

MUSKINGUM

U N I V E R S I T Y

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

In keeping with ACOTE policies, the earliest we would be permitted to start a class is September, 2019, and only if we meet their expectations in our first required accreditation report, called a candidacy application. As part of that review we 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 (12 week) clinical internships for mid-March-mid-June, 2021 and mid-June-mid-September 2021, the anticipated period of fieldwork education for the first cohort of students (pending outcome of candidacy application and onsite accreditation visit). Although our program will be largely online, students will complete fieldwork during traditional daytime work hours. We will also have opportunities for Level I fieldwork placements for 10-15 hours each year round. Once our proposed program is fully functioning and accredited we anticipate having fieldwork rotations year round, so we will be able to meet the best timeframes for your facility.

Fieldwork education will provide the important link between our academic program and clinical practice. It is critical for the success and continuation of all of our programs and the patients they serve. In addition to receiving continuing education hours, fieldwork educators and sites make a valuable contribution to the occupational therapy profession. Because our program is targeting OTAs, we believe we will be able to provide to you highly qualified and prepared students who already have experience within occupational therapy programming.

We recognize that it is too early for your facility to know whether you are able to host a level II fieldwork student during the specific dates that we are proposing. The enclosed form is a commitment of intent to accept students and not a promise for any specific fieldwork rotation. We sincerely hope that you will consider partnering with us for this important work. Fill in the following chart. Use back for comments:

Rotation Period	# Students	Physical Dysfunction	Psychosocial	Pediatric
Mid-March-Mid-June 2021				
Mid-June-Mid-September 2021				
Level I students 10-15 hours per experience				

_____ We are unable to take students at this time

Name of facility: _____

OT Fieldwork Coordinator (including credentials): _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____ Email: _____

Signature: _____

Setting (please indicate one)	Practice Area
Hospital	Acute Inpatient Outpatient Rehab Unit
Nursing Home	Psych
School	Long Term Care
Community Agency	School-based Practice
Private Practice	Community
Residential Program	Other (identify)
Other (identify)	