

Occupational Therapy Program Essential Functions

In addition to meeting the academic standards required for Concordia University Wisconsin's Occupational Therapy Program, a student must be able to perform the essential functions listed below without, or with, reasonable accommodations. These essential functions are consistent with occupational therapy practice as outlined by the AOTA Guide to Occupational Therapy Practice for satisfactory completion of all aspects of the program curriculum as well as for the development of appropriate professional skills and attributes consistent with occupational therapy practice. The essential functions apply in classroom, tutorial, laboratory, clinical, and fieldwork settings.

Requested accommodations may not be guaranteed if they eliminate essential program elements or alter the OT curriculum.

Please read each skill listed below, in each category, and initial in accordance with your ability, reading the headers carefully.

Cognitive Skills	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
learn independently from written materials for 30-40 hours a week			
actively attend to classroom activities (lecture, labs, etc.) for 8 hours a day			
remember and process multiple pieces of information simultaneously to make clinical judgements			
manage and prioritize multiple competing demands on one's time and effort in both the short and long term			
identify and solve complex problems independently using multiple sources of information			
analyze and evaluate abstract concepts to make judgements and reach conclusions			
remember and accurately follow multi-step written and/or verbal directions			
attend to task completion			
exercise good judgment and adhere to all safety precautions during lecture, lab, and clinical experiences			
maintain confidentiality of client/patient information			
apply academic learning to clinical situations			

Cognitive Skills, continued	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
acknowledge limitations and obtain appropriate assistance to provide safe client care			
interpret, integrate, and analyze complex information, perform clinical problem-solving, and synthesize and apply information from the discipline of occupational therapy and related disciplines to formulate accurate diagnostic and treatment judgments.			
reliably and critically self-evaluate professional, technical, and personal skills that contribute to positive patient/client outcomes.			
accept constructive criticism and respond by appropriate modification of behavior			
manage one's own time and others' effectively and efficiently			
determine when something is wrong or is likely to go wrong, and then be able to act before there is a negative consequence			
accurately describe changes in other's facial expression, mood, activity, and posture			
ensure client safety during all therapeutic interactions			
monitor patient/client vital signs (e.g. BP, HR, respiration, pulse O2 monitors)			

Motor Skills	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
maintain and assume a variety of positions including sitting and standing for up to 3 hours continuously, frequent walking, bending, squatting, kneeling, stair climbing, reaching forward, reaching overhead, turning and movement of the trunk and neck in all directions			
respond quickly to emergency situations by lifting/pushing/pulling patients, applying force to perform CPR, assist with transporting patients			

Motor Skills, continued	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
perform manual material handling and manipulation of various sizes and weights including lifting and transferring patients, guarding patients during functional mobility training on level surfaces/uneven surfaces/ramps/stairs, pushing and pulling to provide resistance and to assist in maneuvering patients			
safely lift up to 50 pounds independently when transferring and or performing manual patient handling			
safely lift up to 50 pounds independently when handling materials			
safely push and pull with up to 100 pounds of force			
safely carry items of at least 50 pounds with both hands for 25 feet			
manually palpate various body structures during examination and intervention procedures			
balance self and provide support and balance to patients on a variety of surfaces including level and uneven ground, ramps, curbs, and stairs			
perform a variety of exertional activities for up to 10 hours with occasional rest breaks			
manipulate objects/equipment of various sizes, shapes, temperatures, smells, and textures (e.g. dials, knobs, testing instruments, therapy balls, scissors, clamps, kitchen equipment, bathroom equipment, raw foods, etc.)			
use appropriate manual pressure when touching clients			
perceive touch information adequately (palpation, MMT, sensory testing, mobilization, facilitation, orthoses, tone, temperature, depth, etc.)			
perceive gradients of temperature for safe application of client applications with orthoses, bathing, and cooking activities			

Social & Emotional Skills	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
maintain composure and emotional stability during periods of high stress and emergency situations			
demonstrate affective skills and appropriate demeanor and rapport that relate to professional education and quality client/patient care			
demonstrate the flexibility to perform in stressful or rapidly changing, unpredictable, or emergency situations, such as an intensive academic program and a variety of clinical situations, which may involve pain, grief, death, stress, communicable diseases, blood and body fluids, and or toxic substances			
tolerate physically, emotionally, and mentally taxing workloads, proactively making use of available resources to help maintain both physical and mental health			
function effectively under time constraints while remaining calm and composed			
manage stress associated with completing timed written, oral, and laboratory practical exams			
display professionalism through appropriate presentation of oneself			
interact effectively with individuals, families, and groups from diverse social, emotional, cultural, and intellectual backgrounds in a variety of settings			
demonstrate attributes that include compassion, empathy, altruism, integrity, honesty, caring, fairness, responsibility, concern for others, accountability, interest, tolerance and motivation			
maintain general good health, self-care, and hygiene in order not to jeopardize the health and safety of self and individuals with which one interacts			
recognize and promptly respond to emotional communications such as sadness, worry, agitation, pain and lack of comprehension of therapist communication			
demonstrate honesty, integrity, professionalism, and ethical behavior according to the standards set forth by the American Occupational Therapy Association			

Communication Skills	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
use computers to obtain professional literature, and complete classroom and clinical documentation			
communicate in English effectively and sensitively with peers, faculty, clinical supervisors, clients, and client families			
produce and interpret written communication			
use therapeutic communication, such as attending, clarifying, coaching, facilitating, and touching in appropriate ways			
advocate for one's role and delegate responsibilities when appropriate and collaborate within an interprofessional team			
listen attentively and actively in order to receive and interpret oral communication			
recognize when others (i.e., students, faculty clients, family members) do or do not understand his/her written and/or oral communication			
modify communication style to meet diverse communicative needs			

Vestibular Skills	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
monitor one's own position in space (to maintain balance and posture)			
tolerate changes in head position during intervention			
tolerate changes in elevation such elevators, escalators			

Auditory Skills	I can complete independently, without accommodations.	I can complete with reasonable accommodations.	I cannot complete.
hear and react to alarms, emergency signals, timers, cries for help, phones, pagers, overhead page			
engage in conversation			
hear heart rate and BP			

Students who indicate needing accommodations to accomplish any of the essential functions will need to work with CUW's Accessibility Services. To receive services, the student, according to the Americans with Disabilities Act (ADA), must have a physical or mental impairment that substantially limits one or more major life activities. In addition, students must provide appropriate documentation which supports the physical or mental impairment that substantially limits one or more major life activities. In order to receive accommodations, please review the Accessibility Services website at <https://www.cuw.edu/academics/services/student-academic-resources/academic-resource-center/accessibility-services/index.html> or call the Academic Resource Center (ARC) at 262.243.2623.

Thank you to the Sacred Heart University Occupational Therapy program, and the East Carolina University Occupational Therapy program.

I acknowledge I have read and am able to perform the Essential Functions, without or with accommodations as noted above, of an Occupational Therapy student at Concordia University Wisconsin. I understand that reasonable accommodations may be provided, but are not guaranteed, for applicants with disabilities who self-disclose and who work with our Academic Resource Center to request those accommodations.

Student Name: _____

Student Signature: _____

Date: _____