



COURSE OUTLINE: OPA116 - FIELDWORK PRACT I

Prepared: Joanna MacDougall

Approved: Bob Chapman, Chair, Health

Course Code: Title	OPA116: FIELDWORK PRACTICUM I
Program Number: Name	3022: OCCUP/PHYSIO/ASSIST
Department:	OTA/PTA ASSISTANT
Semesters/Terms:	20F
Course Description:	This course will prepare the student for success in fieldwork placements which are an essential part of their clinical education in the OTA and PTA program. The student will be encouraged and guided towards the expectations of professionalism and competence as an OTA/PTA. The student will become familiar with different health care facilities as they prepare for their role as a student during clinical fieldwork placements.
Total Credits:	2
Hours/Week:	2
Total Hours:	30
Prerequisites:	There are no pre-requisites for this course.
Corequisites:	There are no co-requisites for this course.
Substitutes:	FIT255
This course is a pre-requisite for:	OPA109, OPA131
Vocational Learning Outcomes (VLO's) addressed in this course: Please refer to program web page for a complete listing of program outcomes where applicable.	3022 - OCCUP/PHYSIO/ASSIST VLO 1 Communicate appropriately and effectively, through verbal, nonverbal, written and electronic means, with clients, their families, and significant others, occupational therapists, physiotherapists, other health care providers, and others within the role of the therapist assistant. VLO 2 Participate in the effective functioning of interprofessional health care teams within the role of the therapist assistant. VLO 4 Ensure personal safety and contribute to the safety of others within the role of the therapist assistant. VLO 6 Document and complete client records in a thorough, objective, accurate, and nonjudgmental manner within the role of the therapist assistant. VLO 7 Develop and implement strategies to maintain, improve, and promote professional competence within the role of the therapist assistant. VLO 8 Perform effectively within the roles and responsibilities of the therapist assistant through the application of relevant knowledge of health sciences, psychosociological sciences, and health conditions.
Essential Employability Skills (EES) addressed in	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.

