

Application for a New Course v10.5

Course ID <i>Subject and Number</i>	OCCT 711 - Ethical and Professional Decision Making In OT
Date APPROVED	
Date DENIED	

I. Systems and Catalog Information Complete each item.

1	Course Developer	Dr. Hope Martin Donna Walls
2	Course Teacher	Donna Walls
3	Course Title	Ethical and Professional Decision Making in OT
4	Course Abbreviation (if title is over 30 characters)	Ethics in OT
5	College	Education and Human Services
6	Department	Occupational Therapy
7	Number of Credit Hours	1
8	Is the course Fixed Credit or Variable Credit?	F
9	Is the course repeatable?	Y
10	Maximum number of times course may be repeated	1
11	Maximum number of hours credit	1
12	Explanation for variable credit	
13a	Course contact hours - LEC	1
13b	Course contact hours - Lab	
13c	Course contact hours - Practicum	
13d	Course contact hours - Seminar	
13e	Course contact hours - Studio	
13f	Course contact hours - Online	
13g	Course contact hours - Colloquium	
13h	Course contact hours – Field Experience	
13j	Course contact hours - Internship	
13k	Course contact hours - Research	
13m	Course contact hours - Workshop	
13n	Course contact hours – Other (specify)	
14	Instructor Workload	1
15	Grade Mode (check all appropriate):	<u> X </u> Standard Credit/No Credit (undergrad only)
16	Maximum Enrollment	25
17	Catalog Description (50 words or less)	This course is designed to promote ethical reflection and practice in the roles of being an occupational therapist.
18	List any prerequisites (course/s, test scores, class standing, major, etc.)	OCCT 603, OCCT 639, OCCT 635, OCCT 651, OCCT 661
19	List any co-requisites	
20	If the course is cross listed, specify	

	the Course ID(s) MUST have signature in Section V off all Department Chairs	
21	Does this course have any special student costs? Yes/No <i>Attach a <u>completed</u> "Request to Add or Change Course Fees" form. Describe in section IV-F.</i>	No
22a	How often will it be offered? Fall	1
22b	How often will it be offered? Spring	0
22c	How often will it be offered? Summer	0
23	Frequency? All, odd, or even years?	All
24	First semester this course will be offered <i>New courses may not be taught under their approved course ID until they appear in the catalog, therefore, no earlier than the coming fall.</i>	Fall 2016
25	List course/s that should be deleted, include the last semester for course/s being deleted <i>A course cannot be deleted when it is a requirement in a degree plan in any department.</i>	
26	Is this course required for a degree/s? Yes/No <i>If "Yes," attach a revised degree plan(s) reflecting the placement of the new course.</i>	Yes
27	Should the addition of this course be retroactively applied to the degree plan it supports? Yes/no and explain	Yes
28	Has this course been offered as a Special Topics course? Yes/No <i>If "Yes," specify the Course ID and enrollment for each term it was taught.</i> <i>(Note: New courses are NOT required to be taught as Special Topics courses prior to being approved. However, courses may be taught once as Special Topics before it is proposed. See the Course Descriptions section of the Catalog for details.)</i>	Yes CRN 21406, Spring, 2016, 22 students
29	List any courses in which content overlaps the proposed course. (Course ID and Name) <i>Attach statement from instructor/dept chair of existing course justifying the new offering in Section IV-D.</i>	

II. Curriculum

1	Degree Plan Explanation of how this course affects degree requirements.	This course meets Standards B.9.1, B.9.2, B.9.5, B.9.10 and B.9.11 of the Education Standards for the American Council for the Accreditation of OT Education (ACOTE). Standard B.9.1 - Students will demonstrate knowledge and understanding of the American Occupational Therapy Association (AOTA) Occupational Therapy Code of Ethics and Ethics Standards and AOTA Standards of Practice and use them as a guide for ethical decision making in professional interactions, client interventions, and employment settings. Standard B.9.2 - Students will discuss and justify how the role of a professional is enhanced by knowledge of and involvement in international, national, state, and local occupational therapy associations and related professional associations. Standard B.9.5 - Students will discuss professional responsibilities related to liability issues under current models of service provision. Standard B.9.10 – Students will demonstrate strategies for analyzing issues and making decisions to resolve personal and organizational ethical conflicts. Standard B.9.11 – Students will explain the variety of formal and informal systems for resolving ethics disputes that have jurisdiction over occupational therapy practice.
2	Justification State the justification for adding this course to the current curriculum. Represent the need.	This course is part of the new Occupational Therapy program.

