

Table of Contents

Fieldwork Update 2020

A. Cover, Table of Contents, Welcome Letter and SOUs

- A1 Front Cover
- A2 Table of Contents
- A3 Welcome Letter for Fieldwork Students and Fieldwork Educators from Academic Fieldwork Coordinator, Anna Polzin, COTA
- A4 Statement of Understanding for Fieldwork Sites (Levels I and II)
- A5 Statement of Understanding for Students

B. Fieldwork Overview

- B1 What is Fieldwork?
- B2 Guidelines and Professional Standards for Fieldwork Students
- B3 Requirements for Fieldwork
- B4 Fieldwork I & II Exploration Meeting

C. Fieldwork I

- C1 Fieldwork I Timeline
- C2 Fieldwork I Student Evaluation (Evaluation of Student's Skills)
- C3 Student Assessment of Level I Fieldwork (Assessment of Level I Fieldwork Site)

D. Fieldwork II

- D1 Fieldwork II Policies and Timeline
- D2 AOTA Fieldwork Data Form (Explanation and Form)
- D3 Preparing for Level II Fieldwork – Assignment (Intro Letter and Student Data Form)
- D4 Possible Assignments for the Fieldwork Site to Utilize
- D5 Week Two Site Review – Assignment
- D6 Understanding The FWPE
- D7 For Students to complete: **The Student Evaluation of the Fieldwork Experience (SEFWE)**
- D8 A survey for students to complete: **Performance Evaluation of the Fieldwork Coordinator**. This is a sample, you can access this via Blackboard.

E. Tools for Addressing Special Concerns

- E1 Improvement Plan
- E2 Core Abilities Scoring and Assessment (OTA-13)

F. Inclusion of Psychosocial Content into the Level II Fieldwork Experience

- F1 Including Psychosocial Issues into Fieldwork II

- F2 Table of Contents for Psychosocial Tools
- FA Values
- FB Interests
- FC Self-Concept
- FD Role Performance
- FE Social Conduct
- FF Interpersonal Skills
- FG Self-Expression
- FH Coping Skills
- FI Time Management
- FJ Self-Control

G. Supervision Guidelines

- G1 WITC Academic Fieldwork Coordinator Process for Supervision of Fieldwork
- G2 Supervision of OTA Students in Difference Practice Areas (School, SNF, etc.)
- G3 Physical Agent Modalities in the State of WI
- G4 AOTA Position Paper Regarding PAM's
- G5 State of WI Practice and Supervision
- G6 State of WI OT Definitions
- G7 State of WI OT Licensure of OT's and OTA's
- G8 State of WI Biennial Registration
- G9 State of WI Unprofessional Conduct
- G10 Materials to Enhance Fieldwork Supervision Reference List
- G11 Practice Advisory Services
- G12 Example Amount of Supervision FW Chart
- G13 Methods for Becoming a Prepared Fieldwork Educator

H. WITC OTA Program Mission and Philosophy

- H1 WITC Mission, Vision, Values and Tenets
- H2 OTA Program Mission (OTA-4)
- H3 OTA Program Philosophy (OTA-6)

I. OTA Program Course Information

- I1 OTA Catalog Page & Course Descriptions (OTA-2)
- I2 Fieldwork I Course Outcome Summary
- I3 Fieldwork IIA Course Outcome Summary
- I4 Fieldwork IIB Course Outcome Summary
- I5 OTA Curriculum Design (OTA-8)
- I6 OTA Program Curriculum Checklist (OTA-3)
- I7 OTA Program Outcomes (OTA-5)

J. Site Based Objective Samples

- J1 NEOTEC FPWE Objective, Directions

- J2 NEOTEC FPWE Objective, Form
- J3 NEOTEC FPWE Objective, Checklist
- J4 NEOTEC FPWE AOTA Form
- J5 Behavioral Objectives in a Physical Disability Setting (Atlantic)

K. Fieldwork Policies

- K1 Fieldwork Policies
- K2 Fieldwork Placement Policy
- K3 Contacting Fieldwork Educators
- K4 Travel during Fieldwork
- K5 Termination of Fieldwork
- K6 Attendance during Fieldwork
- K7 Fieldwork Grading
- K8 Confidentiality-HIPAA (AH-17)
- K9 Fieldwork Background Check for Student Placement (OTA-34)
- K10 Health Status (AH-20)
- K11 CPR-Medic 1st Aid Requirements (AH-21)
- K12 OTA Dress Code (OTA-16)
- K13 Communication Guidelines (AH-16)
- K14 Fail Repeat Policy (OTA-24)
- K15 Reentry Process (OTA-27)

L. Glossary

- L1 Glossary