

OTHA 1163
Clinical-Occupational Therapy Assistant
Level I Psychosocial Fieldwork
Master Course Syllabus
Semester/Year: Summer 2024

Academic Fieldwork Coordinator:

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Course Description

Credit Hours: 1
Clinical: 48 hours

Course Description (2009): A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

WECM Course Rational

As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, law, and interactions within and among

political, economic, environmental, social and legal systems associated with the occupation and business/industry and will demonstrate legal and ethical systems associated with the practices, interpersonal and teamwork skills and appropriate written and verbal communication skills using the terminology of the occupation and business industry.

Course Prerequisites: Good standing in the OTA program.

Student Learning Objectives (ACOTE standards 2018)

1. Student will articulate and understand the psychological and social factors that impact engagement in occupation and address those appropriate to the site. (*intro discussion questions and group leading LCWW, Lyon's Garden and AGE*)
2. Student will understand how physical and cognitive issues impact psychological and social functions thus impacting performance in occupations. (*intro discussion questions*)
3. Student will recognize and explain how role changes and environmental factors can impact the individual's psychological and social well-being. (*LCWW intro*)
4. Student will understand the impact of equity, diversity, and inclusion on the psychosocial skills of individuals, groups, and populations that can interfere with engagement in occupations. (*Final Debrief*)
5. Student will demonstrate appropriate professional behaviors and interpersonal skills in a variety of practice settings. (*student performance eval*)
6. Student will demonstrate appropriate written and verbal communications skills using the terminology of the profession and as appropriate to facility. (*student performance eval*)
7. Student will observe and discuss use of specialized materials, tools, equipment, and procedures in a variety of practice settings. (*student performance eval*)
8. Student will understand the inter-professional roles at various facilities. (*all sites and final debrief*)
9. Student will collaborate with agency staff and participate in identified activities that address the client needs. (*Lyon's, AGE, and LCWW*)
10. Student will provide direct interventions and procedures to persons, groups, and populations to enhance safety, health and wellness, and performance in occupations by leading various groups to encourage appropriate psychosocial skills related to the group or population through partnerships with Lyon's garden, MaryLee Foundation, Lifetime Connection Without Walls, and AGE. (B 4.10)
11. Student will demonstrate use of effective therapeutic use of self during client interactions. (B 4.1) (*student perf eval and site debriefs*)
12. Student will demonstrate clinical reasoning skills in the planning of activities within various setting and verbalize how activities support models of practice.
13. Student will identify the potential benefit for inclusion of occupational therapy services in a community based and/or psychosocial health care settings. (*intro discussion*)
14. Student will discuss how the delivery of OT services aligns with the mission of the various organizations. (*orientation week discussions & OT in Prison System Assignment*)
15. Student will identify occupational needs through effective communication with patients, families, communities, and members of the interprofessional team in a responsive and responsible manner that supports a team approach to the promotion of health and wellness. (B 4.23) (*Lyon's garden craft and games groups*)
16. Optional: Explain the role and responsibility of the practitioner to advocate for changes in service delivery policies, effect changes in the system, recognize opportunities in emerging

practice areas, and advocate for opportunities to expand the occupational therapy assistant's role. *B.5.2 (OT Prison System Assignment)*

Discipline/Program Student Learning Outcomes:

By the end of the reinforcement courses (semesters 3&4), students will

1. Describe and give examples of terminology for appropriate occupational therapy documentation.
2. Describe and give examples of therapeutic use of occupation and activity.
3. Define and give examples of evidence-based practice in occupational therapy service delivery.
4. Demonstrate appropriate professional behaviors.
5. Define and give examples of clinical reasoning tracks for appropriate occupational therapy service delivery.

SCANS Competencies

The following SCANS competencies will be addressed in this course:

Students will have multiple opportunities to: identify, organize, plan and allocate resources (Resources); acquire and use information (Information); work with others (Interpersonal); understand complex interrelationships (Systems); select, apply, and integrate technology and equipment (Technology) read, write, perform mathematical operations, listen and speak to groups (Basic Skills); think creatively, make decisions, solve problems, visualize, use varied learning techniques, analyze underlying principles of relationships and ethics (Thinking Skills); display responsibility, self-esteem, sociability, self-management, integrity and honesty (Personal Qualities)

Required Text

Cole, M. B. (2018). *Group Dynamics in Occupational Therapy the Theoretical Basis and Practice Application of Group Intervention* (5th Ed.). Thorofare, NJ: Slack Incorporated.

This textbook can be accessed through the ACC library:

<http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=1613503>

Please note all current OTA program textbooks may be utilized to support this fieldwork experience.

