

University of Florida
College of Public Health & Health Professions Syllabus
OTH 6904 Doctoral Mentorship 2 (1 cr.)
 Summer 2022
 Delivery Format: On-line Monday, 7:30 pm **EDT**
 Course materials: <http://elearning.ufl.edu>

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Office hours: online Monday before & after class (and by appointment)
 Preferred Course Communication: Email

Prerequisites: OTH 6906 Doctoral Mentorship 1

PURPOSE AND OUTCOME

Course Overview: In this course students will develop an initial plan for their needs assessment, literature review, and proposal along with draft of learning objectives for the capstone experience. All these assignments will be focused on planning for the Capstone Experience and project to develop an in-depth exposure (beyond a generalist level) to an individualized area of interest within the scope of occupational therapy.

Relation to Program Outcomes: This course is the second in a series of four doctoral mentorship courses that provide the foundational work for development of the 14-week Doctoral Capstone Experience and Project (OTH 6985 Doctoral Capstone Experience & OTH 6911 Doctoral Capstone Project). As an individualized experience and project the student will identify how their capstone relates to the program curricular themes. It is taught during the sixth semester of the OTD program.

Student Learning Objectives:

Upon the conclusion of this course, the student will:

1. Confirm a specific area of interest for their doctoral capstone experience & project.
2. Educate their site on the OTD capstone experience & project.
3. Update capstone plan (MOU) that addresses draft goals and objectives related to the capstone experience.
4. Develop draft plans for needs assessment and literature review including a search question.
5. Develop draft doctoral capstone project proposal outline.

Course activities support the following ACOTE standards:

<https://acoteonline.org/wp-content/uploads/2020/10/2018-ACOTE-Standards.pdf>

- Ensure that the doctoral capstone is designed through collaboration of the faculty and student, and provided in setting(s) consistent with the program's curriculum design, including individualized specific objectives and plans for supervision. (D.1.2)

- Ensure that preparation for the capstone project includes a literature review, needs assessment, goals/objectives, and an evaluation plan. (D.1.3.)
- Ensure that there is a memorandum of understanding for the doctoral capstone experience, that includes individualized specific objectives, plans for supervision.(D.1.4)

DESCRIPTION OF COURSE CONTENT

Topical Outline/Course Schedule

Weeks	Topic(s)/	*Reading(s) OTD Capstone book unless otherwise stated
1 May 9	Course overview: OTH 6904 syllabus & assignments Organization & Planning Experience Fit (2 A worksheet in breakout rooms)	Syllabus OTD Capstone Manual Appendix 2-A pg. 38
2 May 16	Literature: Reference management systems Narrowing your project Identifying your experience site	Chapter 3 (& 4 if you don't have your site) Focus on Table 3-6
3 May 23	Literature Search/concept development	Chapter 3 Table 3-1 Appendix 3-A,3-B,3-D
Memorial Day: no class, see assignments for work this week		
5 June 6	Literature Search continued	Chapter 3
5 June 13	Literature Search continued Site decision time	Chapter 3
Summer Break		
7 June 27	Needs assessment planning	Scaffa & Reitz chapter 5
4 th of July Holiday: no class, see assignments for work this week		
9 July 11	Needs assessment planning continued Proposal outline (APA headings)	Pg. 127-129 & 202-203
10 July 18	Proposal outline peer reviews in breakout rooms	Chapter 10 Bonnell & Smith (posted)

Weeks	Topic(s)/	*Reading(s) OTD Capstone book unless otherwise stated
11 July 25	MOU objective and evidence Mentor meeting plan	
12 Aug 1	Wrap up & next steps Aug 4th is Last day to turn in any late assignments	

COURSE MATERIALS AND TECHNOLOGY

Required text for this course

Deluliis, E. & Bednarski, J. (2019). *The entry Level Occupational Therapy Doctoral Capstone: A framework for the experience and project*. Thorofare, NJ: Slack, Inc.

Scaffa, M.E. & Reitz, S.M. (2020). *Occupational Therapy in Community and Population Health Practice* (3rd ed.). Philadelphia: F.A. Davis Company

AOTA membership www.aota.org

UF OTD Capstone Handbook

Recommended/Helpful textbooks:

American Psychological Association. (2020). *Publication manual of the American Psychological Association: The official guide to APA style* (7th ed.).

Aveyard, H. (2014). *Doing a literature review in health & social Care: A practical guide* (3rd ed.). England: Open University Press.

Bonnel, W. & Smith, K.V. (2018). *Proposal writing for clinical nursing and DNP projects* (2nd ed.) Springer Publishing Company, New York, NY

Additional course materials will be provided on the Canvas e-learning course site.

Computer/Laptop/ or Tablet with web cam, speakers, microphone, and internet access is required

For technical support for this class, please contact the UF Help Desk at:

- helpdesk@ufl.edu
- (352) 392-HELP - select option 2
<https://helpdesk.ufl.edu/>

ADDITIONAL ACADEMIC RESOURCES

[Career Connections Center](#): Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

[Library Support](#): Various ways to receive assistance with respect to using the libraries or finding resources.

[Teaching Center](#): Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

[Writing Studio](#): 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: [Visit the Student Honor Code and Student Conduct Code webpage for more information.](#)

On-Line Students Complaints: [View the Distance Learning Student Complaint Process.](#)

ACADEMIC REQUIREMENTS AND GRADING

Assignments

Individual assignments are described under *Assignments* on the course website. Each assignment will be discussed in class and students will be given the opportunity to ask questions about the assignment requirements. **ALL assignments must be completed in order to pass this course.**

Late assignments will result in a 10% reduction of grade for each week they are late.

