Information Packet

University of North Dakota—Casper Campus
Occupational Therapy Department
UND School of Medicine and Health Sciences
Casper, Wyoming

Our address: UND/CC Occupational Therapy Program
Casper College, LS 103
125 College Dr.
Casper, WY 82601

Our phone number: (307) 268-2613
Our fax number: (307) 268-2891

For academic advisement or admissions information, please contact:

Janice Dona
Administrative Secretary
(307)268-2613
janice.dona@med.und.edu

Breann Lamborn
Assistant Professor/Site Administrator
(307)268-2223
breann.lamborn@med.und.edu

For information about the Occupational Therapy Program at UND, you may also go to our web page at:

http://www.med.und.edu/occupational-therapy/

Admissions information and application can be found at:

http://www.med.und.edu/occupational-therapy/admissions.cfm

Application deadlines are available on the UND Graduate School website. Decisions regarding admissions are typically made by the first of March. Classes start approximately the third week of May.

Tuition and other information regarding the program are available by contacting the Occupational Therapy Department at 307-268-2613 or email janice.dona@med.und.edu.

Revised 07-01-2015
The Occupational Therapy Department offers a five and a half-year entry-level Master of Occupational Therapy (MOT) degree. Occupational therapy as a profession is based on the belief that purposeful activity (occupation), including its interpersonal and environmental components, may be used to prevent and mediate dysfunction and elicit maximum adaptation. UND has two campuses offering the Master’s of Occupational Therapy degree. The main campus is located in Grand Forks, ND, and the satellite located in Casper, WY.

The Department of Occupational Therapy shares the mission of the University of North Dakota and the School of Medicine and Health Sciences to serve the public through: 1) teaching and preparation of highly skilled entry-level occupational therapists, 2) scholarly and creative activity, and 3) service. The mission is accomplished through integration of scholarly inquiry and application of occupation in teaching/learning and OT practice contexts. Promotion of health and wellness of the public through engagement in meaningful and valued occupations and commitment to best practice within the profession of OT are expected outcomes. Best practices in the profession will reflect the exemplars of self-reflection, client-centeredness, and occupation-centered practice driven by research evidence. The skills for lifelong learning and ethical and effective leadership will be promoted to enhance the quality of life of all people with whom we engage.

The UND Occupational Therapy program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE). For information regarding accreditation, contact ACOTE at (301) 652-2682, or ACOTE, c/o Accreditation Department, 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. The web address is www.acoteonline.org. All basic professional programs must comply with the Standards for an Accredited Educational Program for the Occupational Therapist, 2011. Graduates of the program will be able to sit for the national entry-level certification examination for the occupational therapist administered by the National Board for Certification in Occupational Therapy, Inc. (NBCOT, 800 South Frederick Avenue, Suite 200, Gaithersburg, MD 20877-4150; phone 301-990-7979). After successful completion of this examination, the graduate will be an Occupational Therapist Registered (OTR). Most states require licensure in order to practice; state licenses may be based on the results of the NBCOT certification examination.

The department will provide reasonable accommodation to qualified students with disabilities (see UND Catalog 2009-2011, page 13, Disability Support Services for accommodation process or on line at http://www.und.edu/dept/dss/)
Admission Information

As members of a health profession, occupational therapists have a responsibility to the consumer, to the employing agency/institution, to the community, and to society. Personal qualities such as honesty, responsibility, initiative, adaptability, communication skills, ability to function under stress, and self-confidence are required for success. In addition, good work habits, attention to detail, punctuality, attendance, and ability to follow directions (both written and oral) are important. Responsibility for one’s own actions is essential - making a decision and abiding by it. The occupational therapy student is expected to assume responsibility for his/her own learning.

In considering occupational therapy as a career, applicants are advised to consider:

1. Their goals in life, the lifestyle they wish to achieve, and the continuing education and lifelong learning required to maintain competency.
2. The physical, emotional, intellectual, social, and economic requirements of the entry-level master’s program.
3. The essential functions of the program refer to those cognitive, physical and behavioral abilities that are necessary for satisfactory completion of all aspects of the curriculum and for the development of professional attributes required by the faculty of all students at graduation. Please contact the department for a complete listing of the Essential Functions.
4. Immunizations, drug testing, fingerprints, and/or criminal background checks are required by many fieldwork facilities.

Attitude, attendance, quality of work, and professional behavior are all considered during the admissions process. To successfully complete the pre-professional program, a student must have a minimum 2.75 GPA and at least a C in all prerequisite courses. The student must also obtain a minimum of a C in all professional level courses. All OT coursework must be completed at UND. OT coursework completed at other universities will not transfer to this program. Professional level students are expected to enter the program with competency in medical terminology, computer literacy skills as well as basic living skills such as cooking and sewing. These skills are not taught in occupational therapy courses. Volunteering for 60 hours is a prerequisite for admissions, see page 16 of this document for further information.

Admission Requirements

Admission to the professional program in occupational therapy is on a competitive basis with consideration given to pre-professional performance in the sciences, general graduation requirements, leadership potential, volunteer work and personal qualifications. Each application is thoroughly reviewed. This review includes the applicant’s academic record (must have minimum overall GPA of 2.75 based on a 4 point scale), pattern of withdrawals, incompletes, etc., elective coursework, volunteer and/or work experience, references, essay and a personal interview.

A prerequisite for admission to the UND Professional Program at the Year I Level will be 60 hours of observation, of which 45 hours must be with a professional occupational therapist or certified occupational therapy assistant and should be distributed over the three required areas (Psychosocial, Physical Dysfunction, Pediatric).

