EASTERN MICHIGAN UNIVERSITY  
DIVISION OF ACADEMIC AND STUDENT AFFAIRS  
OFFICE OF ACADEMIC PROGRAMMING  
INTER OFFICE MEMORANDUM

TO: Jeffrey D. Kentor, Associate Provost & Vice President of Graduate Studies and Research  
Wade Tornquist, Interim Dean, College of Technology  
Michael Tidwell, Dean, College of Business  
Jann Joseph, Dean, College of Education  
Tom Venner, Dean, College of Arts and Sciences  
Tara Fulton, University Librarian, Halle Library

FROM: Rhonda Longworth, Associate Vice-President for Academic Programming and Services

SUBJECT: OCTH 5XX – Therapeutic Relationship Skills in the Occupational Therapy Profession (new graduate course)

DATE: March 6, 2014

A request from the School of Health Sciences and the College of Health and Human Services for a new graduate course, OCTH 5XX – Therapeutic Relationship Skills in the Occupational Therapy Profession is now available for review on the Course and Program Development electronic reserves site.

The electronic reserves site is accessible through the ‘Course and Program Development Proposals’ link on the Course and Program Developments Web page at: http://www.emich.edu/aa/cpd/index.php.

This is a request for a new graduate course. Please review the proposal and report the action you recommend on the enclosed form by May 6th. Lack of response by that date will signify a recommendation to approve the proposal. If you have any questions or need clarification, please contact Amy Lamb (alamb9@emich.edu), or Christine Deacons, Director of Academic Support Services (487-2133, cdeacons@emich.edu).

Attachment: College Response Form

cc: Kim Schatzel, Provost and Executive Vice-President  
Ronald Flowers, Chair, Graduate Council  
Murali Nair, Dean, College of Health and Human Services  
Colleen Croxall, Director, School of Health Sciences  
Joe Bishop, Graduate Council  
Sandy Norton, President, Faculty Senate  
Amy Lamb, School of Health Sciences  
Original, Course and Program Development Office

G-04 Halle Library  
7-2133  
catalog@emich
Proposal Review Form

Complete and return this form to G-04 Halle Library by the Review Deadline. Failure to return the form by the Review Deadline signifies a recommendation to Approve the proposal.

<table>
<thead>
<tr>
<th>Distribution Date:</th>
<th>March 6, 2014</th>
<th>Review Deadline:</th>
<th>May 6, 2014</th>
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</thead>
<tbody>
<tr>
<td>Sponsoring College:</td>
<td>College of Health &amp; Human Services</td>
<td>Department:</td>
<td>School of Health Sciences</td>
</tr>
<tr>
<td>Type of Proposal:</td>
<td>New Course: X</td>
<td>Course Title &amp; Number: OCTH 5XX – Therapeutic Relationship Skills in the Occupational Therapy Profession</td>
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<td>New Program:</td>
<td>Program Title:</td>
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<td>New Certificate:</td>
<td>Certificate Title:</td>
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<td>Course Revision:</td>
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<td>Academic Level:</td>
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</table>

Recommendation of the Reviewing Council (Check one of the following.)

___________Approve

___________Approve with Comments

___________Do Not Approve

If Recommendation other than Approve is selected above, please explain.

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

Council Chair Signature ____________________________ Date ____________________________

Action of Dean

I concur ___________do not concur ___________ with the above recommendation.

____________________________________________________________________________________

College Dean (or designate) Signature ____________________________ Date ____________________________
Proposal Review Form

Complete and return this form to G-04 Halle Library by the Review Deadline. Failure to return the form by the Review Deadline signifies a recommendation to Approve the proposal.

Distribution Date: March 6th, 2014
Sponsoring College: College of Health and Human Services
New Course: X

Review Deadline: May 6th, 2014
Department: School of Health Sciences
Course Title & Number: OCTH 5XX – Therapeutic Relationship Skills in Occupational Therapy Profession

Type of Proposal:
New Program:
New Certificate:
Course Revision:
Program Revision:

Academic Level: Graduate

Recommendation of the Reviewing Council (Check one of the following.)

_______ Approve
_______ Approve with Comments
_______ Do Not Approve

If Recommendation other than Approve is selected above, please explain.


Council Chair Signature                                      Date

Action of Dean

I concur _________ do not concur _________ with the above recommendation.

