

**APPROVAL OF THE AUGUST 9, 2021, WORKGROUP MEETING
MINUTES**

The meeting minutes are attached for review.



FIELDWORK COMMUNICATIONS WORKGROUP MEETING MINUTES

Monday, August 9, 2021

1. Call to order, roll call, establishment of a quorum.

California Board of Occupational Therapy (Board) Member and Fieldwork Communications Workgroup Chairperson Lynna Do called the meeting to order at 12:09 pm. Board staff called the roll and a quorum was established.

Workgroup Members Present

Board Member/Workgroup Chair Lynna Do
 Board Member Denise Miller
 Candace Chatman
 Dominique Embrey
 Joyce Fries
 Jaynee Meyer
 Akemi McNeil
 Jessica Padilla
 Eileen Wang

Workgroup Members Absent

Cesar Arada
 Deanna Mannarelli
 Aaron Moesser

Board Staff Present

Heather Martin – Executive Officer
 Jody Quesada Novey – Analyst

2. Chairperson opening remarks.

Chairperson Lynna Do thanked and welcomed all that were present for the 2nd meeting of the Fieldwork Communications Workgroup.

3. Public Comment Session for items not on the Agenda.

There were no comments from the public.

4. Approval of the July 26, 2021, Workgroup meeting minutes.

The workgroup asked that the section that referred to attendance be updated to reflect that Domenique Embrey and Deanna Mannarelli were not in attendance and Eileen Wang was present.

- Joyce Fries moved to approve the July 26, 2021, Fieldwork Workgroup meeting minutes as edited.
- Denise Miller seconded the motion.

Public Comment

There was no public comment.

Member Votes

Lynna Do	Yes
Denise Miller	Yes
Candace Chatman	Yes
Dominique Embrey	Yes
Joyce Fries	Yes
Jayne Meyer	Yes
Akemi McNeil	Yes
Jessica Padilla	Yes
Eileen Wang	Yes

The motion carried.

5. Review and discussion of responses to fieldwork survey and possible recommendations to the Board in how to address the issues identified.

Workgroup members reported that they had noticed that hospitals were a bit more hesitant to take on fieldwork supervision most likely due to Covid-19 and that additional factors contributing to placement hardships were maternity leave, staff burnout and new staff not being prepared to take students.

Chairperson Lynna Do asked for ideas as to what the workgroup wanted to include in its recommendation to the Board.

Communication by letter to the administrators of hospitals and organizations was suggested.

Conversation ensued regarding the need to reach out to hospitals and organizations and let them know that the workgroup understands the burnout and to convey that fieldwork supervision is beneficial to both the student and the hospital/organization because they will be getting a soon-to-be entry level practitioner that can contribute to their workforce if given the hands-on experience.

Concern regarding other states competing to place their students in California sites was shared amongst the workgroup and the question was posed as to whether the Board could suggest that a California business or organization only take on California students for fieldwork.

Executive Officer Heather Martin stated that it could be added as a suggestion to stress the importance of giving priority to California students but suggesting any type of limitation on student placements would have to be addressed with the Accreditation

Council Occupational Therapy Education (ACOTE) since they issue the education guidelines.

An additional suggestion was to focus on educating Administrators regarding the supervision requirements because it had been brought to the attention of some of the Fieldwork Coordinators that occupational therapists weren't clear on fieldwork supervision requirements.

Public Comment

Stephanie Kokesh, Director of Clinical Education at CBD College, voiced her support of the input provided by her colleagues.

6. Review and discussion of letters drafted by the California Occupational Therapy Fieldwork Council to health care administrators and occupational therapists and occupational therapy assistants to consider for possible recommendation(s) to the Board.

After further discussion, the workgroup decided that they wanted to ask the Board to increase the number of Professional Development Units earned for supervising students completing their fieldwork.

Ms. Martin commented that the letters drafted by the California Occupational Therapy Fieldwork Council (CAOTFC) were very helpful and could be used as a starting point. Ms. Martin suggested that CAOTFC be mentioned in the revised letters since they authored the letters and agreed to be a resource available to provide facilities with assistance setting up a program.

