**Grand Valley State University**

**Department of Occupational Therapy**

**Level I Fieldwork Requirements**

The experience is 12-14 weeks (a semester) for a total of 80 hours. This correlates to approximately 6 hours per week. In the Winter semester the students are available on Mon and Wed each week, in the Summer semester the students are available on Mon, Wed and Fri each week and in the Fall semester the students are available on Tue, Thur and Fri each week. You, as the Fieldwork Educator (FWE) can vary the days or hours each week. For example you can have the student come on Mon one week and Wed the next week and two half days the week after. In this way you have complete flexibility to tailor the Level I to optimize the experience for the student and not adversely impact your own productivity.

You will evaluate the student’s performance using the Level I Fieldwork Student Performance Evaluation. You will go over it at the end of the Level I. The student will complete a Student Evaluation of the Fieldwork Experience and go over it with you at the end of the Level I. The student will also complete a Service Learning Evaluation that will be turned in to the GVSU Academic Fieldwork Coordinator (AFWC) at the end of the semester. All of these forms will be provided to you prior to the student’s start date.

The syllabi for each course the student is taking concurrently during the semester will be provided to you as well, prior to the student’s start date. The Foundations document has been provided to you, which outlines the curriculum and the program goals/objectives.

Below is the ACOTE Standards discussion of Level I fieldwork.

From the ACOTE Standards:

“The goal of Level I fieldwork is to introduce students to the fieldwork experience, to apply knowledge to practice, and to develop understanding of the needs of clients. The purpose of the Level I fieldwork experience is to provide the student with experiences in relating to and understanding various client populations and various service agencies. The goal of Level I Fieldwork is to introduce students to the fieldwork experience, and develop a basic comfort level with and understanding of the needs of clients. Level I fieldwork shall be integral to the program's curriculum design and include experiences designed to enrich didactic coursework through directed observation and participation in selected aspects of the Occupational Therapy process. The focus of these experiences is not intended to be independent performance. Level I fieldwork experiences may or may not occur in an Occupational Therapy setting with an occupational therapist. Qualified personnel for supervised Level I fieldwork include, but are not limited to Occupational Therapy practitioners initially certified nationally, psychologists, physician assistants, teachers, social workers, nurses, physical therapists, etc.”

Your goal as the FWE is to expose the student to all aspects of the OT process or the community agency process starting with observation and then letting the student do hands on work (everything from eval, documentation, treatment planning, treatment intervention (individual and group sessions), reeval, discharge, follow-up, home planning resources, agency activities, etc.) all under direct supervision based on setting, the nature of the client’s condition and the student’s ability. This supervision must be at a level that ensures the consumers protection. The student should be immersed in the day to day function of the site and exposed to all aspects of client care and/or the recipients of services. A goal should be to provide the "just right challenge" for the student throughout the experience. A review of the Foundations document and the syllabi will allow you to tailor the experience to match the curriculum and the goals/objectives of the program.

Feedback regarding student performance should be given frequently each day the student is present. A Weekly Review form will be provided to you prior to the student starting fieldwork. The students expect to be questioned by the FWE regarding practice issues and site functions. In kind the students are expected to engage in a learning based dialogue with the FWE.

If there are performance or professional behavior issues with the student it needs to be documented immediately and a remediation plan established to ensure correction. The GVSU AFWC needs to be notified immediately as well. It is important to maintain proper documentation.

If there are any questions regarding the fieldwork experience please contact Kristin Willey; 616-331-2736; [willey](mailto:chycinbr@gvsu.edu)kr@gvsu.edu