

12 September 2006

Dear Colleague,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 60 first year students, 60 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Cherie Marshall
Bentleigh Bayside Community Health Service
PO Box 30
East Bentleigh Vic 3165

Dear Cherie,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Cath O'Brien
Ranges Community Health Service
17 Clark Street
Lilydale Vic 3140

Dear Cath,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Claire Taylor
Alfred Hospital
Commercial Road
Prahran Vic 3181

Dear Claire,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Lin Oke
Royal Children's Hospital
Flemington Road
Parkville Vic 3052

Dear Lin,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Jan Gough
Beleura Private Hospital
925 Nepean Highway
Mornington Vic 3931

Dear Jan,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Ruth Skene
Box Hill Hospital
OT Department Nelson Road
Box Hill Vic 3128

Dear Ruth,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Alisa Hall
Boroondara Community Health Centre
378 Burwood Road
Hawthorn Vic 3122

Dear Alisa,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Mairead O'Connor
West Gippsland Healthcare Group
Landsborough Street
Warragul Vic 3820

Dear Mairead,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Kenna O'Donnell
Latrobe Community Health Service
PO Box 63
Moe Vic 3825

Dear Kenna,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Glenn Becher
Bairnsdale Regional Health Service
PO Box 474
Bairnsdale Vic 3875

Dear Glenn,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Judy Matulick
Frankston Child & Adolescent Mental Health
Landmark Building, 4th floor, 454 Nepean Highway
Frankston Vic 3199

Dear Judy,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Sue Aberdeen
West Gippsland Healthcare Group
Landsborough Street
Warragul Vic 3820

Dear Sue,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Vivian Carroll
Gippsland Southern Health Service
Private Bag 13
Leongatha Vic 3953

Dear Vivian,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Nicole Tierney
Latrobe Regional Hospital
PO Box 424
Traralgon Vic 3844

Dear Nicole,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Jane Galvin
Royal Children's Hospital
Flemington Road
Parkville Vic 3052

Dear Jane,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Monica Leo
Sprout Paediatric Therapy Services
PO Box 511
Noble Park Vic 3174

Dear Monica,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Kim Phipps
Donvale Rehabilitation Hospital
1119 Doncaster Road
Donvale Vic 3111

Dear Kim,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Ralda Bourne
St Vincents Health - Sub acute Services
PO Box 290
Fitzroy Vic 3065

Dear Ralda,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Katie Symonds
Baptist Community Care
PO Box 2269
Seaford Vic 3198

Dear Katie,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Cindy Hollings
DHHS - Launceston General Hospital
Charles St
Launceston Tas 7250

Dear Cindy,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Marilyn Lee
MS Society of Victoria Ltd
The Nerve Centre
54 Railway Road
Blackburn Vic 3130

Dear Marilyn,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration.

There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Brendan Paul
Beleura Private Hospital
925 Nepean Highway
Mornington Vic 3931

Dear Brendan,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Linda Lim
Knox Community Health Service
1063 Burwood Road
Ferntree Gully Vic 3156

Dear Linda,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Liz Porter
Monash link Health Service
568 Neerim Road
Hughesdale Vic 3166

Dear Liz,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Jennifer Overend
Occupational & Relaxation Therapist "Chevy Chase"
201 - 205 Were Street
Brighton East Vic 3187

Dear Jennifer,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Lorraine Schell
Orygen Youth Health
Locked Bag 10
Parkville Vic 3052

Dear Lorraine,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Julie Scarrabelotti
Albert Road Clinic
31 Albert Road
Melbourne Vic 3004

Dear Julie,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Daliah Sztokman
Epworth Hospital
85 Wilson St
Brighton Vic

Dear Daliah,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Karen Smith
St Vincent's Mental Health Service
642 Burwood Road
Hawthorn Vic

Dear Karen,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Kerryn Fernando
Uncle Bobs Child Development Centre
56 Chapman Street
North Melbourne Vic 3051

