2019 OTA Program Orientation Information

Please read this letter carefully, it contains very important information.

Your OTA orientation has been scheduled for **Thursday, August 22nd, 2019** from 8:30 am to 1:00 pm. We will meet in the OTA Program classrooms, the same rooms in which you interviewed this past spring.

The OTA Orientation session will cover an overview of OTA coursework, student expectations, study skills, OSHA and HIPPA regulations, and a tour of the campus and library. The OTA orientation is **mandatory for all new OTA students**. **Failure to attend this orientation program could prohibit your entry into the OTA Program for the fall semester.** There are a number of important details that must be addressed before you begin the program.

*Health Insurance, Immunizations, Background Checks and Proof of CPR Certification (MY RECORD TRACKER, TRUSCREEN)*

All students are required to complete a criminal background check, drug screen, and provide additional health and insurance information. Students must complete and provide all required information (liability insurance exception, see below), according to the procedure outlined in the enclosed information, **by August 1, 2019**. Students should have the ability to begin creating their file for My Record Tracker and TruScreen by Monday, June 3rd, 2019.

If a student is just beginning the Hepatitis B series of shots, the entire series will not be completed by August 1, 2019. Students do need to upload proof that they have begun the shot series before August 1, 2019, but the entire series does not need to be completed by that date.

**Information must be uploaded to My Record Tracker and TruScreen by August 1, 2019 (see enclosed for access information). Failure to do so will result in the forfeiture of your seat in the OTA Program.**

*Student Liability Insurance*

All students are required to hold professional liability insurance. This insurance is purchased through a Tennessee Board of Regents group policy. At this charge will be charged to your student account the first day of class. If there is a change in the charge timeline, you will be notified via the NSCC OTA Program webpage.

**Estimated Cost: $13.90 (subject to change)**

*Uniform*

Students are required to wear Nashville State Community College “golf” shirts on all fieldwork experiences and for classroom based performance competencies. Shirts may be purchased through the NSCC bookstore at a cost of ~ $25.00 per shirt.

*Student ID*

Students are required to wear NSCC identification while on fieldwork, professional outings and for lab competencies.

**Come to orientation prepared to have your picture taken**

*Registration/Course Schedules*
We recognize that many of you must schedule work around attending classes and need a fixed schedule as soon as possible. At this time we can provide you with a tentative schedule, and hope that it will remain the same. *We will update you via the website should there be any schedule changes.*

The OTA Program registers you for OTA courses only. If you are taking other General Education courses during the fall 2019 semester, it is your responsibility to register for those courses. Remember that if you have not completed PSYC 1030 General Psychology with a grade of “C” or better, it must be completed no later than the fall 2019 semester.

The OTA Program will begin to register students in OTA courses in late June/early July. Registration will be completed by July 12, 2019. Students must be accepted to NSCC and eligible for course enrollment June 21, 2019. Students already enrolled at NSCC must be sure that their account is in good standing and any/all holds removed by June 21, 2019.

*Course Transfers*

If you are transferring courses to NSCC, it is your responsibility to make sure that the courses transferring in meet the General Education requirements for the OTA degree. If you have questions or concerns regarding a course transfer equivalency, you must work with our Admissions and Records department to resolve the issue. The OTA program does not resolve General Education course questions.

*Updates and Program Reminders*

This letter is the only mailing you will receive from the NSCC OTA Program. From this point forward all updates will be posted to the NSCC OTA Program webpage: [http://www.nscc.edu/programs/c/social-and-life-sciences/occupational-therapy-assistant/](http://www.nscc.edu/programs/c/social-and-life-sciences/occupational-therapy-assistant/).

All updates for incoming students will be posted in a tab titled “2019 Incoming Students”.

If you have any questions, please contact Tammy Sullivan at 615-353-3708 or Tammy.Sullivan@nscc.edu

I look forward to meeting you at our Orientation and am looking forward to fall semester classes.

Sincerely,
Piper Sesnan, OTD, OTR
Program Director
Occupational Therapy Assistant Program