agencies. Documentation must effectively communicate the need and rationale for occupational therapy services.

B.1.7 Demonstrate knowledge and appreciation of the role of sociocultural, socioeconomic, diversity factors, and lifestyle choices in contemporary society (e.g., principles of psychology, sociology, and abnormal psychology).

B.2.10 Express support for the quality of life, well-being, and occupation of the individual, group, or population to promote physical and mental health and prevention of injury and disease considering the context (cultural, physical, social, personal, spiritual, temporal, virtual).

B.5.6 Provide therapeutic use of self, including one's personality, insights, perceptions, and judgments as part of the therapeutic process in both individual and group interaction.

B.5.17 Effectively interact through written, oral, and nonverbal communication with the client, family, significant others, colleagues, other health providers, and the public in a professionally acceptable manner.

B.5.20 Demonstrate skills of collaboration with occupational therapists on therapeutic interventions.

B.5.22 Recognize and communicate the need to refer to specialists, internal and external to the profession, for consultation and intervention.

B.5.23 Monitor and reassess, in collaboration with the client, caregiver, family, and significant others, the effect of occupational therapy intervention and the need for continued or modified intervention, and communicate the identified needs to the occupational therapist.

B.5.25 Under the direction of an administrator, manager or occupational therapist, collect, organize, and report on data for evaluation of practice outcomes.

## **Competencies**

### **1. Communicate professionally**

#### **You will demonstrate your competence:**

1.a. through a skill demonstration

#### **Your performance will be successful when:**

1.a. you practice verbal and nonverbal interpersonal communication skills in work interactions

1.b. you handle conflict constructively

1.c. you use assertive communication skills

1.d. written communication demonstrates correct grammar, spelling and mechanics

1.e. you demonstrate active listening skills

#### **Learning Objectives**

a. Describe verbal and nonverbal communication techniques.

- b. Explain the potential impact of poor and good communication techniques on client interaction.
- c. Explain the components of active listening.
- d. Describe the difference between aggressive, passive, and assertive communication.
- e. Describe the importance of grammar and mechanics to effective documentation.
- f. Describe conflict management styles: collaborating, compromising, competing, accommodating, and avoiding.
- g. Describe three positive outcomes of conflict in the work environment.
- h. Describe potential ways to handle conflict in a constructive manner.

**2. Collaborate with others to address intervention outcomes**

**You will demonstrate your competence:**

- 2.a. through a skill demonstration

**Your performance will be successful when:**

- 2.a. you initiate contact with supervisor when appropriate
- 2.b. you volunteer information
- 2.c. you ask for help or advice when needed
- 2.d. you maintain relationships with supervisor, staff, and clients
- 2.e. you contribute to a team effort

**Learning Objectives**

- a. Identify types of teams found at each fieldwork placement.
- b. Identify the purpose and goals of each identified team at each fieldwork placement.
- c. Identify the team members, by title, of each identified team at each fieldwork placement.
- d. Describe the student role in a team meeting at a fieldwork setting.
- e. Identify your skills that could benefit a team.
- f. Comply with reimbursement and documentation requirements that affect OT.
- g. Explain your learning styles (Myers Briggs, multiple intelligences, and Barsch) to your fieldwork supervisor.
- h. Identify appropriate and inappropriate information to share with a supervisor or co-worker.

**3. Demonstrate time management skills**

**You will demonstrate your competence:**

- 3.a. through a skill demonstration

**Your performance will be successful when:**

- 3.a. you use time constructively
- 3.b. you complete assignments by scheduled deadlines
- 3.c. you maintain personal schedules and lists to ensure timely completion of responsibilities
- 3.d. you prepare in advance for meetings and treatments
- 3.e. you demonstrate appropriate prioritizing of job responsibilities
- 3.f. you demonstrate flexibility in adjusting priorities to meet the established goals of the workplace

**Learning Objectives**

- a. Describe how writing lists can improve organizational skills.
- b. Identify five strategies to build effective time management skills.
- c. Explain OT personnel productivity requirements at each Fieldwork setting.
- d. Explain the value of a treatment plan or outline to providing client interventions.

