OTA Level II Fieldwork Schedule
Facility Name:

Week 1 – Orientation to Facility

- Layout of treatment rooms, policies & procedures
- Introduction to therapists and explanation of fieldwork expectations
- Introduction to patients and caregivers in order to begin to establish rapport; chart reviews
- Observe treatment sessions, participating when fieldwork supervisor feels student is ready
- Orientation to all intervention media or modalities used at the facility
- Orientation to assessment tools commonly used at fieldwork facility
- Discuss any assignments the fieldwork site may require; discuss essential communication questions required weekly from the OTA student to the MGA OTA Fieldwork Coordinator.

Week 2

- Begin planning intervention activities in collaboration with fieldwork supervisor
- Implement intervention activities as instructed by fieldwork supervisor and under the supervision of fieldwork supervisor
- Observe/assist the use of assessment tools if applicable
- Prepare documentation on all interventions in which OTA student participated
- Complete any assignments given by fieldwork supervisor; complete essential communication questions and send to MGA OTA Fieldwork Coordinator

Week 3

- Continue to plan and implement intervention sessions under the supervision of the fieldwork supervisor
- Prepare documentation over all interventions; discuss previous weeks documentation as needed
- Demonstrate increasing confidence and control in intervention planning and implementation
- Demonstrate increasing clinical reasoning during the intervention planning phase
- Assist in the use of assessment tools if applicable
- Complete any assignments given by fieldwork supervisor; complete essential communication questions and send to MGA OTA Fieldwork Coordinator

Week 4 – Midterm

- Continue to plan and implement intervention sessions under the supervision of the fieldwork supervisor (It is reasonable that an OTA student should have their “own” case load by midterm. This means they are primarily responsible for intervention planning and implementation for these patients with minimal input from the fieldwork supervisor.)
- Prepare documentation over all interventions; discuss previous weeks documentation as needed
- Demonstrate increasing confidence and control in intervention planning and implementation
- Demonstrate increasing clinical reasoning during the intervention planning phase
- Demonstrate the ability to grade or adapt interventions as necessary
- Assist in the use of assessment tools if applicable

- Complete any assignments given by fieldwork supervisor; complete essential communication questions (including strengths and weaknesses & midterm grade) and send to MGA OTA Fieldwork Coordinator
- **Fieldwork educator should contact the Fieldwork Coordinator if the student is not passing at mid-term, or if they have any concerns about the student's performance.**

Week 5

- Continue to plan and implement intervention sessions under the supervision of the fieldwork supervisor (The number of patients on the student's caseload should increase each week until the student has a "full".)
- Prepare documentation over all interventions; discuss previous weeks documentation as needed
- Demonstrate increasing confidence and control in intervention planning and implementation
- Demonstrate increasing clinical reasoning during the intervention planning phase
- Demonstrate the ability to grade or adapt interventions as necessary
- Assist in the use of assessment tools if applicable
- Complete any assignments given by fieldwork supervisor; complete essential communication questions and send to MGA OTA Fieldwork Coordinator

Week 6

- Continue to plan and implement intervention sessions in collaboration with the fieldwork supervisor and other team members
- Prepare documentation over all interventions; discuss previous weeks documentation as needed
- Demonstrate confidence and control in intervention planning and implementation
- Demonstrate increasing clinical reasoning during the intervention planning phase
- Demonstrate the ability to grade or adapt interventions as necessary
- Assist in the use of assessment tools if applicable
- Assist with developing summary of OT outcomes, recommendations, referrals, and discharge planning as appropriate
- Complete any assignments given by fieldwork supervisor; complete essential communication questions and send to MGA OTA Fieldwork Coordinator

Week 7

- Continue to plan and implement intervention sessions in collaboration with the fieldwork supervisor and other team members
- Prepare documentation over all interventions; discuss previous weeks documentation as needed
- Demonstrate confidence and control in intervention planning and implementation
- Demonstrate increasing clinical reasoning during the intervention planning phase
- Demonstrate the ability to grade or adapt interventions as necessary
- Assist in the use of assessment tools if applicable
- Assist with developing summary of OT outcomes, recommendations, referrals, and discharge planning as appropriate
- All projects assigned by fieldwork supervisor should be completed by the end of the week; complete essential communication questions and send to MGA OTA Fieldwork Coordinator

Week 8 (Final week)

- Plan and implement intervention sessions in collaboration with the fieldwork supervisor and other team members
- Prepare documentation over all interventions; discuss previous week's documentation as needed
- Demonstrate confidence and control in intervention planning and implementation
- Demonstrate increasing clinical reasoning during the intervention planning phase
- Demonstrate the ability to grade or adapt interventions as necessary
- Assist in the use of assessment tools if applicable
- Assist with developing summary of OT outcomes, recommendations, referrals, and discharge planning as appropriate
- Prepare patients for transition of student's caseload to permanent therapist
- Discuss final grade on the **Fieldwork Performance Evaluation for the Occupational Therapy Assistant** with the fieldwork supervisor on or before the last day of fieldwork. Students can communicate final grades to the MGA OTA Fieldwork Coordinator via D2L, but the final evaluation form must also be mailed to Lauren Gray at **Middle Georgia State University, OTA Program, ATTN: Lauren Gray, Fieldwork Coordinator, 1100 2nd Street, Cochran, Ga 31014.**

Suggested Assignments Required by Fieldwork Supervisor:

Assignment	**Due Date**
Case study	3rd week
Activity Analysis	4th week
Evidence-based Research Article	5th week
In-service	7th week
Log of diagnoses and treatments	8th week