University of Florida  
College of Public Health & Health  
Department of Occupational Therapy  
OTH 6909 Doctoral Mentorship 4 (2 cr.)  
Summer: 2021

Delivery Format: Online (Section A 9-10) (Section B 10:15-11:15)  
https://ufl.zoom.us/j/97136775716?pwd=eUJKcTQ0b0VUMGkwa2ZETFRlbeE9IQT09
http://elearning.ufl.edu

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https://ufl.zoom.us/my/struckmeyermeeting  
Email Address: lstruckmeyer@phhp.ufl.edu  
Office hours: Wednesday 11:30-12:30

Prerequisites: OTH 6906, OTH 6904, OTH 6908 (Doctoral Mentorship courses 1-3)

PURPOSE AND OUTCOME
This course builds on the work in previous Doctoral Mentorship courses 1-3 for completion of a Capstone Project proposal and individualized goals for the Capstone Experience.

Student Learning Objectives
Upon the conclusion of this course, the student will:

1. Lead collaboration with faculty mentor and site mentor to finalize an individualized Capstone Project proposal.
2. Develop an individualized set of goals and objectives for the Capstone Experience in collaboration with mentors.
3. Develop a week by week plan for the Capstone Experience & Capstone Project
4. Complete the signed evaluation plan that includes supervision plan (MOU).
5. Lead and participate in a journal club related to their capstone experience topic area.
6. If applicable - Prepare and submit an Institutional Review Board (IRB) application to perform human subject’s research for the Capstone Project.
7. Synthesize the core components (i.e., ethical conduct of scientific/evaluative/developmental/clinical project, confidentiality, privacy, justice, autonomy of client [person or organization], respect for others) to successfully obtain approval for implementation of a capstone project. (UF OTD outcome)
Course activities support the following ACOTE standards:

D.1.2. 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.1.3. Preparation for Doctoral Capstone Project. Ensure that preparation for the capstone project includes a literature review, needs assessment, goals/objectives, and an evaluation plan. Preparation should align with the curriculum design and sequence and is completed prior to the commencement of the 14-week doctoral capstone experience.

Course Materials and Technology

Students will need a computer or laptop with internet capability, a webcam, microphone, and speakers.

Required text for this course.


AOTA membership is required. www.aota.org

UF OTD Capstone Handbook.

Recommended/Helpful textbooks:


Additional course materials may be required by your individual faculty or site mentor, as related to your capstone project.

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

- Learning-support@ufl.edu
- (352) 392-HELP - select option 2
- https://lss.at.ufl.edu/help.shtml
# Description of Course Content

## Topical Outline/Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic(s)</th>
<th>Readings/Assignments</th>
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<tbody>
<tr>
<td>1 May 12</td>
<td>Course Introduction&lt;br&gt;• Planning &amp; Organizing your schedule&lt;br&gt;• 2 credit SUMMER course&lt;br&gt;Journal Club organization</td>
<td>Syllabus&lt;br&gt;UF OTD Capstone Manual&lt;br&gt;Deluliis &amp; Bednarsi Chapter 6&lt;br&gt;Schedule Journal Club&lt;br&gt;Schedule mentor meetings</td>
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<tr>
<td>2 May 19</td>
<td>Capstone Experience(Residency)&lt;br&gt;Individualized goals for MOU&lt;br&gt;Week by week plan&lt;br&gt;Journal Club #1</td>
<td>Deluliis &amp; Bednarsi Chapter 7&lt;br&gt;Work on goals/supporting evidence</td>
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<tr>
<td>3 May 26</td>
<td>Ethics related to OTD Capstone&lt;br&gt;Capstone Project: Authorship/Ownership&lt;br&gt;Do I need an IRB?</td>
<td>AOTA Ethics Document&lt;br&gt;Consult with faculty mentor:&lt;br&gt;• IRB&lt;br&gt;• Licensing&lt;br&gt;• Authorship form</td>
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<tr>
<td>4 June 2</td>
<td>Outcomes Measures/Program Evaluation&lt;br&gt;Journal Club #2</td>
<td>APA reading(s)&lt;br&gt;Deluliis &amp; Bednarsi Chapter 8</td>
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<tr>
<td>5 June 9</td>
<td>Planning &amp; Writing the Methods Section</td>
<td>Methods section&lt;br&gt;Bonnel &amp; Smith chapter 11 (posted)</td>
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<tr>
<td>6 June 16</td>
<td>No “live” class: Individual work on proposal&lt;br&gt;Journal Club #3</td>
<td>Methods section&lt;br&gt;Deluliis &amp; Bednarsi Chapter 9&lt;br&gt;Authorship form DUE</td>
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<td>Summer Break Week</td>
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<td>7 June 30</td>
<td>Strategies &amp; evaluation plan&lt;br&gt;Finalizing the Proposal</td>
<td>Bonnel &amp; Smith Chapter 15 (posted)&lt;br&gt;Week by week Plan DUE</td>
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<tr>
<td>8 July 7</td>
<td>No “live” class: Individual meetings &amp; work on proposal&lt;br&gt;Journal Club #4</td>
<td>Deluliis&amp; Bednarsi Chapter 11&lt;br&gt;Revised methods section due</td>
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<tr>
<td>9 July 14</td>
<td>Topic: To be determined as semester progress</td>
<td>Prepare presentation</td>
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<tr>
<td>10 July 21</td>
<td>Capstone Project Proposal Presentations&lt;br&gt;Journal Club #5</td>
<td>Capstone Project Proposal</td>
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<tr>
<td>11 July 28</td>
<td>Capstone Project Proposal Presentations (cont.)</td>
<td>Signed MOU DUE</td>
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<tr>
<td>12 Aug. 4</td>
<td>Planning the dissemination &amp; Preparing to Implement your Proposal&lt;br&gt;Journal Club #6</td>
<td>Professionalism Reflection Due&lt;br&gt;Gator Evaluations</td>
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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.