**4. Exhibit professional work behaviors**

**You will demonstrate your competence:**

4.a. through a skill demonstration

**Your performance will be successful when:**

- 4.a. you take responsibility for your actions
- 4.b. you adhere safety guidelines
- 4.c. you conform to the ethical standards of the OTA profession
- 4.d. you maintain confidentiality
- 4.e. you exhibit respect for people and property
- 4.f. you display an appearance appropriate for work environment

**Learning Objectives**

- a. Identify safety requirements specific to each fieldwork setting.
- b. Explain the importance of adhering to safety requirements from the standpoint of self and client.
- c. Explain the AOTA Code of Ethics as related to each fieldwork setting.
- d. Explain HIPAA guidelines specific to each fieldwork setting.
- e. Explain the consequences of not following HIPAA guidelines.
- f. Describe dress code requirements for each fieldwork setting.

**5. Acquire information from a variety of sources**

**You will demonstrate your competence:**

5.a. through a skill demonstration

**Your performance will be successful when:**

- 5.a. you utilize resources to locate information
- 5.b. you gather information from chart and interviewing of client, family, caregiver, etc.
- 5.c. you listen to input from other team members and/or family
- 5.d. you determine the priorities through careful selection and filtering of information from all data collected
- 5.e. you determine what extra information will be necessary

**Learning Objectives**

- a. Identify ways to obtain client information at each fieldwork setting (chart review, interview, etc.).
- b. Identify resources that will assist clients in attaining outcomes at each fieldwork setting.
- c. Describe the value of a resource file, books, periodicals, or the Internet to the occupational therapy department.
- d. Identify the components of the medical, client, and "soft file" at each fieldwork setting.
- e. Describe the value of receiving client data/input from a variety of sources.

**6. Document client performance based on observation**

**You will demonstrate your competence:**

6.a. in a written assessment

**Your performance will be successful when:**

- 6.a. documentation follows specified format
- 6.b. documentation includes critical information gathered during observation
- 6.c. documentation is clear and concise

**Learning Objectives**

- a. Identify the reimbursement systems prevalent at each fieldwork setting.
- b. Explain the basic reimbursement requirements of the main reimbursing of OT services.

- c. Explain the documentation requirements of the occupational therapy department.
- d. Identify the type of documentation used (SOAP and narrative).
- e. Describe the documentation responsibilities of the OTA.

**7. Seek learning opportunities in the fieldwork environment**

**You will demonstrate your competence:**

- 7.a. in a fieldwork setting

**Your performance will be successful when:**

- 7.a. you seek ways to improve
- 7.b. you utilize unscheduled time to increase learning
- 7.c. you seek out learning resources

**Learning Objectives**

- a. Identify your strengths and weaknesses related to theoretical components of OT provision of service and professional work behaviors.
- b. Identify learning resources at the fieldwork setting, WITC, periodicals, and from the Internet that supplement the fieldwork experience.
- c. Identify five strategies that can assist you in becoming a more proficient OTAS.

**8. Establish OTA/client relationship**

**You will demonstrate your competence:**

- 8.a. by working with others
- 8.b. in a fieldwork setting

**Your performance will be successful when:**

- 8.a. you establish rapport and trusting relationships with clients
- 8.b. you listen attentively to clients
- 8.c. you focus on client needs
- 8.d. you use appropriate terminology when communicating with others

**Learning Objectives**

- a. Describe how to use therapeutic use of self to motivate clients to participate in occupation based treatment.
- b. Explain the steps used to develop rapport with clients of differing ages and abilities.
- c. Describe the steps to being a good listener.
- d. Define occupational therapy in terms your client can understand.
- e. Describe occupation based intervention in terms your client can understand.

**9. Demonstrate diversity awareness in a variety of settings**

**You will demonstrate your competence:**

- 9.a. through a skill demonstration
- 9.b. through reflection

**Your performance will be successful when:**

- 9.a. you value individual and cultural differences
- 9.b. you work effectively with individuals and groups of diverse backgrounds
- 9.c. you recognize your own prejudices and stereotypes
- 9.d. you communicate in a culturally sensitive manner

**Learning Objectives**

- a. Identify the diversity (age, gender, SES, culture, education, etc.) found in clients at each fieldwork setting.
- b. Identify your own values and beliefs related to diverse populations.

- c. Identify your own prejudices and stereotypes related to individual clients and populations.
- d. Explain how individual and cultural differences may impact occupational therapy interventions.
- e. Identify the client's perspective when collaborating in occupation-based treatment.