



GUIDELINES FOR PREPARING STAGE 2 SUPERVISED PRACTICE PLAN

Suggestions to help identify *your* learning goals for your Stage 2 supervised practice plan

The following resources may be useful as you develop your supervised practice plan.

- Your position descriptor.
- The Occupational Therapy Practice Process (OTPP).
- The Australian Minimum Competencies for Occupational Therapists https://www.otaus.com.au/sitebuilder/aboutus/knowledge/asset/files/16/australian_minimum_competency_standards_for_new_grad_occupational_therapists.pdf
- NZ Competencies for Registration and Continuing Practice http://www.otboard.org.nz/wp-content/uploads/2015/04/Competencies_April20151.pdf

An example of a completed Stage 2 Application Form and Supervised Practice Plan is available in the “forms” section of the OTC website.

A) Application of occupational therapy process skills, knowledge and interventions

This section of your learning goals should include aspects of occupational therapy assessment, goal-directed treatment AND evaluation.

If your workplace does not undertake all of these processes, you will still need to reflect on how your practice will articulate with the OTPP, and how you will demonstrate your knowledge and skills, and provide measurement of this in your documentation.

The following points are suggestions to help you formulate goals in this section

- Developing your knowledge and skills in:
 - the use of formal and informal assessment tools, risk assessment, generic and OT specific tools;
 - in specific and more general OT interventions and treatment modalities, and include how you will apply these in the context of your workplace;
 - your evaluation of your interventions and methods of treatment planning and review.
- Identifying your problem-solving and clinical reasoning skills with regard to clinical work and caseload management.
- Increasing your knowledge of the evidence base for your practice area by reading recent literature, and include how you will apply this knowledge in your practice

It is essential that you include evidence of direct observation of your practice in the workplace by your approved supervisor.

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

The following points are suggestions to help you formulate goals in this section.

- Consider documentation you will write or contribute to such as:
 - client related documentation including assessments, case notes, charts etc;
 - reports you will write to external agencies;
 - organisational standards for documentation.
- Benchmarking or specific requirements around timed-task completion.
- Existing policies or procedures about workload time management.
- How you will apply prioritization tools.

C) Application of your skills in appropriate ethical, professional and culturally competent practice

The following points are suggestions to help you formulate goals in this section.

- Reflect on your own cultural and ethical background, positioning, knowledge and how this informs your practice.
- Consider how you will ensure ethically competent interactions with clients, consumers, and carers.
- Identify ways in which you will ensure you are knowledgeable and competent around cultural differences, and how you will incorporate these in your communication in professional interactions with clients, consumers and their carers.
- Reflect on how you will manage ethical, professional and culturally competent communication with other healthcare professionals and team members in the workplace.
- Identify how you will increase your knowledge of ethical, professional and culturally competent communication with the wider community, community resources and services.
- How you will ensure clear boundaries and responsibilities with regard to client rights and aspects of confidentiality.
- The ability to apply ethical, professional and cultural competence to your practice.

D) Application of skills in occupational therapy values and other clinical skills

The following points are suggestions to help you formulate goals in this section.

- How will you ensure recognition and respect in your work that all individuals have unique needs around occupational well-being?
- How will you ensure you maintain an occupational framework in your work?
- Will you be working within a particular occupational therapy model of practice?
- Will you be facilitating and advocating for your client with other agencies or health professionals for occupational justice for clients based on your assessment and understanding of the person's goals and rights?
- Will you apply a self-management framework which works towards empowerment of the client in managing their own health issues and risks?
- Consider your level of independence in workload management and your professional time management skills.
- How will you engage in self-reflective practice in professional development over time?
- How will you undertake information management and apply research skills relevant to the workplace?

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

The following points are suggestions to help you formulate goals in this section. Include specific examples in some of the following areas:

- Consider ways in which you will engage with the profession, for example facilitating professional development opportunities for colleagues or becoming active in national or local occupational therapy professional networks.

- Include examples of how you will undertake and be responsible for appropriate and relevant professional development opportunities.
- Identify relevant State and Federal health legislation and your ability to apply it appropriately to individual client cases.
- Consider relevant service and/or hospital operational policies and how this will affect your practice.
- Refer to principles and issues of health service delivery in Australia, including any relevant national standards, policies and plans, and the issue of patients' rights under relevant legislation.
- Consider Public Sector Management Commission Standards and workplace health and safety, equal opportunity and anti-discrimination policies and issues as applied to the service and role.
- Professional legislation such as the Australian Health Practitioner National Law and the registration standards of the Occupational Therapy Board of Australia.
- Consider how you will demonstrate compliance with relevant professional ethics and guidelines.