III. Course Design

1. Audience and Course Goal

1	Describe the intended audience, including prerequisite skills.	Graduate MSOT Students
2	State the overarching course goal(s) in performance terms.	Students will learn to promote ethical reflection and practice in the roles of

		being an occupational therapist.
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2. Competencies and Measurements

ACOTE	SLO's	NBCOT	Assignment
B.9.1	Students will demonstrate knowledge and understanding of the American Occupational Therapy Association (OTA) Occupational Therapy Code of Ethics and Ethics Standards and AOTA Standards of Practice and use them as a guide for ethical decision making in professional interactions, client interventions, and employment settings.	020201 020202 040201 040202 040203 040205 040206	- Case Studies: Gabe, Sarah and Liz - Exam
B.9.2	Students will discuss and justify how the role of a professional is enhanced by knowledge of and involvement in international, national, state, and local occupational therapy associations and related professional associations.	Does not appear in NBCOT Anchor Document	- Review Texas Disciplinary Actions for OT's - Exam
B.9.5	Students will discuss professional responsibilities related to liability issues under current models of service provision.	040201 040202 040203 040204 040205	- Case examples and speakers: Outpatient Clinics, Hope Martin - Skilled Nursing Facility: Case Study: Gabe - Exam
B.9.10.	Students will demonstrate strategies for analyzing issues and making decisions to resolve personal and organizational ethical conflicts.		- Hospital Administrator Guest Lecture - Case Study: Gabe and Sarah - Exam
B.9.11.	Students will explain the variety of formal and informal systems for resolving ethics disputes that have jurisdiction over occupational therapy practice.		- Case Study: Liz - Exam

3. Text and Resources

1. Give the full publication information of the textbook/s and other required resources and outside readings.
2. For **combined undergraduate/graduate** courses, make two lists:
 - a. full publication information; label **Undergraduate**.
 - b. full publication information; label **Graduate**. Indicate number of pages required.

There are no required texts for this course.

IV. Supporting Documentation

Supporting documents must accompany proposal prior to preliminary approval by chair and dean.

1	Library — Submit new course application and syllabus to the Dean of the Library. Consult with the director and establish a deadline for completion of the library report. Attach the signed copy of the Library report.
2	Instructional Design — The application and syllabus must be reviewed by the Adams Center. Attach a copy of the Adams Center Review Letter.
3	Content Overlap — Include one document for each course you listed in Section I-I. Attach statement from instructor/dept chair of existing course justifying the new offering.
4	Departmental Resources — List the resources that support the course and are available only through the department, if applicable. Attach the list of the holdings and the location/s.
5	Resources — List resources (other than library or departmental resources) that are needed to support this course (computers, lab equipment, other technology, etc.). Attach a complete list of all items and indicate possible sources or estimated cost of each. List the sources of any needed funds.
6	Expenses — List additional expenses needed to implement this course (full-time or part-time faculty, graduate or lab assistants, student employees, travel, special student costs, room renovation, storage facility, etc.). Attach a complete list of all items, the estimated cost of each and the source of the funds.
7	Justification — Attach all documents referred to in Section II-2
8	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
9	Provide documentation for all additional attachments here

V. Preliminary Approvals

All supporting documentation has been assembled and attached to this application. I believe this course is ready to be presented to appropriate councils. We have a plan to fund this new course.

Course Number and Name _____

Primary Department

Department Chair

Date



Dean of the College

3.31.14

Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

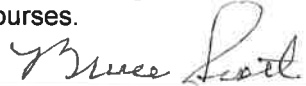
VI. Actions *Place all actions on one page.*

Course ID: _____

Course Title: _____

1. College Academic Council: (for all courses)

Note: Insert additional lines for College Academic Council action for each college involved in cross-listed courses.

