

Weekly Goals/Expectations for Level Two Fieldwork OT Students

(Sample of Fieldwork Scheduling)

WEEK ONE

(Days 1-3)

- Introduction to fieldwork supervisor
- Receive hospital tour
- Review notebook of student information with education coordinator
- Receive orientation of facility and overview of clinical services
- Begin to review policy and procedure manuals
- Participate in structured clinical observation

(Days 4-5)

- Begin ongoing orientation with fieldwork supervisor
- Receive first patient from supervisor's caseload

WEEK TWO

- Ongoing treatment planning, treatment, and reevaluation of patient
- Schedule orientations to physical therapy, speech-language, pathology, therapeutic recreation, rehabilitation engineering, vocation rehabilitation, social services, psychology, and nursing (see list of contact people)
- Schedule observations as possible of: therapeutic feeding evaluation and treatment, home visit, out trip, patient conferences, family conferences, treatment groups, and driving evaluation
- Begin orientation lectures.
- Continue observation in clinic

WEEK THREE

- New patient assignment
- Continue orientation lectures
- Continue observations scheduled in WEEK TWO

WEEK FOUR

- Continue to receive patient assignments up to approximately half a full caseload
- Participate in informal evaluation using Informal Assessment
- Continue scheduled observations
- Continue orientation lectures
- Discuss group class participation with fieldwork supervisor and education coordinator to make a decision about group involvement

WEEK FIVE

- Present detailed outline to fieldwork supervisor and education coordinator of involvement in group/class
- Continue patient assignments: evaluation, treatment, and evaluation as appropriate
- Meet with the education coordinator to discuss project goals

WEEK SIX

- Present outline to fieldwork supervisor and education coordinator of project to include: issue or questions to be addressed by project; methods to be used; group to which that the project will be presented
- Mid-term evaluation with fieldwork supervisor using AOTA Fieldwork Evaluation. Student is responsible for self-evaluation and evaluation of fieldwork supervisor.
- Continue patient assignments as in WEEK FIVE
- Continue participation in group/class
- All observations of other services to be completed by end of this week
- Discuss with fieldwork supervisor the possibility of taking coverage for therapists on assigned team during WEEK SEVEN; not to exceed one to two treatment sessions/week

WEEK SEVEN

- Continue patient and group/class assignments and coverage as in WEEK SIX
- Meet with education coordinator to discuss project

WEEK EIGHT

- Assume full caseload, if not already assumed
- Informal evaluation with emphasis on areas identified at mid-term as areas to work on

WEEKS NINE through ELEVEN

Final project presentation

WEEK TWELVE

- Final evaluation by fieldwork supervisor and education coordinator
- Self-evaluation
- Evaluation of fieldwork center and fieldwork supervisor
- Termination of patient relationships taking into account individual differences among patients
- Complete details related to patient assignment to other therapists, progress notes, evaluation and discharge summaries, returning all borrowed materials

(*adapted from Guide to Fieldwork Education Manual, AOTA, Contributor: National Rehabilitation Hospital, Occupational Therapy Services, Student Program, Washington, DC)

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WEEKLY OBJECTIVES OF SUPERVISORY SESSIONS

Weekly objectives of supervisory sessions include, but are not limited to:

1. Review treatment plans including evaluation of effectiveness of previous week's plans
2. Discuss major issues of the week
3. Review stress analysis
4. Establish weekly learning objectives for the student and supervisor
5. Review weekly goals of the affiliation as stated in the manual to be sure that additional assignments such as observations of other services, project, and group/class involvement are being met in a timely manner
6. Review the student's performance in additional projects such as group/class and special project
7. Review documentation issues

The supervisor checklist that follows may be used to structure supervisory sessions and to monitor issues that arise for discussion.

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