



Department of Occupational Therapy

Policy 10.0. *Professional Behavior*

POLICY PURPOSE

To provide guidelines for expected student professional behavior in all classroom, laboratory, fieldwork, service, and related interactions.

POLICY STATEMENT

Occupational therapy students are expected to exhibit professional behavior at all times.

PROCESS + PROCEDURES

1. The student will be informed of the AU Student Conduct Policies and Resources.
2. Students are expected to display professionalism at all times. All OT students are responsible for self-governance of professional behaviors in all classroom, laboratory, fieldwork activities and interactions. OT students must demonstrate respect for all individuals in all interactions (oral and written).
3. Students must adhere to HIPAA requirements and consistently protect client confidentiality.
4. The student must demonstrate the ability to fully participate in educational, laboratory, fieldwork, and service expectations. If a student is experiencing personal circumstances that make it difficult to optimally perform in any aspect of the Program requirements, the student may be asked to withdraw from the program until the student is able to fully participate in the program. The student will be referred to a Departmental Review Body that will make a recommendation regarding progression in the Program.
5. Professionalism, or personal, issues that impede performance and safety in client care or with guest speakers may result in the immediate removal of the student from the learning experience.
6. Participation requirements may be graded by faculty and serve as a professional requirement in all courses. The lack of professional participation could result in course failure for not meeting course and professional expectations. Students will be warned about lack of participation, the warning will be documented, and if the student needs faculty assistance, it is the student's responsibility to discuss learning needs with the faculty member.
7. In general, when failure to comply with expected professionalism occurs, the behavior and expectations will be discussed with the student. Faculty members may document any unprofessional behavior incidence and place the documentation in the student's file. The



student may be referred to a Departmental Review Body that will make a recommendation regarding progression in the Program. In situations where safety or harm to self and/or others is a concern, the Chair will determine the appropriate course of action with guidance from University leadership.

8. Given the unique nature of Fieldwork involving patient care experiences, the site and Academic Fieldwork Coordinator may remove a student from a Level I or II fieldwork experience immediately, resulting in a failing course grade. This would be due to serious actions or behaviors that directly impact the safety, privacy, dignity, or confidentiality of patients in the setting. A Departmental remediation must be completed prior to the student being able to go on a future fieldwork placement. For behaviors that are less serious, a learning contract may be developed during the fieldwork to support the student being successful in continuing on fieldwork if the site agrees to a learning contract. If a student fails to meet the minimum expectations for any Level I or Level II fieldwork course, after the implementation of a learning contract to support the student, the student will be required to withdraw from the fieldwork experience. A Departmental remediation must be completed prior to the student being able to go on a future fieldwork placement. Students may only have one withdraw from Level I or Level II Fieldwork. Failure to achieve the minimum academic expectation, including a withdraw, on fieldwork will be reviewed by a Departmental Review Committee for eligibility to progress in the program. Withdraw or failure in fieldwork will impact progression of future fieldwork placements and may impact progression in the curriculum.

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