Instructional Methodology:

The material will be presented in class discussion and debriefing format with fieldwork educators and guest presenters within the field using a variety of teaching methods in order to enhance the lecture material to include but not limited to audio-visual, student collaboration through blackboard system and zoom meetings; and student role play.

Students will engage in activities that promote active learning and critical thinking with the assigned fieldwork educators.

At minimum, students will be provided with feedback on a regular basis (2X/month) of the rotation. In addition, the blackboard grading center will be utilized to track progress and academic standing throughout the semester. All graded assignments noted in the course syllabus are regularly inputted for students review and tracking of performance throughout the semester.

STUDENT TECHNOLOGY SUPPORT

Austin Community College provides free, secure drive-up WiFi to students and employees in the parking lots of all campus locations. WiFi can be accessed seven days a week, 7 am to 11 pm.

Additional details are available at [Student Technology Access](#).

Students who do not have the necessary technology to complete their ACC courses can request to borrow devices from Student Technology Services. Available devices include iPads, webcams, headsets, calculators, etc. Students must be registered for a credit course, Adult Education, or Continuing Education course to be eligible. For more information, including how to request a device, visit [Student Technology Access](#).

Student Technology Services offers phone, live-chat, and email-based technical support for students and can provide support on topics such as password resets, accessing or using Blackboard, access to technology, etc. To view hours of operation and ways to request support, visit [Student Technology Access](#)

Grading System:

This course is recorded as a pass/fail.

Fieldwork must be passed with a minimum of 73% to successfully pass the course. Student must complete 48 clinical hours. Clinical grades will also include blackboard assignments. Students must **pass both parts** of the fieldwork in order to successfully complete the clinical.

1. **85 % of grade: In order to successfully pass the fieldwork rotation, the student must earn a 73% average on the fieldwork performance evaluations.**
2. **15% of grade: Students must receive a minimum of 73% average on assignments.**

Any student who receives a “Fail” must withdraw from the OTA program, but may be eligible to re-apply for admission as outlined in the OTA Student Handbook.

Policies: All policies as noted in the current OTA Student Handbook and in the current Division of Health Science Handbook must be followed. See current Student Handbook for extensive listing of all policies. Failure to comply may result in disciplinary action up to withdrawal from the program.

Plagiarism: Defined as taking another person's intellectual work and using it as one's own. For example, this includes quoting without giving proper credit to a source, expanding another person's work without giving credit to that person, or submitting another person's work under the pretense that it is one's own. Use of Safe Assign will be utilized in this course. Students found to have plagiarized their work will be given a 0 on the entire assignment and reported to the college's Student Affairs department for further sanctions from the college. (See Statement on Academic Integrity below). Student Resource click [here](#).

Course Policies:

Clinical Assignments:

Clinical assignments will be made by the Academic Fieldwork Coordinator (AFWC).

Supervision:

For fieldwork settings where no OT services exist, the following supervision plan is followed:

1. Faculty members, who are licensed OTs or OTAs with a minimum of 3 years full-time clinical experience, serve as the primary supervisors. Faculty collaborate with on-site professional staff for supervision.
2. Faculty members and/or facility staff remain onsite throughout the experience, ensuring appropriate supervision is provided.
3. If the supervising faculty members are not onsite, a designee is assigned to serve as a temporary student supervisor.
4. Faculty members are always available to the students throughout the fieldwork experience via phone and/or email (contact information is published in the FW course syllabus and student handbook).

This plan is followed for Level I FW experiences only (non-traditional settings).

Dress Code:

ACC OTA student uniforms and required clinical uniforms are purchased at the cost of the student. Students **MUST** wear the approved ACC uniform attire. This will include khaki pants and an ACC polo shirt.

OTA student uniforms consist of a teal ACC OTA program polo shirt with khaki trousers (not denim or spandex) and non-skid athletic type footwear (black, white, or gray).

- Hair is to be pulled back off the face and neck for hygiene, safety, and patient/client attention purposes.
- Mustaches/beards must be neatly trimmed.
- All tattoos must be covered.
- No facial, nose, or tongue piercings are allowed.
- No hats may be worn during check-offs/practicums.
- Nails are to be no longer than the end of the fingertips, shaped/smooth with patient care in mind. No artificial nails. Nail polish is to be clear or light pastel.
- Jewelry and/or accessories are to be kept to a minimum for the safety and attention of both the patient and staff. Large pieces on the hands, in the ears, or hanging from the neck are not only distracting to patients and clients but unsafe for the practitioner while engaging in therapeutic intervention.
- Chewing gum is not allowed as this is distracting to the learning environment and seen as unprofessional behavior.

If a student attends clinicals in unacceptable attire, he/she will be asked to return home to change into appropriate attire before being admitted to clinical. Instructors may provide further expectation for attire based on the learning activity and environment. If a student does not comply progressive disciplinary action will be taken.

