



**NEW PROGRAM PROPOSAL FORM**

---

**Sponsoring Institution(s):** Central Methodist University

**Program Title:** Occupational Therapy Assistant

**Degree/Certificate:** Associate of Science

**Options:** n/a

**Delivery Site(s):** Fayette

**CIP Classification:** 51.0803

\*CIP code can be cross-referenced with programs offered in your region on MDHE's program inventory [higher.mo.gov/ProgramInventory/search.jsp](http://higher.mo.gov/ProgramInventory/search.jsp)

**Implementation Date:** ?

**Cooperative Partners:** n/a

\*If this is a collaborative program, form CL must be included with this proposal

**AUTHORIZATION:**

Dr. Rita Gulstad, Provost

Rita Gulstad

Digitally signed by Rita Gulstad  
DN: cn=Rita Gulstad, o=Central Methodist  
University, ou=Provost's Office,  
email=rgulstad@centralmethodst.edu, c=US  
Date: 2015.11.16 15:21:04 -0600

Name/Title of Institutional Officer	Signature	Date
Dr. Deborah DeGan-Dixon, Associate Dean		660/264-0025
Person to Contact for More Information		Telephone



**STUDENT ENROLLMENT PROJECTIONS**

---

Year	1	2	3	4	5
Full Time	15	30	30	30	30
Part Time	n/a	n/a	n/a	n/a	n/a
Total	15	30	30	30	30

Please provide a rationale regarding how student enrollment projections were calculated:

*The OTA program would initially be capped at 15 students per cohort, students would be admitted to the program as sophomore. There would be concurrent increases in students enrolling in the general education and pre-requisite science coursework. Calculations are based on the number of students who enter into the once-a-year entry point (1st year students); plus, the number of students who will continue until completion.*

Provide a **rationale** for proposing this program, including **evidence of market demand and societal need supported by research**:

Rationale for the Program

*Occupational Therapy (OT) is a skilled treatment that helps individuals achieve independence by assisting people in developing the skills for the job of living and necessary for independent and satisfying lives. Occupational therapy assistants (OTA) assist the OTs to implement the treatment plans to help individuals to achieve their independence. The American Occupational Therapy Association (AOTA) defines the practice of occupational therapy as, "the therapeutic use of everyday life activities (occupations) with individuals or groups for the purpose of participation in roles and situations in home, school, work-place, community and other settings. Occupational therapy services are provided for the purpose of promoting health and wellness and to those who have or are at risk for developing an illness, injury, disease, disorder, condition, impairment, disability, activity limitation, or participation restriction. Occupational therapy addresses the physical, cognitive, psychosocial, sensory and other aspects of performance in a variety of contexts to support engagement in everyday life activities that affect health, well-being and quality of life (AOTA, 2004a)." The demand for OTAs have increased with the number of*

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635



individuals with developmental and physical disabilities and/or limitations. Central Methodist University (CMU) has a long history of offering quality allied health programs. CMU's allied health program mission and philosophy statements express the University's desire to provide opportunities for qualified students to acquire the knowledge necessary to provide quality healthcare; in addition, acquire knowledge and skills which emphasizes honesty, integrity, civility and a strong sense of personal responsibility. CMU's occupational therapy assistant program will assist with meeting increasing needs for healthcare services in rural communities and the local cities/communities; and assist with increasing needs for diverse and qualified health care professionals. Further, CMU has experienced a growth in the number of students who are interested in completing a degree in an allied health other than nursing. The AS-OTA is governed by the accreditation standards published by the Accreditation Council for Occupational Therapy Education (ACOTE). Upon completion of the AS, OTA students will be eligible to register for the national OTA certification exam.

#### Market Demand

Graduates with a degree in OTA have a wide variety of opportunities available to them. Many occupational therapy assistants choose to help children thrive in the "occupations" of childhood—learning, playing, and growing. OTAs may work in schools with students who having learning disabilities, behavioral problems, cerebral palsy, or Down syndrome. OTAs may also work with individuals in their homes, community centers, rehabilitation hospitals, and nursing homes helping people with traumatic injuries, stroke, Alzheimer's disease, or mental health problems.

