**Fieldwork II, Sample Weekly Student Schedule**

**This sample schedule should be adjusted for each individual student’s learning pace and needs.**

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| Week 1: Orientation to the facility, the inter-professional team, and documentation method | |  |
|  | Scheduling – instruction on scheduling at site |  |
|  | Establish weekly meeting time with supervisor  Set expectations between student and fieldwork educator  Observe staff with clients  Familiarize with all OT equipment |  |
|  |  |  |
| Week 2: | Begin orientation to evaluations commonly used in facility (may have begun previous week) |  |
|  | Orient to client safety issues - transfers, restraints, etc. (may have begun previous week) |  |
|  | Begin client treatment with one client (or more at the discretion of the supervising therapist) |  |
| Week 3: | Instruction in evaluation, perform portions of evaluations with supervisor |  |
|  | Present/report information about a client at team meeting with supervisor |  |
|  | Discuss plan for final project with supervisor |  |
|  | Assume no more than 25% of caseload typical of an entry level therapist at this facility |  |
| Week 4: | Select content and initiate client evaluation, with supervision |  |
|  | Continue with orientation to common evaluation materials – practice time is good |  |
|  | Observe special evaluation (i.e., kitchen or home eval) |  |
|  |  |  |
| Week 5: | Assume 50% of caseload typical of an entry level therapist at this facility if fieldwork educator feels students is ready. |  |
| Week 6: | Assume 50% of caseload typical of an entry level therapist at this facility by this week Discuss case study with supervisor |  |
|  | Supervisor provides written midterm evaluation |  |
|  |  |  |
| Week 7: | Project due |  |
|  | Present project in department in-service |  |
|  | Continue with 50% of caseload typical of an entry level therapist at this facility |  |
| Week 8: | Assume 75% of caseload typical of entry level therapist at this facility Plan case study presentation |  |
|  |  |  |
| Week 9: | Continue 75% caseload |  |
| Week 10: | Assume 85-95% of caseload typical for an entry level therapist at this facility |  |
| Week 11: | Continue with full caseload |  |
|  | Present case study in department in-service |  |
| Week 12: | Complete treatment and prepare for other therapist to assume caseload before finish |  |
|  | Final evaluation with supervisor using AOTA fieldwork performance evaluation |  |

Typical caseload equivalent in typical facility:

25% = 1-2 hours of client contact per day 50% = 3 hours of client contact per day

75% = 4-5 hours of client contact per day full = 6-7.5 hours of client contact per day