OTA Fieldwork Sample Schedule
Occupational Therapy Assistant Program – Level I, Placement 1 Fieldwork

OTA 161BB - Activities Across the Lifespan, Part II: 5 visits, 3 hours per visit (15 hours)

VISIT ONE
- Introduction to fieldwork educator (FWE - this is the person who will be supervising the student(s))
- Receive tour of facility and orientation (may occur separately, before the first fieldwork visit).
- Review objective, evaluation, and time sheet forms with FWE.
- Meet participants and introduce yourself.
- Complete short survey or interview(s) to gather information about participants.
- Observe the routine and current structure of programming.
- Collaborate with FWE to determine activity ideas and expectations for following visit.

VISITS TWO - FOUR
- Ongoing activity planning, implementation.
- Continue engaging with participants.
- Continue to collaborate with FWE for ideas and feedback regarding planned activities.

VISIT FIVE
- Plan and implement final activity
- Complete short survey or interview(s) again to understand effectiveness and/or participant satisfaction with the activities
- Set aside time with FWE to review Level I Fieldwork Performance Evaluation (LIFWPE) AND Level I Student Evaluation of the Fieldwork Experience (LISEFWE)

AFTER FINAL VISIT
- Compile the results from survey and/or interviews
- Share results with Academic Fieldwork Coordinator, so they can be passed along to the facilities
- Send a thank you note to the FWE.
- Follow Final Documentation Checklist to assure all required fields are complete prior to submitting to Fieldwork Course Instructor for a grade.