

Occupational Therapy Assistant Program



2020 ADMISSION INFORMATION PACKET

The admission application to be completed and turned in is under the
“Admissions Application Tab”

Applications accepted until April 1st

Website: www.nsc.edu/occupational-therapy-assistant

YouTube: <https://youtu.be/OUrvAYdT0xs>

Facebook: <https://www.facebook.com/nscota>

The NSCC Occupational Therapy Assistant Program is accredited by:

Accreditation Council on Occupational Therapy Education (ACOTE)

c/o Accreditation Department
American Occupational Therapy Association (AOTA)
6116 Executive Boulevard, Suite 200
Bethesda, MD 20852-4929
Phone: 301-652- 2682
www.acoteonline.org

Email: accred@ota.org

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Dear Prospective Student;

Thank you for your interest in the Occupational Therapy Assistant (OTA) Program at Nashville State Community College. The faculty of the OTA program is enthusiastic about our profession and enjoys working with dedicated persons who are interested in the field of Occupational Therapy. Our graduates work in hospitals, schools systems, nursing homes, psychiatric programs, rehabilitation centers, outpatient clinics and in the community. They have been trained to use “occupations”, or activities of daily life, to help people of all ages participate in their activities of choice to their fullest potential. This can include, but is not limited to work, play, school, leisure, family, social participation, rest/sleep, and self-care.

The NSCC OTA Program is a two-year course of study. This includes three academic semesters and one semester of full-time internships. Given the necessary skills and knowledge required to become an OTA, applicants must be prepared to make a strong commitment to both academic coursework and internship training. The OTA must be prepared to work with persons of varied ages, cultures and abilities.

Application Requirements:

- Applicants must be admitted/enrolled into Nashville State Community College before applying to the program.
- In addition to OTA coursework, student must complete five required General Education courses with a grade of “C” or better. These courses include:
 - BIOL 2010 Anatomy and Physiology I (**must be completed within 5 years before beginning the Program - since Fall 2015**). Students do not have to complete BIOL 2010 Anatomy and Physiology I before applying to the OTA program. If a student is accepted into the program, but unable to complete Anatomy and Physiology before entering in the fall 2020 semester, he/she will lose their seat in the Program and will need to reapply for admission the next year. The student is not guaranteed program admission upon reapplication.
 - ENGL 1010 English Composition I
 - PSYC 1030 Intro to Psychology (**must be completed no later than the first Fall semester of the Program**)
 - Humanities Elective.
 - COMM 2025 Fundamentals of Communication OR COMM 2045 Public Speaking OR PSYC 2130 Lifespan Development Psychology.
- If a student has qualified as an “English as a Second Language” student through the college via the Michigan Test, and requires ESOL coursework, the student must complete ALL coursework indicated in order to be eligible to apply to the OTA Program. See enclosed information regarding ESOL and Learning Support coursework.
- The Program requires that students be proficient in the use of as well as have ready access to a personal computer and dependable internet and/or identify alternative computer resources, such as the computer labs at NSCC.

Completion of the A.A.S. degree in the Occupational Therapy Assistant Program qualifies a person to take the national certification exam given by the National Board for Certification in Occupational Therapy. Once students have passed the certification exam, and complete the state mandated criminal background check, they are qualified for state licensure and may work in a variety of areas.

We look forward to receiving your application. Please contact us at any time should you have questions at 615-353-3647.

Again, thank you for your interest.

Piper Sesnan, OTD, OTR/L

Program Director, Occupational Therapy Assistant Program

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2020 OTA Program Interviews: Important Information

The NSCC OTA Program will conduct interviews for selected students interested in beginning the OTA Program Fall 2020.

Interview dates/times are:

Monday, March 16, 2020	3 – 5 pm
Monday, March 30, 2020	3 – 5 pm
Monday, April 13, 2020	3 – 5 pm

Additional interviews may be scheduled at the discretion of the OTA Program. Additional interview dates and times are not guaranteed.

Selected students will be assigned an interview date/time based upon criteria outlined elsewhere in this packet.

The NSCC program will interview approximately 30 students per interview date. The program accepts a **maximum** of 30 students.

- Students who applied to the Program once before and were not selected may apply again for the 2020 class.
- Students who applied to the Program once before, were selected but declined their seat may apply again for the 2020 class.
- Students who have applied to the Program two or more times and were not selected may apply again for the 2020 class.

Nashville State Community College
ESOL and Learning Support Course Requirements
Occupational Therapy Assistant Program Application

Per Nashville State Community College requirements, all students are required to demonstrate college level readiness for college course participation and degree completion.

To that end, students must demonstrate college level readiness in Reading, English/Writing, and Math.