Online applications are available during the fall of each year. Please go to our website for detailed information and links: http://www.ot.und.edu/admissions.html
Financial Aid

Please note that the first two years of the professional program are considered undergraduate for the purposes of financial aid. Applicants need to contact the Student Financial Aid office at (701) 777-3121. Completing a baccalaureate degree may influence resources available through financial aid.

Bachelor of General Studies Degree with Health Studies Option

The Bachelor of General Studies Degree with Health Studies Option will be available to Occupational Therapy students who:

1. have completed their pre-OT work either at UND or at another institution, and
2. have successfully completed the first two years of the OT professional sequence.

The BGS degree would normally then be awarded at the end of Professional Year Two, prior to beginning the Graduate School career, if the student has completed all general UND graduation requirements, including:

1. 125 total credits,
2. 60 credits from 4-year schools, including at least 30 from UND,
3. 36 upper-level credits,
4. all essential studies requirements.

Transition to Graduate School- Year III Professional Program

Acceptance to the Graduate School requires:

1. Acceptance into the professional Occupational Therapy program.
2. Successful completion of OT Professional Year I and II.
3. Overall GPA of 2.75 or a 3.0 for both junior and senior years.
4. Letter of endorsement from the Chair of the Department or Graduate Director that assures automatic advancement in status from the undergraduate program to the graduate program. The letter of endorsement will be written for students in good academic and professional standing in the program.

Graduate Status Minimum Requirements

To maintain graduate student status, the professional level Year III student is required to maintain a GPA of at least 3.0 for all work completed in Year III.

Students who were previously on academic or professional probation will be dismissed from the Graduate School if placed on one additional probation within the professional program.
Reminder:

It is important to be aware that a **felony conviction** may affect a graduate’s ability to sit for the National Board for Certification in Occupational Therapy (NBCOT) certification examination or to attain state licensure as an Occupational Therapist. You will be asked to respond to the following questions when registering for the NBCOT exam:

- Have you ever been charged with or convicted of a felony?
- Have you ever had any professional license, registration, or certification revoked, suspended or subject to probationary conditions by a regulatory authority or certification board?
- Have you ever been found by any court, administrative, or disciplinary proceeding to have committed negligence, malpractice, recklessness, or willful or intentional misconduct, which resulted in harm to another?

Information regarding NBCOT’s process of screening applicants for Character Review may be found at: [www.nbcot.org](http://www.nbcot.org). If you have any questions, the department will assist you in this process.

Prior to matriculation, students accepted into the program must complete a criminal background check through Verified Credentials, a Minneapolis based company. Matriculation is contingent upon a positive review.

Many **fieldwork facilities** are requiring proof of immunizations, drug testing, fingerprints, and/or criminal background checks. It is the responsibility of the student to check the fieldwork information and to pay the cost for each process.
Pre-Professional Curriculum in OT

The following courses are required to be taken prior to starting the Professional Occupational Therapy Program:

<table>
<thead>
<tr>
<th>Freshman Year</th>
<th>Credits</th>
<th>Freshman Year</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester:</td>
<td></td>
<td>Second Semester:</td>
<td></td>
</tr>
<tr>
<td>English 110</td>
<td>3</td>
<td>English 130</td>
<td>3</td>
</tr>
<tr>
<td>Humanities or Fine Arts*</td>
<td>3</td>
<td>Humanities or Fine Arts*</td>
<td>3</td>
</tr>
<tr>
<td>Biology 150/150L</td>
<td>4</td>
<td>Chemistry 115/115L</td>
<td></td>
</tr>
<tr>
<td>Psychology 111</td>
<td>3</td>
<td>or 121/121L</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>Communications 110</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Electives</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sophomore Year</th>
<th>Credits</th>
<th>Sophomore Year</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester:</td>
<td></td>
<td>Second Semester:</td>
<td></td>
</tr>
<tr>
<td>Psychology 250</td>
<td>4</td>
<td>Psychology 270</td>
<td>3</td>
</tr>
<tr>
<td>Anatomy 204</td>
<td>3</td>
<td>Physiology 301</td>
<td>4</td>
</tr>
<tr>
<td>Anatomy 204 Lab</td>
<td>2</td>
<td>Humanities or Fine Arts*</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 241**</td>
<td>4</td>
<td>Sociology 110</td>
<td>3</td>
</tr>
<tr>
<td>or Soc 326</td>
<td></td>
<td>Electives</td>
<td></td>
</tr>
<tr>
<td>OT 200</td>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*When completing your Humanities courses, it is required that the 9 credit hours be in two departments and you must have a minimum of 3 credits in humanities and 3 credits in fine arts as part of the requirements of the essential studies program of the University of North Dakota. You also want to ensure that you have fulfilled the global diversity requirement. More information on Essential Studies Graduation requirements can be found at [http://www.und.edu/dept/registrar/EssentialStudies/esindex.html](http://www.und.edu/dept/registrar/EssentialStudies/esindex.html)

**As a prerequisite for Psychology 241, students need to take Mathematics 103 or 104.

See the Occupational Therapy Essentials Studies Worksheet on page 19-20 of the information packet.