Requirement	Due date	Points
APA Quiz	May 15	5
Reference manager set up screen shot	May 22	5
Discussion post on your literature search question	June 5	5
Discussion post replies in peer group	June 12	
Commitment form for Capstone experience site	June 19	5
Planning form #2	June 26	10
Literature search activity	June 26	20
Discussion post on needs assessment feasibility	July 10	5
Discussion post replies on needs assessment feasibility	July 17	
Needs assessment plan with five (5) questions for site	July 17	10
Capstone project proposal outline	July 25	10
Draft MOU	July 31	10
Mentor Meeting Plan	Aug. 4	5
Participation & Professionalism reflection post	Ongoing/July 31	10
		100/100%

Points earned	93-100	90-92.99	87-89.99	83-86.99	80-82.99	70-79.99	67-69.99	63-66.99	60-62.99	0-59.99
Letter Grade	A	A-	B+	B	B-	C	D+	D	D-	E

Letter Grade	A	A-	B+	B	B-	C	D+	D	D-	E	WF	I	NG	S-U
Grade Points	4.0	3.67	3.33	3.0	2.67	2.0	1.33	1.0	0.67	0.0	0.0	0.0	0.0	0.0

More information on UF grading policy may be found at:

<http://gradcatalog.ufl.edu/content.php?catoid=10&navoid=2020#grades>

Policy Related to Attendance, make up work: Attendance to program and course activities is required of OTD students. For a review of the OTD Attendance policies and documentation requirements see the OTD Student Handbook. Emergency issues will be handled on an individual basis. All faculty are bound by the UF policy for excused absences. For information regarding the UF Attendance Policy see the Registrar website for additional details: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

STUDENT EXPECTATIONS, ROLES, AND OPPORTUNITIES FOR INPUT

Expectations Regarding Course Behavior: Professional Behavior is expected of health professional students at all times.

Preparation for class: To maximize the use of class time, students are expected to read and study assigned readings in text and course syllabus prior to coming to class.

Participation: Students are expected to actively participate in discussions and class activities. Attendance assists student to develop knowledge and skill in interpersonal relationships and communication by relating to others of different backgrounds and performance deficits.

Professional work habits also include: being on time for class and staying attentive until class is dismissed; being courteous in lecture by muting microphone when not speaking; turning off your cellular phone; not reading other material during class, getting your work in on time; arranging with another students to get handouts or announcements if you cannot attend class.

Academic Integrity

Students are expected to act in accordance with the University of Florida policy on academic integrity. As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge:

“We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.”

You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied:

“On my honor, I have neither given nor received unauthorized aid in doing this assignment.”

It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For additional information regarding Academic Integrity, please see Student Conduct and Honor Code or the Graduate Student Website for additional details:

<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>

<http://gradschool.ufl.edu/students/introduction.html>

Please remember cheating, lying, misrepresentation, or plagiarism in any form is unacceptable and inexcusable behavior.

Recording Within the Course:

Class lectures will be recorded. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include breakout rooms, student presentations, academic exercises involving solely student participation, private conversations between students in the class or between a student and the faculty during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

Online Faculty Course Evaluation Process

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

SUPPORT SERVICES

Accommodations for Students with Disabilities

If you require classroom accommodation because of a disability, it is strongly recommended you register with the Dean of Students Office <http://www.dso.ufl.edu> within the first week of class or as soon as you believe you might be eligible for accommodations. The Dean of Students Office will provide documentation of accommodations to you, which you must then give to me as the instructor of the course to receive accommodations. Please do this as soon as possible after you receive the letter. Students with disabilities should follow this procedure as early as possible in the semester. The College is committed to providing reasonable accommodations to assist students in their coursework.

Students anticipating a need for accommodations during the Capstone Experience will need to notify all involved mentors in advance of the experience and should begin this discussion with the DRC and mentors as soon as possible and no later than the beginning of the Doctoral Mentorship 4 course.

Counseling and Student Health

Students sometimes experience stress from academic expectations and/or personal and interpersonal issues that may interfere with their academic performance. If you find yourself facing issues that have the potential to or are already negatively affecting your coursework, you are encouraged to talk with an instructor and/or seek help through University resources available to you.

- The **Counseling and Wellness Center** 352-392-1575 offers a variety of support services such as psychological assessment and intervention and assistance for math and test anxiety. Visit their web site for more information: <http://www.counseling.ufl.edu>. On line and in person assistance is available.
- **U Matter We Care** website: <http://www.umatter.ufl.edu/>. If you are feeling overwhelmed or stressed, you can reach out for help through the You Matter We Care website, which is staffed by Dean of Students and Counseling Center personnel.
- The **Student Health Care Center** at Shands is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at: <https://shcc.ufl.edu/>
- Crisis intervention is always available 24/7 from: Alachua County Crisis Center: (352) 264-6789 <http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx>
- **University Police Department:** [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- **UF Health Shands Emergency Room / Trauma Center:** For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.

Public health and health professions are based on the belief in human dignity and on respect for the individual. As we share our personal beliefs inside or outside of the classroom, it is always with the understanding that we value and respect diversity of background, experience, and opinion, where every individual feels valued. We believe in, and promote, openness and tolerance of differences in ethnicity and culture, and we respect differing personal, spiritual, religious and political values. We further believe that celebrating such diversity enriches the quality of the educational experiences we provide our students and enhances our own personal and professional relationships. We embrace The University of Florida's Non-Discrimination Policy, which reads, "The University shall actively promote equal opportunity policies and practices conforming to laws against discrimination. The University is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act." If you have questions or concerns about your rights and responsibilities for inclusive learning environment, please see your instructor or refer to the Office of Multicultural & Diversity Affairs website: www.multicultural.ufl.edu .
