



ASSESSMENT FOR INTERNATIONALLY-QUALIFIED OCCUPATIONAL THERAPISTS

STAGE 2

EXAMPLE TEMPLATE FOR SUPERVISED PRACTICE IMPLEMENTATION PLAN (SPP) and MIDWAY PROGRESS AND FINAL REPORT -

For each professional behaviour you must identify all the actions/activities you will undertake to achieve/evidence the professional behaviour. Some actions/activities may be relevant to more than one professional behaviour however the measures used to evidence the professional behaviour should be different.

Measures identified must explicitly evidence the extent to which you have been able to achieve/evidence each professional behaviour.

Please ensure you indicate how direct observation of your practice will be undertaken by your supervisor, in both assessment and intervention.

Here are some examples of what assessors will be looking for when reviewing your supervised practice implementation plan, midway and final reports:

- In relation to professional behaviour 2.1, evidence-based practice - we need to see a three-pronged approach that includes relevant research, occupational therapy practice evidence and the lived experience of the client group. The latter can be achieved through connection with consumer groups, peak bodies, and organisations.
- In relation to professional behaviour 2.2, occupational theories and frameworks (2.2), we need to see which frameworks you will be using and how they influence your practice.
- In relation to professional behaviour 2.4, cultural capabilities and responding to Aboriginal and Torres Strait Islander Peoples we need to see evidence of connecting with Aboriginal health workers or services and how your developing knowledge and understanding will influence service delivery for Aboriginal and Torres Strait Islander Peoples.
- In relation to professional behaviour 1.15, occupational justice, we need to see identification of how the system or environment might impact on client occupational opportunities and how you might advocate on their behalf.

Practitioner's name:	Email:
Employer:	
Supervisor:	Email:

Examples have been included below as well as some inclusions, that are often missed, to assist with what is required in your plan. Please use your own actions and measures. In your application, ALL parts of each behaviour need to be addressed and they need to be relevant to practice.

- 1. Professionalism:** *An occupational therapist practises in an ethical, safe, lawful and accountable manner, supporting client health and wellbeing through occupation and consideration of the person and their environment.*

Professional behaviour		Actions to achieve/evidence the professional behaviour	Measures to determine the extent to which the professional behaviour has been achieved/evidenced
<i>An occupational therapist:</i>			
1.1	complies with the OTBA's standards, guidelines and code of conduct		
1.2	adheres to legislation relevant to practice	Include all relevant legislation	
1.3	maintains professional boundaries in all client and professional relationships		
1.4	recognises and manages conflicts of interest in all client and professional relationships		
1.5	practises in a culturally responsive and culturally safe manner, with respect to culturally diverse client groups		
1.6	incorporates and responds to historical political cultural, societal, environmental and economic factors influencing health, wellbeing and occupations of Aboriginal and Torres Strait Islander Peoples	<p>Example only</p> <ul style="list-style-type: none"> Attend all 3 levels of IAHA training Research occupational therapy literature specific to working with Aboriginal and Torres Strait Islander Peoples. 	<p>Example only</p> <ul style="list-style-type: none"> Completion of 3 levels of IAHA training and provide supervisor evidence of certificate for online training completion. From the information gained in the training, discuss with other staff at in-service meeting on how to respond to Aboriginal and Torres Strait Islander Peoples that is relevant in the local communities

1.7	collaborates and consults ethically and responsibly for effective client-centred and inter-professional practice	Include inter-professional practice	
1.8	adheres to all work health and safety, and quality requirements for practice	Include quality as well as WH&S	
1.9	identifies and manages the influence of his/her values and culture on practice		
1.10	practises within limits of his/her own level of competence and expertise		
1.11	maintains professional competence and adapts to change in practice contexts		
1.12	identifies and uses relevant professional and operational support and supervision		
1.13	manages resources, time and workload accountably and effectively		
1.14	recognises and manages his/her own physical and mental health for safe, professional practice		
1.15	addresses issues of occupational justice	<p>Example only</p> <ul style="list-style-type: none"> • Develop sound clinical reasoning skills on how to address occupational justice issues for clients. • Investigate links with services and government agencies that could assist clients and their families. • Seek to promote meaning, participation, choice and balance and limit imbalance, marginalisation, deprivation and alienation by having an awareness of the factors impacting on clients and advocating for them. • Read position paper on occupational deprivation by Occupational Therapy Australia 	<p>Example only</p> <ul style="list-style-type: none"> • Discussion with supervisor on understanding occupational justice and provide two case examples from caseload that provide evidence of addressing the issues. • Show evidence to supervisor of services and agencies that might be of assistance to clients following investigation • When required, provide information to clients and their families in establishing links with other services or government agencies that can assist them
1.16	contributes to the education and professional practice development of peers and students		
1.17	recognises and manages any inherent power imbalance in relationships with clients.		

