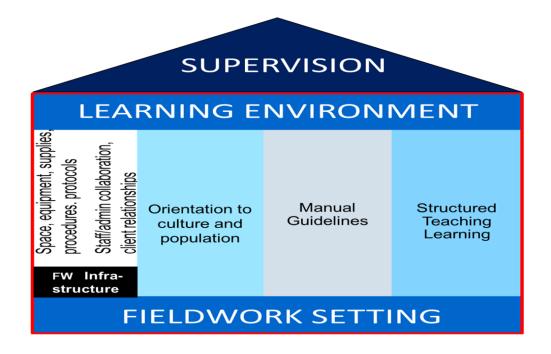
## The Community Fieldwork Planning Matrix: An Effective

Session: PO 226

Method for Maximizing the Learning Environment in Settings with Non-Traditional Supervision



Supervision Elements				
· Non-traditional · Collaborative Model · High CE Accessibility · Student				
Accountability · Technology Use for Off-Site Communication				
<u>FW Infrastructure</u>	Orientation to Culture and Population	<u>Manual</u> <u>Guidelines</u>	Structured Teaching/Learning	
<ul> <li>CE engages with site         3-6 mos before FW.</li> <li>Prepares space,         equipment/supplies</li> <li>Establishes protocols;         forms,         policies, processes.</li> <li>Collaborates with staff         and admin on services         offered.</li> <li>Interacts with clients         and develops         relationships.</li> </ul>	Student meets all personnel, staff, administration, and population.     Student is oriented physical/cultural environment and resources.     Student trained in policies, client rights; emergency, safety procedures, unusual incidents.	Manual provides a comprehensive guide to the site, staff, population, OT services in the setting.     Daily/weekly expectations are clear and detailed.	CE serves as trainer, educator, consultant, resource, advocate Graduated caseload Teaching/practice/ CR sessions, demonstrations, modeling Documentation samples; protocol templates Onsite availability of literature, assessments, learning resources	

## The Community Fieldwork Planning Matrix - Manual Topics

Session: PO 226

Site Purpose and Mission	Practice Parameters at the Site	
Orientation Checklist	Emergency Procedures	
Client Rights	Ethical Practice in the Setting	
Important General Information	Important Phone Numbers	
Who to Call	Supervision	
Theory Base	Requirements of the Fieldwork	
Expectations of Students	Working with Staff, Admin, Soc Workers	
Staff Meetings	Referral Process	
Assessments and Evaluation	Accident and Falls Prevention	
Needs Assessment Framework	Group Intervention Guidelines	
Sample Group Protocol	Documentation Samples	
Functional Mobility Program	Planning Trips and Events	
Purchasing Supplies	First week "To Do"List	
Final Project/ Presentation	Quarterly Report Assignment	
Tracking/Measuring Outcomes	Twelve Week Schedule	
Level II Fieldwork Objectives	Blank Documentation Forms	

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