According to the U.S. Department of Labor, employment of occupational therapy assistants is projected to grow 43 percent from 2012 to 2022, much faster than the average for all occupations. Demand for occupational therapy is expected to rise significantly over the coming decade in response to the health needs of the aging baby-boom generation and a growing elderly population. Demand for occupational therapy assistants is also expected to stem from healthcare providers employing more assistants to reduce the cost of occupational therapy services (Bureau of Labor Statistics, U.S. Department of Labor, 2015).

#### Societal Needs

The everyday tasks that most of us take for granted – getting dressed or brushing our teeth, for instance – are an occupational therapy assistant's crowning achievements; whereas, OTA professionals help people get back into the routine of living.

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635



*Patients require occupational therapy for a number of reasons. A fluke accident or a stroke or lifelong conditions like cerebral palsy will bring patients to an occupational therapy office. And OTAs will help these patients to live independent – or as independent as possible – lives by teaching them ways to perform the daily tasks and routines of life. An OTA, for instance, will help construct a plan so that a wheelchair-bound child can navigate the school hallways, locker room and cafeteria on his or her own. An OTA will also create plans for those with spinal cord injuries, and they'll walk these patients through how to live with their new paralysis. The goals for each patient will vary depending on their condition (U.S. News and World Report, 2015).*

*Occupational therapy assistants fulfill a societal role by working with people to develop or relearn the skills for the job or living so that people may lead productive and satisfying lives. OTAs consider an “occupation” to be everything people do to occupy themselves, including looking after themselves (self-care), enjoying life (leisure), and contributing to the social and economic fabric of their communities (work/productivity).*

*Occupational therapy works to break down the barriers which impede individuals in their everyday activities. Occupational therapists examine not only the physical effects of an injury or disease, but also address the psycho-social, community and environmental factors that influence function (American Occupational Therapy Association, 2014).*

*In conjunction with CMU's AS-OTA, the university offers a bachelor degree completion program, the Bachelor of Health Science (BHS) degree. The BHS is designed to assist those who wish to work in healthcare as an Occupational Therapy Assistant, Physical Therapist Assistant, or other allied health field. The ability to offer the AS-Occupational Therapy Assistant, and the Bachelor of Health Science, will enable Central Methodist University to fulfill its mission of placing a strong focus on the academic success and the overall character development of its students; in addition to placing value on outreach and global citizenship.*

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635

Form SE - Student Enrollment Projections



---

## PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

---

Institution Name      Central Methodist University  
Program Name          AS-Occupational Therapy Assistant  
Date      October 20, 2015

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

### 1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

*Applicants must meet the general admission criteria as defined by Central Methodist University as well as the OTA program admission criteria. Admission to the Occupational Therapy Assistant Program is on a selective basis; qualified applicants will be accepted on a case by case basis into the OTA program. The OTA program accepts applications annually in the spring semester and each new cohort begins in the fall semester. Students must complete the Occupational Therapy Assistant program application within the timeframe specified. OTA applicants must meet certain academic standards, as the OTA curriculum prepares graduates to take a national certification examination. Students are eligible to enroll in occupational therapy courses when the following requirements have been met: 1.) ACT taken within the last three years of the date of application to the program, with a composite score of 22. Students can choose to substitute a low or unavailable ACT score with a TEAS score. The ACT can be waived and substituted with the TEAS exam if student has an Associate or Bachelor's level degree or if the student is returning to school after many years. Submit copy of official transcripts and ACT/TEAS score with complete OTA application. TEAS: Completion of the Test of Essential Academic Skills (TEAS) V (administered by the Division of Health Professions for a nominal fee) with a minimum score of 70 in the areas of "reading" and "science." 2.) GPA: A minimum cumulative GPA of 2.65 for all college coursework or a GPA of 3.0 for High School graduates. A minimum GPA of 3.0 in Science coursework is required. Students must maintain a cumulative GPA of 2.5 or final grade of  $\geq 75\%$  to remain in the OTA program. (Grades will not be rounded to next percentage). 3.) CPR: Students must have a current CPR certification through application date. Certification is acceptable through both The Red Cross and The American Heart Association. 4.) General Education Coursework: All general education courses must be completed with an earned grade of "C" or higher. 5.) OTA Pre-admission Coursework: Applicant must have completed all prerequisite science coursework and Introduction to Occupational*