If a student is required by the college to complete Learning Support coursework, this work must be successfully completed BEFORE applying to the Occupational Therapy Assistant Program.

English/Writing

- If a student requires Learning Support for English/Writing, students MUST complete the college level course and Learning Support co-requisite BEFORE applying to the OTA Program.
- *Impact on OTA Application process:* Students MUST complete ENGL 1010 with ENGL 0815 BEFORE applying to the OTA Program.
- For more information visit: <https://www.nsc.edu/faculty-staff/initial-course-placement-advising>

Reading

- If a student requires Learning Support for Reading, students MUST complete the college level course and Learning Support co-requisite BEFORE applying to the OTA Program.
- *Impact on OTA Application process:* Students MUST complete one of the following courses with READ 0815 BEFORE applying to the OTA Program:
ART 1035 MUS 1030 PSYC 1030 THEA 1030 ENGL 1010
- For more information visit: <https://www.nsc.edu/faculty-staff/initial-course-placement-advising>

Math

- The OTA Program does NOT require a math course at the college level. HOWEVER, all students must meet the college requirement to be college ready in math skills.
Impact on OTA Application process: If a student requires Learning Support for Math, students MUST complete MATH 0810 BEFORE applying to the OTA Program.
- For more information visit: <https://www.nsc.edu/faculty-staff/initial-course-placement-advising>

English as a Second Language

- If a student tests into recommended English as a Second Language coursework, students MUST complete ALL recommended ESOL coursework BEFORE applying to the OTA Program.
- Signing of ESOL course waiver does not constitute completion of this requirement.
- **Students who waive ESOL recommended coursework are ineligible for the NSCC OTA Program.**

Application Review and Scoring for Interview Selection

Student Name: _____

Category	Criteria	Max Points	Earned Points
Application	Completed Application, submitted by deadline. Information provided is legible, easy to read, thorough. All requested information is provided as requested and in the format outlined in the application.	10	
Degree Works	A copy of NSCC Degree Works is required. Degree Works is readable and General Education Courses required for NSCC OTA program admission are highlighted.	5	
Coursework	<ul style="list-style-type: none"> • 4 Points for each Gen. Ed. course completed at time of application submission • 2 points for each Gen. Ed. course in progress at time of application submission • 0 points courses with no enrollment or not completed by time of application submission 	20	
Grade Point Average	A cumulative GPA will be calculated from students GPA history and will be based upon transcripts from all prior colleges/universities. If the applicant has less than 30 college credit hours, high school GPA or GED GPA equivalent will be included in cumulative GPA.	40	
Resume	Submitted resume follows the provided outline and includes candidate's areas of interest as well as employment history. Candidate may highlight special skills or experiences that might set him/her apart from others. Resume is typed.	10	
Committee Discretion	<p>This section includes committees overall impression of candidate based upon totality of submitted application packet. Attempted credit hours vs. completed credit hours and course repetitions are considered in this section Non-required supporting documents will be reviewed and considered. Examples of supporting documents include, but are not limited to:</p> <ul style="list-style-type: none"> • Letters of recommendation - preference given to recommendations from OT's/OTA's who have knowledge of the applicant's skills and abilities • A summary of observation or healthcare volunteer experience (does not need to be occupational therapy) that highlights special skills or opportunities • Summary of academic record, including poor performance history, and student hopes for the future. 	15	
Total Score		100	

In accordance with our mission as a Tennessee Community College, Nashville State does not award priority or preferential status based upon where a student completed General Education coursework.

All transferring institutions are treated equally.

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Composite Admission Score for students selected for interview

Students selected for the interview, based upon the interview selection criteria found elsewhere in this packet, will move on to the next phase of the Application process. The Composite Admission Score is the total of the selected students score based upon the interview, writing sample, General Education course completion and GPA.

Composite Admission Score is as follows:

Interview:	45 points
Writing Sample:	5 points
Total:	50 points

The Interview

All applications are reviewed and approximately 90 students are selected to participate in an Interview. Students are selected for the interview via the criteria enclosed in this packet. Only students who are selected for the interview will be considered for admission. Interviews are scheduled three to four times per year. Applicants are evaluated on professional appearance, personality as it relates to the OTA profession, creativity and problem solving, maturity, role as a group member, relating to others, communication skills and responses to interviewer questions

NOTE: The Program Faculty reserve the right to require an additional, personal interview with an applicant if the interview process does not provide the interviewers with sufficient information to rate the student.

Writing Sample

In addition to the interview, all applicants are required to prepare a writing sample on site. Students will be given fifteen minutes to complete the writing sample. The samples will be evaluated, scored and added into the Composite Admission Score.