College Dean (or designate) Signature                                      Date
A. Rationale/Justification for the Course

Health care reform and changes in the delivery of health services pushes providers to continually evaluate the effectiveness of intervention in terms of outcomes and costs. Person centered care and promotion of healthy living for disease prevention is supported by the Patient Protection and Affordable Care Act (ACA) enacted in 2010. As we look to the future and consider the skills needed for efficient and effective health services provision consumer communication will be essential and used alongside proficient technical abilities. Feedback from our students and student supervisors in the field has suggested that these are processes and skills warranting more attention and instruction in our curriculum. As we evaluated the content of our courses, we recognized that while some of these issues were being addressed, we needed to provide focused and concentrated learning opportunities to increase student competence in communication with families and individuals facing physical and mental health challenges.

B. Course Information

1. Subject Code and Course Number: QCTH 5XX

2. Course Title: Therapeutic Relationship Skills in the Occupational Therapy Profession

3. Credit Hours: 2

4. Repeatable for Credit? Yes [ ] No [X] If “Yes”, how many total credits may be earned?

5. Catalog Description (Limit to approximately 50 words):

This course offers students the opportunity to develop interpersonal communication skills necessary to effectively interact with clients, families, and other professionals in settings where occupational therapy is practiced and to explore personal characteristics and behaviors affecting treatment relationships.

6. Method of Delivery (Check all that apply.)
   a. Standard (lecture/lab) [X]
   b. Fully Online
   c. Hybrid/ Web Enhanced

7. Grading Mode: Normal (A-E) [X] Credit/No Credit
8. Prerequisites: **Courses** that MUST be completed before a student can take this course. (List by Subject Code, Number and Title.)

   OCTH 500: Philosophy of Occupational Therapy
   OCTH 412: Models of Practice

9. Concurrent Prerequisites: Courses listed in #5 that MAY also be taken at the same time as a student is taking this course. (List by Subject Code, Number and Title.)

10. Corequisites: **Courses** that MUST be taken at the same time as a student in taking this course. (List by Subject Code, Number and Title.)

   OCTH 502 Activity Analysis
   OCTH 5XX (new course) Clinical and Professional Reasoning

11. Equivalent Courses. A student may not earn credit for both a course and its equivalent. A course will count as a repeat if an equivalent course has already been taken. (List by Subject Code, Number and Title)

   N/A

12. Course Restrictions:

   a. Restriction by College. Is admission to a specific College Required?
      
      College of Business [ ] Yes [X] No
      College of Education [ ] Yes [X] No

   b. Restriction by Major/Program. Will only students in certain majors/programs be allowed to take this course?
      
      [X] Yes [ ] No

      If "Yes", list the majors/programs
      Occupational Therapy

   c. Restriction by Class Level Check all those who will be allowed to take the course:
      
      Undergraduate
      All undergraduates [ ]
      Freshperson [ ]
      Sophomore [ ]
      Junior [ ]
      Senior [X]
      Second Bachelor [ ]
      Post-Bac. Tchr. Cert. [ ]

      Graduate
      All graduate students [X]
      Certificate [ ]
      Masters [ ]
      Specialist [ ]
      Doctoral [ ]
      UG Degree Pending [ ]
      Low GPA Admit [ ]

      **Note:** If this is a 400-level course to be offered for graduate credit, attach Approval Form for 400-level Course for Graduate Credit. Only "Approved for Graduate Credit" undergraduate courses may be included on graduate programs of study.

      **Note:** Only 500-level graduate courses can be taken by undergraduate students. Undergraduate students may not register for 600-level courses.
C. Relationship to Existing Courses

Within the Department:

14. Will this course be a requirement or restricted elective in any existing program(s)? Yes ______ No ______
    If “Yes”, list the programs and attach a copy of the programs that clearly shows the place the new course will have in the curriculum.

    Program ____________________________ Occupational Therapy ____________________________
    Program ____________________________ Required X___ Restricted Elective ______
    Program ____________________________ Required ______ Restricted Elective ______

15. Will this course replace an existing course? Yes ______ No ______

16. (Complete only if the answer to #15 is “Yes.”)

   a. Subject Code, Number and Title of course to be replaced:

   b. Will the course to be replaced be deleted? Yes ______ No ______

17. (Complete only if the answer #16b is “Yes.”) If the replaced course is to be deleted, it is not necessary to submit a Request for Graduate and Undergraduate Course Deletion.

   a. When is the last time it will be offered? Term ______ Year ______
   b. Is the course to be deleted required by programs in other departments? Yes ______ No ______
      Contact the Course and Program Development Office if necessary.
   c. If “Yes”, do the affected departments support this change? Yes ______ No ______
      If “Yes”, attach letters of support. If “No”, attach letters from the affected department explaining the lack of support, if available.

