WEEK 1 OBJECTIVITIES: ORIENTATION PHASE

- Complete ½ day hospital orientation, meet with Lynette and/or Holly and your field work educator (FWE) on your first day.
- Return 2 forms obtained during orientation to Lynette or Holly.
- Become familiar with the Vanderbilt University Medical Center computerized system. Mark Johnson will set up your Mediserve (documentation) during the first week.
- Observe your FWE chart review and evaluate/treat patients.
- Observe your FWE document and read sample documentation.
- Document 1-2 evaluations and/or progress notes by the end of this week with supervision and assistance as needed.
- Begin to discuss various client diagnoses, identify patient’s strengths/barriers to progress, treatment goals, treatment interventions, safety, precautions etc.
- Discuss your work hours, days and exchange phones numbers.
- Discuss any personal objectives that you want to obtain during your clinical rotation and possibility of observing another OT, COTA or therapist in another practice area.

WEEK 2 OBJECTIVES:

- Continue observation of your FWE 100% of the time.
- Begin to perform chart reviews, assist your FWE during patient care and begin to perform patient social hx interviews.
- Begin to discuss performance component deficits and their effect on self-care and functional mobility.
- Document 1-2 evaluations and/or progress notes a day throughout this week with supervision and assistance as needed. Your FWE will give you feedback during review and cosigning of your documentation.
- Supervisor will offer constructive feedback on student’s initial performance.

WEEK 3 OBJECTIVES:

- Continue observation of your FWE 100% of the time.
- Continue to work on gathering pertinent information during the chart review.
- Continue interviewing patients to determine their social hx and assist your FWE physically to perform portions of the OT evaluations and/or therapy tx sessions and then document 3 evaluations and/or progress notes a day this week with supervision and assistance as needed. Your FWE will give you feedback during review and cosigning of your documentation.
- Decide on a topic and date for your in-service/case study, project and/or journal article review. (Each FWE will determine specific student assignments)

WEEK 4 OBJECTIVES:

- Continue observation of your FWE 100% of the time.
- Demonstrate the ability to perform thorough chart reviews and present to your FEW/peers.
- Assist your FWE to perform portions of the OT evaluations and/or therapy tx sessions and then document 3-4 evaluations and/or progress notes per day by the end of this week with supervision and assistance as needed. Your FWE will give feedback during review and cosigning of your documentation.
WEEK 5 OBJECTIVES: INTEGRATION PHASE
- Continue to complete thorough chart reviews (throughout week 12) and carry out evaluations and/or tx sessions with direct observation from your FWE 100% of the time (based on FWE’s discretion).
- Document 4-5 evaluations and/or progress notes a day with decreased assistance and time. Your FWE will give feedback during review and cosigning of your documentation.

WEEK 6 OBJECTIVES
- Carry out the evaluations and/or tx sessions with direct observation by your FWE 75% of the time (based on FWE’s discretion) while 25% of the time without direct supervision.
- Document 4-5 evaluations and/or therapy tx sessions a day by the end of this week with decreased corrections by your FWE.
- Complete the mid-term and review with your FWE (DO NOT give a copy to the clinical coordinator; student is encouraged to complete one on him/herself).
- Determine a topic for your in-service/project/case study.

WEEK 7 OBJECTIVES
- Continue direct observation from your FWE about 50% of the time (based on FWE’s discretion) while the other 50% of the time is without direct observation.
- Complete and document 5-6 evaluations and/or therapy tx sessions a day and document evaluations and/or progress notes with decreased corrections made by your FWE.
- Begin to assign patients to the COTA’s on the department COTA list.

WEEK 8 OBJECTIVE
- Decreased direct observation from your FWE to ~ 50% of the time (based on FWE’s discretion).
- Complete 6-7 evaluations and/or therapy tx sessions a day and document evaluations and/or notes with decreased corrections made by your FWE.
- Assign patients to the COTA tx list and discuss patient with the COTA(s).

WEEK 9 OBJECTIVES: PRE-ENTRY LEVEL PHASE (based on FWE’s discretion).
- Very minimal observation about 25% or less of the time will be spent with your FWE (based on FE’s discretion).
- Complete 6-7 OT evaluations and/or tx sessions a day without assistance from your FWE and document all of them in a timely manner. Your FWE will give feedback during review and cosigning of your documentation.
- Continue to assign COTA txs and communicate with the COTA(s).

WEEK 10 OBJECTIVES
- Evaluate/tx 6-7 patients a day and complete the documentation with distant supervision.
- Responsible for obtaining of entry level functioning by the end of this week with distant (not direct) supervision provided by your FWE.
- Continue to assign OTA txs and communicate with the COTA(s).

WEEK 11 OBJECTIVES: ENTRY LEVEL PHASE
- Continue to eval/tx 6-7 patients a day and then document in a timely manner with distant supervision provided by your FWE.
- Continue to assign COTA tx and communicate with the COTA(s).

WEEK 12 OBJECTIVES
- Continue to eval/tx 6-7 patients a day and document in a timely manner with distant supervision.
- Continue to assign COTA txs and communicate with COTA(s).
- Complete the Student Evaluation of Fieldwork Form and review it with your FWE. Your FWE will review your performance using the AOTA Fieldwork Performance Evaluation.
- Present your in-service, journal article or case study to peers.
- Please return your name tag to Holly, Lynette or your FWE.