Week One

- Read through applicable policies and procedures
- EPIC training and computer access
- Initiate orientation to the team
- Shadow one patient throughout the day (with other disciplines)
  - PT  ST
- Shadow your supervisor’s caseload. Choose one patient each day that you will follow closely, review medical and OT chart, and begin problem solving treatment ideas and approaches.
- Begin documentation process-writing observed sessions, etc.
- Co-signatures
- Observe 1-2 new evaluations
- Obtain name badge at U card office
- Use of aides
- Pink slips after evaluations
- Orientation to Wellness

Week Two

- Select 1-2 per day patients for your caseload with your supervisor’s direction
- Demonstrate the ability to evaluate UE function
  - MMT
  - ROM
  - Edema
  - Sensation
  - Positioning
- Complete standardized portions of initial evaluation
- Observe team conference and identify all members and their roles/ responsibilities. Begin presenting patients as appropriate.
Week Three

☐ Schedule, evaluate, treat and document on 3-4 patients per day with supervision
☐ Demonstrate ability to complete visual perceptual evaluation and treatment
☐ Update goals/write progress assessment on your patients daily
☐ Explore interest in and initiate setup of observations in 2 of the following areas:
  • Acute care
  • Burn Unit
  • Inpatient rehab

Week Four

☐ Carry 4-5 patients on your caseload per day and continue to evaluate, plan, treat and document
☐ Complete full initial evaluation, daily notes, daily goal updates, Medicare certs and discharges for all of your patients

Week Five

☐ Carry 5-6 patients on your caseload per day and continue to evaluate, plan, treat and document

Week Six

☐ Complete self-midterm evaluation if required
☐ Midterm evaluations to be completed by the end of the week
☐ Carry a full caseload of 6-7 patients per day by this week
☐ Begin dialogue regarding student project
☐ Begin observations to other areas of OT in the University system (acute, inpatient rehab, burn unit)
☐ Demonstrate the ability to carry out patient treatments with decreased hands on from supervisor
☐ Presentation of evidence based assignment at next discipline meeting
Week Seven

- Continue with a full caseload
- Continue to complete assignments

Week Eight

- Continue with full caseload
- Continue to complete assignments

Week Nine

- Field site visits to observe OTs in other settings
- Maintain full caseload
- Presentation of projects and term assignments, where applicable

Week Ten

- Field site visits to observe OTs in other settings
- Maintain full caseload
- Presentation of student project

Weeks Eleven and Twelve

- Begin planning the transition of your caseload back to your CI
- Complete field site visits
- Complete student project presentation
- Complete your evaluation of your fieldwork at this facility
- Fieldwork final evaluation completed between supervisor and student (this is to be sent to your school by your fieldwork supervisor after it has been signed)
Fieldwork Assignments

**Case study and article review:**
- Choose one patient from your caseload
- Complete a literature review and select at least one research article relevant to your treatment
- Present your case and evidence based practice literature review (presentation should be 10-15 minutes in length) at an OT discipline meeting

**Student Project:**
- Create a treatment activity or educational resource relevant to your caseload at Sugar House
- This can be anything that you leave behind to benefit our patient population
- Present your project to the OTs at a time designated by you and your CI