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635



*Therapy prior to acceptance into the OTA program. All prerequisite coursework must be completed or in progress before or during the semester of the deadline. Courses with a grade of "D" or "F" will not count towards any Allied Health program. 6.) Grades in Science Courses: Must maintain at least a "B" in all science course work. Letters of academic reference are suggested. Completion of the following prerequisite courses with a minimum GPA of 3.0 or letter grade of B: Anatomy and Physiology with lab, Introduction to Occupational Therapy, and Intro to Psychology. Students must have earned a grade of "B" or better in no more than two (2) attempts per course. Anatomy and Physiology must have been completed within five years of applying to program; students may explore the opportunity to avoid repeating this course by choosing to test out via a comprehensive exam of Anatomy & Physiology material.*

- *Characteristics of a specific population to be served, if applicable. OTAs have a physically demanding job. A person considering the profession of occupational therapy must be able to complete physical tasks which require stooping, bending, lifting, coordination and flexibility. In addition the OT professional must possess good interpersonal skills, enjoy working with people from all backgrounds, have excellent organization skills, be self-directed and enjoy working with a team. Students considering a career as an occupational therapy assistant are required to meet a series of academic requirements, technical standards and personal abilities to enable them to meet the needs of the clients they will serve. The OTA student must possess superb critical thinking, problem solving and communication skills. The fundamental focus of the OTA program is to impart the qualities of professionalism, competence, service, leadership, advocacy, evidence-based and life-long learning upon the student.*

## **2. Faculty Characteristics**

- *Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate. The program director must be an initially certified occupational therapist or occupational therapy assistant who is licensed or otherwise regulated according to regulations in the state(s) or jurisdiction(s) in which the program is located. The program director must hold a minimum of a master's degree awarded by an institution that is accredited by a regional or national accrediting body recognized by the U.S. Department of Education (USDE). The master's degree is not limited to a master's degree in occupational therapy. The program director must have a minimum of 5 years of documented experience in the field of occupational therapy. This experience must include · Clinical practice as an occupational therapist or occupational therapy assistant; · Administrative experience including, but not limited to, program planning and implementation, personnel management, evaluation, and budgeting; · Understanding of*

**[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)**

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635



and experience with occupational therapy assistants; and at least 1 year of experience in a full-time academic appointment with teaching responsibilities at the postsecondary level. The program must identify an individual for the role of academic fieldwork coordinator who is specifically responsible for the program's compliance with the fieldwork requirements and is assigned to the occupational therapy educational program as a full-time faculty member as defined by ACOTE. The academic fieldwork coordinator may be assigned other institutional duties that do not interfere with the management and administration of the fieldwork program. The institution must document that the academic fieldwork coordinator has sufficient release time to ensure that the needs of the fieldwork program are being met. This individual must be a licensed or otherwise regulated occupational therapist or occupational therapy assistant. Coordinators must hold a minimum of a baccalaureate degree awarded by an institution that is accredited by a USDE-recognized regional or national accrediting body. Professional activities and teaching/learning innovation required to maintain required credentials to teach in OTA program.

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.  
*Program Director: 50% release time. Academic Fieldwork Coordinator: 25% Release time. Both positions must be employed full-time.*
- Expectations for professional activities, special student contact, teaching/learning innovation.  
*Professional activities and teaching/learning innovation required to maintain required credentials to teach in OTA program. All CMU faculty will be evaluated for professional growth for the purpose of promoting effective teaching and advising.*

### 3. Enrollment Projections

- Student FTE majoring in program by the end of five years.  
30
- Percent of full time and part time enrollment by the end of five years.  
n/a

### 4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.  
Year 3-30 graduates; Year 5-65 graduates.
- Special skills specific to the program.