Student Professionalism: Dress and language expectations will follow the policies as set in the current OTA Student Handbook. As a representative of Austin Community College, students are required to wear ACC name tags and follow facility and ACC dress code policies. Additionally, each student must accurately represent him/herself as an “occupational therapy assistant student from Austin Community College” during the clinical affiliation.

As representatives of the OTA program at ACC you are expected to display professional behaviors at all times during this clinical affiliation. Any infraction of these policies will result in conference with instructors and department chair and reflect in the professional development grade of the semester.

Confidentiality: It is unethical to share information with other individuals regarding patients/clients, healthcare facilities, clinical supervisors, or your classmates. Violations will be enforced as per policies stated in the student handbook. Follow HIPAA guidelines. Please see the Academic Fieldwork Coordinator with questions or concerns related to confidentiality.

Student Accident/Injury Procedures: In the event that a student is injured at the site of his/her clinical affiliation and it appears that the student should be seen by a physician, the student may choose to see his/her own physician, go to a minor emergency center, or be transported to a hospital. The Academic Fieldwork Coordinator must be notified of all injuries and/or accidents immediately (no matter the extent of the event). Additional instructions can be found on the ACC OTA page : <https://sites.austincc.edu/health/otha/fieldwork/student/resources/#gsc.tab=0>

Attendance:

All students are required to have 48 contact hours in order to complete (pass) this course. Any hours missed due to absence must be made up. Missed site visits may not be rescheduled, but experiences of equal rigor will be provided.

Per handbook on page 54 “Any absence due to an illness of three consecutive days or more requires a release signed by the physician stating the student can return to clinical without any restrictions on activities. Any accident, surgery, illness, or injury that could jeopardize the safety of the student and/or the client requires a release signed by the physician stating the student may return to clinical without any restrictions on activities. A pattern of tardiness or absences of more than 2 could jeopardize a student’s continued fieldwork experience and may result in termination of the fieldwork and also result in withdrawal of the program.”

Missed Exam, Late Work Policies, Absences

A grade of 0 (zero) will be given for late assignments in this course. Extenuating circumstances should be discussed with the course instructor **prior to the assignment due date**. Make-up work is required for absences in order to ensure the student acquires information and skills presented during their absences. It is the student’s responsibility to obtain missed information following an absence

Written assignments: Students must complete all assignments on blackboard and achieve a passing grade (73%). Assignments are to be submitted by the due date as specified on the schedule posted on BB. **Assignments submitted late will not receive any credit; however, all assignments must be completed in-order to pass the clinical.**

In order to ensure compliance with HIPAA, these assignments are confidential, and no names of supervisors, patients or facilities are to be used within the context of the written work. Students may have additional assignments as assigned by their clinical instructor and will be expected to adhere to all deadlines as outlined by the clinical instructor. Failure to complete clinical assignments as required by the clinical instructor may impact the student’s ability to successfully pass the affiliation.

Timesheets: Students will accurately document clinical hours spent on Time sheet and will submit to fieldwork educators during final debriefing session.

Student evaluation: Student evaluation for this level 1 Fieldwork experience will be completed by academic fieldwork instructors. Student feedback will be provided frequently through scheduled debriefing sessions and through the blackboard grading system.

Withdrawal: The withdrawal policy in the student handbook will be followed.

It is the responsibility of each student to ensure that his or her name is removed from the rolls should they decide to withdraw from the class. The instructor does, however, reserve the right to drop a student should he or she feel it is necessary. If a student decides to withdraw, he or she should also verify that the withdrawal is recorded before the Final Withdrawal Date. The Final Withdrawal Date for this semester is July 22, 2024. The student is also strongly encouraged to keep any paperwork in case a problem arises.

Students are responsible for understanding the impact that withdrawal from a course may have on their financial aid, veterans' benefits, and international student status. Per state law, students enrolling for the first time in Fall 2007 or later at any public Texas college or university may not withdraw (receive a "W") from more than six courses during their undergraduate college education. Some exemptions for good cause could allow a student to withdraw from a course without having it count toward this limit. Students are strongly encouraged to meet with an advisor when making decisions about course selection, course loads, and course withdrawals.

Incomplete: The College policy will be followed. An incomplete (grade of "I") will only be given for extenuating circumstances. What constitutes "extenuating circumstances" is left to the instructor's discretion. If a grade of I is given, the remaining course work must be completed by a date set by the student and professor. This date may not be later than two weeks prior to the end of the following semester. A grade of I also requires completion and submission of the Incomplete Grade form, to be signed by the faculty member (and student if possible) and submitted to the department chair.