Approved ☒ Denied ☐  3.31.16
College Dean or Director Date

Approved ☐ Denied ☐ _____
College Dean or Director Date

2. Graduate Council: (for graduate level courses)

Approved ☐ Denied ☐ _____
Dean of Graduate School Date

3. Teacher Education Council: (when applicable)

Approved ☐ Denied ☐ _____
TEC Chair Date

4. University General Education Council: (when applicable)

Approved ☐ Denied ☐ _____
Provost's designee Date

5. University Undergraduate Academic Council: (*undergraduate level courses*)

Approved ☐ Denied ☐ _____
Vice Provost Date

6. Academic Provost: (for all courses)

Approved ☐ Denied ☐ _____
Provost Date

7. President of the University: (for all courses)

Approved ☐ Denied ☐ _____
President Date

Attach notes, comments, or conditions from appropriate councils:

Ethical and Professional Decision Making In OT Syllabus



College of Education and Human Services

Department of Occupational Therapy

OCCT 711 Ethical and Professional Decision Making In OT

General Course Information

Mission Statements

University Mission Statement: The mission of Abilene Christian University is to educate its students for Christian service and leadership throughout the world.

College of Education & Human Services Mission Statement: To equip students for global ministry through exemplary practice and service in education and human services.

Department of Master of Science in Occupational Therapy Mission Statement: To prepare occupational therapy students to think and act critically, missionally, and

globally in Christian service and leadership throughout their respective communities.

Credit Hours 1

Instructor and Contact Information

Donna Walls, OTR, MS, CHT

Donna.walls@acu.edu

Hardin Administration Building Suite 204

Class time and location

This course is offered as a short course Dec. 9,10, and 11th

9:00 am- 4:30 pm Dec. 9 and 10 with break from 12-1pm

9 am – 11am Dec 11

About the Students

OCCT 711 is a graduate course in Master of Science in Occupational Therapy degree

Prerequisites

OCCT 603 Foundations of OT

OCCT 639, OCCT 635, OCCT 651; OCCT 661

Course Content

Course Description

This course is designed to promote ethical reflection and practice in the roles of being an occupational therapist.

Course Objectives

ACOTE	SLO's
B.9.1	Students will demonstrate knowledge and understanding of the American Occupational Therapy Association (AOTA) Occupational Therapy Code of Ethics and Ethics Standards and AOTA Standards of Practice and use them as a guide for ethical decision making in professional interactions, client interventions, and employment settings.
B.9.2	Students will discuss and justify how the role of a professional is enhanced by knowledge of and involvement in international, national, state, and local occupational therapy associations and related professional associations.
B.9.5	Students will discuss professional responsibilities related to liability issues under current models of service provision.
B.9.10.	Demonstrate strategies for analyzing issues and making decisions to resolve personal and organizational ethical conflicts.

B.9.11.	Explain the variety of formal and informal systems for resolving ethics disputes that have jurisdiction over occupational therapy practice .

Teaching/Learning Methods:

Active Learning, discussion, Case study Group work, Qualified guest Speakers

Supporting Course Documents:

Competencies and Measurements:

ACOTE	SLO's	NBCOT	Assignment
B.9.1	Students will demonstrate knowledge and understanding of the American Occupational Therapy Association (AOTA) Occupational Therapy Code of Ethics and Ethics Standards and AOTA Standards of Practice and use them as a guide for ethical decision making in professional interactions, client interventions, and employment settings.	020201 020202 040201 040202 040203 040205 040206	• Case Studies: Gabe, Sarah and Liz • EXAM
B.9.2	Students will discuss and justify how the role of a professional is enhanced by knowledge of and involvement in international, national, state, and local occupational therapy associations and related professional associations.	Does not appear in NBCOT Anchor Document	• Review Texas Disciplinary Actions for OT's • EXAM
B.9.5	Students will discuss professional responsibilities related to liability issues under current models of service provision.	040201 040202 040203 040204 040205	• Case examples and speakers: Outpatient Clinics, Hope Martin • Skilled Nursing Facility: Case Study: Gabe • Exam
B.9.10.	Demonstrate strategies for analyzing issues and making decisions to resolve personal and		• Hospital Administrator Guest Lecture • Case Study: Gabe and

	organizational ethical conflicts.		Sarah • Exam
B.9.11.	Explain the variety of formal and informal systems for resolving ethics disputes that have jurisdiction over occupational therapy practice.		• Case Study: Liz • Exam