Outside the Department: The following information must be provided. Contact the Course and Program Development office for assistance if necessary.

18. Are there similar courses offered in other University Departments? Yes ______ No ______ X 
    If “Yes”, list courses by Subject Code, Number and Title

19. If similar courses exist, do the departments in which they are offered support the proposed course?

    Yes ______ No ______
    If “Yes”, attach letters of support from the affected departments. If “No”, attach letters from the affected department explaining the lack of support, if available.

D. Course Requirements

Miller, New Course
Sept. '09
New Course Form

20. Attach a detailed Sample Course Syllabus including:

   a. Course goals, objectives and/or student learning outcomes
   b. Outline of the content to be covered
   c. Student assignments including presentations, research papers, exams, etc.
   d. Method of evaluation
   e. Grading scale (if a graduate course, include graduate grading scale)
   f. Special requirements
   g. Bibliography, supplemental reading list
   h. Other pertinent information.

NOTE: COURSES BEING PROPOSED FOR INCLUSION IN THE EDUCATION FOR PARTICIPATION IN THE GLOBAL COMMUNITY PROGRAM MUST USE THE SYLLABUS TEMPLATE PROVIDED BY THE GENERAL EDUCATION ADVISORY COMMITTEE. THE TEMPLATE IS ATTACHED TO THE REQUEST FOR INCLUSION OF A COURSE IN THE GENERAL EDUCATION PROGRAM: EDUCATION FOR PARTICIPATION IN THE GLOBAL COMMUNITY FORM.

E. Cost Analysis (Complete only if the course will require additional University resources. Fill in Estimated Resources for the sponsoring department(s). Attach separate estimates for other affected departments.)

<table>
<thead>
<tr>
<th>Estimated Resources:</th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
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</thead>
<tbody>
<tr>
<td>Faculty / Staff</td>
<td>$_____</td>
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<td>SS&amp;M</td>
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<tr>
<td>Total</td>
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</tbody>
</table>

F. Action of the Department/School and College

1. Department/School

   Vote of faculty: For 17 Against 0 Abstentions 0
   (Enter the number of votes cast in each category.)
   Department Head/School Director Signature
   2-25-17 Date

2. College/Graduate School

   A. College

       College Dean Signature
       2-26-17 Date

   B. Graduate School (if Graduate Course)

       Graduate Dean Signature
       Date

G. Approval

   Associate Vice-President for Academic Programming Signature
   Date

Miller, New Course
Sept. '09
Instructor:

Class location/time: This class will meet 4 hours per week for 7.5 weeks

Course Description:
This course offers students the opportunity to develop interpersonal communication skills necessary to effectively interact with clients, families, and other professionals in settings where occupational therapy is practiced and to explore personal characteristics and behaviors affecting treatment relationships.

Course Objectives:
At the conclusion of this course, students will be able to:

1. Demonstrate characteristics of effective helpers and the creation of a helping atmosphere.

2. Discuss, reflect on, and demonstrate knowledge of own values.

3. Analyze the effect of one’s values on relationships with clients.

4. Define effective strategies for communicating with patients and colleagues.

5. Identify and analyze own style(s) of communicating and interacting with others.

6. Develop beginning skills in active listening.

7. Articulate key ideas from the Intentional Relationship Model and demonstrate beginning application of theoretical constructs from this model.

8. Develop and demonstrate, through classwork, the ability to self-reflect.

9. Discuss concepts of empathy and building rapport.

10. Demonstrate the ability to construct an empathic response. (B.5.18, B.5.6)

11. Develop and demonstrate use of effective verbal and non-verbal communication skills when interacting with others. (B.1.1, B.5.18, B.5.6)

12. Explore and demonstrate effective responses when communicating with clients, family, colleagues, and supervisors. (B.5.18)

13. Examine and demonstrate effective methods of giving feedback to others including clients, family, colleagues, and supervisors. (B.5.18)
14. Demonstrate graduate level skill in communicating thoughts in both oral and written forms for each course assignment.

