

Brenau University Occupational Therapy Department
Fieldwork Weekly Conference Form

Student: _____ Facility: _____ Clinical Instructor _____

Date: _____ Week #: _____

Directions: This form is to be completed by the student and is to be brought to the weekly meeting between the student and the Clinical Instructor.

Expectation of Site for Student's Level of Performance at end of 12 weeks (i.e. "student will be able to manage a caseload of 5-8 clients/week including performing new evals as needed and planning/implementing treatments, and completing all documentation).

Example:
Goal of Level II Fieldwork at Site:
(Week 8-12):

- A. Prepare treatment plans and carry out treatments and assessments for a full caseload.
- B. Share clinical reasoning with C.I. regarding observations with patients
- C. C.I. is not necessarily present during each treatment (except for SNF & Home Health)
- D. Weekly meetings with C.I. to discuss learning objectives and plans for next week

List of Weekly Goals (2 for the week)

1. Student will....

2. Student will...

Check off for Professional Behaviors:

	On Track/Meets Expectations/Standards	Needs Improvement/Unsatisfactory
Communicates verbally and nonverbally.		
Produces clear documentation.		
Written communication is legible.		
Uses language appropriate to recipient.		
Collaborates w/ supervisor.		
Takes responsibility for professional competence.		
Responds constructively to feedback.		