**Description of above courses:**
- Communications 110 – Public Speaking
- Psychology 250 – Developmental Psychology
- Psychology 241 – Intro to Statistics
- Psychology 270 – Abnormal Psychology
- OT 200 – Intro to Occupational Therapy

For more information on general educational requirements at UND, please refer to the following website: [http://www.und.edu/dept/registrar/General%20Ed%20Requirements/GERAapprovedCourses20082009.html](http://www.und.edu/dept/registrar/General%20Ed%20Requirements/GERAapprovedCourses20082009.html)
### MOT Curriculum Sequence

#### PROFESSIONAL YEAR 1

<table>
<thead>
<tr>
<th>Summer Session</th>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>OT 422 Anatomy for Occupational Therapy</td>
<td>OT 423 Fundamentals of Neuroscience for Occupational Therapy</td>
<td>OT 424 Muscle Function in Health and Disease</td>
</tr>
<tr>
<td></td>
<td>3 credits</td>
<td>4 credits</td>
</tr>
<tr>
<td>OT 426 Personal/Professional Development</td>
<td>OT 425 Orientation to Occupational Therapy</td>
<td>OT 429 Occupational therapy w/School Age Children and Young Adults</td>
</tr>
<tr>
<td></td>
<td>3 credits</td>
<td>4 credits</td>
</tr>
<tr>
<td></td>
<td>OT 427 Occupational Therapy with Infants and Pre-School Children</td>
<td>OT 430 Psychosocial Aspects of OT for Children, Adolescents and Young Adult</td>
</tr>
<tr>
<td></td>
<td>4 credits</td>
<td>4 credits</td>
</tr>
<tr>
<td></td>
<td>OT 428 Quantitative Research Methods for OT</td>
<td>OT 432 Medical Sciences II</td>
</tr>
<tr>
<td></td>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td></td>
<td>OT 431 Medical Sciences I</td>
<td>OT 433 Group Leadership Skills in OT</td>
</tr>
<tr>
<td></td>
<td>2 credits</td>
<td>2 credits</td>
</tr>
<tr>
<td></td>
<td>OT 438 Practicum: Children and Adolescents</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 credit</td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>Fall Semester:</strong> 15 credits</td>
<td><strong>Total:</strong> 18 credits</td>
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</table>
### Summer Session (Elective Only)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OT 488</td>
<td>Elective Fieldwork in Occupational Therapy</td>
<td>3-9</td>
</tr>
<tr>
<td>OT 497</td>
<td>Cooperative Education: Occupational Therapy</td>
<td>1-6</td>
</tr>
<tr>
<td>OT 593</td>
<td>Teaching Experience in OT</td>
<td>1-3</td>
</tr>
</tbody>
</table>

Total: 1-9 credits

### Fall Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OT 454</td>
<td>Gerontic Occupational Therapy</td>
<td>2</td>
</tr>
<tr>
<td>OT 456</td>
<td>Psychosocial Aspects of OT with the Maturing Adult</td>
<td>4</td>
</tr>
<tr>
<td>OT 458</td>
<td>Qualitative Research Methods for OT</td>
<td>3</td>
</tr>
<tr>
<td>OT 460</td>
<td>Introduction to Management and Leadership</td>
<td>2</td>
</tr>
<tr>
<td>OT 463</td>
<td>Psychosocial Dysfunction Seminar and Practicum Integration</td>
<td>3</td>
</tr>
<tr>
<td>OT 469</td>
<td>Interprofessional Health Care (IPHC)</td>
<td>1</td>
</tr>
</tbody>
</table>

Total: 15 credits

### Spring Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OT 451</td>
<td>Multicultural Competency in OT</td>
<td>3</td>
</tr>
<tr>
<td>OT 452</td>
<td>Assistive Technology I</td>
<td>3</td>
</tr>
<tr>
<td>OT 453</td>
<td>Physical Aspects of OT with the Maturing Adult</td>
<td>5</td>
</tr>
<tr>
<td>OT 461</td>
<td>Management in the U.S. Healthcare System</td>
<td>2</td>
</tr>
<tr>
<td>OT 462</td>
<td>Physical Dysfunction Seminar and Practicum Integration</td>
<td>3</td>
</tr>
<tr>
<td>OT 480</td>
<td>Intro to Scholarly Writing in OT</td>
<td>1</td>
</tr>
</tbody>
</table>

Total: 17 credits

*Department reserves the right to cancel a track and/or electives courses due to finances or staffing issues, or low enrollment. Electives are scheduled based on student interest and faculty resources. Class size may be limited.

### Fall and Spring Semester Electives:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OT 489</td>
<td>Independent Projects</td>
<td>1 - 3</td>
</tr>
<tr>
<td>OT 493</td>
<td>Workshop / OT</td>
<td>1 - 6</td>
</tr>
<tr>
<td>OT 496</td>
<td>Community Experience in OT</td>
<td>1 - 4</td>
</tr>
<tr>
<td>OT 497</td>
<td>Cooperative Education: OT</td>
<td>1 - 6</td>
</tr>
<tr>
<td>OT 593</td>
<td>Teaching Experience in OT</td>
<td>1 - 3</td>
</tr>
</tbody>
</table>
PROFESSIONAL YEAR 3 - Graduate School        Schedule A

Summer Semester:
OT 585 Fieldwork in Psychosocial Dysfunction 9
OR
OT 587 Fieldwork in Physical Dysfunction 9

Total: 9 Credits

Fall Semester:

Required Core Courses
OT 504 Occupation and Vocation 3
OT 507 Innovative Management and Leadership 3
OT 509 Principles of Education 3
OT 515 Integration of OT Theory 3

Total Credits 12 credits

Electives
OT 493 Workshop/OT 1-12
OT 508 Therapeutic Procedures & Modalities in OT 2
OT 582 Graduate Practicum 1-3
OT 589 Readings in OT 1-2
OT 593 Teaching in OT 1-3
OT 599 Special Topics in OT 1-2

Spring Semester
OT 585 Fieldwork in Psychosocial Dysfunction 9
OR
OT 587 Fieldwork in Physical Dysfunction 9
OT 995 Scholarly Project 2
OR
OT 997 Independent Study 2
OT 589 Readings in Occupational Therapy 1-2