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635

*Occupational therapy assistant students will learn the skills necessary to help clients engage in occupations, the job of living. The OTA student will learn how to provide solutions for their client to assist them in reaching their fullest engagement of everyday living. Topics include the history, philosophies, values, ethics and areas of practice relevant to the profession of occupational therapy. The course of study will include general theory, skills training, and the foundation for clinical reasoning. The curriculum contains a strong base in the sciences, with concentration in human development, psychological, neurological, musculoskeletal and etiology as it relates to the client, foundational building blocks for competent reasoning skills. Students will refine their communication skills by developing the specific skills necessary within the medical setting. The OTA student will also be able to articulate the professional roles within the profession. Students will develop an understanding of professional organizations, professional advocacy, and strategies that support lifelong learning and continued development. The program is designed to teach the student problem-solving techniques and skills required for the profession.*

- Proportion of students who will achieve licensing, certification, or registration. *Students have the opportunity to complete the Associates of Science in Occupational Therapy Assistant degree program in 2 years and be eligible to sit for their certification exam upon successful completion of all program requirements. Students to desire to decrease their semester load requirements may take some of the general education courses later in their course of study, but will not be awarded the AS-OTA until all degree requirements have been satisfied, and may not take the certification exam until they have completed their AS-OTA.*
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used. *Following ACOTE accreditation, OTA graduates will be eligible to sit for the National Board Certification for Occupational Therapy exam. CMU's anticipates a 85% placement of all students graduating from the program. CMU's nationally recognized assessment in similar areas include: Accreditation of Nursing and Allied Health Program: 2015 NCLEX Pass Rate: 85.1%. Accreditation of Athletic Training Program: 2014 Board Certification Pass rate: 100%; 3 year average: 65%. Education Program Certification Pass Rate for 2012-13 Program Completers: 82% pass rate.*
- Placement rates in related fields, in other fields, unemployed. *85.58% of May 2014 graduates are employed or pursuing an advanced degree. This number is based on student reporting through the First Destination Survey. CMU*

**www.dhe.mo.gov • info@dhe.mo.gov**

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635

*anticipates a 100% placement of all students graduating from the program and passing the national certification board exam.*

- *Transfer rates, continuous study. Following completion of the AS-OTA students have the opportunity to continue their general education and Health Sciences curriculum and complete their Bachelors in Health Sciences.*

## **5. Program Accreditation**

- **Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide a rationale.**

*The AS-OTA is governed by the accreditation standards published by the Accreditation Council for Occupational Therapy Education (ACOTE). Upon completion of the AS-OTA students will be eligible to register for the national OTA certification exam.*

*Occupational. Licensure is required to practice as an occupational therapy assistant in the state of Missouri. To be eligible to sit for the board examination students must be graduates of an accredited OTA program. Central Methodist University is seeking accreditation of a new occupational therapy assistant education program from ACOTE. The program is currently defined as an Applicant or Developing Program. No students may be enrolled in technical courses until Candidacy Status has been achieved. Further, though achievement of Candidate for Accreditation status signifies satisfactory progress toward accreditation, it does not assure that the program will be granted accreditation.*

## **6. Alumni and Employer Survey**

- *Expected satisfaction rates for alumni, including timing and method of surveys. Each year, CMU's Office of Alumni Relations and Office of Career Development conduct surveys of recent graduates. Over 87% (N=231) of CMU's graduates were satisfied with the knowledge and skills gained in preparation for employment in their chosen occupation. Various CMU programs survey their graduates/alumni to determine perceptions of the academic program, the satisfaction of program outcomes, and the adequacy of academic program support services. Results of these surveys show a high satisfaction rate of CMU's alumni and graduates. At this time, Central Methodist University conducts exit surveys to the graduates of the professional education and nursing programs. And while the survey are a requirement for professional accreditation or program licensure, the University shares this information as a commitment to transparency and providing consumers, employers, and stakeholders information about CMU's programs and services. Surveys are usually distributed via the internet to all graduates with valid email addresses. The nursing graduate survey collects information regarding the graduates' current employment status, future or current educational plans, and achievement of specific goals. CMU's education program collects employment and*