Professional Behaviour	PROGRESS SELF-REFLECTION Activities undertaken to achieve/ evidence professional behaviour	Goal completion Y/N	Signatures Supervisor and Supervisee	FINAL SELF- REFLECTION Any additional activities undertaken to achieve/ evidence professional behaviour	Goal Completed Y/N	Signatures Supervisor and Supervisee
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Supervisor's comments (required)	MIDWAY			FINAL		

2. **Knowledge and learning:** *An Occupational Therapist's knowledge, skills and behaviours in practice are informed by relevant and contemporary theory, practice knowledge and evidence, and are maintained and developed by ongoing professional development and learning.*

Professional behaviour	Actions to achieve/evidence the professional behaviour	Measures to determine the extent to which the professional behaviour has been achieved/evidenced
An occupational therapist:		
2.1 applies current and evidence-informed knowledge of occupational therapy and other appropriate and relevant theory in practice	Example only <ul style="list-style-type: none"> Integrate critically appraised research results, clinical expertise, and client values, beliefs, and preferences during goal setting. 	Example only <ul style="list-style-type: none"> Provide evidence to supervisor on use of evidence-informed knowledge evidenced by the development of treatment plans that are tailored to clients'

		<ul style="list-style-type: none"> Utilise client goals and values together with my OT knowledge for decision making. Integrate clients' expert knowledge and perspective on developmental, medical, and social barriers to occupational performance when goal setting and treatment planning. Integrating clinical expertise and specialist knowledge of senior therapists and colleagues to inform and adapt my assessment and interventions 	<p>individual needs and include interventions based on professional guidelines and research findings.</p> <ul style="list-style-type: none"> Evidence in supervision of the application of evidence-informed knowledge by use of client specific goals and standardised outcome measures assessing the effectiveness of intervention.
2.2	applies theory and frameworks of occupation to professional practice and decision-making	Include the name of theories and frameworks and how practice will be influenced by applying these theories and frameworks.	
2.3	identifies and applies best available evidence in professional practice and decision-making		
2.4	understands and responds to Aboriginal and Torres Strait Islander health philosophies, leadership, research and practices	<p>Example only</p> <ul style="list-style-type: none"> Consult with local services to gain information on local Aboriginal and Torres Strait Islander People's issues that might affect their interaction with my organisation. Gain strategies to overcome any issues with providing services. 	<p>Example only</p> <ul style="list-style-type: none"> Visit to the Aboriginal Medical Service and Aboriginal Liaison Officers completed and discussion with supervisor on responding to factors of health, wellbeing and occupations for Aboriginal and Torres Strait Islander Peoples that is relevant to the local communities. Highlight any issues to staff on improving services to the local community
2.5	maintains current knowledge for cultural responsiveness to all groups in the practice setting		
2.6	maintains and improves currency of knowledge, skills and new evidence for practice by adhering to the requirements for continuing professional development		
2.7	implements a specific learning and development plan when moving to a new area of practice or returning to practising		
2.8	reflects on practice to inform current and future reasoning and decision-making and the		

	integration of theory and evidence into practice		
2.9	maintains knowledge of relevant resources and technologies		
2.10	maintains a digital literacy for practice		

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Supervisor's comments (required)	MIDWAY			FINAL		

3. Occupational therapy process and practice: *An occupational therapist's practice acknowledges the relationships between health, wellbeing and human occupation, and their practice is client-centred for individuals, groups, communities and populations.*

Professional behaviour	Actions to achieve/evidence the professional behaviour	Measures to determine the extent to which the professional behaviour has been achieved/evidenced
<i>An occupational therapist:</i>		
3.1 addresses occupational performance and participation of clients, identifying the enablers and barriers to engagement	Include enablers and barriers to engagement	
3.2 performs appropriate information gathering and assessment when identifying a client's	Example only <ul style="list-style-type: none"> Completing assessments with clients and caregivers, including the use of appropriate 	Example only <ul style="list-style-type: none"> Feedback is sought from clients and discussed in supervision.