Total: 12-13 Credits
Courses

OT 200: Introduction to Occupational Therapy. 2 credits. Prerequisites: None. History, scope, objectives, and functions of Occupational Therapy. F, S

OT 422: Anatomy for Occupational Therapy. 5 credits. Detailed study of human anatomy, with an emphasis on skeletal muscle, its vasculature, and the peripheral nervous system. The laboratory portion of the course allows for a direct study of the human form through dissection of human cadavers. SS

OT 423: Fundamentals of Neuroscience for Occupational Therapy. 3 credits. Survey of the major theories of behavior, cognition, and neurological disorders based on experimental findings in neuroanatomy, neurophysiology, and neurobiology. Laboratory included. F

OT 424: Muscle Function in Health and Disease. 4 credits. The study of musculature acting on the extremities and trunk. Theory and techniques of musculoskeletal evaluation with analysis of normal and pathological human motion. Laboratory included. S

OT 425: Occupational Therapy with Infants & Pre-School Children. 4 credits. Normal and abnormal human development, conception through the pre-school years. Emphasis on reflexes, sensory systems, neurodevelopmental systems, illness and trauma, assessment procedures, treatment techniques, families and intervention teams, and treatment outcomes. Laboratory included. F

OT 426: Personal/Professional Development. 1 credit. Promote self-awareness and interpersonal communication skills including basic listening skills, ability to provide meaningful feedback and appropriate group membership skills. SS

OT 427: Orientation to Occupational Therapy Theory. 3 credits. Orientation to human occupation, occupational performance assessment, theoretical practice models, and core processes in occupational therapy. F

OT 428: Quantitative Research Methods for Occupational Therapy. 3 credits. Design and implementation of quantitative research, the evaluation of quantitative research studies, the interpretation of statistics as applied to occupational therapy, and the process of presentation and publication of quantitative research projects. Laboratory included. F

OT 429: Occupational Therapy with School Age Children & Young Adults. 4 credits. Normal and abnormal human development, disease and disability, school age through young adulthood. Emphasis on assessment, intervention planning and program outcomes for individuals with disabilities in a variety of practice settings including school, community, and medicine. Laboratory included. S

OT 430: Psychosocial Aspects of OT for Children, Adolescents & Young Adults. 4 credits. Psychosocial development and interruptions to development in children, adolescents, and young adults, with emphasis on OT evaluation, treatment planning and implementation, and treatment outcomes. Laboratory included. S

OT 431: Medical Sciences I. 2 credits. First in a two-semester sequence of courses which covers human body systems and disease and disability groups discussed from all aspects of comprehensive rehabilitation. Included are chronic illness, neurological and orthopedic conditions, general medicine and surgery, and sensory disabilities across the lifespan. F

OT 432: Medical Sciences II. 3 credits. Second in a two-semester sequence of courses which covers human body systems and disease and disability groups discussed from all aspects of comprehensive rehabilitation. Included are chronic illness, neurological and orthopedic conditions, general medicine and surgery, and sensory disabilities across the lifespan. Integration included. S

OT 433: Group Leadership Skills in Occupational Therapy. 2 credits. Didactic and experiential learning in a small group setting. Provides students with opportunities to function as group facilitators in a variety of practice settings. S

OT 438: Practicum: Children & Adolescents. 1 credit. Observation and experience in a university-approved pediatric and/or adolescent facility; supervised by occupational therapists, educators, and allied health professionals. S
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OT 451:</td>
<td>Multicultural Competency in OT. 3 credits. Develop an understanding of and an</td>
<td>3</td>
<td>To recognize that diversity is intimately tied to the concepts of culture, race, language, identity and inter-group dynamics, as well as its applications to complex situations. These concepts are presented within the context of providing OT services.</td>
</tr>
<tr>
<td>OT 452:</td>
<td>Assistive Technology I. 3 credits. Introductory study of assistive technology</td>
<td>3</td>
<td>Focuses on adaptations, modifications, and technology systems and services that assist individuals with disabilities in greater independence and accessibility across the lifespan. Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 453:</td>
<td>Physical Aspects of OT with the Maturing Adult. 5 credits. Study of the OT</td>
<td>5</td>
<td>Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 454:</td>
<td>Gerontic Occupational Therapy. 2 credits. Occupational perspectives of the</td>
<td>2</td>
<td>Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 456:</td>
<td>Psychosocial Aspects of OT with the Maturing Adult. 4 credits. Psychosocial</td>
<td>4</td>
<td>Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 458:</td>
<td>Qualitative Research Methods for Occupational Therapy. 3 credits. Design and</td>
<td>3</td>
<td>Laboratory included. F</td>
</tr>
<tr>
<td>OT 460:</td>
<td>Introduction to Management and Leadership. 2 credits. Introduction to the</td>
<td>2</td>
<td>Laboratory included. F</td>
</tr>
<tr>
<td>OT 461:</td>
<td>Management in the U.S. Healthcare System. 2 credits. Provide an overview of</td>
<td>2</td>
<td>Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 462:</td>
<td>Physical Dysfunction Seminar and Practicum Integration. 3 credits. The student</td>
<td>3</td>
<td>Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 463:</td>
<td>Psychosocial Dysfunction Seminar and Practicum Integration. 3 credits.</td>
<td>3</td>
<td>Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 469:</td>
<td>Interprofessional Health Care (IPHC). 1 credit. A process-learning course</td>
<td>1</td>
<td>Laboratory included. F, S</td>
</tr>
<tr>
<td>OT 480:</td>
<td>Introduction to Scholarly Writing in Occupational Therapy: 1 credit. This</td>
<td>1</td>
<td>Laboratory included. F, S</td>
</tr>
</tbody>
</table>
OT 488: Elective Fieldwork in Occupational Therapy. 3-9 credits. Application of occupational therapy in evaluation and treatment in optional areas of student special interest in selected fieldwork facilities. One to three months full-time. F,S,SS

OT 489: Independent Projects. 1-3 credits, repeatable to 12 credits. Individual study and/or research in a particular area of interest for the students with approval of a supervising faculty member. Elective for OT majors.

