

October 2007

Dear,

We are writing to you regarding the Monash University Occupational Therapy Fieldwork Education Program in 2008. We are extremely grateful for the support that was given to us this year. Student feedback from 2007 fieldwork was particularly positive and it was a pleasure to teach the students after their fieldwork experiences as, on return to university, they approached their studies with added motivation and enthusiasm.

In 2008 we require places for approximately 65 first year students, 60 second year students, 60 third year students and 9 fourth year students. Also, we will be asking for about 30 suitable project placements for the 3rd years in second semester. Please find enclosed a copy of our 2008 Fieldwork Timetable and Response Form. You will note on the Timetable some shading extends beyond the required weeks for the 1st semester 1st year, 2nd semester 2nd year and the 5 week third year placements. This allows flexibility around school holidays for agencies that do not operate during this time. We would prefer that you offer for the blocks indicated however, if by moving a block to commence a week earlier or later enables you to offer a placement, we can accommodate this. This year we have moved the one week first year block back into semester 1 to ensure results can be processed in a timely manner.

We will be running our fieldwork educator preparation workshop on Monday March 3rd. This workshop will address Monash fieldwork educator needs in 2008 and is complimentary. Please indicate your location preference on the attached Response Form. The program will differ somewhat from 2007 and will address placement objectives, project placements, working with the Gen-Y learner, contract learning, giving effective performance feedback, SPEF issues, on line discussions/support and managing the poor performing student. If we receive more than 20 responses indicating a preference for Traralgon an additional workshop will be held there on Friday March 14th.

Professional Development vouchers will continue in 2008 with a credit of \$60 per first year student; \$120 per second year student and \$150 per 3rd year student. In order to support educators and students, site visits will be made to 2nd and 3rd students on placements in 2008.

We recognize the organizational logistics and time involved with larger groups of students and the need to enable both the clinical work and student supervision to be managed in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. We will therefore explore backfill support needs with agencies if your response indicates you will take 4 or more students for each placement block, in which case we will contact you. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2008. Thank you for your consideration of our fieldwork needs. **All Responses Forms received by Friday November 30th will go into a prize draw for a complimentary registration to the OT Australia National Conference to be held at the Hotel Sofitel, Melbourne: 11th- 13th September 2008.** This will be drawn and require agency attendance at the March 3rd workshop.

Kind Regards,



Pamela Kirke
Fieldwork Coordinator
Monash University Occupational Therapy Program
Tel: (03) 9904 4822
Fax: (03) 9904 4613

Enclosures:

1. Fieldwork Placement Response Form and
2. Fieldwork Education Timetable 2008