

FIELDWORK SITES AND SUPERVISORS

ACOTE standard C.1.2

Document the criteria and process for selecting fieldwork sites, to include maintaining memoranda of understanding, complying with all site data, and communicating this information to students.

Fieldwork site selection is based on the clinical sites interest and availability, accreditation status, personnel qualifications and patient/client population. All fieldwork sites must have a signed affiliation agreement with Nashville State Community College. The agreement outlines the liability and responsibilities of parties involved, and must be executed before the beginning of any fieldwork experience. If a fieldwork site does not agree with the fieldwork objectives and/or provides site-specific objectives or adds objectives the NSCC OTA faculty does not agree with, the site would be reviewed for appropriateness for future fieldwork placements

The maximum student cohort accepted by the NSCC OTA program is 30 students participating in a total of 3 Level I and 2 Level II Fieldwork placements during the two-year program. The actual number of fieldwork sites and placements required to meet student and program needs is calculated each year based on the new and returning student cohorts and the types of settings/experiences needed. Due to the lengthy time requirement for NSCC and TBR approval of new clinical contracts, a Memoranda of Understanding (MOUs) is obtained and maintained for all sites expressing willingness to participate with NSCC as clinical fieldwork sites and meeting the NSCC criteria for site selection. Additional placements with existing sites are solicited and obtained if needed by the AFWC. The number of current MOUs are sufficient in scope and number to allow for completion of graduation and completion timeline requirements in accordance with program policies.

Fieldwork Supervisors are persons interested in the educational experiences of OT and OTA students. Level I supervisors can be OT's, OTA's, PT's, PTA's, psychologists, physician assistants, teachers, social workers, nurses, etc. Level II supervisors must be an OT or OTA who has passed their initial certification exam and who has been working for at least one year.

Licensure verification for OT and OTA fieldwork supervisors is completed by the AFWC or OTA program staff online through the state of TN licensure board prior to student placement. If valid license cannot be verified, the supervisor will not be used and alternative supervision and/or placement will be obtained by the AFWC. If a Level I fieldwork experience is supervised by a non-OT/OTA, credentials will be verified by the AFWC or OTA program staff through appropriate credentialing agency or licensure board to ensure qualification. If appropriate qualification cannot be verified, alternative supervision and/or placement will be obtained by the AFWC.

NSCC works very hard to develop a collaborative relationship with its fieldwork sites and supervisors. All supervisors are considered advisors to our Program, and all are invited to participate in the NSCC OTA Advisory Council and Fieldwork Educator's Meeting. In addition, supervisors are encouraged to share concerns, suggestions, and resources with the AFWC and program faculty at any time. In return for providing fieldwork education and participating in the Program advisory process, NSCC provides continuing education opportunities for persons working in the field and strives to be a community resource.