OT 490: Occupational Therapy Seminar. 1 credit. Foundational knowledge relevant to the preparation of an independent study proposal. Serves as the basis for OT 494: Directed Study in Occupational Therapy. F

OT 493: Workshop/Occupational Therapy. 1-12 credits, repeatable to 12 credits. A workshop course with topics dictated by faculty and student interests primarily for but not confined to continuing education. On demand.

OT 494: Directed Study in Occupational Therapy. 1 credit. Development of a proposal in an area of interest to the student approved and supervised by faculty. Serves as the basis for OT 995 or OT 997: Independent Study. S

OT 496: Community Experience in OT. 1-4 credits, repeatable to 12 credits. Student initiates and participates in off-campus professional learning activities related to OT under joint faculty and on-site professional supervision. F,S,SS

OT 497: Cooperative Education: Occupational Therapy. 1-6 credits, repeatable to 12 credits. Qualified students are employed by selected facilities to further understanding of occupational therapy and health-related service provision. F,S,SS

OT 504: Occupation and Vocation. 3 credits. Application of assessment and problem-solving skills necessary for remediation/rehabilitation of occupational performance deficits in the work realm. Laboratory included. F,S

OT 507: Innovative Management & Leadership. 3 credits. Develop and demonstrate an understanding of the skills necessary to plan, implement and evaluate programs and materials for education, consultation and private practice. F,S

OT 508: Therapeutic Procedures & Modalities in OT. 2 credits. Occupational therapy theory and application of specific neuromuscular techniques and modalities to promote musculoskeletal function. Laboratory included. F,S

OT 509: Principles of Education in OT. 2 credits. Explores the methods and strategies used to develop, implement and evaluate education programs for students in academia and clinical settings, for patients/clients, businesses and professional staff. Information and discussion focus on the theory and research relevant to education in a variety of settings. F,S

OT 515: Integration of Occupational Therapy Theory. 3 credits. Analysis and applications of theoretical perspectives to occupational therapy process with individuals, groups, and service delivery systems. F,S

OT 582: Graduate Practicum. 1-3 credits, repeatable to 12 credits. Supervised experience in a variety of OT practice settings. Students are afforded the opportunity to gain practical, on-the-job experience working in an area that matches the focus of their graduate study. Students will be supervised by on-site personnel. (One credit hour required as co-requisite for OT 502; additional hours optional). F,S,SS

OT 585: Fieldwork in Psychosocial Dysfunction. 9 credits. Application of occupational therapy in evaluation and treatment in psychosocial dysfunction fieldwork facilities. Three months full-time.

OT 587: Fieldwork in Physical Dysfunction. 9 credits. Application of occupational therapy in evaluation and treatment in physical dysfunction fieldwork facilities. Three months full-time.

OT 589: Readings in Occupational Therapy. 1-2 credits, repeatable to 6 credits. Selected readings in the student’s area of interest with oral and/or written reports. Consent of instructor required prior to enrollment. F, S, SS

OT 593: Teaching Experience in OT. 1-3 credits, repeatable to 12. Supervised experience in higher education teaching in OT. Projects in course/curriculum development, writing course objectives, writing and delivering lectures and learning activities, and developing assessment tools for the classroom. F,S,SS

OT 599: Special Topics in Occupational Therapy. 1-2 credits, repeatable to 6 credits. A series of lectures, discussions, and/or laboratory experiences developed around one or more specific topics in occupational therapy. F,S,SS
OT 995: Scholarly Project in OT. 2 credits. A collaborative investigation of a relevant professional topic and production of a scholarly report with approval of the major faculty advisor. F,S,SS

OT 996: Continuing Enrollment/Occupational Therapy. 1-12 credits. Credits and hours arranged. F,S,SS

OT 997: Independent Study. 2 credits. Independent investigation of a relevant professional topic and production of an independent scholarly report with approval of the major faculty advisor. F,S,SS
INFORMATION FOR TRANSFER STUDENTS IN OCCUPATIONAL THERAPY

In order to obtain a Master of Occupational Therapy at the University of North Dakota, students must meet all requirements listed in the University Catalog.

Liberal arts courses and designated prerequisites provide the basic educational foundation for Occupational Therapy and are accepted according to University policy. These include Composition, Humanities, Biology, Chemistry, Speech, Sociology, and Introduction to Psychology. Students are required to have the equivalent of the courses offered at the University of North Dakota for all courses in the pre-professional program. All professional OT coursework must be completed at UND. OT coursework completed at other universities will not transfer to this program.

Students with the required academic background and experience may petition to take the challenge examination according to the University Catalog. The challenge examination may be written, oral (recorded), practical laboratory, and/or assigned practice in selected work situations, depending upon the stated objectives of the course(s).

A. APPOINTMENTS WITH FACULTY MEMBERS

If a student wishes to see a faculty member, even on a minor matter requiring only a few minutes, he/she is requested to make an appointment through the office secretary at (307) 268-2613, or by signing up on the schedule posted on the faculty member’s door.

