

OCCUPATIONAL THERAPY ASSISTANT (AS)

Program Overview Associate in Science Degree



The Occupational Therapy Assistant (OTA) associate degree program prepares students to help a variety of people in many different environments. OTAs assist people of all ages, with varying abilities or handicaps, to gain independence in their day-to-day activities. The primary focus of occupational therapy practice is to enhance participation in meaningful occupations for all people of all ages, regardless of the type of limitation which interferes with participation in life activities. Occupational therapy is a hands-on career, which literally involves working to change people's lives for the better. Because every client has a unique set of circumstances, OTAs help to develop and carry out an individualized plan of care for each client.

Graduates of the OTA Associate in Science degree program work not only in traditional medical environments but also work in community-based settings, work environments, schools and other agencies addressing the needs of individuals with disabilities. In the field, the OTA works cooperatively with a registered occupational therapist (OTR) who is responsible for all aspects of occupational therapy care. Most of the time, however, the OTA works independently with individual clients or groups. In the associate degree program, students learn to act as part of the rehabilitation team, collecting data needed for the client's initial evaluation, carrying out treatment plans, using technology to help people overcome disabilities, and designing activities to help people reach their goals.

After completion of all classroom training on campus and Level I Fieldwork off campus, students enter the community for Level II Fieldwork. The two Level II Fieldwork experiences give students many opportunities to apply classroom training to real life situations. Upon successful completion of all degree requirements, students will be eligible to sit for the National Certification Examination for Occupational Therapy Assistants. Employment is available in a wide variety of settings in the areas of physical disabilities, pediatrics, and geriatrics, as well as in mental health and wellness programs. In addition, graduates of this program are eligible to continue on for a Bachelor of Science Degree in Rehabilitation Sciences or apply for entry to the Master of Science Degree in Occupational Therapy.

Accreditation Status

The Occupational Therapy Assistant Program is accredited by the:



Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA)
6116 Executive Boulevard, Suite 200
North Bethesda, MD 20852-4929

ACOTE's telephone number, c/o AOTA is (301) 652-AOTA and the website is <https://www.acoteonline.org>. Graduates of the program will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states, including Rhode Island, require licensure in order to practice. State licensure is usually based on the results of the NBCOT Certification Examination. A felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

ACOTE® accredited occupational therapy and occupational therapy assistant educational programs satisfy the states' educational requirements in all states, the District of Columbia, and Puerto Rico. Students graduating from an ACOTE® accredited occupational therapy and occupational therapy assistant educational program are eligible to take the National Board for Certification in Occupational Therapy (NBCOT) certification exam and apply for licensure in all states, the District of Columbia, and Puerto Rico. For more information regarding state qualifications and licensure requirements, please refer to the AOTA State Licensure webpage.

Curriculum

Course	Title	Quarter Credit Hours
Term I		
OTA 110	Foundations of Occupational Therapy Assistant Practice	4
OTA 111	Foundations of Occupational Therapy Assistant Practice Lab	2
BIO 100	Anatomy & Physiology I	4
BIO 101	Anatomy and Physiology I Lab	2
AHS 120	Medical Terminology I	1
EN 100	Introduction to College Writing (COM Core)	4
Quarter Credit Hours		17
Term II		
OTA 122	Development of Human Occupation Across the Lifespan	4
OTA 137	Mental Health Populations and Practice for Occupational Therapy	5

OTA 138	Level I Fieldwork – Mental Health	1
BIO 120	Anatomy & Physiology II ¹	4
BIO 121	Anatomy and Physiology II Lab ¹	2
AHS 123	Medical Terminology II ¹	1
Quarter Credit Hours		17
Term III		
OTA 123	Functional Kinesiology	4
OTA 132	Pediatric Populations	4
OTA 133	Pediatric Practice for Occupational Therapy	5
EN 110	Health Science Communications (COM Core) ¹	4
Quarter Credit Hours		17
Term IV		
OTA 238	Level I Fieldwork – Adult Rehab	1
OTA 242	Adult Populations	4
OTA 243	Adult Practice for Occupational Therapy	6
OTA 250	Gerontology Practice for Occupational Therapy	3
Choose one of the following (depending upon Math Placement):		4
MA 100/110	Introduction to College Math with Lab (MA/SCI Core) ¹	
Elective	100-200 Level Math/Science Core ¹	
Quarter Credit Hours		18
Term V		
OTA 255	Practice Issues for the Occupational Therapy Assistant	2
OTA 258	Level II Fieldwork I ²	10
Quarter Credit Hours		12
Term VI		
OTA 263	Senior Capstone and Practice Development Seminar	4
OTA 268	Level II Fieldwork II ²	10
Quarter Credit Hours		14
Intersession (This will vary depending on the start date)		
Elective	100-200 Level Social Sciences Core ¹	4
Elective	100-200 Level Humanities (or Arts/Foreign Language) Core ¹	4
Quarter Credit Hours		8
Total Quarter Credit Hours		103

