

**STAGE 2**

**ASSESSMENT FOR INTERNATIONALLY-QUALIFIED OCCUPATIONAL THERAPISTS**

**TEMPLATE FOR MIDWAY PROGRESS REPORT AND FINAL REPORT**

**Each heading relates to the OTBA Australian occupational therpay competency standards 2018.**

**The higlighted section under each heading indicates what the committee is looking for**

**when assessing your supervised practice plan**

**Please add more lines to correlate with your goals**

**Please use the progress and final reflection sections of the form**

**Name: Email:**

**Workplace:**

**Supervisor: Email:**

1. **Professionalism**: *An OT practises in an ethical, safe, lawful and accountable manner, supporting client health and wellbeing through occupation and consideration of the person and environment.*

1.1 Complies with the OTBA standards, guidelines and code of conduct.

1.2 Adheres to legislation relevant to practice.

1.3 Maintains professional boundaries in all client and professional relationships.

1.4 Recognises and manages conflicts of interest in all client and professional relationships.

1.5 Practises in a culturally responsive and culturally safe manner with respect to culturally diverse client groups.

1.6 Incorporates and responds to historical political cultural societal environmental and economic factors influencing health wellbeing and occupations of Aboriginal and Torres Strait Islanders.

1.7 Collaborates and consults ethically and responsibly for effective client-centred and inter-professional practice.

1.8 Adheres to all work health and safety and quality requirements for practice.

1.9 Identifies and manages the influence of his/her values and culture on practice.

1.10 Practises within limits of his/her level of competence and expertise.

1.11 Maintains professional competence and adapts to change in practice contexts.

1. 12 Identifies and uses relevant professional and operational support and supervision.

1.13 Manages resources, time and workload accountably and effectively.

1.14 Recognises and manages his/her own physical and mental health for safe, professional practice.

1.15 Addresses issues of occupational justice in practice.

1.16 Contributes to the education and professional practice development of peers and students.

1.17 Recognises and manages any inherent power imbalance in relationships with clients.

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| Are there specific goals around identification and consideration of regulatory processes and practice guidelines?   * Code of Conduct, * Scope of Practice document, * relevant legislation * adherence to organisational guidelines |
| Is there a goal pertaining to managing professional relationships, potential conflict, and boundaries? Clients, colleagues, stakeholders etc. |
| Is there a goal pertaining to collaborative and interprofessional practice? |
| Is there a goal pertaining to client centred care? |
| Is the cultural context of the practitioner, workplace and community (eg. the migrant nature of the Australian milieu) considered by the applicant? |
| Is there a specific goal around cultural competency in regard to the historical political cultural societal environmental and economic factors influencing health wellbeing and occupations of Aboriginal and Torres Strait Islanders? |

| **GOAL** | **PROGRESS SELF-REFLECTION**  **what activities have you undertaken towards goal achievement?** | **Goal completed**  **Y/N** | **Signatures**  **Supervisor and Supervisee** | **FINAL SELF- REFLECTION**  **Any additional activities undertaken for goal achievement** | **Goal Completed**  **Y/N** | **Signatures**  **Supervisor and Supervisee** |
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| Supervisor’s comments (Required please) |  | | |  | | |

1. **Knowledge and learning:***An OT’s knowledge, skills and behaviours in practice are informed by relevant and contemporary theory, practice knowledge and evidence, and are maintained and developed by ongoing professional development and learning.*

2.1 Applies current and evidence-informed knowledge of occupational therapy and other appropriate and relevant theory in practice.

2.2 Applies theory and frameworks of occupation to professional practice and decision-making.

2.3 Identifies and applies best available evidence in professional practice and decision-making.

2.4 Understands and responds to Aboriginal and Torres Strait Islander health philosophies, leadership, research and practices.

2.5 Maintains current knowledge for cultural responsiveness to all groups in the practice setting.

2.6 Maintains and improves currency of knowledge, skills and new evidence for practice by adhering to the requirements for continuing professional development.

2.7 Implements a specific learning and development plan when moving to a new area of practice or returning to practising.

2.8 Reflects on practice to inform current and future reasoning and decision-making and the integration of theory and evidence into practice.

