

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

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

Week Ten

- Fieldsite 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 fieldsite 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