¹ Liberal Arts Core.

² 3 Fieldwork hours = 1 quarter credit hour.

Students with no college credits will need to take at least one course during intersession.

Legend

C = Number of lecture hours per week

L = Number of laboratory hours per week

T = Total Quarter Credit Hours where each lecture hour per week is one credit, every 2-4 laboratory hours are one credit depending on the expected amount of pre- or post-lab work.

Level I Fieldwork offered in Terms 2 and 4 for a total of 60 hours. The first Level II Fieldwork begins in Term 5 during the 3rd week of the term. The

second Level II Fieldwork begins in Term 6. Each Fieldwork includes full-time placement in a facility for 8 weeks for each placement; for a total of 16 weeks.

All associate degree students are required to take 32 credits of liberal arts and math/science courses as selected from the liberal arts core. See the course descriptions section of this catalog for a list of the core area courses. Students who place out of MA 100 Introduction to College Math with Lab/MA 110 Introduction to College Math must still take 32 credits of core courses.

Please Note: Students in this program are required to maintain a minimum grade of C+ in all OTA courses.

Subject to change.

Program Mission, Goals, and Outcomes

Program Mission

The mission of the Occupational Therapy Assistant (OTA) program is to provide a specialized associate degree program to prepare students to become Occupational Therapy Assistants working in partnership with the Occupational Therapist. Through a combination of didactic, laboratory and fieldwork experiences, the program emphasizes application of knowledge to the provision of occupational therapy services to individuals who strive to live a productive life.

Program Goals

1. The OTA program will provide appropriate learning opportunities for students to acquire the theoretical knowledge, applicable skills and attitude necessary to function as an entry-level occupational therapy assistant.
2. The OTA program will prepare students to sit for the national certification examination.
3. The OTA program will endeavor to instill in the student a sense of commitment to the occupational therapy profession's core values and ethics.

Program Outcomes

Graduates of this program will be able to:

1. Respect all people and cultures and render occupational therapy services to clients in various environments; for all populations, groups and individuals seeking services.
2. Function as an advocate and partner in the healthcare team, including the development of professional relationships with recipients of service and professional and non-professional caregivers.
3. Communicate through a variety of methods all material, information, services and documentation required as directed by practice guidelines and the law.
4. Act in an ethically responsible way with regard to legal obligations applicable in all practice settings while adhering to the core values of occupational therapy practice.
5. Follow and select all activities pertinent to meeting the objectives of the treatment plan and recognize the need for adaptation, adjustments and restructuring of the plan within the recognized role delineation of the occupational therapy assistant.

6. Practice occupational therapy services using the most current evidence-based methods to ensure the highest quality of care.

Q&A and Technical Standards Questions & Answers

1. When do my classes meet?

Day Classes: Technical classes normally meet for four hours a day five days a week. Classes normally begin in the early morning (7:45 a.m.), late morning (usually 11:25 a.m.), or mid-afternoon. The time slot for your program may vary from term to term.

Evening Classes: Technical classes meet on the average of three nights a week, although there may be times when they will meet four nights a week. Classes normally begin at 5:45 p.m.

In addition, to achieve your associate degree, you will take a total of approximately eight liberal arts courses, which will be scheduled around your technical schedule over the course of your entire program. Each liberal arts course meets approximately four hours per week. Liberal arts courses are offered days, evenings, and Saturdays.

At the beginning of each term you will receive a detailed schedule giving the exact time and location of all your classes. The university requires that all students be prepared to take classes and receive services at any of NEIT's locations where the appropriate classes and services are offered.