2.9 Maintains knowledge of relevant resources and technologies.

2.10 Maintains a digital literacy for practice.

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| Does the applicant include relevant wider OT skills and values, particularly if they are in a narrow field of practice? | | | | | | |
| Is there a goal around use of evidence informed practice in the area of supervised practice? | | | | | | |
| Is there evidence of application of theory and frameworks of occupation in professional practice? | | | | | | |
| In general, has the applicant demonstrated awareness of relevant wider clinical skills required in Australian Health care settings? | | | | | | |
| **GOAL** | **PROGRESS SELF-REFLECTION**  **what activities have you undertaken towards goal achievement?** | **Goal completed**  **Y/N** | **Signatures**  **Supervisor and Supervisee** | **FINAL SELF- REFLECTION**  **Any additional activities undertaken for goal achievement** | **Goal Completed**  **Y/N** | **Signatures**  **Supervisor and Supervisee** | |
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| Supervisor’s comments (Required please) |  | | |  | | | |

1. **OT Process and Practice:***An OT’s practice acknowledges the relationship between health, wellbeing and human occupation, and their practice is client-centred for individuals, groups, communities and populations.*

3.1 Addresses occupational performance and participation of clients, identifying the enablers and barriers to engagement.

3.2 Performs appropriate information-gathering and assessment when identifying a client’s status and functioning strengths, occupational performance and goals.

3.3 Collaborates with client and relevant others to determine the priorities and occupational therapy goals.

3.4 Develops a plan with the client and relevant others to meet identified occupational therapy goals.

3.5 Selects and implements culturally responsive and safe practice strategies to suit the occupational therapy goals and environment of the client.

3.6 Seeks to understand and incorporate Aboriginal and Torres Strait Islander people’s experience of health, wellbeing and occupations encompassing cultural connections.

3.7 Reflects on practice to inform and communicate professional reasoning and decision-making.

3.8 Identifies and uses practice guidelines and protocols suitable to the practice setting or work environment.

3.9 Implements an effective and accountable process for delegation, referral and handover.

3.10 Reviews, evaluates and modifies plans, goals and interventions with the client and relevant others to enhance or achieve client outcome.

3.11 Evaluates client and service outcomes to inform future practice.

3.12 Uses effective collaborative, multidisciplinary and interprofessional approaches for decision-making and planning.

3.13 Uses appropriate assistive technology, devices and/or environmental modifications to achieve client occupational performance outcomes.

3.14 Contributes to quality improvement and service development.

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| Are the listed goals relevant to the experience and position of the applicant? |
| Is the occupational therapy process reflected in this section: i.e. preparation, assessment, treatment planning, treatment, evaluation? Refer OTPP if necessary. Note: This will need to be articulated even if the position is a non-traditional setting or only covers part of the OTPP. |
| Are OT measures and generic measures to be used outlined/ listed? |
| Is there evidence of direct supervision by the supervisor of both assessment and treatment processes? |
| Are there at least five items under “OT process and Practice” If not, are you confident there is enough content in this area, and why/how? |

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**4. Communication:** *OTs practise with open, responsive and appropriate communication to maximise the occupational performance and engagement of clients and relevant others.*

4.1 Communicates openly, respectfully and effectively.

4.2 Adapts written, verbal and non-verbal communication appropriate to the client and practice context.

4.3 Works ethically with Aboriginal and Torres Strait Islander communities and organisations to understand and incorporate relevant cultural protocols and communication strategies, with the aim of working to support self-governance in communities.

4.4 Uses culturally responsive, safe and relevant communication tools and strategies.

4.5 Complies with legal and procedural requirements for the responsible and accurate documentation, sharing and storage of professional information and records of practice.

4.6 Maintains contemporaneous, accurate and complete records of practice.

4.7 Obtains informed consent for practice and information sharing from the client or legal guardian.

4.8 Maintains collaborative professional relationships with clients, health professionals and relevant others.

4.9 Uses effective communication skills to initiate and end relationships with clients and relevant others.

4.10 Seeks and responds to feedback, modifying communication and/or practice accordingly.

4.11 Identifies and articulates the rationale for practice to clients and relevant others.

Are specific workplace and/or specific OT documentation processes named?

Has the person considered responding to feedback from supervisor?

Is there a goal around legally appropriate, accurate and complete documentation of work undertaken, and/or storage of professional information and records of practice?

Is there a goal around appropriate and responsive relationships in the workplace?

Is there a goal around being able to effectively articulate clinical decision-making to others?

Is there a goal demonstrating time and workload management?

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| Supervisor’s comments (Required please) |  | | |  | | |

**In General**

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| Has the supervisor included comments for each section? |
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Signed: ……………………………………………………………….. practitioner Date: ………………………………………….

Signed: ……………………………………………………………….. supervisor Date: ………………………………………….