Nashville State Community College
Division of Healthcare Professions
Occupational Therapy Assistant Program

Master Course Syllabus

OTAP 1350 Group Process and Dynamics

The purpose of the syllabus is to inform you how this course is organized, what the expectations are, and how you will be graded. In addition, there is important information about how the college will operate during severe weather and how the college will communicate with you. The syllabus is not a contract. Instead, it is meant to help you succeed in this course. If any of the content changes during the course term, you will be notified.

Course information:

Course Title: Group Process and Dynamics
Credits: 3

Course Description:

A study of client-practitioner interactions. Topics include professional behaviors, therapeutic use of self, and group process and dynamics.

Course Delivery Method
- **On-Campus:** Course meets at a designated Nashville State Campus.

Required Textbook(s)& Other Materials:
Textbook(s): *Group Dynamics in Occupational Therapy*, Marilyn B. Cole, SLACK, 5th Edition   **ISBN:978-1-63091-367-0**
Reference Materials: To be distributed as needed in class.
Supplies: Students are required to have access to reliable transportation to and from fieldwork. Students are required to have consistent and reliable access to the internet.

Once you have registered for your courses, you should make sure you have the correct textbook and materials for each course. Before courses begin, you can do this by looking up your courses on the bookstore's website (https://www.bkstr.com/nsccstore/shop/textbooks-and-course-materials) using your A# or by entering your course information. If you are registered with the Access Center and need an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3363 or accesscenter@nscc.edu.

Digital Course Materials: These ensure you pay less for your course materials and have easy access through D2L throughout the term. When you registered for this course, the charge for these materials appeared on your account. If you decide you do not want to purchase the course materials embedded in NS Online, you can opt out of the program **until the end of the second week of classes**. If you opt out, you will be responsible for purchasing the required course materials on your own. For more information, please visit www.nscc.edu/dcm.

Honors Option: Honors credit is available in some classes. If you are interested in participating in the Honors Program, please see your instructor within the first four weeks of class.

Course Outcomes: At the end of the term, this is what you should know and/or be able to do:

NSCC OTA Program Course Outcomes:

The student, upon completion of this course, will be able to:	ACOTE Standards	Teaching/Learning Strategies	Evaluation Methods
Identify interventions consistent with models of occupational performance.	**B.2.1**	Lecture Lab activities Offsite group community sites and activities Tests	Tests Group Leader Group Protocol
Effectively interact through written, oral, and nonverbal communication with the client, family, significant others, colleagues, other health providers, and the public in a professionally acceptable manner.	**B.4.23**	Offsite group community sites	Site Contact Form SOAP Notes Group Leader Group Helper
Demonstrate knowledge and understanding of a variety of OT Frames of Reference and how the Frames of References are used in the group setting.	B.2.1	Lecture, Discussion Reading Assignments Lab activities Offsite group community sites and activities	Tests Group Protocol
Participate in the documentation of ongoing processes for quality management and improvement (e.g., outcome studies analysis and client engagement surveys) and implement program changes as needed to demonstrate quality of services.	**B.5.7**	Lecture, Discussion Reading Assignments Lab activities Offsite group community sites and activities	Pre and Post Survey

TBR OTA Program Common Curriculum Objectives:

The student, upon completion of this course, will be able to:	ACOTE Standards	Teaching/Learning Strategies	Evaluation Methods
Use sound judgment in regard to safety of self and others and adhere to	**B.3.7**	Lab activities Offsite group community sites and activities	Group Protocols Group Leader Assertiveness Training