When a regularly scheduled class falls on a day which is an NEIT observed holiday (Columbus Day, Veterans Day, Martin Luther King, Jr. Day, and Memorial Day), an alternate class will be scheduled as a make up for that class. The make up class may fall on a Friday. It is the student's responsibility to take note of when and where classes are offered.

2. How large will my classes be?

The average size for a class is about 20 to 25 students; however, larger and smaller classes occur from time to time.

3. How much time will I spend in lab?

Almost half of your technical courses consist of laboratory work. In order for you to get the most out of your laboratory experiences, you will first receive a thorough explanation of the theory behind your lab work.

4. Where do my classes meet?

Students should be prepared to attend classes at any of NEIT's classroom facilities: either at the Post Road, Access Road, or East Greenwich campus.

5. I have not earned my high school diploma or GED: can I enroll in an Associate Degree Program?

A candidate for admission to an associate degree program must have a high school diploma, have earned a recognized equivalency diploma (GED), or meet the federal home school requirements.

6. How long should it take me to complete my program?

To complete your degree requirements in the shortest possible time, you should take the courses outlined in the prescribed curriculum. For a typical six-term curriculum, a student may complete the requirements in as little as 18 months.

To complete all your degree requirements in the shortest time, you should take at least one liberal arts course each term.

Students may also elect to complete some of their liberal arts requirements during Intersession (except for EN courses), a five-week term scheduled between Spring and Summer Terms. Students will not be assessed any additional tuition for liberal arts courses taken during the Intersession but may be assessed applicable fees.

Students wishing to extend the number of terms to complete the required technical courses in their curriculum will be assessed additional tuition and fees.

It is in the best interest of students to adhere to the prescribed curriculum without interruption. Students who are not enrolled during one or more terms of their program may find that there is a wait list in place for their program at the time they want to return to NEIT. Students should check with their Student Advisor for further details about wait list procedures.

7. Is NEIT accredited?

NEIT is accredited by the New England Commission of Higher Education (NECHE). Accreditation by NECHE is recognized by the federal government and entitles NEIT to participate in federal financial aid programs. Some academic departments have specialized professional accreditations in addition to accreditation by NECHE. For more information on accreditation, see NEIT's catalog.

8. Can I transfer the credits that I earn at NEIT to another college?

The transferability of a course is always up to the institution to which the student is transferring. Students interested in the transferability of their credits should contact the Office of Teaching and Learning for further information.

9. Can I transfer credits earned at another college to NEIT?

Transfer credit for appropriate courses taken at an accredited institution will be considered for admission based on the following table and upon receipt of an official transcript:

Courses	Age of Courses	Grades Needed to Transfer
EN 100 Introduction to College Writing		B or above
EN 200 Workplace Communications (or EN 110 Health Science Communications)		B or above
MA 100/110 Introduction to College Math		B or above
English/Communications Liberal Arts Courses	10 years old	C or above
Math Course	3 years old	C or above
Biology Course	3 years old	C or above
Science Course	3 years old	C or above
Major Courses	3 years old	C or above

The Office of Teaching and Learning maintains the prerogative to waive these requirements based upon individual review.

An official transcript from the other institution must be received before the end of the first week of the term for transfer credit to be granted for courses to be taken during that term. Students will receive a tuition reduction for the approved major courses based on the program rate and will be applied against the final major term of the curriculum's tuition amount. No tuition credit is provided for courses which are not a part of the major curriculum. If the student has a degree from another institution, every opportunity will be reviewed to give the student as many transfer

credits as possible for liberal arts courses (math, science, English, humanities, and social sciences) regardless of the age of the degree. Courses in the major will be reviewed individually for relevancy.

10. What is the "Feinstein Enriching America" Program?

New England Institute of Technology is the proud recipient of a grant from the Feinstein Foundation. To satisfy the terms of the grant, the university has developed a one-credit community enrichment course which includes hands-on community enrichment projects. The course can be taken for a few hours per term, spread over several terms. Students who are already engaged in community enrichment on their own may be able to count that service towards course credit.

11. How many credits do I need to acquire my Financial Aid?

In order to be eligible for the maximum financial aid award, you need to maintain at least 12 credits per academic term.