Course Schedule

**** Please note: This schedule is tentative and is subject to change**

Date	Topic	Assignment	Percent of Grade
Day 1	• What is ethics? • OT Code of ethics 2015 • Ethical Decision Making Framework • AOTA Standards of Practice	Class discussion differences between Morality, Ethics and the Law In groups of 3 give an example of how you would delineate principles and core values and attitudes of the Code of Ethics Standards Case Study "Liz" In groups of 3 review and complete the exercises for Case Study "Gabe" In groups of 3 review and complete the exercise for ethical decision making framework with Case Study "Sarah" In 4 groups review the assigned standard and prepare an explanation for the class discussion with practical examples.	Participation 25% of grade

[illegible]

Day 3	Exam		50% of grade
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Grade Criteria

Grade	Percent
A	90-100
B	80-89
C	70-79
D	60-69
F	59- below

Course Policies

ADA Compliance: The ACU Student Disability Services Office (a part of Alpha Academic Services) facilitates disability accommodations in cooperation with instructors. In order to be eligible for accommodations, you must be registered with Disability Services and a separate request must be made for each class in which accommodations are needed. Call extension 2667 for an appointment with the Director of Disability Services.

Attendance: As stated in the ACU Course Catalogue, class attendance is expected. Attendance is imperative for development of understanding and meeting course objectives; therefore, attendance will be recorded. Since this is a short course, attendance is mandatory. Special circumstances will be dealt with individually at the discretion of the professor and program director.

UNIVERSITY SPONSORED ABSENCES: It is the student's responsibility to:

1. Arrange to take tests, labs etc. more than 48 hours PRIOR TO THE UNIVERSITY SPONSORED ABSENCE.
2. CHECK before returning to class to determine if an in-class assignment was assigned during University sponsored absence.

Attire and Professionalism: At all class meetings, attire should be comfortable, but in good taste and reflecting professional demeanor. Hats/caps, for males or females, are not to be worn during any test, quiz or other evaluation period.

Academic Integrity: University Policy for Academic Integrity and Honesty

1. Academic Integrity is defined as academic work completed as assigned for each class by the individual or group responsible for the work. Academic work includes but is not

limited to reading assignments, assessments and examinations, attendance at required out-of-class activities, written or oral presentations, laboratory experiments and research.

2. See Academic Integrity and Honesty Policy for details of what constitutes academic dishonesty and resultant disciplinary actions. www.acu.edu/campusoffices/provost

Cell Phones, Calculators and other Electronic Devices:

1. Unless being utilized for academic purposes as instructed by the professor, to prevent disruption of classes, all cell phones must be turned to the OFF or vibrate (w/out sound) setting and put away during class time. No cell phone is to be answered inside the classroom or in close proximity to the classroom door – be courteous with usage just outside the class.
2. With the possibility that sensitive information can be accessed, students are not to leave their phones in sight during examinations. Likewise, students are cautioned that inappropriate use of a cell phone outside of the classroom shall be construed as cheating and result in associated penalties.

Sexual Harassment:

Harassment will not be tolerated at Abilene Christian University. As a Christian community, Abilene Christian University has committed itself, unequivocally, to ensuring a working and learning environment in which the dignity of every individual is respected. Therefore it is the purpose of this policy to maintain a work and academic environment that is free of harassment, sexual or otherwise. This policy applies to all members of the ACU community, including trustees, faculty, staff, students, and volunteers at Abilene Christian University. For a more in-depth look at the university's anti-harassment policy, full definition of harassment, and procedure for reporting, visit: [www.acu.edu/campusoffices/studentlife/judicial/For Students/Harassment_Policy](http://www.acu.edu/campusoffices/studentlife/judicial/For%20Students/Harassment_Policy)

ACU Syllabus Checklist

Revised on July 15, 2014 based on ACU New Course Application v10.5.

