



## STAGE 2 ASSESSMENT FOR OVERSEAS-TRAINED OCCUPATIONAL THERAPISTS

### Guidance and Example of SUPERVISED PRACTICE PLAN

Name: Jane Smith  
 Workplace: ABC rehab

#### A – Application of occupational therapy process skills, knowledge and interventions

Make sure you keep the OT practice process (OTPP) in mind in this section and to include evidence of direct supervision of your practice by your supervisor or other OT experienced in this practice area

What do you want to achieve?

How are you going to achieve it in this

What will you do in your workplace in order to meet your goals?

Make sure your goals are measurable, and be clear on how they will be measured and benchmarked.

GOAL	ACTIONS TO ACHIEVE GOAL	MEANS TO MEASURE GOAL HAS BEEN ACHIEVED
1. To be competent using generic informal and formal assessments including mental state (MSE) assessment instrument and the services Acute Care Assessment. (ACA).	<ul style="list-style-type: none"> <li>Acquire knowledge of assessments through reading relevant literature.</li> <li>Learn from observing experienced practitioners using assessments.</li> <li>Identify and read relevant literature.</li> </ul>	<ul style="list-style-type: none"> <li>Formal mental state assessment appearing in medical charts.</li> <li>Review successful performance of assessments in supervision.</li> <li>Attendance record/ CPD for professional</li> </ul>

	<ul style="list-style-type: none"> <li>• Liaise with occupational therapist on Acute Care team to observe assessments.</li> <li>• Observation of acute care team member in situ performing assessments.</li> <li>• Practice undertaking both assessments under direct observation from supervisor.</li> <li>• Attendance at professional development program on undertaking formal MSE.</li> </ul>	<p>development program.</p>
<p>2. To be competent in using formal and informal occupational therapy assessments within ABC Rehab.</p>	<ul style="list-style-type: none"> <li>• Acquire knowledge of these assessments through background reading.</li> <li>• If appropriate, engage in preview of assessment during supervision.</li> <li>• Identify appropriate assessment for client in supervision.</li> <li>• Regular use of these assessments in clinical practice under supervision.</li> <li>• Obtain any research material available with regard to the formal assessment.</li> <li>• Have direct observation of clinical session undertaken by supervisor.</li> <li>• Evaluate performance in supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervisor assured of competency in use of assessment through review of hospital chart plus report and feedback in supervision session.</li> <li>• Regular confident use of assessment by therapist.</li> </ul>
<p>3. To be competent in occupational therapy specific interventions particularly rehabilitation.</p>	<ul style="list-style-type: none"> <li>• Be confident in understanding the evidence base for occupational therapy in psychiatric rehab.</li> <li>• Be confident in applying the OTPP to the occupational therapy role in ABC Rehab.</li> <li>• Undertake occupational therapy sessions competently and in line with the OTPP.</li> <li>• Identify suitable clients from caseload.</li> <li>• Include rehabilitation intervention within client care plan and proceed with intervention.</li> <li>• Read the Occupational Therapy Competencies for Mental Health (1999) from OT Australia website.</li> <li>• Use occupational therapy psychiatric rehabilitation perspectives to formulate an intervention for a client.</li> <li>• Research evidence-based mental health occupational therapy interventions and how this applies at ABC Rehab.</li> <li>• Ensure your supervisor observes at least three sessions of occupational therapy intervention in the first three weeks of supervised practice.</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluate intervention in supervision.</li> <li>• Feedback and guidance to be provided by supervisor.</li> <li>• Discuss progress specifically in relation to the OT Competencies in Mental Health document with supervisor in one supervision session.</li> </ul>

4. To be competent in the use of service risk screens and formal & informal risk assessments.	<ul style="list-style-type: none"> <li>Acquire knowledge of assessment through background reading.</li> <li>Regularly use these assessments in clinical practice.</li> <li>Obtain any research material available with regard to the formal assessments.</li> <li>Evaluate performance in supervision.</li> </ul>	<ul style="list-style-type: none"> <li>Supervisor assured of competency in use of assessment through review of hospital chart or report, use of chart audit tool and presence of chart alerts.</li> <li>Regular use of assessment by therapist as shown through chart review.</li> </ul>
5. To be competent in the development of client care plans.	<ul style="list-style-type: none"> <li>Produce client care plans to a high standard using departmental guidelines.</li> <li>Produce client care plans for all clients on caseload.</li> </ul>	<ul style="list-style-type: none"> <li>Regular review of care plans in supervision as part of ongoing case management supervision.</li> </ul>
6. Increase knowledge of local community resources.	<ul style="list-style-type: none"> <li>Have a clear understanding of the relevant community resources commonly used for client care.</li> <li>Review collated service information.</li> <li>Arrange to visit identified community resources as agreed with supervisor.</li> <li>Link clients appropriately to community resources.</li> </ul>	<ul style="list-style-type: none"> <li>Case study presented in supervision.</li> <li>Deemed competent by supervisor.</li> </ul>
7. To be competent in using the principles of evidence-based practice as applied to the occupational therapy practice process in this setting.	<ul style="list-style-type: none"> <li>To be aware of the best evidence for a range of interventions offered by therapist and the service.</li> <li>Identify with supervisor a number of interventions to research evidence on.</li> <li>Conduct library searches on these interventions.</li> <li>Present findings at an in-service.</li> <li>Make any adjustments to own practice based on new evidence.</li> </ul>	<ul style="list-style-type: none"> <li>Discussion in supervision.</li> <li>Feedback from a successful in-service presentation.</li> <li>Changes in practice discussed and noted in supervision.</li> </ul>