B. ACADEMIC ADVISOR

Prior to application to the UND/CC MOT program, students will work with an academic advisor at their college or university. It is highly recommended that students remain in contact with the UND/CC program during the pre-professional years to assure transferability of course credit. Once a student is admitted to the UND/CC OT program, they will be assigned a professional level faculty advisor in the OT department.

C. STUDENT LOAD

The average student needs to study an average of two hours for every credit hour of a course in order to earn an average grade.

D. CONDUCT

Occupational Therapy students are expected to conduct themselves in a professional manner in the classroom, attending curriculum related activities, and in fieldwork experience at all levels.

Professionalism in Occupational Therapy

Professionalism encompasses a number of related areas, and concerns the conduct, aims, and practices of an individual. Aspects of professionalism to be considered within the OT Program include attitude, judgment, and performance.

Attitude will be reflected during learning in the classroom, day to day relationships with instructors and students, response to guest speakers, and relationships with Level I fieldwork supervisors. Judgment will be reflected in working with clients, personal and professional relationships, and confidentiality.
Performance shall be considered in class assignments, communication skills, respect for classroom and/or work area, and punctuality for classes.

E. REVIEW OF STUDENT PROGRESS

Students are expected to review their academic and professional progress periodically throughout the program. Occupational Therapy Department faculty provide feedback to the student in order to foster professional growth and development.

GRADES

Courses taught in the Occupational Therapy Department will utilize the following grading system:

- **100 - 94% = A - Marked Excellence**
- **93 - 86% = B - Superior**
- **85 - 78% = C - Average**
- **77 - 70% = D - Low (Not passing in courses in O.T. major)**
- **Below 70% = F**

In courses with S - U grading, S is at least a C. Any student earning less than 78% on a given assignment will be required to re-do that assignment until he/she achieves competency. Following completion of the assignment at the level of competency: the original grade will be recorded in the grade book. (Assignments with failing grades due to late submission are excluded.) Students with 77% or less at midterm will be given a deficiency with notice by the UND Registrar.

A student who does not pass (D or F or U grade) a professional level course is subject to termination from the professional program. The student has the right to petition to remain in the program and, upon unanimous affirmation by the faculty, the student is allowed to remain in the program on academic probation. However, this means repeating the course while progressing through the regular course work of the professional program. This may cause the student to be behind his/her class and graduate later.

F. SPECIAL EXAMINATION FOR CREDIT

A regularly enrolled student may apply to take “special” (challenge or validating) examinations to establish credit for approved University courses. Requests to take an examination must be made to the chair of the department offering the course. Approval of the department chair, the instructor of the course, and the dean of the college offering the course(s) are required. A petition with the appropriate signatures must be submitted to the Office of the Registrar prior to examinations. A committee of three appointed by the chair of the department offering the course will administer and evaluate the examinations, a majority being necessary to award a grade. Special examinations must be searching and comprehensive. Grades of “Satisfactory” or “Unsatisfactory” will be recorded on the student’s permanent record upon recommendation of the committee, but will not be used to compute scholastic average.

Students may apply to take challenge or validating examinations to establish credit in University of North Dakota courses which correspond to work taken at institutions that are not regionally accredited, or for courses in which they have superior preparation or knowledge gained through independent study. These exams are offered for courses which have no equivalent CLEP subject exams. Students who have audited a course, or who have previously enrolled in a course and then dropped it, will not ordinarily be permitted to take a special examination in that course. (University of North Dakota Undergraduate Catalog, 2011-2013, p. 34).
G. STUDENT RIGHTS AND APPEALS MECHANISMS, BOTH ACADEMIC AND FIELDWORK COMPONENTS

All students have access to the appeal process as stated in the policies of the School of Medicine and Health Sciences, Graduate School, and the UND Code of Student Life.

The Occupational Therapy Department abides by the established guidelines regarding student appeals as delineated in the School of Medicine & Health Sciences Rules of Governance and UND Code of Student Life. A student may initially appeal the Occupational Therapy Department decision through the appeals process as defined in the School of Medicine & Health Sciences Rules of Governance. Timelines for all grievances must be adhered to: academic grievances with respect to grades must be initiated by the student within ten (10) calendar days after receipt of the grade. Grievances regarding decisions of admissions, probationary status or dismissal must be initiated by the student within ten (10) days after receipt of the academic program/departmental decision.

If the student and/or department is not satisfied with the decision from the School of Medicine & Health Sciences Committee, they must follow the guidelines as published in the University of North Dakota Code of Student Life.

H. COMPOSITION OF UND OT DISTANCE CLASSES

To best provide student access to the experience and expertise of all UND OT faculty, courses in the professional program are delivered in a variety of formats, including on-site instruction, videoconferencing courses, and web-based courses. Students will attend classes in a combination of these formats throughout the length of the program. Students may have instruction with a faculty member who teaches through videoconferencing directly to the distance site (instructor to Casper or Grand Forks only). Students may attend classes simultaneously in Casper and Grand Forks with the instructor teaching via videoconferencing (on-site in Grand Forks through video to Casper). Similarly, students may attend classes simultaneously with instructors located at both sites. Video conferencing courses are most common in the first year of the program, but will occur occasionally throughout. Students may also attend web-based courses which are offered to students in Grand Forks and Casper simultaneously. Several courses in the program contain web-based interaction between Grand Forks and Casper students to aide in collaboration and learning between classes on both campuses.

I: INTERNATIONAL STUDENTS

For students from outside of the United States who are interested in applying to the OT Program at the University of North Dakota, please contact the Office of International Programs for admission requirements and eligibility for attendance at UND. Please note, if you are interested in the Wyoming program, you will need to determine your eligibility for attendance through the U.S. Citizenship and Immigration Service (USCIS) with regard to attendance at a satellite campus and distance instructional formats.

