



FACULTY OF HEALTH
SCHOOL OF HEALTH AND SOCIAL DEVELOPMENT

HSO418

Innovation and Evaluation in
Occupational Therapy Practice

**Innovation & Evaluation
(I&E) Project Manual
Practice Educators**

2021

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Introduction

The Innovation and Evaluation (I&E) Project is the final practice education placement for the Bachelor of Occupational Therapy program at Deakin University. Preparation for this placement begins in Trimester 1 as part of HSO401 – OT Practice Applying Knowledge and Reasoning. The placement itself occurs in Trimester 2 as part of HSO418 (Innovation and Evaluation in Occupational Therapy Practice), and provides students with the chance to put all of their prior academic and placement experience into practice. The project also enables students to make a practical contribution to the Occupational Therapy profession, as they support their practice educator to introduce and evaluate innovative practice.

In Trimester 1, the students will be completing the background research and planning required to propose a solution for the project the practice educator has proposed. Across Trimester 2 (9th August – 22nd October 2021), the students will work independently to deliver the agreed outcomes of the project. They will be in charge of and accountable for their own time management, and students are encouraged to treat the placement as rehearsal for their first job post-graduation. Deakin University therefore expects them to uphold high quality professional behavior and presentation throughout their time with your service.

Thank you very sincerely for agreeing to work with Deakin University on these placements this coming year. We look forward to the students providing you with resources and input to assist you to be innovative and evidence based in your practice.

Emma Clark

School of Health and Social Development
Faculty of Health,
Deakin University, Geelong Waterfront Campus
Telephone: 03 5227 3551
Email: emma.clark@deakin.edu.au

Aims of the Innovation and Evaluation (I&E) Project

The Innovation and Evaluation Project will:

- Provide support to agencies around implementing and piloting innovative practices which support the relationship between occupation and health
- Enable students to experience service development within an area of practice of their choice
- Provide opportunities for students to develop advanced skills and competencies in knowledge translation, service development and evaluation, which are valued by employers
- Provide students with opportunities to consolidate work readiness skills such as communication, time management, project management and collaboration 'on the job'
- Enable students to consolidate their skills in evidence based practice developed during third year units, and draw up learning from all other areas of the course, in a capstone project
- Provide students with an opportunity to problem solve and address challenges to introducing innovative practices, in a supported learning environment
- Improve the quality and offerings of health and community services through the introduction and evaluation of innovative practices
- Provide placement opportunities which address the demands of modern workplaces, and prepare students to meet them

I&E Project Staffing

Position	Name	Role description and responsibilities
HSO418 Unit Chair	Emma Clark emma.clark@deakin.edu.au 03 5227 3551	<ul style="list-style-type: none"> ▪ Coordinates all I&E Project Placements ▪ Curates Cloud Deakin Resources related to I&E Project ▪ Primary contact for any queries in relation to I&E Project Placements ▪ Allocates students to placements (in accordance with preferences wherever possible) ▪ Coordinates and marks student assignments ▪ Manages all student queries relating to I&E Project Placements ▪ OT program interface with Agencies
HSO418 Deakin Practice Education Facilitators	Nikki Lyons nikki.lyons@deakin.edu.au Caroline Mackinnon c.mackinnon@deakin.edu.au	<ul style="list-style-type: none"> ▪ Provides 1:1 and group tutorials around innovation and evaluation practices ▪ Available to assist students problem solve during the course of their placements
Practice Educators (Agency based)	Refer to Agency Information	<ul style="list-style-type: none"> ▪ Provides site specific guidance and support for proposed I&E Project Placements ▪ The person in each centre which students negotiate with in regards to practical / logistical issues (i.e. Room booking, patient contact details) ▪ Signs off timesheet and SPEF ▪ The person to inform in case of absence from agreed attendance at placement - phone call

I&E Project Assessment

There are a series of assessments for this project (three assessed and one hurdle), all of which relate closely to the Innovation and Evaluation process your service will undertake with the students.

Assessment Task 1: I&E Project Interim Report (30%: 1500 words)

Due – September 8th 2021 @ 8pm

The interim report is an account of progress to date, and will consist of:

- A project update, which will report on progress against project aims and any preliminary findings.
- A personal reflection, including discussion of any challenges (i.e. team processes), feedback sought to address these challenges and organizational / contextual factors.

Assessment Task 2: Oral presentation (25%, 8 minutes)

Due – October 13th 2021

All students will present their project to an audience of their peers, project supervisors and Deakin OT academics at the Occupational Therapy Student Conference. These presentations will be 8 minutes in length, accompanied by a powerpoint presentation and followed by questions. All practice educators will be invited to attend.

Assessment Task 3: I&E Report (45%: 2000 words)

Due – October 18th 2021

The final assessment task takes the form of a detailed written report that documents the development of the innovation and its evaluation. Recommendations for future implementation and sustainability are also included

Assessment Task 4: SPEF-R Report (Hurdle Requirement)

The SPEF-R will be completed by the practice educator online and returned to the university at the conclusion of the project.

Note: Only sections 1,2,4B,5 and 6B of the SPEF-R require completion for HSO418.

Students must be assessed as achieving a satisfactory mark to pass the unit. Given the amount of individual work expected, students are expected to provide you with a copy of a SPEF they have completed for themselves, listing the evidence of progress towards each part of the SPEF throughout the placement. As with any other placement, if you have any concerns about a student's progress, please contact Emma Clark (Unit Chair) as soon as possible.