The workgroup agreed to make the necessary adjustments to the CAOTFC letters, include reference to the CAOTFC and recommend to the Board that the letter be sent to administrators and large corporations first.

Public Comment

Stephanie Kokesh stated her support for the idea of suggesting that California students be given first consideration with fieldwork placement and thanked Ms. Martin for suggesting that CAOTFC be listed as a resource in the letter.

7. Defining and discussing the issue of too few fieldwork supervisors and facilities available for California's occupational therapy students to include in future report to the Board.

Chairperson Lynna Do stated that Agenda Item 7 would need to be tabled for a future meeting due to time constraints and the importance of addressing Agenda Item 8.

8. Development of communication and outreach plan and recommendations to the Board.

Chairperson Lynna Do summarized the outreach plan and recommendations to the Board as submission of updated versions of the CAOTFC letters to the Board for review, approval and subsequent dissemination and to separately request the Board

consider increasing PDUs earned for supervising Level II fieldwork students and additional or more PDUs earned for providing that supervision to a California student.

- Denise Miller moved to instruct Board staff to draft letters as they relate to all comments made during the meeting in the form of a 'White Paper' for Board review.
- Dominique Embrey seconded the motion.

Public Comment

There was no public comment.

Member Votes

Lynna Do	Yes
Denise Miller	Yes
Candace Chatman	Yes
Dominique Embrey	Yes
Joyce Fries	Yes
Jayne Meyer	Yes
Akemi McNeil	Yes
Jessica Padilla	Yes
Eileen Wang	Yes

The motion carried.

The workgroup discussed whether the increase to PDUs earned for Level II supervision should be requested indefinitely or be linked to the Pandemic only and whether the workgroup should be prescriptive in the amount of the increase.

Chairperson Do stated that there was no need to put a number on the increase as the Board could discuss that matter but agreed that the recommendation should include an increase for supervision of Level II fieldwork and even more for supervision of a Level II fieldwork student from a California school.

Executive Officer Heather Martin advised the workgroup that any increase would require a regulation change and that timeline could take more than a year, so it was her recommendation to suggest a permanent increase.

- Joyce Fries moved to recommend to the Board that they consider increasing PDUs awarded for supervision of a Level II student and add additional PDUs for supervising a Level II California student.
- Dominique Embrey seconded the motion.

Public Comment

There was no public comment.

Member Votes

Lynna Do	Yes
Denise Miller	Yes

Candace Chatman	Yes
Dominique Embrey	Yes
Joyce Fries	Yes
Jayne Meyer	Yes
Akemi McNeil	Yes
Jessica Padilla	Yes
Eileen Wang	Yes

The motion carried.

9. Select future meeting date(s) if another meeting is necessary.

The workgroup agreed to schedule another meeting to review the letters that Board staff would update at their request and address the development of a communication and outreach plan to include in the Workgroup's recommendations to the Board.

The workgroup agreed to hold the next meeting on August 30th from 12:00 to 1:30 pm and asked that Board staff send a 'Save the Date' email.

The meeting adjourned at 1:30 pm.

AGENDA ITEM 6

REVIEW AND DISCUSSION OF DRAFT LETTER TO HEALTH CARE ADMINISTRATORS TO COMMUNICATE THE IMPORTANCE OF SUPPORTING LEVEL II OCCUPATIONAL THERAPY FIELDWORK PLACEMENTS IN THEIR FACILITIES AND CONSIDERATION OF INCLUDING THE LETTER IN THE WORKGROUP'S RECOMMENDATIONS TO THE BOARD.

The draft letter to Health Care Administrators is attached for review.



Date

Dear Medical Education Department, Clinical Coordinator, or Director of Rehabilitation:
{What additional titles could be included here?}

We would like to recognize and thank you for your hard work!

Securing occupational therapy student fieldwork placements can be challenging yet the effects of COVID-19 has been devastating to those trying to enter the profession. Your occupational therapists (OTs) and occupational therapy assistants (OTAs) are battling on the frontlines to provide essential services while trying to stay safe and balance the needs of their families. Unfortunately, the past year and half has caused 'burnout' among many practitioners and there are few new graduates to enter the profession to ease the burden.