Grading

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due date</th>
<th>Points and % of final grade</th>
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<tbody>
<tr>
<td>Journal Club plan with template</td>
<td>May 16</td>
<td>5</td>
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<tr>
<td>Journal Club</td>
<td>After each meeting</td>
<td>30 (5 each)</td>
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<tr>
<td>• Attendance sheet</td>
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<td>• Completed templates</td>
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<tr>
<td>Authorship form</td>
<td>June 16</td>
<td>C/I</td>
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<tr>
<td>Week by week plan for Capstone Experience</td>
<td>June 30</td>
<td>10</td>
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<tr>
<td>Capstone Project Proposal (Paper and PowerPoint)</td>
<td>July 21</td>
<td>30</td>
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<tr>
<td>Capstone Experience: Signed MOU</td>
<td>July 28</td>
<td>15</td>
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<tr>
<td>• Supervision plan</td>
<td></td>
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<tr>
<td>• Individual goals &amp; supporting evidence final</td>
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<tr>
<td>• Evaluation plan</td>
<td></td>
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<tr>
<td>Professionalism</td>
<td>Ongoing/Aug. 4</td>
<td>10</td>
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<tr>
<td>• All absence forms &amp; plans</td>
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<tr>
<td>• Reflection on rubric criteria</td>
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ALL ASSIGNMENTS MUST BE COMPLETED TO PASS THIS COURSE, any missing assignments will result in an incomplete.

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<tbody>
<tr>
<td>Letter Grade</td>
<td>A</td>
<td>A-</td>
<td>B+</td>
<td>B</td>
<td>B-</td>
<td>C+</td>
<td>C</td>
<td>D+</td>
<td>D</td>
<td>D-</td>
<td>E</td>
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For greater detail on the meaning of letter grades and university policies related to them, see the Registrar’s Grade Policy regulations at: [http://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx](http://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx)

Exam Policy: There are no exams in this class
Policy Related to attendance, make up assignments and exams: 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 For further information about the material provided below see the relevant sections of the OTD Student Handbook or the websites provided.

Communication Guidelines
● Treatment of peers, professors, teaching assistants, guest lecturers, clinical personnel, with consideration, confidentiality, and respect.
● Students are expected to actively participate in discussions and activities. Participation assists students to develop knowledge and skill in interpersonal relationships and communication by relating to patients and families with various backgrounds and performance deficits, by relating to other students, therapists and supervisors, students gain an understanding of relationships in professional role. Personal responsibility for prompt arrival, and regular participation and attendance all course activities; with appropriate and judicious use of class time.

Professional Behavior
● Assumption of responsibility in keeping classroom in order and laboratory materials properly utilized and stored.
● Students are expected to be thoroughly prepared for class. Students are expected to read and study assigned readings in text and course syllabus prior to coming to class. Students are expected to bring all materials necessary to effectively participate or those specifically designated by the instructor to class or lab.
● Professional work habits also include: being on time for class and staying until class is dismissed; being courteous in lecture and lab by refraining from chatter or other distracting behaviors; turning off all electronic devices that are not critical for formal classroom activities; not reading other material during class; meeting deadlines; arranging with instructor or peer to get handouts or announcements if unable to attend class; arranging with the instructor in advance if unable to meet scheduled tests and assignments.
● Professional attire when there are guests and mentor meetings.
  o Collared, adequately fitting shirt that is neither clingy nor revealing and remains discretely tucked into pants when reaching and moving. No T-shirts.
  o Jewelry & make-up kept to a minimum. No hats. Tattoos must be covered.
● Lecture notes and/or Power Point slides are provided solely at the discretion of the presenter. Regardless of the provision of lecture notes/Power Point slides, students are responsible for all materials assigned and covered in class, labs, and site visits.

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/sscr/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.

Online Faculty Course Evaluation Process

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu/results/.

SUPPORT SERVICES

Accommodations for Students with Disabilities

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center by visiting www.disability.ufl.edu/students/get-started. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester. Students in UF Health Sciences programs should be mindful that unique course accommodations may not be applicable in a clinical, fieldwork or practicum setting. Thus, planning a semester in advance with the DRC Health Sciences Learning Specialist, Lisa Diekow ldiekow@ufsa.ufl.edu, is highly encouraged.

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 PRIOR to the Doctoral Mentorship 4 course.

Counseling and Student Health

Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.
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 website for more information: http://www.counseling.ufl.edu. On line and in person assistance is available.
- You 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 is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at UF Health 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 website 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/CRISIS CENTER/Pages/CrisisCenter.aspx

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.

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**INCLUSIVE LEARNING ENVIRONMENT**

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.