Adopted: 8/1990, UND/SOM
Reviewed: 2009
Occupational Therapy Observation/Volunteer Work

The purpose of occupational therapy observation/volunteer work is to expand your knowledge of occupational therapy across practice areas and to broaden your understanding of the needs of clients in various treatment settings and across age groups. A *minimum of 60 observation/volunteer hours is required* in order to be eligible to apply to the professional program. Of those, a minimum of 45 occupational therapy observation/volunteer hours with a registered occupational therapist (OTR) or certified occupational therapy assistant (COTA) is required in three different settings. It is strongly encouraged, to gain an understanding of the scope of occupational therapy practice, that applicants volunteer in pediatric, psychosocial, and physical dysfunction settings. Your other 15 hours can be in any related area, including activities with a community service organization or additional hours in occupational therapy such as geriatrics. Remember, observation/volunteering in a health care or community agency is a commitment and a privilege, not a right. Please be respectful. You need to ask permission to do volunteer work, not demand to do it. Please ask if there are any special procedures to be completed before your volunteer work begins.

The Occupational Therapy faculty believe that through observation/volunteer work, you have the opportunity to:

1. Observe persons of all ages at work and play.
2. Establish interpersonal relationships.
3. Develop leadership skills in community service.
4. Become aware of the problems encountered by persons with physical, mental, and developmental disabilities.
5. Learn more about yourself as an individual. For example, do you enjoy working with persons with disabilities? Do you have the patience required for long-term care?
6. Develop initiative in seeking out observation/volunteer work opportunities.
7. Demonstrate responsibility through observation/volunteer work; i.e., being punctual, carrying out assigned duties, etc.
8. Gain knowledge and experience which will make academic courses more meaningful, and Level I and II Fieldwork less threatening. In Level I and II Fieldwork, the Occupational Therapy students are in the process of making the transition from students to professionals with the responsibilities inherent in a profession in the health fields. Attitude and performance in assigned occupational therapy duties are constantly evaluated, and observation/volunteer work can be invaluable in preparing for this phase of your education as an occupational therapist.

*Adopted: August 1980
The following is information for your consideration when planning your process of observing/volunteering for the Occupational Therapy admissions requirements.

**Step I: Selection and Prioritizing of the Observation Sites**

Choose three sites to contact from each practice area. Prioritize your choices so that you contact sites in order from your first choice to the third choice. Choose among the following practice areas:

1. Adult Physical Dysfunction
2. Psychosocial Dysfunction
3. Pediatrics and School Age Children
4. Geriatrics (Age 60 and older)
5. Adult Developmental Disabilities

**Step II: Planning the Initial Contact**

1. Call the facility/contact person at least 20 working days before the date you wish to begin.
2. Information you should have prepared prior to this call includes the following:
   - Days/dates available and time of day—be realistic, time commitments should be honored
   - Why you are seeking observation/volunteer hours. Write it out...practice saying it out loud.
   - Questions you may have:
     - Will there be an orientation?
     - Are there guidelines/expectations?
     - Is there a dress code?
     - Are immunizations required?
     - What are the confidentiality requirements?
     - What is the projected amount of time I will be with an OTR or COTA?
     - Will I be able to observe actual treatment?
     - Do I need a vehicle to travel from site to site? (Between schools, between clinical locations, etc.)

It is recommended that you write these out on a sheet of paper so that your explanation is clear and concise; this may increase your confidence when making your request.

**Step III: Making the Initial Contact**

1. **General Guidelines**
   - Speak clearly and don’t rush!
   - Call early in the morning or later in the afternoon when staff generally have office hours.
   - If you must leave a message, leave your full name, telephone number, the purpose of the call, and the best time to return your call. **Remember:** Your personal voice mail message and e-mail user id should be professional.

2. **What to Say and How to Say It**
• Introduce yourself: name, affiliation (for example, UND student in Pre-Occupational Therapy)
• Choose one of the following statements to identify the purpose of your call.

**Complete the sentences with information that specifically applies to your request.**

- “I would like to compete OT observation hours at your site in the area of _____ as part of the requirement for _____. Would this be acceptable to you?”
- “I have learned about your facility through _____ and I would like to observe/volunteer _________. Would this be acceptable to you?”

3. If the answer is “yes” – approval to observe:
   • Negotiate compatible times as outlined in Step II, number 2.
   • Thank the individual for allowing this opportunity.
   • Follow up with a letter or email outlining or confirming your schedule (make sure to obtain the individual’s name—including correct spelling, title, and address at the end of your conversation.

4. If the answer is “no” – denial to observe:
   • Thank the individual for taking the time to talk with you.
   • Inquire about a waiting list and opportunities in the future.
   • Repeat your name and provide a phone number for the facility to reach you should an opportunity for observation or volunteer work arise.

**When You Volunteer: Guidelines and Principles**

- Be punctual. If you must be absent, call as early as possible to be excused.
- Adhere to dress code and other employee/volunteer policies and procedures.
- Consider observation/volunteerism a commitment and a privilege.
- Respect CONFIDENTIALITY and follow the same ethical standards expected of all staff members.
- Have a clear understanding of what your roles and duties are. If you are unsure, ASK!!
### Occupational Therapy Department

**Essential Studies at the University of North Dakota**

Student Name: ____________________  EmplID ____________________  Phone #: ____________________

This worksheet is prepared to help students better understand the University’s Essential Studies program and measure their own progress in meeting its requirements.