safety regulations throughout the occupational therapy process as appropriate to the setting and scope of practice.			
Express support for the quality of life, well-being, and occupation of the individual, group, or population to promote physical and mental health and prevention of injury and disease considering the context.	**B.3.4**	Lecture, Discussion Lab activities Offsite group community sites and activities	Tests Group Protocols Group Leader Post Group Evaluations
Implement group interventions based on principles of group development and group dynamics across the lifespan.	**B.4.10**	Lecture, Discussion Lab activities Offsite group community sites and activities Tests	Group Leader
Demonstrate therapeutic use of self, including one's personality, insights, perceptions, and judgments, as part of the therapeutic process in both individual and group interaction.	**B.4.1**	Lecture, Discussion Lab activities Offsite group community sites and activities Tests	Group Leader Reflection Paper
Understand and demonstrate knowledge of group process and dynamics through written tests, development of group protocols and through individually and co-leading a variety of groups in the community.	B.4.3 B.4.10	Lecture, Discussion Lab activities Offsite group community sites and activities	Tests Group Leader Group Helper Group Protocol
Understand and demonstrate knowledge	**B.4.23**	Lecture, Discussion Reading Assignments	Tests Reflection Paper Assertiveness Training

		Lab activities Offsite group community sites and activities	Tests Group Leader
of group leadership styles, group motivation and limit setting.			

Course Competencies:

There are no competencies for this course.

NSCC OTA PROGRAM COURSE COMPETENCIES

Performance competencies are an integral part of the OTA curriculum. Students must be able to demonstrate the ability to perform a specific skill, and demonstrate effective clinical reasoning to apply that skill in the appropriate manner given a clinical scenario.

Students must earn a grade of "75" or above on each competency to pass the course. Students enrolled in semesters 1 and 2 (or 1-4 for three-year students) have two opportunities to successfully complete each Competency. If a student fails to complete a Competency with a grade of 75 or better on their first attempt, they are provided a second attempt. If a student is successful on their second attempt their grade from the second attempt will be recorded as the comp. grade, max grade of 92. Students must earn a grade of "75" or better on the second attempt to pass the competency and the course. NOTE: If a student has a passing grade in the course, but fails a competency on the second attempt, they fail the course.

Students enrolled in semester 3 (or 5 for three-year students) follow the same policy as above with one exception. In this final semester if a student fails a Competency twice, they have one opportunity to repeat a Comp a third and final time. This chance is awarded for one Competency in one course only. **Should a student fail two attempts at another competency, in any course, no additional opportunities for retake will be allowed.** Status in the program is again dependent upon prior course pass/fail history.

Competency testing occurs at pre-scheduled times during the semester. Students must complete their competency at the scheduled time. Should a student miss a pre-scheduled competency for any reason, they must contact their instructor within 48 hours to schedule practice/review time and reschedule their competency retake.

Should a student miss more than one pre-scheduled competency, a meeting with the program director may be required.

Topics to Be Covered:

- Humanistic Approach
- PEO
- Developmental Approach
- Sensory Motor Approach
- Behavioral Cognitive Approach
- Biomechanical Approach

Course Assessments: We will use the following assessments to demonstrate your understanding, knowledge, and skills:

- Group Protocols
- Site Contact Forms
- Group Leader Self-Evaluations
- Evaluations of other Group Leaders
- Progress Notes

- Post Group Evaluation
- Reflection Paper
- Assertiveness Training Activity
- Pre and Post Survey with students and facility engagement in group activities.
- All assignments are to be turned in on the scheduled date/time in the appropriate assignment dropbox. Check each course schedule carefully.
- Templates are provided for some assignments in each course. If a template is provided, students must use the template for their submitted assignment. Assignments that are not submitted on a template or incorrect template will be penalized.
- Students on the three-year plan need to refer to the three-year assignment policy.
- Students are expected to submit original work. The OTA program uses "TurnItIn" feature on all assignments to deter plagiarism and improve student outcomes.

Graded Activity	Percent of Final Grade
Tests (4)	40%
Pop Quizzes	10%
2 Contact Forms	5%
2 Group Protocols	10%
2 Group Leader Self-Evaluations	5%
2 Group Leader Evaluations	10%
2 SOAP Progress Notes	5%
2 Post Group Evaluations	5%
Reflection Paper	5%
Assertiveness Training Activity	5%
Mandatory Critical Thinking Pre-Test	0
Final: Mandatory Critical Thinking Post Test :	6 bonus points
Pre and Post Survey Mandatory	2 bonus points

Late Assignment Tickets:

See separate OTAP Course Policies.