**www.dhe.mo.gov • info@dhe.mo.gov**

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635

*satisfaction survey information from employers via student teaching evaluations and teaching placement. Data indicate high satisfaction with CMU's academic program, with employment preparation, and with the resources provided while at CMU.*

- Expected satisfaction rates for employers, including timing and method of surveys. *Various programs throughout CMU assess program outcomes through an EMPLOYER SURVEY (post-graduate). In addition, employers assess student learning via internship and practicum performance, and via employer evaluations included in program curriculum.*

## **7. Institutional Characteristics**

- Characteristics demonstrating why your institution is particularly well-equipped to support the program.  
*Central Methodist University prepares students to make a difference in the world by emphasizing academic and professional excellence, ethical leadership, and social responsibility. In addition to its 30+ academic programs at the Fayette campus, College of Liberal Arts and Sciences, CMU offers undergraduate and graduate programs around Missouri through its College of Graduate and Extended Studies. Central Methodist University is known for its high quality undergraduate and graduate educational programs, its value-centered learning experiences and religious affiliation, its strong liberal arts tradition, its emphasis on character and leadership development, and the success of its graduates through their further educational and professional pursuits. CMU is characterized by its academic excellence and its proactive, personalized student services. CMU's programs of study are offered in Fayette, online, and statewide. CMU also offers quality education programs via community partnerships as well as through collaborative agreements with schools, churches, hospitals, and other institutions of higher education. CMU holds true to her mission and vision to offer career oriented and student-centered education. These institutional characteristics make CMU well equipped to offer a program in occupational therapy assistant.*

**[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)**

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635

*86.5 hours -- The Associate of Science in OTA program is pending approval from ACOTE and students will not be admitted to the program until it is approved.*

Common Core (29.5 Hours): for a list of approved common core courses, see page 54

Foundations

15-21 hours

Wellness (Met in the OTA major area)

\*\*\*

CMU101/102

1.5 hours

Freshman Writing

3 hours (6 hours if taking EN110 & EN111)

Oral Communications

3 hours

Math/Algebra/Statistics: Must take MA103.

3 hours (5-8 hours if taking MA099 and/or MA103I)

Understanding Human Nature: Humanities/Fine Arts

3 hours

Human Anatomy and Physiology: combined or separate

5 hours

Religion

3 hours

Social Science with Constitution

3 hours

Leadership (Met in the OTA major area)

\*\*\*\*

Literature

3 hours

Valuing or Social Science (MUST take: PY101-General Psychology)

3 hours

AH1xx Introduction to Occupational Therapy

2 hours

TOTAL

29.5

Occupational Therapy Assistant Program (57 Hours)

OTA1xx Introduction to Health Issues and Occupational Performance

3 hours

PE 314 OT Foundations: Kinesiology, Dynamics of Human Movement

4 hours

OTA1xx OT Foundations: Neuroscience Principles

2 hours

OTA1xx OT Foundations: Therapeutic Media and Design

3 hours

OTA1xx Practice Skills: Foundations Integrated

1 hours

OTA2xx OT Fundamentals and Practice I: Early Development

4 hours

OTA2xx OT Fundamentals and Practice II: Adult Development

4 hours

OTA2xx OT Fundamentals and Practice III: Interventions and Tools in Behavioral Health

4 hours

OTA2xx OT Fundamentals and Practice IV: Physical Dysfunction and Rehabilitation

4 hours

OTA2xx Practice Skills: Fundamentals Integrated

1 hours

OTA2xx Fieldwork 1

1 hour

OTA3xx OT Practice: Settings, Outpatient, Inpatient, and Community

4 hours

OTA3xx OT Practice: Professional Skills and Transitions

4 hours

OTA3xx OT Practice: Health Sciences for the OTA

2 hours

OTA3xx Practice Skills: OT Integrated

1 hours

OTA3xx Fieldwork 2

1 hour

OTA4xx Fieldwork 3 (8 week)

6 hours

OTA4xx Fieldwork 4 (8 week)

6 hours

OTA4xx NBCOT Prep (1 class followed by self-guided coursework and exam)

0-1 hour

TOTAL

57