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| **Occupational Therapy Assistant Program**  **OBSERVATION/VOLUNTEER/WORK VERIFICATION FORM** | | [Parker University [logo, links to homepage]](http://www.parker.edu/Welcome_to_Parker_University.aspx) |
| **Applicant Contact Information** | | |
| **Name** |  | |
| **Student Number** |  | |
| **Street Address (city/state/zip code)** |  | |
| **Phone Number** |  | |
| **E-Mail Address** |  | |
| I hereby waive my right to review this form and any attachments. I understand I may not be required by the institution to waive that right as a condition for admission.  Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  PLEASE NOTE: If the student does not sign the statement, the law specifically reserves to the student the right of access to the letter in question. | | |
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| The above-named applicant is seeking admission into our Occupational Therapy Assistant Program. He/she has indicated that they have volunteered or worked at your facility. Please confirm the applicant’s experience/performance by completing this form and returning it to the below address**.** Thank you for your cooperation, we appreciate your time.  **Parker University**  **2540 Walnut Hill Lane, suite 212**  **Dallas, Texas 75229**  **Attn: Occupational Therapy Assistant Program** | | |
| **Requirements** | | |
| The applicant must complete a minimum of forty (40) hours of volunteer/work experience in an Occupational Therapy setting providing direct patient/client care under the supervision of an Occupational Therapist and/or Occupational Therapy Assistant. The experience may be completed in a maximum of two (2) settings. It is essential that this requirement is fulfilled within **12 months** prior to application to the Occupational therapy Assistant program.  **Throughout this volunteer experience in addition to observing and participating in Occupational Therapy treatment, it is suggested that the applicant has opportunities to observe and participate in the following:**   * Activities with all members of the interdisciplinary team * Patients/clients in a variety of situations/environments * Direct patient/care activities | | |
| **Volunteer/ Work Experience** | | |
| Applicant’s association to your Facility: Volunteer \_\_\_\_\_\_\_\_ Employee \_\_\_\_\_\_\_\_\_  Patients/clients served by your Facility: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Total number of hours** the applicant participated in a direct patient/care environment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Dates** (including year)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Please Rate**: Quality of work: Excellent \_\_\_\_\_\_\_ Good \_\_\_\_\_\_\_ Fair\_\_\_\_\_\_\_ Poor \_\_\_\_\_\_\_  Comments: (Additional pages may be attached) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ***Applicants receiving ratings of “Excellent” or “Good”, will have fulfilled the performance criteria. If you give an applicant a “Fair” or “Poor” rating, please provide specific information indicating why that rating was given.*** | | |
| **Facility Information** | | |
| Name of Facility\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address (Street/City/State/Zip code) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of person completing form \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone (\_\_\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  I affirm that the above information is accurate and the applicant has completed the stated requirements.  Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |