



Occupational Therapy Doctorate (OTD) Program Handbook

Welcome

Congratulations on your decision to pursue a doctoral degree in occupational therapy at the University of Nevada, Las Vegas! You have made a commitment to begin a rigorous course of study that will lead to a rewarding and satisfying career as an occupational therapist.

Mission Statement(s)

The Occupational Therapy Program Mission will be to produce competent entry-level practitioners, committed to lifelong learning and ethical practice, capable of becoming leaders in healthcare teams and leaders of health care in the community.

Purpose

The purpose of this handbook is to provide program specific information that is not found in the UNLV Graduate Catalog. Students are responsible for understanding and following the policies and procedures delineated in this document and the UNLV Graduate Catalog, as well as the NSHE Code, UNLV Bylaws, and the UNLV Student Conduct Code. Questions about policies should be directed to the Graduate College: valarie.burke@unlv.edu or emily.lin@unlv.edu.

Department Graduate Faculty

A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must hold graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status in your department, visit the [Graduate Faculty status web page](#).

Program Information

[Graduate Catalog: Occupational Therapy Doctorate \(OTD\)](#)

Contact Information

Program Director

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Department Chair

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Graduate Coordinator

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Department Main Office
 School of Allied Health Sciences
 Bigelow Health Sciences Building, Room 542

Program Requirements

Program requirements regarding **admission, coursework and culminating experience** are found in the graduate catalog.

Advisory Committee Guidelines

The Doctoral Capstone Coordinator will serve as the Chair of each student’s Capstone Committee. Each student will identify two additional advisory committee members to serve on his/her Capstone Committee. Requirements are that the individuals have an earned doctoral degree, hold Graduate Faculty status, and are familiar with the student’s chosen area of study. A Graduate College Representative will also serve on the student’s Capstone Committee. These members of the Capstone Committee will review and evaluate the student’s defense of their Capstone Proposal and final Capstone Project presentation.

Degree Program Benchmarks

Students will complete all coursework prior to beginning the Capstone Project which will occur in the eighth semester of the program. Prior to beginning their Capstone Project, students must earn a passing grade on the written competency examination. During the Capstone Preparation course, students will establish their topic and identify members of their Capstone Committee. Students will initiate an application to the Institutional Review Board and follow through to approval. The student will schedule a prospectus meeting to present their Capstone Proposal to his/her Capstone Committee. During the Capstone Project course in the ninth semester of the program, students will carry out data collection for their Capstone Project and then analyze the data. Students will schedule an oral defense of their Capstone Project with his/her Capstone Committee

Program Timeline

The Occupational Therapy Doctorate (OTD) Program is spread out over three years, during the summer, fall and spring semesters. The curriculum totals 120 credits of the following courses:

SAMPLE PLAN OF STUDY

| | | |
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| Summer Semester 1st Year Courses – Credits - 9 | | |
| OCT 720 | Functional Anatomy with lab | 6 credits |
| OCT 721 | Foundations of Occupational Therapy | 3 credits |
| Fall Semester 1st Year Courses – Credits - 18 | | |
| OCT 722 | Neuroscience for OT | 3 credits |
| OCT 723 | Functional Movement (Kinesiology) | 3 credits |
| OCT 724 | Mental Health Practice with Adults & Older Adults I | 3 credits |
| OCT 725 | Mental Health Practice with Adults/Older Adults I Lab | 1 credit |
| OCT 726 | Occupational Therapy Practice I Adults/Older Adults | 3 credits |
| OCT 727 | Occupational Therapy Practice I Adults/Older Adults Lab | 1 credit |
| OCT 728 | Evidence-Based Practice I – Quantitative Research | 3 credits |
| OCT 729 | Fieldwork IA (40 hours) | 1 credit |
| Spring Semester 1st Year Courses – Credits - 18 | | |
| OCT 730 | Culture and Occupational Therapy Practice | 2 credits |
| OCT 731 | Mental Health Practice II with Adults & Older Adults | 2 credits |
| OCT 732 | Mental Health Practice II Adults/Older Adults lab | 1 credit |
| OCT 733 | Occupational Therapy Practice II Adults/Older Adults | 3 credits |
| OCT 734 | Occupational Therapy Practice II Adults/Older Adults lab | 1 credit |
| OCT 735 | Health & Wellness Interventions Adults/Older Adults | 2 credits |
| OCT 736 | Evidence-Based Practice II – Qualitative Research | 3 credits |
| OCT 737 | Teaching & Learning I | 3 credits |