12. What does my program cost?

The cost of your program will be as outlined in your enrollment agreement, along with your cost for books and other course materials. Students who decide to take more terms than the enrollment agreement describes to complete the technical courses in their curriculum will be subject to additional fees and possible additional tuition costs. Students who elect to take the technical portion of the degree requirements at a rate faster than the rate prescribed in the curriculum and the enrollment agreement will be assessed additional tuition.

Students who require prerequisite courses will incur additional tuition and fees above those outlined in their enrollment agreement.

If a student elects to take a course(s) outside of the prescribed curriculum, additional tuition and fees will be assessed.

Remember, students who withdraw and re-enter, one time only, pay the tuition rate that was in effect for them at the time of their last day of attendance for up to one year from their last day of attendance. Second re-entries and beyond pay the tuition rate in effect at the time they re-enter. The most economical way for you to complete your college degree is to begin your program now and continue your studies straight through for the six terms necessary to complete your degree requirements.

13. What kind of employment assistance does NEIT offer?

The Career Services Office assists NEIT students and graduates in all aspects of the job search, including resume writing, interviewing skills, and developing of a job search strategy. Upon completion of their program, graduates may submit a resume to the Career Services Office to be circulated to employers for employment opportunities in their fields. Employers regularly contact us about our graduates. In addition, our Career Services Office contacts employers to develop job leads. A strong relationship with employers exists as a result of our training students to meet the needs of industry for over fifty years. No school can, and NEIT does not, guarantee to its graduates employment or a specific starting salary.

14. Where will job opportunities exist?

Graduates have obtained employment in the local area. However, one of the most exciting aspects of this program is the ability to look nationally for employment opportunities.

15. Is the Occupational Therapy Assistant program accredited?

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20852-4929. AOTA's phone number is (301) 652-AOTA and their website is www.acoteonline.org. Graduates of the program will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification or attain state licensure.

16. Will this program prepare me for a national certification exam?

Yes. Upon successful completion of the entire course of study, you will be eligible to sit for the National Certification Examination for Occupational Therapy Assistants. An individual must pass this examination to be eligible for state licensure and to be a certified Occupational Therapy Assistant. This exam is scheduled throughout the year.

17. Does this program have a dress code?

Appropriate attire will be required during your fieldwork training. Specific dress codes will be provided to you prior to the Fieldwork Training. It is understood that in a professional work environment, clothing must adhere to the standards of the profession and be practical to allow the individual to carry on his/her job responsibilities.

18. What is an Occupational Therapy Assistant?

An Occupational Therapy Assistant (OTA) is an integral member of the health care delivery team who provides direct patient care under the supervision of a registered occupational therapist. The OTA works with individuals of all ages to prevent deficits and maintain or improve function in activities of daily living, work and play/leisure. Recipients of Occupational Therapy (OT) services may be individuals who have been affected by disease, trauma, physical, psychological, cognitive or sensorimotor deficits.

19. Who employs Occupational Therapy Assistants?

OTAs serve a diverse population in a variety of settings such as hospitals and clinics, rehabilitation facilities, long-term care facilities, extended care facilities, sheltered workshops, schools and camps, home health care agencies, private practices, industrial medicine centers and wellness clinics.

20. What type of tasks are done by an Occupational Therapy Assistant?

Occupational Therapy Assistants:

- assist with data collection and evaluation of a client/patient referred for services, under the supervision of the Registered Occupational Therapist (OTR);
- develop treatment goals under the supervision of the OTR;
- implement and coordinate an intervention plan under the supervision of an OTR;
- provide direct service that follows a documented routine and accepted procedure under the supervision of an OTR: examples include: exercises, modalities to improve physical skills;
- training in activities of daily living such as feeding, dressing, bathing and household tasks;
- use of activities to promote improvement in psychosocial skills;
- cognitive, perceptual, sensorimotor treatment and activities;
- adaptation to the environment, or prescribing adaptive equipment to enhance an individual's function;
- communicate and interact with other team members and the individual's family or caregivers in collaboration with the OTR;
- maintain treatment area, equipment, and supply inventory as required;

- maintain records and documentation required by the work setting under the supervision of the OTR.

- Adult Day Care Programs

In addition, graduates are prepared to pursue advanced degrees in a variety of health careers. Please be aware that the transferability of courses is always up to the institution to which the student is transferring. NEIT offers a graduate degree for COTAs to pursue an MSOT to become an Occupational Therapist.

21. Will I actually have the opportunity to practice these skills in a real professional environment while still in school?

Yes. The OTA Program will provide you with a treatment laboratory. During course work and laboratory training, you will have the opportunity to practice skills used by the OTA in treatment settings. Level I and Level II Fieldwork training will require students to actually go to facilities which provide occupational therapy services and other services in nontraditional health care settings. You will have the opportunity to experience the duties which you will some day practice on your own.

22. How much time will I spend in practice settings while still in school?

Fieldwork training is provided in two parts during your academic program. Level I Fieldwork takes place during the second and fourth academic terms. The primary goal in Level I Fieldwork is to observe and to practice occupational therapy skills. The course requires that you attend an off-campus facility, selected by the university.

Level II Fieldwork takes place during the fifth and sixth terms, upon successful completion of all of your other course work. The Level II Fieldwork training is split into two courses, representing training at two different facilities. Each fieldwork course runs for 8 weeks, full time. The fieldwork coordinator will assist you in selecting the training site. An Occupational Therapy practitioner will be assigned as your fieldwork supervisor. Each Level II Fieldwork training course offers you direct "hands on" training, thus allowing you to apply classroom knowledge to an actual treatment or clinical environment. Fieldwork training is provided off campus in settings such as hospitals, nursing homes, school districts, and outpatient clinics, and a variety of community-based settings.

23. If I am unable to complete the entire sequence of Level II Fieldwork Training, full time, as outlined in the curriculum, will there be alternative options available to me?

Yes. The Accreditation Council for Occupational Therapy Education (ACOTE) allows for Level II Fieldwork training to be completed within a reasonable period of time, following completion of academic classroom preparation. Students unable to complete a Level II Fieldwork training due to illness, or other unforeseen problems, will be given the opportunity to extend the time necessary to complete the fieldwork training, provided it is completed within an 18-month time-frame adopted by the NEIT OTA program.

24. What is the current job market for an OTA graduate?

The core OTA curriculum for the OTA program prepares its graduates to explore multiple employment opportunities including, but not limited to employment in

- Acute Care Hospitals
- Long Term Care Facilities
- Mental Health Facilities
- Substance Abuse Facilities
- Transitional Living Programs
- Supported Housing
- Schools
- Early Intervention Programs
- Wellness Clinics
- Outpatient Facilities
- Private Practice
- Rehabilitation Centers
- Day Treatment Centers
- Industrial Rehabilitation Centers

25. Is licensure required to practice as a certified occupational therapy assistant?

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Rhode Island requires a license to practice as a Certified Occupational Therapy Assistant. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification or attain state licensure.

26. Where do I go for the Level I and Level II Fieldwork Training?

Will those sites be provided for me or must I find a site on my own? The university has developed affiliation agreements with occupational therapy practitioners and facilities within Rhode Island, Massachusetts, and Connecticut. Sites will be assigned as available to complete your Level I and Level II Fieldwork training. Students are welcome to recommend a potential training site of interest and the fieldwork coordinator will make every effort to obtain a fieldwork contract. Students will be encouraged to be active participants in the selection of their fieldwork training.

27. Do I need to maintain a certain grade point average?

Yes. You are required to maintain a cumulative grade point average of at least 2.33 throughout the program. In order to advance to the next term, a grade of C+ or better in the technical subjects, and a grade of C (73%) or better in every BIO, AHS, EN, and MA course, must be attained. Students are allowed to repeat a maximum of 3 required (excluding Level II Fieldwork) courses, only once, prior to withdrawal from the OTA program. Failure to maintain this level of achievement will result in dismissal from the OTA program.