Preparing for the OTA Program

Optional pre-requisite courses that will enhance your OTA coursework (not required)

- BIOL 1000: Medical Terminology (required upon acceptance into program; can take as a pre-requisite class)
- HHP 1300: CPR and First Aid
- SOCI 2010: Marriage and Family
- SPAN 1010: Spanish

Medical Terminology requirement

Medical Terminology is a required upon acceptance in the NSCC OTA program. There are several ways in which students may complete this requirement.

1. Complete the NSCC BIOL 1000 Medical Terminology class prior to applying to the program or the OTA Program course OTAP 1130 Med Term for OT in the fall semester following admission. Grade of C or better is required.
2. Complete a 3 credit hour Medical Terminology course from another accredited institution prior to admission (subject to NSCC review for acceptable transfer credit). Grade of C or better is required.

Note: One credit hour Medical Terminology transfer courses are not acceptable for the Medical Terminology requirement.

Computer Literacy

The Program requires that students be proficient in the use of a computer. Students should be prepared to access and submit documents through Desire2Learn(D2L), use PowerPoint and be proficient with email. The Program utilizes an online testing format. Students should have consistent access to a personal computer with reliable internet access and/or identify alternative computer resources, such as the computer labs at NSCC.

Minimum Computer Technical Requirements

Information regarding software and browser requirements for best access to NSOnline and other NSCC information may be found here: https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

If an applicant is not familiar with online testing, course delivery, email, online assignment submissions, etc. the OTA Program recommends visiting <http://ww2.nsc.edu/onlinelearning/NSCCorientation.html> and completing the NSCC Online Orientation.

OTA Curriculum

BIOL 2010: Anatomy and Physiology must be completed, with a grade of "C" or better, within five years before the student hopes to begin the program.

Fall Semester: Year One***

- OTAP 1310: Occupational Human Development 3 Credits
- OTAP 1320: Exploring Occupations 3 Credits
- OTAP 1210: Foundations of Occupational Therapy 2 Credits
- OTAP 1220: OT Documentation with Level I A 2 Credits
- OTAP 1130: Med Term for OT 1 Credit
- **PSYC 1030: Introduction to Psychology 3 Credits
- **ENGL 1010: Composition I 3 Credits

(**if not completed prior to program admission)

*** There are eleven (11) OTA credits in the first semester, assuming a student is taking OTAP 1130 Med Term for OT. Financial Aid (qualified students) pays 100% for a student load of 12 credit hours or more. Financial aid is available at a prorated amount for students with less than 12 credit hours.

Spring Semester: Year One

- OTAP 1350: Group Process and Dynamics 3 Credits
- OTAP 1360: Challenges to Mental Health 3 Credits
- OTAP 1370: Challenges to Physical Health 3 Credits
- OTAP 1340: Human Movement for Occupation 3 Credits
- OTAP 1380: AT and Environments 3 Credits
- OTAP 1240: OT Documentation with Level I B 2 Credits

Summer Semester: Year One (if not completed prior to program admission)

- COMM 2025 Fundamentals of Communication OR
COMM 2045 Public Speaking or PSYC 2310 3 Credits
- Humanities Elective 3 Credits

Fall Semester: Year Two

- OTAP 2210: OT Int. and Tx: Peds 2 Credits
- OTAP 2320: OT Int. and Tx: Mental Health 3 Credits
- OTAP 2330: OT Int. and Tx: Adults 3 Credits
- OTAP 2320: Practical Applications of OT 3 Credits
- OTAP 2220: Practice Management 2 Credits
- OTAP 2110: Level I C 1 Credit

Spring Semester: Year Two

- OTAP 2610: Level II A 6 Credits
- OTAP 2620: Level II B 6 Credits

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**IMPORTANT INFORMATION FOR STUDENTS APPLYING TO THE
2020 NSCC OTA PROGRAM**

All NSCC OTA students are required to participate in clinical fieldwork experiences in hospitals, school systems and in the community. NSCC and the clinical fieldwork site must have an agreement in place in order for a student to participate in such an experience. As part of this agreement, many clinical sites require that students submit a recent criminal background check and/or a drug screen. Based on the results of the background check and/or drug screen, an affiliated clinical site may decide to not allow a student's presence at their facility.