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| OCT 738 Fieldwork IB (40 hours) | 1 credit |
| Summer Semester 2nd Year Courses – Credits - 8 | |
| OCT 740 Fieldwork IIA (12 weeks) | 6 credits |
| OCT 741 Professional Development Seminar I (on-line) | 2 credits |
| Fall Semester 2nd Year Courses – Credits 15 | |
| OCT 742 Mental Health Practice with Children & Youth | 2 credits |
| OCT 743 Mental Health Practice with Children & Youth lab | 1 credit |
| OCT 744 Occupational Therapy Practice I with Children & Youth | 3 credits |
| OCT 745 Occupational Therapy Practice I with Children/Youth lab | 1 credit |
| OCT 746 Driving & Community Mobility | 2 credits |
| OCT 747 Occupational Therapy Leadership I | 2 credits |
| OCT 748 Professional Service Management | 3 credits |
| OCT 749 Fieldwork I C (40 hours) | 1 credit |
| Spring Semester 2nd Year Courses – Credits 17 | |
| OCT 750 Assistive Technology & Environmental Modifications | 2 credits |
| OCT 751 Pain Management across the Lifespan | 2 credits |
| OCT 752 Health & Wellness Interventions for Children & Youth | 2 credits |
| OCT 753 Occupational Therapy Practice II with Children & Youth | 3 credits |
| OCT 754 Occupational Therapy Practice II with Children/Youth lab | 1 credit |
| OCT 755 Program Development/Grant Funding | 2 credits |
| OCT 756 Occupational Therapy Leadership II | 2 credits |
| OCT 757 Social Determinants of Health | 2 credit |
| OCT 758 Fieldwork ID (40 hours) | 1 credit |
| : Summer Semester 3rd Year – Credits - 8 | |
| OCT 760 Fieldwork II C (12 weeks) | 6 credits |
| OCT 761 Professional Development Seminar II (on-line) | 2 credits |
| Fall Semester 3rd Year Courses – Credits 15 | |
| OCT 762 Health Policy & Advocacy | 2 credits |
| OCT 763 Occupational Therapy Leadership III | 2 credits |
| OCT 764 Teaching & Learning II | 3 credits |
| OCT 765 Emerging Areas of Practice/Primary Care | 2 credits |
| OCT 766 Evidence Based Practice III – Systematic Reviews | 2 credits |
| OCT 800 Capstone Preparation | 3 credits |
| OCT 768 Fieldwork IE (40 hours) | 1 credit |
| Spring Semester 3rd Year Courses – Credits 12 | |
| OCT 801 Capstone Experience (14 weeks) | 8 credits |
| OCT 802 Capstone Project | 4 credits |

Professional Code of Ethics/Discipline Guidelines

UNLV Graduate College policy regarding academic integrity can be found in the graduate catalog.

Annual Review Procedures

Each winter break and early spring term, graduate students are **required** to complete the Graduate Student Individual Development Plan (IDP) form. The review covers the prior calendar year and assesses student progress, and it establishes reasonable goals for the year ahead. Reported student data is shared with students’ graduate coordinators and advisors to foster opportunities for discussion about students’ strengths and weaknesses, accomplishments and next requirements, and mentoring plans so that students know what they need to do in order to progress successfully through their programs in a timely manner. Students who are graduating are also required to complete the form in order to record their achievements since the data is also used to track metrics related to the annual productivity of all students. This survey will be sent by the Graduate College to the student’s Rebelmail account. The review covers the prior calendar year and assesses student progress while setting goals for the year ahead.

Additional Program Information

Upon completion, an entry-level professional degree is awarded. This degree prepares graduates and is required to sit for the National Board for the Certification of Occupational Therapy exam. Licensure for occupational therapists is required to practice in all 50 states and requires successful passing of the National Board for Certification of Occupational Therapy (NBCOT) certification examination.

University Resources

Leadership and Professional Development Academy

The goal of the Professional Development Academy is to serve as a virtual resource providing support and many professional opportunities to UNLV graduate students. The Academy offers information about events and services such as graduate certificate programs, workshops, training sessions and career services. You can follow Academy activities via social media or look for regular updates on the website.

Academic Success Center

The goal of the Academic Success Center is to help students do well academically and complete their studies on time. They offer or will refer you to such programs and resources as tutoring, advising, skills testing, career exploration and more. They guide students every step of the way to the many established resources created to ensure they complete their educational goals. Learn more about the programs and services the center currently offers.

Alumni Association

With an alumni base 120,000 strong, the UNLV Alumni Association offers a variety of services and opportunities in support of alumni and their families. UNLV alumni are encouraged to support the values of higher learning through advocacy, involvement, and giving.