#### B – Application of your skills in appropriate documentation and workload management in the workplace

GOAL	ACTIONS TO ACHIEVE GOAL	MEANS TO MEASURE GOAL HAS BEEN ACHIEVED
1. To be competent in all aspects of medico-legal documentation necessary for the role.	<ul style="list-style-type: none"> <li>Discuss requirements with supervisor and be clear about expectations at ABC Rehab.</li> <li>Read any relevant documents to the setting as advised by supervisor.</li> </ul>	<ul style="list-style-type: none"> <li>Provide examples of documentation for discussion in supervision.</li> <li>Review progress in weekly supervision.</li> <li>Random audit of case notes by supervisor and be deemed competent by supervisor.</li> </ul>
2. To be competent in using ABC's preferred case note documentation (SOAP notes) and occupational therapy report requirements.	<ul style="list-style-type: none"> <li>Read good examples of SOAP notes, become familiar with examples of good reports.</li> <li>Review in supervision.</li> </ul>	<ul style="list-style-type: none"> <li>Supervisor deems competent.</li> </ul>
3. Manage workload independently.	<ul style="list-style-type: none"> <li>Manage time effectively.</li> </ul>	<ul style="list-style-type: none"> <li>Supervisor to view work undertaken and will liaise</li> </ul>

	<ul style="list-style-type: none"> <li>• Maintain statistics.</li> <li>• Undertake satisfactory time targets in organisation.</li> <li>• Finish work in appropriate time frames.</li> </ul>	with team in order to deem competent.
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**C – Application of your skills in appropriate ethical, professional and culturally competent practice**

<b>GOAL</b>	<b>ACTIONS TO ACHIEVE GOAL</b>	<b>MEANS TO MEASURE GOAL HAS BEEN ACHIEVED</b>
1. To develop knowledge and competency around cultural differences within various cultural contexts in Sydney, Australia and how this influences communication in professional interactions with clients, consumers and their carers.	<ul style="list-style-type: none"> <li>• Discuss the local area social and cultural mix and identify characteristics in regard to cultural context with trans-cultural worker, supervisor and other practitioners.</li> </ul>	<ul style="list-style-type: none"> <li>• Present findings/summary to staff in the example of a case study.</li> <li>• Supervisor deems competent after the above.</li> </ul>
2. Increase my awareness about Aboriginal history and culture in general, and specifically to the local area here.	<ul style="list-style-type: none"> <li>• Undertake training available through ABC Rehab in regard to local cultural heritage and impact.</li> <li>• Undertake cultural awareness training.</li> <li>• Discuss with other team members.</li> <li>• Research occupational therapy literature specific to working with this client group</li> </ul>	<ul style="list-style-type: none"> <li>• Present to supervisor in supervision session.</li> <li>• Supervisor to be confident of competence through the above and other means such as observation of practice.</li> </ul>
3. Gain an understanding of the migrant nature of the history of Australia and the impact upon current society.	<ul style="list-style-type: none"> <li>• Research migration through the local community centre/ library.</li> </ul>	<ul style="list-style-type: none"> <li>• Present to supervisor in supervision session.</li> <li>• Supervisor to be confident of competence through the above and other means such as observation of practice.</li> </ul>
4. Ensure ethically competent interactions with clients, consumers, and carers.	<ul style="list-style-type: none"> <li>• Become familiar with Code of Ethics in that already previously used.</li> <li>• Research ethically competent health care practices.</li> <li>• Prepare a staff development on considerations around ethically competent health care provision.</li> </ul>	<ul style="list-style-type: none"> <li>• Discuss in supervision and gain feedback supervisor has gathered from manager and team about competence in this area.</li> </ul>