	status and functioning strengths, occupational performance and goals	<p>assessment and evaluation tools such as the WHODAS, Austoms, CANS, COPM and Barthel Index, to gather a more complete description of a client's current functional strengths, occupational performance and meaningful goals.</p> <ul style="list-style-type: none"> Additional information may be sought from observational assessments, interview data, and from caregivers/family members as appropriate. 	<ul style="list-style-type: none"> Attendance record for professional development programs on assessments reviewed by supervisor. Supervisor to provide direct observation of assessments and deems competent.
3.3	collaborates with client and relevant others to determine the priorities and occupational therapy goal.	Include client AND relevant others	
3.4	develops a plan with the client and relevant others to meet identified occupational therapy goals	Include client AND relevant others	
3.5	selects and implements culturally responsive and safe practice strategies to suit the occupational therapy goals and environment of the client		
3.6	seeks to understand and incorporate Aboriginal and Torres Strait Islander People's experience of health, wellbeing and occupations encompassing cultural connections		
3.7	reflects on practice to inform and communicate professional reasoning and decision-making		
3.8	identifies and uses practice guidelines and protocols suitable to the practice setting or work environment		
3.9	implements an effective and accountable process for delegation, referral and handover	Include internal and external organisations	
3.10	reviews, evaluates and modifies plans, goals and interventions with the client and relevant others to enhance or achieve client outcomes	<p>Example only</p> <ul style="list-style-type: none"> Select client focused goals that are reviewed on a regular basis. The client is informed of the review date and is encouraged to be part of the goal setting with their careers. 	<p>Example only</p> <ul style="list-style-type: none"> Supervisor to provide direct supervision of interventions and reviews with clients and deems competent Provide evidence of the review in supervision. Outcome measures and their use to be deemed competent by the supervisor.

		<ul style="list-style-type: none"> Outcome measures will be used to review and evaluate the client's progress. Outcome measures will also be used to adapt or modify future therapy sessions based on the results 	
3.11	evaluates client and service outcomes to inform future practice		
3.12	uses effective collaborative, multidisciplinary and interprofessional approaches for decision-making and planning		
3.13	uses appropriate assistive technology, devices and/or environmental modifications to achieve client occupational performance outcomes		
3.14	contributes to quality improvement and service development.	<p>Example only</p> <ul style="list-style-type: none"> Gain an understanding of the quality improvement processes (PDSA cycle) and how it can contribute to service development in the organisation Gain approval from the supervisor on a QI project that could be undertaken in the organisation 	<p>Example only</p> <ul style="list-style-type: none"> Completion of a QI project Provide feedback to staff on the outcome of the project and how it has improved the services to clients and their families

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Supervisor's comments (required)	MIDWAY	FINAL
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4. Communication: *Occupational therapists practise with open, responsive and appropriate communication to maximise the occupational performance and engagement of clients and relevant others.*

	Professional behaviour	Actions to achieve/evidence the professional behaviour	Measures to determine the extent to which the professional behaviour has been achieved/evidenced
	<i>An occupational therapist:</i>		
4.1	communicates openly, respectfully and effectively.		
4.2	adapts written, verbal and non-verbal communication appropriate to the client and practice context	Include non-verbal communication	
4.3	works ethically with Aboriginal and Torres Strait Islander communities and organisations to understand and incorporate relevant cultural protocols and communication strategies, with the aim of working to support self-governance in communities	Include linking in with local services and staff	
4.4	uses culturally responsive, safe and relevant communication tools and strategies		
4.5	complies with legal and procedural requirements for the responsible and accurate documentation, sharing and storage of professional information and records of practice		
4.6	maintains contemporaneous, accurate and complete records of practice		
4.7	obtains informed consent for practice and information sharing from the client or legal guardian		

4.8	maintains collaborative professional relationships with clients, health professionals and relevant others		
4.9	uses effective communication skills to initiate and end relationships with clients and relevant others		
4.10	seeks and responds to feedback, modifying communication and/or practice accordingly		
4.11	identifies and articulates the rationale for practice to clients and relevant others.		

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In General

Supervisor: (Please tick the boxes to ensure the practitioner has addressed all the requirements)

- Does the SPP reflect good OT practice and provide a relevant experience to ascertain whether the person will be competent to practise as an Occupational Therapist in Australia?
- Have you assisted the practitioner in completing the SPP?
- Please ensure the SPP, mid-way report and supervisor notes are word processed and NOT hand-written.

Signed: _____	Practitioner	Date: _____)
)Plan
Signed: _____	Supervisor	Date: _____)
Signed: _____	Practitioner	Date: _____)
)Midway report
Signed: _____	Supervisor	Date: _____)
Signed: _____	Practitioner	Date: _____)
)Final (if requested)
Signed: _____	Supervisor	Date: _____)

EXAMPLE