#### I. Communication 9 Credits (6 credits writing and 3 credits Oral Communication)

<table>
<thead>
<tr>
<th>Special Emphasis Area:</th>
<th>Course:</th>
<th>Credits</th>
<th>Semester Completed:</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>English 110 Composition I</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>English 130 Composition II</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Comm 110</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### II. Social Sciences 9 Credits (minimum of 2 departments)

<table>
<thead>
<tr>
<th>Special Emphasis Area:</th>
<th>Course:</th>
<th>Credits</th>
<th>Semester Completed:</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Psych 111: Intro to Psych</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Psych 250: Developmental Psychology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Psych 270 Abnormal Psychology</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sociology 110 Introduction to Sociology</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### III. Arts and Humanities 9 Credits (minimum of 2 departments – 3 credits Fine Arts and 3 credits Humanities, consider also completing a global diversity course requirement with the selection of humanity courses)

<table>
<thead>
<tr>
<th>Special Emphasis Area:</th>
<th>Course:</th>
<th>Credits</th>
<th>Semester Completed:</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fine Arts Course:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Humanities Course:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Global Diversity Course:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### IV. Math/Science/Technology 9 Credits (includes 4 credits Laboratory Science)

<table>
<thead>
<tr>
<th>Special Emphasis Area:</th>
<th>Course:</th>
<th>Credits</th>
<th>Semester Completed:</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Biol 150/150L or 151/151/L General Biology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chem 115/115L or Chem 121/121/L General Chemistry</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Math 103 College Algebra or Math 104 Finite Mathematics</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Psych 241 Statistics</td>
<td>4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### V. Other Prerequisite Requirements

<table>
<thead>
<tr>
<th>Special Emphasis Area:</th>
<th>Course:</th>
<th>Credits</th>
<th>Semester Completed:</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>OT 200 Intro to OT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Anatomy 204 Anatomy for Paramedical personnel</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Anat204/L Anatomy for Paramedical Personnel Lab</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Phy 301 Human Physiology</td>
<td>4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### VI. Senior Capstone 3 Credits

<table>
<thead>
<tr>
<th>Course:</th>
<th>Credits</th>
<th>Semester Completed:</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>OT 494, OT 580, OT 995 or OT 997</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

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20
Special Emphasis Area requirements that may fall outside of Communication, Social Sciences, Arts and Humanities, or Math/Science/Technology

<table>
<thead>
<tr>
<th>Special Emphasis Area:</th>
<th>Course:</th>
<th>Credits</th>
<th>Semester Completed:</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

Please note that the Occupational Therapy Department has coursework approved to fulfill the Advanced Communication, US Diversity requirements, and Senior Capstone requirements of the Essential Studies Program.

Essential Studies (ES) is the academic core of the university experience. The courses offered in the ES program provide broad and diverse perspectives and help students acquire essential intellectual skills. All ES courses contribute to breadth of knowledge. The ES program includes courses that introduce students to academic fields within Communication, Social Science, Arts and Humanities, and Math/Science/Technology. At the same time as courses are selected across these subject areas, students will be choosing courses that are designed to help them achieve these goals:

- Thinking and Reasoning: Use critical thinking, quantitative reasoning, and creative thinking;
- Communication: Communicate effectively, both orally and in writing;
- Information Literacy: Access and evaluate information in a variety of contexts;
- Diversity: Understand and apply knowledge of social-cultural diversity.

**Special Emphasis Areas** - Courses in the Special Emphasis areas provide students with opportunities for intensive focus on particular Essential Studies goals to help prepare them to meet the challenges of the ever-changing world in which we live.

- ___ Student has met the Oral Communication requirement 3 credits
- ___ Student has met the Social-Cultural Diversity requirement: United States (U) 3 credits *(Can be met if accepted to OT Program with OT 451)*
- ___ Student has met the Social-Cultural Diversity requirement: Global (G) 3 credits
- ___ Student has met the Quantitative Reasoning requirement (Q) 3 credits
- ___ Student has met the Advanced Communication requirement (A) 3 credits *(Can be met if accepted to OT Program with OT 458)*
- ___ Student has met the 3 credits Fine Arts requirement
- ___ Student has met the 3 credits Humanities requirement
- ___ Student has met the 4-hour Laboratory Science requirement *(Designated with L within Math/Science/Technology)*

List College/university(s) student has attended:

_____________________________________________________________________________________________________
_____________________________________________________________________________________________________

Revised: 8-1-09
To the Student: You are expected to use this form to document and verify the number of hours you volunteer in a facility or organization. Please provide all requested information. Clearly identify OT practice volunteerism.

**Name of Student:**

<table>
<thead>
<tr>
<th>Name &amp; Address of Facility/Organization</th>
<th>Number of Hours in each OT area, ie. PD, Psychosocial, Peds, Gero, DD; or Community-based volunteer hours</th>
<th>OT</th>
<th>Comm</th>
<th>Name &amp; Signature of OT Supervisor or Volunteer Coordinator (include credentials)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sample:</strong> Southwest Hospital</td>
<td>10 hrs – Pediatrics</td>
<td>X</td>
<td></td>
<td>Mary Bates, OTR/L</td>
</tr>
<tr>
<td>1223 SW Ave.</td>
<td>10 hrs – Phys Dys</td>
<td>X</td>
<td></td>
<td>Mary Bates, OTR/L</td>
</tr>
<tr>
<td>Dane, ND</td>
<td>10 hrs – Psychosocial</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Sample:</strong> Berry County Special Olympics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2446 NE Ave.</td>
<td>6 hrs</td>
<td>X</td>
<td></td>
<td>Allen Bates, Director</td>
</tr>
<tr>
<td>Berry, ND</td>
<td></td>
<td></td>
<td></td>
<td>Allen Bates, Director</td>
</tr>
</tbody>
</table>