	<ul style="list-style-type: none"> <li>• Seek out information and knowledge from other team members to include in the above presentation.</li> </ul>	
<p>5. To develop awareness and competence in communication with other healthcare professionals and team members in the workplace.</p>	<ul style="list-style-type: none"> <li>• To fit into the team and be a valued and valuable team member.</li> <li>• To be competent in all communication in regard to client information and clinical work.</li> <li>• To read information available at ABC Rehab about the team process and expectations in a rehab setting and be familiar with this.</li> <li>• To maintain awareness of team communication throughout all interactions.</li> <li>• To be respectful of cultural differences within the work setting.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervisor to gain feedback from colleagues about this and discuss in supervision session.</li> <li>• Supervisor to deem competent, based on the feedback from team members.</li> </ul>
<p>6. Communicate with clients, carers, family, the wider community and community resources and services in a professional and culturally competent way.</p>	<ul style="list-style-type: none"> <li>• To ensure I ask individual clients and their families how they wish to be addressed and if they have particular communication needs.</li> <li>• To be mindful of appropriate communication within various different cultural contexts that may arise in practice.</li> <li>• To be aware of the resources in the community, and those that have particular cultural relevance to various people depending on background and circumstances.</li> <li>• Visit or research the available resources at local community health centres and library.</li> <li>• Develop an understanding of the local area social milieu and context through research and discussion with colleagues and others.</li> <li>• Participate in appropriate training that may be available.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop list/kit of resources available to people of non-English speaking backgrounds, migrants and people who have Aboriginal or Torres Strait Islander backgrounds.</li> <li>• Supervisor to deem competent after discussion of findings and observed practice.</li> </ul>
<p>7. Maintain clear boundaries and responsibilities with regard to client rights and aspects of confidentiality.</p>	<ul style="list-style-type: none"> <li>• To articulate responsibilities of confidentiality and rights within the rehab setting.</li> <li>• To be able to balance individual rights with risk management and client's family interests.</li> <li>• Complete risk management training.</li> <li>• Training on rights and confidentiality</li> <li>• Discuss in supervision ethics and practices of ABC Rehab.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervisor to be confident in this goal being met through discussion in supervision and observation of practice and interactions, also feedback gained from team members.</li> </ul>

#### D – Application of skills in occupational therapy values and other clinical skills

GOAL	ACTIONS TO ACHIEVE GOAL	MEANS TO MEASURE GOAL HAS BEEN ACHIEVED
<p>1. In my work I will recognise and respect that all individuals have unique needs around occupational well-being and formulation of individualised treatment, and maintaining an occupational framework in work.</p>	<ul style="list-style-type: none"> <li>• Apply occupational therapy frame of reference to the work where possible.</li> <li>• Research model of practice used by other occupational therapists and apply in work where possible.</li> <li>• Implement a self-management framework in ABC Rehab which works towards empowerment of the client in managing their own health issues and risks.</li> <li>• Research models of practice previously used by occupational therapists here, and do a literature search of models of practice in psychiatric occupational therapy rehab.</li> <li>• Research self-management and prepare information on how to apply in the rehab setting – plan and run a group on self-management.</li> </ul>	<ul style="list-style-type: none"> <li>• Client feedback sheet from group session.</li> <li>• Discuss findings in supervision and present action plan to supervisor; based on these, supervisor to sign off as competent in this area.</li> </ul>
<p>2. Facilitation of and advocacy with other agencies or health professionals for occupational justice for clients based on your assessment of and understanding of the person's goals and rights.</p>	<ul style="list-style-type: none"> <li>• Ensure an effective way to document these in client progress notes– may relate to the above.</li> <li>• To work with clients to achieve their goals and interact with other services in order to do so where appropriate.</li> <li>• Note particular circumstances as they arise, and discuss in supervision around this theme in particular.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervisor to deem competent in this area based on discussion, observing progress notes, and observation with clients.</li> </ul>
<p>3. Ability to engage in self-reflective practice in professional development over time.</p>	<ul style="list-style-type: none"> <li>• Gain feedback on progress and development needs during supervised practice experience.</li> <li>• Through self-reflections in OTC paperwork, and discussions in supervision.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervisor happy with the level and performance in self-reflective practice; discuss and sign off as competent.</li> </ul>

#### E) Engaging with your profession and being a responsible allied health professional

GOAL	ACTIONS TO ACHIEVE GOAL	MEANS TO MEASURE GOAL HAS BEEN ACHIEVED
<p>1. To be conversant with the occupational therapy professions (Australia) code of ethics and any relevant standards or code of conduct.</p>	<ul style="list-style-type: none"> <li>• Seek and read relevant documents from OT Board, OT Association websites.</li> <li>• Clarify my understanding in supervision session.</li> </ul>	<ul style="list-style-type: none"> <li>• Present case scenario in supervision and discuss from perspective of code of ethics/standards.</li> <li>• Supervisor deems competent.</li> </ul>
<p>2. To engage with the Australian requirements for ongoing professional development.</p>	<ul style="list-style-type: none"> <li>• Ask other OTs how they undertake this and keep up-to-date.</li> <li>• Research availability of PD resources outside of the workplace – eg. Courses, OTA website listings.</li> <li>• Become familiar with relevant journals available.</li> </ul>	<ul style="list-style-type: none"> <li>• At the end of my placement to have a clear understanding of the ongoing requirements for PD in Australia which I can communicate to my supervisor.</li> </ul>

Signed: ..... practitioner Date: .....

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

EXAMPLE