Dear Kerryn,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Jane Feutrill
The Victorian Rehabilitation Centre
499 Springvale Road
Glen Waverley Vic 3150

Dear Jane,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Anne Sutherland
Epworth Rehabilitation, Epworth Hospital
89 Bridge Road
Richmond Vic 3121

Dear Anne,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Karen Freidin
Central Bayside Community Health Services
335 Nepean Highway
Parkdale Vic 3195

Dear Karen,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Jenny Bunnett
Albert Road Clinic
31 Albert Road
Melbourne Vic 3004

Dear Jenny,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Melody Sutton
Murnong CMHC
PO Box 135
Ringwood East Vic 3135

Dear Melody,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus

12 September 2006

Alice Priestly
Murnong CMHC
PO Box 135
Ringwood East Vic 3135

Dear Alice,

We are writing to you in respect of the Monash University Occupational Therapy Fieldwork Education program in 2007. We are extremely grateful for the support that was given to us during 2006. Student feedback from fieldwork was particularly positive and it was a pleasure to teach the students when they returned from fieldwork so positive and excited about their future careers.

In 2007 we are requiring places for approximately 65 first year students, 63 second year students, 10 third year students and for the first time will be asking for suitable project placements for the 3rd years in second semester 2007. The fieldwork educator workshop will explain project placements in more detail and at this stage there is no urgency to respond to this need. Please find enclosed copy of fieldwork schedule for 2007 and response form.

Our fieldwork schedule has changed significantly since the beginning of this year. As most educators are aware we ran a number of focus groups during the first half of this year to seek feedback from the field in respect to fieldwork. Our fieldwork schedule was tabled at each focus group and comment was requested from participants. In addition, feedback has been sourced from fieldwork educators supervising our students this year either at the educator workshop or via survey. A number of important recommendations were provided that have now been incorporated into a revised schedule.

The strong recommendations yielding a consensus across the groups included:

- Consider the option of a full week block for 1st year instead of 4 days @ one day per week.
- Consider using the semester breaks more as all universities are pushing fieldwork into the semester structure. This current practice creates congestion of fieldwork demand during semesters while semester break time is often under utilised by universities
- Consider increasing the length of the 3rd year placement
- Avoid any overlap of placements across year levels

Thus our fieldwork schedule has been re-designed accordingly. First year has 2 options either as a week block in the semester break or as four Mondays in April/ May. The third year block has been placed in the mid semester break and extended to a 5 day per week placement increasing the fieldwork placement by 5 days duration. There is now no overlap of placements other than project placements overlapping with the final 4th year placement.

We thank you for your feedback and hope the revised schedule is not only more acceptable to agencies but also provides a clear indication that feedback from the field is taken seriously and acted upon.

We will be running a fieldwork educator workshop in the week of March 19th. This workshop will address educator needs in respect to Monash fieldwork in 2007 and is complimentary. Please indicate your date and location preference on the attached form. The workshop will also incorporate a library tutorial given all our fieldwork educators are now automatically provided with on line access to the Monash University library and its extensive collection of ejournals. After numerous approaches I have agreed to make this access available to fieldwork educators as soon as I receive a firm 2007 student offer from the agency rather than delay the access until students commence in 2007. For our new educators this means we can arrange library access on return of the attached form.

Professional development vouchers will continue in 2007 at the 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 all 2nd and 3rd students on placements in 2007.

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 in a way that doesn't burden the occupational therapist struggling to do both tasks concurrently. Backfill need was raised energetically in the focus groups for agencies accommodating a group of 4 or more students. We are keen to explore this need with agencies and provide support; if your response falls into this category we will contact you to further discuss your support needs. Alternatively you may approach us to discuss this issue prior to completing the attached form.

We look forward to working with you all in 2007 Thank you for your consideration of our fieldwork needs,

Kind Regards,

Pamela Kirke
Occupational Therapy Program
School of Primary Health Care
Monash University – Peninsula Campus