We have a suggestion to help you and your OTs and OTAs who are all under undeniable stress:

Occupational therapy students completing their Level II Fieldwork!

Level II students, located throughout the state, are skilled and educated clinicians who can help alleviate the demand placed on your scheduling needs and your OTs and OTAs.

California's 15+ occupational therapy programs have an urgent need for more than **1,000+** students who need to complete their Level II rotations. The California Occupational Therapy Fieldwork Council (Council), comprised of Academic Fieldwork Coordinators from all of California's OT and OTA programs, is available to assist you whether your organization/facility educates students regularly or may plan to do so in the future. The Council's goal is to support you and your OTs/OTAs through the process.

The Council is flexible, creative, and willing to help you build a fieldwork program from the ground up. They have resources to support any setting, including skilled nursing, community-based, in-patient or out-patient rehabilitation, pediatrics, or any private practice, including those providing telehealth. The Council can share the latest evidence-based interventions, provide access to up-to-date regulations and accreditation standards. The Council can create a program that will not only support but invigorate and inspire your practice.

Please help California's occupational therapy students get back on track.

This can't be done without you and your support.

All occupational therapy students must complete either 8,10, or 12 weeks of full-time clinical education. That means actual provision of OT services on persons or populations.

The Council can help organize and streamline the fieldwork placement process. If you have not placed students before, you are NOT alone and the Council or an OT/OTA program near you can help.

Did you know that OTs can now open a case and be the other discipline in Home Health? The American Occupational Therapy Association fought hard and won the battle over this outdated and obsolete law.

To find a school please visit: https://bot.ca.gov/applicants/ot_schools.shtml or https://bot.ca.gov/applicants/ota_schools.shtml

To contact an Academic Fieldwork Coordinator to get started please visit www.caotfc.org

Thank you for your time and consideration.

Sincerely,

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AGENDA ITEM 7

REVIEW AND DISCUSSION OF DRAFT LETTER TO OCCUPATIONAL THERAPISTS AND OCCUPATIONAL THERAPY ASSISTANTS TO COMMUNICATE THE IMPORTANCE OF SUPERVISING LEVEL II FIELDWORK PLACEMENTS AND CONSIDERATION OF INCLUDING THE LETTER IN THE WORKGROUP'S RECOMMENDATIONS TO THE BOARD.

The draft letter to OTs and OTAs is attached for review.



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Dear Occupational Therapy Practitioner,

The California Board of Occupational Therapy (Board) would like to recognize and thank you for your hard work! The effects of COVID-19 are widespread and devastating. Occupational therapy practitioners are battling on the frontlines while balancing family needs at home. The California OT Fieldwork Council (Council) would like to help you.

The Council is comprised of Academic Fieldwork Coordinators from all California OT schools. The Council is flexible, creative and willing to help you build a fieldwork program from the ground up. They have resources to support you in any setting; whether you work in skilled nursing, community-based, or provide telehealth the Council can create a program that will invigorate and inspire your practice.

The Council can share the latest evidence-based interventions, provide access to up-to-date regulations and accreditation standards. Did you know that OTs can now open a case and be the other discipline in Home Health? AOTA fought and won the battle over this outdated and obsolete law.

Were you aware that you can earn PDUs for Level I and Level II Fieldwork supervision? Recognized by the Board and NBCOT, you can earn 1 PDU per week for full-time fieldwork supervision.

The pandemic effectively paused the educational journey for ALL OT and OTA students. Many students from the Class of 2020 still have not completed their Level II clinical rotations. There are practitioners under undeniable stress but there are few new graduates to ease the burden. Occupational therapy education programs and their students are in urgent need of Level II Fieldwork placements!!

Please help get California's students back on track and ensure they can complete their education and join the profession. ***This cannot do this without you.***

To find a school please visit the Board's website at www.bot.ca.gov. You can also contact an Academic Fieldwork Coordinator to get started. The Council's website is caotfc.org

Thank you for your time and consideration of this very important request.

Sincerely,

XXXXX