Presentations:

See separate OTAP Course Policies.

Online Tests:

See separate OTAP Course Policies.

Grading Policy:

See separate OTAP Course Policies.

Late Work Policy &Make-up Procedures for Missed Assignments and Work:

See separate OTAP Course Policies

Grading Scale:

Letter Grade	Percentage Range
A	93-100
B	85-92

C	75-84
F	Below 75

FA

If you stop attending class or if you are in an online class and stop submitting assignments, but do not turn in a withdrawal form by the deadline, you are still enrolled in class. You will be given a grade of FA, which means you have failed due to not attending class and not completing your assignments. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." If you stop attending your course after this date, you will receive an F.

FN

An FN is awarded if you have never attended your course or done any of the work in an online course.

Attendance Policy

NSCC OTA PROGRAM ATTENDANCE POLICY:
- Students are expected to attend and be on time for all classes, labs and Fieldwork experiences. Students presence and participation in class sessions predicts academic and Fieldwork performance.

- Arrival time for each class is 15 minutes before each class starts. Students needs to be in the classroom, prepared to start class by stated start time (ex: arrival time for 8 AM class is 7:45 AM).

- Should a student arrive late to an on-ground class and the classroom door is closed, the student should wait until the next break to enter the classroom. Note: some classes will not have breaks Students are responsible for reaching out to classmates regarding missed content, and/or scheduling an appointment with the instructor.

Requesting Remote Access to Class:
- A minimum of 24-hour email notice is required to request remote access for any OTA class. Instructor discretion applies regarding remote access availability. All instructors must be contacted individually. Students are responsible for all missed content.

General Policy

- *Absences in a course may affect your final grade.*
- *Tardiness may also affect your final grade.*
- *You are responsible for all work/tests that occur during any missed course session(s) regardless of reason(s) for absence.*
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
  - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*
- *If you have an unavoidable conflict with a scheduled course session, you must notify the instructor before the course session.*
  - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

Instructor's Policy

The attendance policy for this course is:

- Absences in a course may affect a student's final grade.
- Tardiness may also affect a student's final grade
- Students are expected to attend and be on time for all classes, labs and Fieldwork experiences. Students presence and participation in class sessions predicts academic and Fieldwork performance.
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
    - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

- A minimum of 24-hour email notice is required to request remote access for any OTA class. Instructor discretion applies regarding remote access availability.   All instructors must be contacted individually. Students are responsible for all missed content.

See separate NSCC OTAP Course Policies for additional information.

For financial aid purposes, **attendance** is measured by participation in the course. Instructors can determine your level of participation in several ways. Some of those ways are:
- continued attendance
- participation in on-ground or virtual class sessions
- participating in D2L as prompted
- responding to an instructor's email
- posting to a discussion board
- completing and submitting assignments

Technology Statement

- All classes at the College are web enhanced. "Web enhanced" means that components of the course, such as assignments and online discussions, may be located online in the class D2L/NS Online course shell and used in the course, even if the course meets in a classroom on ground.
- You must have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- You may also be required to use free video conferencing platforms (examples: Zoom, Teams, etc.) for course sessions and meetings.
- You will be responsible for appropriate dress while on video. This means that you are expected to dress as if you were in a classroom.
- You will be responsible for a distraction free environment while on video. This means that the professor and others in the course should not be able to hear noise in your home, such as cell phones, TVs, or barking dogs. The best way to do this is to keep yourself on "mute" until you need to speak.
- You will be responsible for making sure your background is neutral. Keep in mind that students and professors come from all around the world, and you are all a part of our community. Therefore, please avoid having images in your background that may be offensive to your classmates.
- Certain publisher materials, such as textbook figures, may not work on cellphones and may require a laptop or a tablet.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information is available on the access to internet and technology website.