28. Are there any additional costs/activities associated with this program?

Besides uniforms and textbooks, the student will be required to have a complete physical exam, immunizations and other testing. Personal negligence and malpractice insurance is also required by affiliating facilities where internships are scheduled. A course in Cardiopulmonary Resuscitation (CPR) is required some time before the 2nd academic term through the American Heart Association (CPR -C, Healthcare Provider Course). All students are required to obtain three doses of Hepatitis Vaccine and a positive titer before participating in clinical placement. An opportunity for obtaining these shots on campus, at no additional cost, will be made available to students through Occupational Health and Rehabilitation, Inc. There is a fee for the National Certification Examination (approximately \$500.00). All costs associated with travel for Fieldwork Training are the sole responsibility of the student. As of July

2022, students will be assessed a one-time fee of \$100 for EXXAT, which is a fieldwork management system.

29. Must I attend classes during the summer 6-week intersession?

The liberal arts courses need to be completed by Term 5. This may include having to take up to two liberal arts courses during Intersession.

30. Are there any behavior standards for this program?

OTA students are expected to exhibit professional behavior. This will be assessed on a continual basis and will encompass not only grades but also adherence to classroom protocol, laboratory and clinic safety, attendance, participation and preparedness for class, appearance and ability to work as a team member. Development of professional values and attitudes is inherent in the curriculum, and students will be expected to exhibit such behavior to assure a placement in clinical fieldwork sites.

30. Do I need to have a Criminal Background check?

The Joint Commission on Accreditation of Healthcare Organizations (JCAHO) requires all healthcare facilities which they accredit to perform criminal background checks on students. Prior to entering fieldwork, students will be required to undergo a criminal background check. In addition to the criminal background check required by the Joint Commission, some clinical sites may also require a national criminal background check. It will be necessary for students to sign a Consent and Disclaimer permitting NEIT to perform a criminal background check and a Release and Authorization permitting NEIT to disclose the results of the criminal background check to a clinical site where the student is being considered for placement. If a background check reveals any criminal convictions, the student may be disqualified from a clinical placement or employment in the field. Students assume the cost for all background checks.

Some facilities may also require a drug screen prior to accepting a student for Fieldwork.

NEIT makes no guarantee that once a student is matriculated, the student will be able to attend any fieldwork training setting, sit for the national certification or gain licensure if the student has a prior criminal conviction. This is the student's responsibility to discover what they must do to manage a positive criminal background investigation.

31. Is the COVID vaccination required for the OTA program?

The OTA program fieldwork sites have different COVID-19 vaccination requirements than the university's requirements. The fieldwork sites have a responsibility to their employees and patients to minimize the risk of exposure to the COVID-19 virus. Therefore, all fieldwork sites require OTA students to provide proof that they have received the COVID-19 vaccination along with one booster. If a student chooses not to be vaccinated, the OTA program may not be able to assign a student a fieldwork site. This will delay degree progress and/or prevent the student from completing the program. Fieldwork sites may have exemptions for their employees; however, most fieldwork sites do not accept exemptions from students as they are guests at their facility.

If a fieldwork site has exemption requirements, it is the student's responsibility to submit any required documents and follow the fieldwork site's COVID-19 protocol. It is up to the fieldwork site to grant or deny the exemption based on the documentation provided by the student. The university has no control over policies mandated by the fieldwork sites. Students may not know if their exemption is approved by a clinical site prior to the start of the term.

If an exemption is granted, individuals may also be asked to complete regular COVID-19 testing, often on a weekly basis. Additional PPE

protocols may also be required. The student will assume responsibility for any additional costs associated with the exemption protocols. The failure to comply with the fieldwork sites policies with regard to vaccination and/or exemption requirements will result in being dismissed from the OTA program.

OTA students are placed at different fieldwork sites during their time in the program depending on the term. The student will need to apply for an exemption at each fieldwork site they are assigned to. In the event the exemption is denied, the OTA student will be unable to complete the OTA program.

Technical Standards

In addition to the acquisition of the appropriate knowledge in the sciences and humanities, the faculty of the New England Institute of Technology Occupational Therapy Assistant Program are committed to the education of all qualified individuals. The essential requirements for the successful completion of an Associate Degree in Occupational Therapy Assistant are described below. The student needs to demonstrate the following skills and abilities, with or without reasonable accommodation. When a student's ability to perform is compromised, the student must demonstrate alternative means and/or abilities to perform the essential functions of the occupational therapy student described below.