Intellectual Property

The students own all the intellectual property rights to the work that they do on these projects, including all assignments and the conference presentation. However, additional materials prepared with the practice educator or Deakin University staff (such as future conference presentations or work that draws upon the report) will most likely be works of joint authorship, and so all authors will hold copyright jointly, unless there is an alternative arrangement between you.

We encourage joint authorship with all stakeholders who have contributed to a project, should these further works be presented or published.

The student's permission is required should a third party seek access to copies of their assessments, conference presentation or poster at the conclusion of the project. The students are given the opportunity to provide this permission during the orientation session provided at Deakin University at the beginning of this placement, and such permissions will be forwarded on to your service on request.

I&E Practice Project Supervision and Support

Students will be assigned a Deakin Practice Education Facilitator (DPEF), who supports student learning and is the main contact between agency and university. University supervision and support will also be provided by the Unit Chair (Emma Clark). Emma will be available online and on campus throughout the trimester, and will also provide resources on the CloudDeakin site to support students during your project. While not required in every case, you may request the DPEF to visit the agency face to face for consultation or problem solving.

As the practice educator, you will provide students with site specific guidance and support for proposed I&E Project Placements. However you are not expected to provide 1:1 daily supervision, as you may have been used to in previous placements. All practice educators are expected to meet with students a minimum of three times (at the beginning of the placement, around the midway point and at the end), but other contact between placement educators and students may be individually negotiated.

In Trimester one, students will begin to record their activity and time use. Suitable evidence supporting this log towards completing the SPEF could include:

- Minutes / logs of meetings and discussions
- Written plans and drafted resources
- Email trails
- Examples of work tasks, linked to each SPEF-R competency

I&E Project Allocations

In Trimester One, students receive a list of the available I&E Projects nominated by participating agencies. They then have the opportunity to self-select a project based on personal interest, and are encouraged to consider their individual goals and gaps in learning.

I&E Project Hours and Format

Students are expected to complete **80 hours** of practice education while working on the I&E Project. However, please note that 8 hours are allocated for their attendance of the end of year student conference, which leaves **72 hours** for work on your project. When and how the students complete these hours is negotiated with the placement supervisor – there are no set days or times of attendance for this placement. However, it is important to ensure that the project you envisage is feasible for completion in these hours (over 9 weeks).

I&E Project Reference List

Fawcett, B. & Pockett, R. (2015). *Turning ideas into research: Theory, Design & Practice*. Sydney: Sage.

Harvey, G. & Kitson, A. (2015). *Implementing Evidence-Based Practice in Healthcare: A facilitation guide*. Sydney: Routledge.

Appendix 1: Participant Consent

DEAKIN UNIVERSITY

Faculty of Health,

School of Health and Social Development
Geelong Waterfront Campus

Telephone: (03) 5227 8366 Facsimile: (03) 5227 2356



Date _____

Dear Patient/Client/Consumer/Carer

This letter is to introduce the Innovation and Evaluation (I&E) project as part of the 4 year undergraduate Bachelor of Occupational Therapy course at Deakin University. In this program, Occupational Therapy (OT) students are working with your service or agency to implement a new assessment, treatment or program. Working closely with qualified health professionals is a key part of their experience

As part of this program we would like your permission to gather some information about your experience of the assessment, treatment or program. This will allow the occupational therapy students to evaluate how well it works, and provide a report to your service or agency. This information will be gathered by the Deakin University OT students. This project is part of the OT student’s learning goals and a copy of the resulting report (which will not include any details which could identify you) will be marked by a Deakin University staff member, a qualified and experienced Occupational Therapist.

Any information gathered from you will be kept securely at your service or agency, and will not be used outside of this setting. Please sign below if you are happy to participate in this project, after the students have given you information about what participation involved.

I consent to provide information about my experience of _____

I understand that all of my information will be kept securely at my service or agency, and will not be used outside of this setting. I understand this information will be used in a report to the service or agency, but no identifying information will be included. **I understand that participation in this project does not replace a formal assessment or treatment by a qualified Occupational Therapist.**

Signature of participant

Date

Any questions can be directed to:

OT Students’ Name:.....

Kelli Nicola-Richmond,
Unit Chair HSO418
Occupational Science & Therapy Deakin University;
Waterfront Campus
Phone: (03) 5227 8418
k.nicolarichmond@deakin.edu.au

Appendix 2: I&E Consent – Photography, Video and Audio Consent



Name (Please Print): _____

Address: _____

Telephone: _____

Address of organisation (Practice Education agency) _____

The above named agree to be photographed by Deakin University Occupational Therapy (OT) students and consent to the use of the photographs for the following specified purpose(s).

The photographs will be stored in a password protected file located at....., and will be reproduced in a report distributed to

- Supervising staff at Deakin University
- Staff at _____ (agency / service name)

Signature: _____

Date: _____

Where the person to be photographed is a child whom the photographer considers incapable of giving the above informed consent, the child should not sign the above and the child’s parent or guardian should sign below. Where there is doubt as to capability the photographer should ask both the child and the parent or guardian to sign.

Name of parent or guardian: _____

Address: _____

Telephone: _____

Signature of parent: _____
or guardian

Date: _____

Students Name:.....
Facilitator.....

Deakin Practice Education
Occupational Science & Therapy
Deakin University; Waterfront Campus Phone:
Phone: (03) 5227 8418

Privacy Statement

Your name and contact details are collected on this form in order to have a record of your consent to the taking and use of photographs and to be able to contact you about the photographs if necessary. You have a right to gain access to your personal information held by the nominated centre.