

**Occupational Therapy Fieldwork Reservation Request Form
Memorandum of Intent to Accept Students**

Developing occupational therapy programs are required to identify clinical fieldwork sites with an interest in, and capacity for, participating in fieldwork education. To satisfy that requirement, Our program is in the process of securing level II (8/12 week) clinical internships for (enter dates here), the anticipated period of fieldwork for the first cohort of students (pending the outcome of the candidacy application and onsite accreditation visit). Fieldwork education will provide the important link between our academic program and clinical practice. In addition to receiving continuing education hours, fieldwork educators make a valuable contribution to the profession of occupational therapy. Should you have comments or questions, please write them on the back of this page and we will address them.

Please indicate the number of opening that you anticipate offering our students at the times indicated, and, if known, the specific internship area (s). We understand that circumstances occasionally arise where a scheduled fieldwork supervisor is unable to fulfill a commitment made in advance. In such cases, we'll work with the student to secure an alternate placement. Once final assignments are made, you will receive a letter of confirmation and additional correspondence.

Rotation Dates	# Students	Physical Dysfunction	Psychosocial	Pediatric

_____ We are unable to take students at this time

Name of Facility: _____

OT Fieldwork Coordinator *(Include credentials)* _____

Street Address _____

City, State, Zip Code _____

Phone _____

Fax _____

E-Mail _____

Signature: _____

Setting (Please Indicate One)	Practice Area
Hospital	Acute Inpatient Outpatient Rehab Unit
Nursing Home	Psych
School	Rehab Unit Long Term Care
Community Agency	Public School System
Private Practice	Description
Residential Program	Description
Other	Description