

OZARKS TECHNICAL COMMUNITY COLLEGE

OCCUPATIONAL THERAPY ASSISTANT PROGRAM

FW 1.2 Selection of Fieldwork Sites

FW 1.2.1 Student Site Selection & Placement Policy

The AFWC will select and confirm all fieldwork assignments. This is a complex task influenced by multiple factors. Although done as fairly as possible, students may not receive their first clinical site choice. In some instances, local placement is not possible and travel is required. Local placement is defined as being within a 75 mile radius of Springfield. Sites may be outside the Springfield area, requiring students to be away from home for an extended period for any Level I or Level II fieldwork experience. Students, along with guidance from AFWC, are responsible for arranging their own transportation, housing, family responsibilities, and expenses while completing fieldwork experiences.

The OTA Program attempts to provide varied experiences to all students. There will be opportunities to interact with individuals that range in age from the very young to the very old. Participation will occur in various settings that may include day care centers, school systems, home health agencies, community centers, hospitals, rehabilitation centers, outpatient clinics, skilled nursing facilities, nursing homes, adult day treatment centers, mental health centers and other service areas. Not all students will experience all types of sites, but students should expect to see a variety of service provision while in the program.

Sites are selected *to provide the most varied experiences available* to each student. Effort is made to avoid duplication of placement from a Level I site to a Level II site, unless the experiences have a different emphasis. For example, if a student is placed in a hospital setting for a Level I pediatric experience, the student could be placed at the same hospital for a Level II physical disabilities experience, but not for another pediatric experience in that facility. Every effort is made to provide students with the broadest fieldwork experience as is possible.

Student placements are made according to availability of sites. Sites have the right to request preferences related to start and end dates of affiliations. Students participating in the same course may have variances in their start and end dates.

Students that live outside of the Springfield area or have relatives in other areas may become aware of facilities which are possible fieldwork sites. Students are encouraged to inform the AFWC of potential fieldwork sites that are of interest by completing the **Request for New Fieldwork Location Form (located in the Policy Forms tab)** a minimum of 3 months prior to the scheduling of desired fieldwork site. A conversation with the AFWC is not an acceptable means of providing this information. Students *must not* contact a potential fieldwork site without the permission of the Academic Fieldwork Coordinator. *Fieldwork site development must be directed by OTA faculty only.* Placement time of rotation may be delayed due to agreement completion timeline and any additional hindrances that arise prior to original start date.

The AFWC will make the final determination of placement based on multiple factors relating to the appropriate professional development needs of the student. Students will be informed of their fieldwork placements prior to the experience. Every attempt will be made to provide this information at least *3 to 4 weeks prior to the start date of the fieldwork*. Students must understand that not all circumstances are within the control of the AFWC. Placement is dependent on an agreement with each clinical site. If an assignment is cancelled for any reason, an alternate assignment will be made as quickly as possible and the student will be kept informed during the process of rescheduling. It may not be possible to reschedule an assignment for the original date planned for the experience.