Course Title and Number

OCCT 711 Ethical and Pr

Reviewer

David Christianson

Developer

Donna Walls

About the course

- ☒ Course number and title
- ☒ Credit hours
- ☒ Semester and year
- ☐ Meeting time and place
- ☒ Prerequisites/co-requisites

About the instructor(s)

- ☒ Name and title or rank
- ☒ Office location
- ☒ Contact information
- ☐ Office hours/contact expectations

Mission statements

- ☒ ACU mission statement
- ☒ College mission statement
- ☒ Department mission statement
- ☐ Personal mission statement (optional)

Unique Christian Perspective

- ☒ Description of how learning and Christian faith are integrated in the course

Course Content

- ☒ Catalog description

- ☒ Intended audience
- ☒ Outline of topics

Teaching/Learning Methods and Format of Class Sessions

- ☒ Description of the types of activities students should expect in the course

Materials

- ☐ Required and optional materials, including textbooks, etc.

Learning Objectives/Competencies

- ☒ Specific competencies stated in measurable terms
- ☒ Assignments or instruments that will be used to assess the competencies.

Assessment/Grading Criteria

- ☐ Complete and accurate details of factors and elements that will comprise the final grade
- ☐ Weight or point value of all graded elements
- ☒ Grading scale with clear expectations for grades
- ☐ Extra credit opportunities (optional)

University Policies

- ☒ Special needs policy -ADA
- ☒ Academic integrity policy (recommended)
- ☒ Title IX policy (recommended)

Course Policies

Expectations and consequences regarding:

- ☒ Participation
- ☒ Attendance and tardiness
- ☐ Course specific academic integrity policy (optional)

Calendar

(Note: Calendar is not required for Course Application, but it must be included in all syllabi distributed to students.)

- ☒ Exam dates
- ☐ Assignments
- ☐ Due dates and other deadlines (and late assignment/exam policy)
- ☒ Schedule of readings and topics
- ☒ Statement to reserve the right to modify the calendar as necessary

Any comments?

Include the meeting location.

There are no supporting course documents listed. If there are no required readings or materials for students to acquire, it may be helpful to indicate as such.

Only 75% of the course grade is accounted for (25% participation, 50% exam). Please indicate how the other 25% will be earned.

Add the instructor's office hours or other contact expectations if students need assistance outside of the class meetings.

You may want to add attendance and completion requirements for such a short course that indicate how (or if) work and activities can be made up.

Submit

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Monday, March 28, 2016

Abilene Christian University

Re: OCCT 711 Application

Dear Hope,

The Adams Center for Teaching and Learning has completed the syllabus review for OCCT 711: Ethical and Professional Decision Making in OT. The syllabus was reviewed based on the ACU Syllabus Guidelines. The syllabus proposed meets or exceeds most of the expectations described in these guidelines.

Please address the following before submitting the syllabus to the academic Council.

- Include the meeting location.
- There are no supporting course documents listed. If there are no required readings or materials for students to acquire, it may be helpful to indicate as such.
- Only 75% of the course grade is accounted for (25% participation, 50% exam). Please indicate how the other 25% will be earned.
- Add the instructor's office hours or other contact expectations if students need assistance outside of the class meetings.
- You may want to add attendance and completion requirements for such a short course that indicate how (or if) work and activities can be made up.

There is no need to return the syllabus to the Adams Center for further review. Of course, if you would like to discuss this suggestion or any other aspect of your syllabus or instructional strategies, please contact me and we will schedule a time as soon as possible. We are here to serve you as you help prepare students for Christian service and leadership throughout the world.

Grace and Peace,



David Christianson
Instructional Designer
Adams Center for Teaching and Learning
Abilene Christian University

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

M E M O R A N D U M

DATE: March 31, 2016
TO: Dr. Hope Martin
FROM: Mark McCallon, Associate Dean for Library Services
RE: New Course Proposal, OCCT 711 – Ethics and Professional Decision Making in OT

The library has examined the course proposal and is able to support the proposed course. Please contact your librarian liaison, Mark McCallon (mccallonm@acu.edu), if additional library resources are needed to support the proposed course. Thank you.