Students may request an Incomplete from their faculty member if they believe circumstances warrant. The faculty member will determine whether the Incomplete is appropriate to award or not. The following processes must be followed when awarding a student an I grade.

1. Prior to the end of the semester in which the "I" is to be awarded, the student must meet with the instructor to determine the assignments and exams that must be completed prior to the deadline date. This meeting can occur virtually or in person. The instructor should complete the Report of Incomplete Grade form.
2. The faculty member will complete the form, including all requirements to complete the course and the due date, sign (by typing in name) and then email it to the student. The student will then complete his/her section, sign (by typing in name), and return the completed form to the faculty member to complete the agreement. A copy of the fully completed form can then be emailed by the faculty member to the student and the department chair for each grade of Incomplete that the faculty member submits at the end of the semester.
3. The student must complete all remaining work by the date specified on the form above. This date is determined by the instructor in collaboration with the student, but it may not be later than the final withdrawal deadline in the subsequent long semester.
4. Students will retain access to the course Blackboard page through the subsequent semester in order to submit work and complete the course. Students will be able to log on to Blackboard and have access to the course section materials, assignments, and grades from the course and semester in which the Incomplete was awarded.

5. When the student completes the required work by the Incomplete deadline, the instructor will submit an electronic Grade Change Form to change the student's performance grade from an "I" to the earned grade of A, B, C, D, or F.

If an Incomplete is not resolved by the deadline, the grade automatically converts to an "F." Approval to carry an Incomplete for longer than the following semester or session deadline is not frequently granted.

Fieldwork Outline/ Tentative Schedule: Clinical affiliations are tentatively scheduled to occur over a 10-week period, for a total time completion of 48 hours. Students may not finish the clinical affiliation prior to the 10-week duration. Students will rotate through a variety of practice settings during the clinical experience with face-to-face and virtual interactions. See Course Schedule in black board for specific details. Highlights listed below.

Clinical phases: (a minimum of 48 hours)
Week 1 : Introduction to psychosocial, groups, and leadership styles
Weeks 2-3: observe groups at Lyon's Garden and AGE of central Texas and intro to LCWW(Lifetime connections without walls)
Weeks 4-5: Dell Children's Camp in Motion, LCWW and intro to MLF (MaryLee foundation Daybreak center)
Weeks 6-10: LCWW, Age of Central Texas, Lyon's Garden, and MLF groups
Final Fieldwork Debriefing will occur on Thursday, 8/1/2024 from 1:30-3:30pm

COLLEGE POLICIES

See BB content area: college policies and student support services

The occupational therapy assistant department is supported by Health Science Retention Coordinator Luis Garza (512) 223-5780; lgarza12@austincc.edu. Mr. Garza is able to provide assistance for learning effective study skills, test taking strategies, time management skills, stress management, academic/clinical concerns, and instructor/student relation concerns.

Personal Support

Resources to support students are available at every campus. To learn more, ask your professor or visit the campus Support Center. All resources and services are free and confidential. Some examples include, among others:

- Food resources including community pantries and bank drives can be found here: <https://www.centraltexasfoodbank.org/food-assistance/get-food-now>
- Assistance with childcare or utility bills is available at any campus Support Center: <http://www.austincc.edu/students/support-center>.
- The Student Emergency Fund can help with unexpected expenses that may cause you to withdraw from one or more classes: <http://www.austincc.edu/SEF>.
- Help with budgeting for college and family life is available through the Student Money Management Office: <http://sites.austincc.edu/money/>.
- A full listing of services for student parents is available at: <https://www.austincc.edu/students/child-care>
- The CARES Act Student Aid will help eligible students pay expenses related to COVID-19:

<https://www.austincc.edu/coronavirus/cares-act-student-aid>.

Mental health counseling services are available throughout the ACC Student Services District to address personal and or mental health concerns: <http://www.austincc.edu/students/counseling>.

If you are struggling with a mental health or personal crisis, call one of the following numbers to connect with resources for help. However, if you are afraid that you might hurt yourself or someone else, call 911 immediately.

Free Crisis Hotline Numbers:

- Austin / Travis County 24-hour Crisis & Suicide hotline: **512-472-HELP (4357)**
- The Williamson County 24-hour Crisis hotline: **1-800-841-1255**
- Bastrop County Family Crisis Center hotline: **1-888-311-7755**
- Hays County 24 Hour Crisis Hotline: **1-877-466-0660**
- National Suicide Prevention Lifeline: **988** or **1-800-273-TALK (8255)**
- Crisis Text Line: **Text “home” to 741741**
- Substance Abuse and Mental Health Services Administration (SAMHSA) National Helpline: **1-800-662-HELP (4357)**
- National Alliance on Mental Illness (NAMI) Helpline: **1-800-950-NAMI (6264)**