

Wisconsin Indianhead Technical College
Occupational Therapy Assistant
Fieldwork Handbook

Fieldwork Placement Policy

Within Wisconsin, there are sixteen technical colleges and each college has a corresponding region. Of those sixteen regions, five have Occupational Therapy Assistant Programs. It is preferable to place students within our own district (Wisconsin Indianhead) first then expand to regions which do not have an Occupational Therapy Assistant Program. Our last choice is to place students in the same region where another OTA program exists (see attachment for details). Placing students in areas where other OTA programs exist, require a process determined by the OTA programs in Wisconsin. This approval process adds additional time and factors to the placement process and may not be granted. See the Wisconsin Technical College System map (included) for details.

Out of state placement is a possibility, however with USDE regulations and competition, it is becoming increasingly difficult to place students out of state. WITC has several long standing relationships with facilities in the Duluth area and Upper Peninsula of Michigan where fieldwork may be possible.

If you would like to pursue a Level II Fieldwork Placement outside of the WITC district or with an agency that WITC does not have a contract with, follow these steps: A placement is not guaranteed.

1. Give specific facility information (name, address, phone, email, contact person) to the Academic Fieldwork Coordinator by March 1 (of your second semester in the program)
2. You may give up to 3 locations to the Academic Fieldwork Coordinator. Due to time constraints, only 3 potential locations will be pursued.
3. You may not contact the facility directly to inquire about a fieldwork placement. This is within the role of the WITC Academic Fieldwork Coordinator. Fieldwork Educators do not like to receive phone calls directly from students, as they would rather work with the Academic Fieldwork Coordinator
4. Wait for the WITC Academic Fieldwork Coordinator to give you information about your request.
5. Please realize that potential locations must meet standards established by the WITC OTA program (supervision requirements, experience, match with WITC curriculum design, etc.) and ACOTE (our accrediting body).

The OTA Program does not promise/guarantee your placement with any particular site – many factors are considered in placing students at fieldwork sites.

The OTA program at WITC strives to provide students with diversity in practice and population settings. This provides you with a well-rounded educational experience. For example, you will be able to see a traditional practice area (such as hospital, nursing home, school, clinic and home health care) *and* a psychosocial practice area for level I fieldwork. Your Level II fieldwork will also represent different service delivery models and populations to give you the best experience to develop skills as a generalist.

If you decline your FW IIA or IIB placement(s), the first opportunity for repeating will be spring semester of the next academic year

FW II must be completed within 18 months following completion of the academic program

Wisconsin Technical College System Map 2012/November



Preferred Geographical Areas for Level II Fieldwork. (Listed in order of preference.)

1. Wisconsin Indianhead
2. Chippewa Valley, Northcentral, Mid-State, Northeast Wisconsin and Nicolet Area
3. Southwest Wisconsin, Blackhawk, Gateway, Waukesha County, Lakeshore and Moraine Park

4. Out of state

Non-Preferred Geographical Areas for Level II Fieldwork

1. Fox Valley (Fox Valley Technical College has an OTA Program)
2. Madison Area (Madison Area Technical College has an OTA Program)
3. Milwaukee Area (Milwaukee Area Technical College has an OTA Program)
4. Western (Western Area Tech. College has an OTA Program)

| Alphabetical listing of Towns/Cities in Wisconsin Indianhead Technical College System | | | | | | | |
|--|----------|---------------------|-----------|------------------|----------|-------------------|----------|
| Ashland Region | | New Richmond Region | | Rice Lake Region | | Superior Region | |
| City/Town | County | City/Town | County | City/Town | County | City/Town | County |
| Ashland | Ashland | Amery | Polk | Almena | Barron | Brule | Douglas |
| Barksdale | Bayfield | Baldwin | St. Croix | Barron | Barron | Dairyland | Douglas |
| Barnes | Bayfield | Balsam Lake | Polk | Barronett | Washburn | Danbury | Douglas |
| Bayfield | Bayfield | Centuria | Polk | Birchwood | Washburn | Gordon | Douglas |
| Butternut | Ashland | Clayton | Polk | Brill | Barron | Lake Nebagamon | Douglas |
| Cable | Bayfield | Clear Lake | Polk | Bruce | Rusk | Maple | Washburn |
| Cornucopia | Bayfield | Deer Park | St. Croix | Cameron | Barron | Minog | Douglas |
| Drummond | Bayfield | Dresser | Polk | Chetek | Barron | Oliver | Douglas |
| Glidden | Ashland | Farmington | Polk | Comstock | Barron | Poplar | Douglas |
| Hurley | Iron | Frederick | Polk | Conrath | Rusk | Solon Springs | Douglas |
| Iron River | Bayfield | Glenwood City | St. Croix | Couderay | Sawyer | South Range | Douglas |
| Mason | Bayfield | Grantsburg | Burnett | Cumberland | Barron | Superior | Douglas |
| Mellen | Ashland | Hammond | St. Croix | Dallas | Barron | Wentworth | Douglas |
| Mercer | Iron | Hudson | St. Croix | Exeland | Sawyer | | |

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|-----------|----------|-----------------|-----------|--------------|----------|--|--|
| Montreal | Iron | Luck | Polk | Glen Flora | Rusk | | |
| Port Wing | Bayfield | Milltown | Polk | Haugen | Barron | | |
| Saxon | Iron | New Richmond | St. Croix | Hawkins | Rusk | | |
| Washburn | Bayfield | Osceola | Polk | Hayward | Sawyer | | |
| | | Roberts | St. Croix | Ingram | Rusk | | |
| | | St. Croix Falls | Polk | Ladysmith | Rusk | | |
| | | Siren | Burnett | Mikana | Barron | | |
| | | Somerset | St. Croix | Poskin | Barron | | |
| | | Star Prairie | St. Croix | Prairie Farm | Barron | | |
| | | Unity | ? | Radisson | Sawyer | | |
| | | Webster | Burnett | Rice Lake | Barron | | |
| | | Wilson | St. Croix | Sarona | Washburn | | |
| | | Woodville | St. Croix | Sheldon | Rusk | | |
| | | | | Shell Lake | Washburn | | |
| | | | | Spooner | Washburn | | |
| | | | | Springbrook | Washburn | | |
| | | | | Tony | Rusk | | |
| | | | | Trego | Washburn | | |
| | | | | Turtle Lake | Barron | | |
| | | | | Weyerhauser | Rusk | | |
| | | | | Winter | Sawyer | | |