Frequency Key: O = Occasionally (1-33%); F = Frequently (34-66%); C = Constantly (67-100%)**

Ability	Description	O	F	C
Cognitive	Process, synthesize, organize and learn new material in order to plan and implement a variety of activities.			X
	Identify cause- and- effect relationships in clinical situations; synthesize data and draw sound conclusions.			X
	Problem solve independently.			X
	Utilize basic math concepts for measurement and construction tasks.		X	
	Imitate role modeling of professional skills and behaviors			X
	Perceive events realistically, think rationally and clearly to function in routine and emergency situations		X	
	Follow written or verbal instructions in English.			X
Ability	Description	O	F	C
Communication	Communicate effectively with faculty, clients, staff and other professionals using layman's terms or medical terminology as appropriate.			X
	Orally report data and observations in language appropriate to the situation.		X	

	Read English sufficiently to understand and comprehend college level text books, written protocols, documentation in client's chart, information necessary for documentation, evaluation, and package directions		F	
	Write English sufficiently to record legibly, course assignments and provide documentation for client's chart.		X	
	Express thoughts clearly and succinctly.			X

Ability	Description	O	F	C
Cultural	Communicate accurately, sensitively and effectively with clients and professionals from different cultural and social backgrounds. Includes expression and reception of non-verbal behaviors.			X

Ability	Description	O	F	C
Behavioral/ Social	Adjust to a variety of individuals and their distinct needs.			X
	Maintain a professional attitude during all work performance.			X
	Adjust to changes in scheduling and demonstrate flexibility required to meet department or facility needs.		X	
	Respect the integrity of all human beings and right for all individuals to receive appropriate treatment.			X
	Identify one's own strengths and weaknesses and to request assistance when needed.		X	
	Maintain emotional stability and the maturity necessary to interact with other, students, clients and professionals in a responsible manner			X

Ability	Description	O	F	C
Gross Motor	Lift, carry or maneuver equipment weighing up to 60 lbs.		X	
	Transfer or maneuver individuals weighing up to 200 lbs.	X		
	Transfer patients to heights of up to 19 inches by lifting.		X	
	Physical strength, coordination and mobility to effectively operate and maintain equipment, safely move clients, carry out procedures and provide interventions		X	
	Kneel, crouch, crawl, bend and maneuver in and out of various positions to address client needs.	X		

	Safe body mechanics for lifting, pushing, and pulling		X	
	Navigate through various environments in a safe manner		X	
	Reach to operate and obtain items overhead.			X
	Activity tolerance for standing/sitting for long periods of time and to respond to emergency situations			X
	Move from sitting to standing, walking and weight shifting to assist in the maintenance of a client's posture or position for treatment intervention			X
	Ascend and descend stairs with minimal effort while carrying up to 15 pounds			X

Ability	Description	O	F	C
Fine Motor	Demonstrate multiple grasp and pinch patterns, including dexterity for writing and keyboard function or to administer standardized testing.			X
	Locate and palpate correct anatomical location for treatment and to assess changes in muscle tone		X	
	Utilize firm grasp for sustained hand/arm use in a variety of activities including setting up a testing or treatment environment and calibrating equipment with small parts.		X	

Ability	Description	O	F	C
Sensory	Visual: Observe and obtain information from all relevant sources required during client care. Read small printed language on tools used for therapy. Adequate distant vision to respond to visual environment approximately 20 feet away			X
	Auditory: Perceive spoken word; hear and interpret loud, soft and muffled sounds (including alarms and machinery).			X
	Tactile: Use sensation for physical assessment of clients (pulse/muscle movement) and to perceive environmental cues (temperature, vibration, pressure).			X
	Olfactory: Distinguish smells which are contributory to assessing and/or maintaining client's health status or environmental safety (i.e. fire)			X

Ability	Description	O	F	C
Environmental	Work in areas where personal boundaries may be violated (i.e. hugging from clients or other uncontrolled behaviors)	X		
	Work in areas of exposure to infectious waste, body fluids, wet or humid conditions.		X	
	Work under stressful conditions and irregular hours while reacting calmly to emergency situations.	X		

** Note: Some frequencies will vary based on setting

Degree Progress Checklist Occupational Therapy Assistant - AS

Degree Progress Checklists

- For students entering April 2020 or later