Commencement Office

Located in the UNLV Office of the Registrar, the commencement office is the last step in the graduation process. Please check with the commencement office for information on the commencement ceremony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate College. It is the students' responsibility to ensure they apply for graduation on time and submit all required forms to the Graduate College. Questions regarding thesis/dissertation should be directed to the Graduate College Student Services Team and questions regarding required forms should be directed to the Graduate College RPC Team

Office of Diversity Initiatives

The vision of the Office of Diversity Initiatives is to advocate, promote, and support the advancement of equity, inclusiveness, and empowerment of a continuously changing collegiate and global community. The mission of the Office of Diversity Initiatives is to provide leadership and support for UNLV's diversity mission: *to nurture equity, diversity, and inclusiveness that promotes respect, support, and empowerment*. This Office also handles UNLV Title IX questions, inquiries, and reporting.

Disability Resource Center (DRC)

The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the university-designated office that determines and facilitates reasonable accommodations in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose to the DRC in order to receive appropriate accommodations.

Office of International Student and Scholars

International Students and Scholars (ISS) ensures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration issues; provide critical and specialized services to the international students and scholars of the UNLV community; and facilitate their transition to the campus and the U.S.

Jean Nidetch Women's Center

The Jean Nidetch Women's Center is committed to creating a supportive and inclusive environment for all genders through programming, services, and advocacy for the UNLV community. The Women's Center has informational resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself, and learn about your options. They also provide free tampons, pads, and condoms.

The Intersection

The Intersection is a one-stop resource for UNLV's highly diverse student body — a comprehensive multicultural center grounded in the academic life of our students. As an intersecting campus resource, the Intersection helps ensure students, particularly first-generation and students of color, successfully navigate their academic careers. Here, all members of campus can discuss their differences, discover their similarities, and build a shared sense of belonging.

UNLV Libraries

UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the services they offer to graduate students.

Graduate & Professional Student Association (GPSA)

The Graduate & Professional Student Association serves all currently enrolled University of Nevada, Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons located in the Lied Library room 2141 and Gateway Building PDAC Room. The facility a working office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

Office of Student Conduct

The Office of Student Conduct is a student-centered, service-oriented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community to provide an inclusive system through enforcement of the *UNLV Student Code of Conduct* by:

- Promoting awareness of student rights and responsibilities;
- Establishing accountability for student choices;
- Creating opportunities for involvement in the process; and
- Striving to uphold the values and ethics that advance the common good.

Military and Veteran Services Center

The Military and Veteran Service Center is staffed with veterans and GI Bill-experienced staff to assist more than 1,000 veterans, dependents, active duty service members, National Guard members, and reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters academic and personal success.

The Financial Aid & Scholarships Office

The Financial Aid & Scholarships Office supports higher-education access and persistence by providing financial aid to eligible students. The office partners with student organizations, the UNLV Foundation, the Graduate College, and other external constituents to provide financial aid learning opportunities and scholarship support for graduate students.

Writing Center

This is a free service to UNLV students to help you with any writing project, from papers to creative writing, to resumes, and we can work with you at any stage of the writing process. The center can help you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or via the Online Writing Lab (OWL) page.

University Policies and Procedures

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the [Graduate Student Handbook](#), and following websites:

- [Academic Integrity](#)
- [Activation for Military Service](#)
- [Change of Address](#)
- [FERPA/Privacy Rights](#)
- [Health Insurance - Mandatory](#)
- [Jean Clery Campus Safety and Security Report](#)
- [Proof of Immunization](#)
- [Policies and Procedures on the Protection of Research Subjects](#)
- [Rebelmail Policy](#)
- [Student Conduct Code](#)
- [Student Computer Use Policy](#)
- [Title IX](#)

UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or policies should be directed to UNLV’s Title IX Coordinator Michelle Sposito.

The Title IX Coordinator can be reached through the online reporting form at [Title IX Reporting Form](#), by email at titleixcoordinator@unlv.edu, by phone at (702) 895-4055, by mail at 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV, 89154-1062, or in person at Frank and Estella Beam Hall (BEH), Room 555.

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the [Graduate Student Handbook](#) :

- [Academic Calendar](#)
- [Academic Policies](#)
- [Admission and Registration Information](#)
- [Progression and Completion Policies \(listed alphabetically\)](#)

In addition, the [Graduate College website](#) contains additional information regarding policies and procedures.

Nothing in this handbook supersedes any NSHE, UNLV, or Graduate College policy.

Handbook Information

| Last revised | Revised by | Changes summary |
|--------------|-------------|-----------------|
| 5/15/19 | Donna Costa | |
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