Prior to enrolling in the program, it is important for potential students to be aware of the following information:

- Accepted students are responsible for initiating, completing and paying for the criminal background check and drug screen in a timely manner. If accepted, dates will be outlined in the Orientation letter. Estimated cost: ~ \$110.00
- All accepted students are required to have personal Health Insurance and maintain enrollment through the duration of the academic experience if accepted into the Program
- All accepted students will be required to purchase Student Liability Insurance. Cost and due dates will be outlined in the Orientation letter.
- Clinical affiliate sites will determine if a student's background check information and/or drug screen meets their standards. NSCC will not make that determination.
- Clinical affiliations are a requirement for Program completion; a criminal history or positive drug screen might impact ability to complete the course of study.
- Some clinical sites require students to complete an ADDITIONAL background check or drug screen based on their specific criteria, Student is responsible for cost.
- All students are required to have current American Heart Association Healthcare Provider CPR Certification (2 years), no substitutions allowed. Students must maintain certification while enrolled in the OTA Program. A CPR course will be provided on campus before classes begin.

Criminal background checks and drug screens are **NOT** required for program application. If selected to participate in the program, you will be provided with additional information on background checks, drug screens and the timeline for completion.

Students are reminded to carefully review the "Questions of Moral Character" on the OTA Program Application, and to review the information provided regarding NBCOT exam eligibility and Tennessee Licensure eligibility. **A felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.**

NOTE: While NSCC will attempt to locate clinical fieldwork sites for all students, NSCC is not obligated to provide clinical fieldwork experiences for students with a positive criminal history or positive drug screen. Students with a positive criminal history or drug screen could potentially complete the academic portion of the program, but be unable to participate in the required clinical fieldwork experiences. A student in that situation would not be awarded a degree.

If you have questions or concerns regarding the criminal background check, please call 615-353-3647

Additional information may be found at www.nbcot.com and <http://tn.gov/health/article/OT-about>

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Occupational Therapy Assistant Program Application

Frequently Asked Questions

- **Do I have to be admitted/enrolled at NSCC to apply to the OTA Program?**
 - Yes. Each applicant has to be admitted to NSCC before applying to the OTA Program.
- **Do I need to provide a copy of my NSCC Degree Works?**
 - Yes. All applicants must provide a copy of their NSCC Degree Works.
- **What if the copy I have is poor and very difficult to read?**
 - We must be able to read all course, credit, grade and GPA information. If we cannot read your Degree Works, your file will be considered incomplete.
- **I have a GED. Do you need that information?**
 - Yes, if you have less than 30 college credit hours.
- **I have applied to the Program before. Do I need to complete a current application?**
 - Yes. All applicants must submit application.
- **When will I be notified if I get an interview?**
 - We will notify applicants approximately 2-3 weeks prior to the interview. Please hold open on your calendar interview dates listed in this packet.
- **Will I be notified if I do not get an interview?**
 - Yes.
- **If I do not get an interview, will you review my file and tell me why?**
 - No. Individual interview selection score vs. comparison range of selected scores will be available upon request.
- **After you review my file, will you call me and let me know if I am missing information?**
 - No. The Application Packet includes a checklist with all required information. It is the students' responsibility to ensure all required information is submitted per guidelines. Please hold your application until you have all pieces (transcripts, etc.) and submit everything in one complete packet.
- **The application says that I need to be familiar with computers, online testing, online assignment submissions, email, etc. Is this really true?**
 - Yes. Technology is an integral part of the OTA Program and students are expected to enter the program with basic computer knowledge and skills.
- **If I get accepted into the Program, how should I best prepare for Fall 2020?**
 - The OTA Program is rigorous. It is full time. Consider if you are prepared to participate in a full time, professional program. Consider your support system. If you have children, consider your alternative child-care plans if they get sick. Consider where you live and if you have reliable transportation to and from NSCC. Consider your financial support and available funding – we recommend that students do not work/have limited work responsibilities while enrolled in the OTA Program. Consider your computer skills – are you prepared to check email at least daily, upload documents, access information via web searches, etc.

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Application Checklist

All applications will be reviewed and evaluated **based upon the packet submitted**. Items may not be added at a later date. **Review the checklist below carefully**. All applications submitted by deadline will be considered equally. Please make sure to include an email that is checked frequently. All communication between the OTA Program and the applicant will be sent via email

Complete OTA Application includes:

- Two-page OTA Application (follow all directions on application)

- Typed Resume (see application packet for required format)

- Copy of Degree Works from NSCC
**Highlight General Education courses that meet the NSCC OTA Program requirements*

- Optional Supporting Documentation
 - While not required for admission, additional information regarding the applicant and their preparation is appreciated. See page titled "Application Review and Scoring for Interview Selection" for additional information.

The completed application can be delivered to the drop box outside office W 71 or mailed to:

**Nashville State Community College
Attention: Occupational Therapy Assistant Program, suite W 35
120 White Bridge Road
Nashville, TN 37209**

Faxed or emailed applications will not be accepted