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this course:	<p>EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication.</p> <p>EES 6 Locate, select, organize, and document information using appropriate technology and information systems.</p> <p>EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.</p> <p>EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.</p> <p>EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.</p> <p>EES 10 Manage the use of time and other resources to complete projects.</p> <p>EES 11 Take responsibility for ones own actions, decisions, and consequences.</p>								
Course Evaluation:	<p>Satisfactory/Unsatisfactory & A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.</p>								
Other Course Evaluation & Assessment Requirements:	<p>Evaluation will be based on timely and satisfactory completion of the following: Attendance and Participation (Course Outcomes 1,4) Learning Activities (Course Outcomes 1-9) Reflection Journals (Course Outcomes 3,4) Professional Portfolio (Course Outcomes 4,9)</p> <p>Evidence of completion of ALL Fieldwork Requirements(Course Outcomes 1,4) *Due Dates will be provided in class WHIMIS Standard First Aid & CPR Level C N95 Mask Fit Health Immunizations Record Hep B WSIB Criminal Record Check (CPIC)</p>								
Course Outcomes and Learning Objectives:	<table border="1"> <thead> <tr> <th>Course Outcome 1</th><th>Learning Objectives for Course Outcome 1</th></tr> </thead> <tbody> <tr> <td>1. Demonstrate an understanding of the roles and responsibilities of an OTA & PTA student at Sault College.</td><td> 1.1 Understand and comply with the Mission, Vision and Values of Sault College in their role as a student representing Sault College. 1.2 Understand and comply with the Student Success Guide for the OTA & PTA Program. 1.3 Discuss the principles of confidentiality and how they apply to the OTA & PTA student during fieldwork visits and placements. 1.4 Demonstrate completion and documentation of all fieldwork requirements including the OTA & PTA program confidentiality form. </td></tr> <tr> <th>Course Outcome 2</th><th>Learning Objectives for Course Outcome 2</th></tr> <tr> <td>2. Demonstrate an understanding of the roles and responsibilities of the</td><td>2.1 Recognize and respect the roles and responsibilities of the college, the student and the fieldwork supervisors with regard to fieldwork placements.</td></tr> </tbody> </table>	Course Outcome 1	Learning Objectives for Course Outcome 1	1. Demonstrate an understanding of the roles and responsibilities of an OTA & PTA student at Sault College.	1.1 Understand and comply with the Mission, Vision and Values of Sault College in their role as a student representing Sault College. 1.2 Understand and comply with the Student Success Guide for the OTA & PTA Program. 1.3 Discuss the principles of confidentiality and how they apply to the OTA & PTA student during fieldwork visits and placements. 1.4 Demonstrate completion and documentation of all fieldwork requirements including the OTA & PTA program confidentiality form.	Course Outcome 2	Learning Objectives for Course Outcome 2	2. Demonstrate an understanding of the roles and responsibilities of the	2.1 Recognize and respect the roles and responsibilities of the college, the student and the fieldwork supervisors with regard to fieldwork placements.
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	college, the student and the supervisor during fieldwork placements.	2.2 Explore and discuss the standards for supervision of students and support personnel published by the regulatory bodies of Occupational Therapists and Physiotherapists in Ontario.
	Course Outcome 3	Learning Objectives for Course Outcome 3
	3. Demonstrate Reflective Practice as a tool for self evaluation, and to enhance clinical learning experiences.	3.1 Apply reflective practices through activities such as debriefing, creating learning contracts, maintaining a log book and maintaining a skills checklist. 3.2 Develop an individualized Professional Portfolio as a strategy to collect and reflect on content and experiences that enhance professional growth and demonstrate competence.
	Course Outcome 4	Learning Objectives for Course Outcome 4
	4. Demonstrate time management and organizational skills necessary to be successful in fieldwork placements.	4.1 Explore the importance of effective time management and organizational skills. 4.2 Demonstrate personal time management and organizational strategies. 4.3 Demonstrate an effective strategy for the collection and organization of the Professional Portfolio.
	Course Outcome 5	Learning Objectives for Course Outcome 5
	5. Demonstrate an understanding of the purpose of documentation.	5.1 Explain the difference between documentation for non-patient and patient care. 5.2 Describe privacy and confidentiality as it relates to the role of the OTA & PTA student.
	Course Outcome 6	Learning Objectives for Course Outcome 6
	6. Demonstrate knowledge and skills related to the principles of medical asepsis/infection control.	6.1 Describe the underlying principles of medical asepsis/infection control. 6.2 Describe and demonstrate procedures related to maintaining a safe, clean, orderly and accessible work environment. 6.3 Identify the role of the OTA & PTA in maintaining cleanliness in a clinical environment, including proper hand hygiene and proper cleaning and handling techniques to prevent contamination.
	Course Outcome 7	Learning Objectives for Course Outcome 7
	7. Demonstrate knowledge and skills related to the responsibilities of the OTA & PTA related to safety and risk management.	7.1 Discuss ways to deal with potential safety risks for clients, self and others by using sound judgment and decision making skills. 7.2 Describe and recall Emergency Codes. 7.3 Describe and recall principles related to fire safety. 7.4 Discuss the purpose of incident reports.
	Course Outcome 8	Learning Objectives for Course Outcome 8
	8. Demonstrate knowledge and application of effective office management skills.	8.1 Explore and demonstrate organizational skills that manage time and reduce stress in the work environment. 8.2 Develop familiarity with appropriate office management skills including: -reception/clerical duties (answering the telephone, recording

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		messages, booking appointments, filing charts) -use of computers (Word, Excel, Power Point, etc.) and other office equipment (photocopier, fax, etc.) -taking inventory and ordering supplies -maintaining a clean/tidy work environment -participating in workload measurement activities, i.e. stats
	Course Outcome 9	Learning Objectives for Course Outcome 9
	9. Develop the ability to communicate appropriately and effectively, through verbal, nonverbal, written and electronic means within the role of the OTA & PTA.	9.1 Demonstrate appropriate communication skills required of the student OTA & PTA during fieldwork placements. 9.2 Explore behavior traits and influences as well as individual learning styles and how these influence interpersonal skills and learning. 9.3 Introduce and explore the purpose of a Learning Contract as a learning tool on fieldwork placements. 9.4 Explore self-directed learning strategies to seek out resources and opportunities for learning during fieldwork placements.
Date:	August 13, 2020	
Addendum:	Please refer to the course outline addendum on the Learning Management System for further information.	

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