See separate OTAP Course Policies for additional information.

Computer Labs

Computers are available for all Nashville State students to use at each campus during open hours. Open computer lab availability may vary from campus to campus.

You should check the NSCC website for current hours of operation.

D2L/NS Online and myNSCC

It is your responsibility to check your email in **both** D2L/NS Online course shells and your @my.nscc.edu (student email) on a regular basis. These are the official communication channels between the college and you. You are responsible for the information communicated through these email channels. D2L/NS Online emails contain specific course information and @my.nscc.edu emails contain important information from college offices, such as Financial Aid.

ADA Compliance Statement

If you need accommodations due to a disability, please do not hesitate to reach out to our Access Center. Disabilities for which you can receive accommodations include documented physical, emotional, and/or learning conditions. Nashville State is committed to supporting your success, and we encourage you to get assistance if needed. If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615-353-3363, or e-mail accesscenter@nscc.edu.

Classroom Misconduct

Disruptive conduct is not allowed in the classroom. Disruptive conduct is any behavior that prevents students from learning and interferes with the ability of the instructor to teach. This may change from course to course; therefore, your individual instructors will give you guidance on what qualifies as "disruptive conduct" in their courses. Please review the Nashville State Student Code of Conduct policy. Please be aware that children are not allowed in class or to be left unattended on campus.

Academic Misconduct

You have started this academic journey to prepare for a future career. Because of this, it is important that you learn the materials being presented in your courses. For this reason, cheating, in any form, robs you of your opportunity to learn and master the material that will enable you to succeed in that future career. Nashville State has a clear Academic Misconduct Policy that you are expected to follow. In addition, your instructors will clarify what Academic Misconduct looks like and the consequences for violations in each course that you take. The instructor has the authority to assign an "F" or a "zero" for such violations or for the term grade.

See OTA Course Policies for additional information.

Academic Early Alert System

If you are not doing well in your course, your instructor may send you an Early Alert through your @my.nscc.edu email. This email will go to your academic advisor and Student Success advisor, as well. If you get an Early Alert, contact your instructor immediately. Instructors send these when they want to help you figure out how to get extra support to pass the course. An Early Alert does not mean that you have already failed the course. Rather, it means you are in danger of failing the course if you do not change your learning strategy. Please use an Early Alert to your advantage and as an opportunity to improve your grade.

RAVE Emergency Alert System

You can log in to this free alert system to receive text messages about emergencies related to NSCC campuses through the RAVE app (https://www.getrave.com/login/nscc). The instructions for this are listed below.

- Your RAVE Username is your NSCC email address.
- If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you.
- Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

Student Wellness

Your well-being is important to us. With this in mind, the college has several resources available to provide support when needed:

- Free tutoring can assist you beyond the classroom to help you make the most of your college education.
- These resources include NSCC email, scheduling, online courses, textbooks, tech check out and support, computer labs on campuses, academic advising, financial advising, COVID-19 information and procedures on campuses.
- Services that help with bus passes, food, childcare, textbooks, housing, financial counseling, personal counseling, suicide prevention, health insurance.

Equity Statement

Nashville State Community College strives to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We understand and practice ideals of equity and inclusion for our students by embracing a full spectrum of experiences, viewpoints, and intellectual approaches in order to overcome barriers to success.

Inclement Weather & Campus Closings

You get notices about campus closings in these places: text messages from RAVE and the Nashville State website. Even when campuses are closed, you are still responsible for completing all assigned work. Check D2L/NS Online for a message from your instructor so you do not miss important assignments and due dates, which may change due to the campus closure.

Class Cancellation Policy

Our instructors post messages about cancelling classes in the D2L/NS Online course shells and/or on the classroom door on campus. These messages can be found in the News and Content section or the Email tab in the online shell. Please check these to be sure that you take advantage of opportunities for learning and points toward your grade.