15. Employ and demonstrate use of logical thinking and creativity when practicing communication skills in class.

16. Demonstrate the ability to reflect on own actions and responses in order to develop effective relationship skills with clients, their families, colleagues, and supervisors. (B1.5)

Class format/schedule:
This class will be offered twice a week for 3.5 hours per class for one month except for Week Two which will include an extra two hour session.

The following teaching/learning strategies will be used:
- Didactic discussions and reflective exercises during each class
- Large and small group discussions and activities
- Roleplaying and other experience-based learning strategies
- Feedback from instructors and colleagues
- Activities that evoke reflection
- Exercises using the arts to promote reflection

Required Text:

Additional Readings:
Additional course materials will be available online through EMU Online and through AOTA. In addition, we may use resources and books from previous classes in the OT program.

Course Accessibility and Disability Statement:
This class is intended to be an accessible and welcoming experience for all students, including those with disabilities that may affect their learning in this class. If you believe you may have trouble participating or effectively demonstrating learning in this course, please meet with the instructor (with or without an accommodation letter from the Disability Resource Center) to discuss reasonable options or adjustments. EMU Board of Regents Policy 8.3 requires that anyone wishing accommodation for a disability first registers with the Disabilities Resource Center (DRC) in 240 EMU Student Center, telephone: (734) 487-2470; swd_office@emich.edu. Students with disabilities are encouraged to register with the DRC promptly as you will only be accommodated from the date you register. No retroactive accommodations are possible.

Religious Holidays:
Current University policy recognizes the rights of students to observe religious holidays without penalty to the student. Students are to provide advance notice to the instructor in order to make up work, including examinations that they miss as a result of their absence from class due to observance of religious holidays. If satisfactory arrangements cannot be made, the student may appeal to the head(s) of the department(s) in which the course(s) is/are offered.
F and J Visa Students:
You have 10 days to report any:

- Changes in your name, residential address, academic status (full or part-time enrollment), program of study or completion date, student level (undergraduate to graduate), or funding sources (employment or graduate assistant position).
- Intent to transfer to another university.
- Probation or disciplinary action due to a criminal conviction.

In accordance with new federal regulations, these must be reported to the EMU Office of International Students (OIS), 229 King Hall within 10 days of occurrence; failure to do so may result in arrest and deportation. You may not drop or withdraw from a course without OIS approval. If you have questions or concerns, contact the OIS at 487-3116, not your instructor.

EMU Copyright Use Statement:
Notice is hereby provided to students that material in this course, on this course-related website or URL used in connection with any University course is protected by copyright and may not be copied, used, linked, revised, or retained in any manner whatsoever without permission by its owner. The content of copyrighted material may be used only, and solely by and for, students officially enrolled in the course for which the transmission is made, and may not be copied, used, linked, revised, or retained in any form or medium whatsoever without permission by an agent of Eastern Michigan University.

Student Responsibilities:

- **Class preparation for each session:**
  - Come to class having completed out-of-class activities, as indicated on the course schedule
  - Bring a copy of the readings for the day

- **Participation:**
  Participation is an essential aspect of this class as the class will largely draw on experiential learning as a means of learning the course content. Class attendance is expected. Up to five percent may be deducted from the final grade for lack of participation. Participation includes: coming to class prepared, active listening, asking questions, responding to and reflecting on others’ ideas and thoughts, and active engaging by taking part in discussions and group activities during each class period.

- **Professional behavior:**
  Students are expected to:
  - Arrive on time
  - Be prepared
  - Notify your professor by email or phone if you cannot be in class

  These are all characteristics considered desirable in occupational therapists. You can expect the same behavior from your instructors. You are responsible for all material and information provided and discussed in class.

- **Phones:**
  Cell phones and pagers must be turned off prior to the beginning of class. Please do not leave your phones on vibrate. Should you have an emergency that necessitates access to your phone, please advise your instructors of this prior to class.
Assignments
- All assignments are due at the beginning of the class period on the due date identified in the course syllabus.
  - Unless otherwise directed, assignments should be turned in electronically via email.
- Late assignments will be reduced by five (5) points for each day late. Failure to turn in ungraded assignments will result in a reduction in the maximum number of points you can receive for participation in the calculation of your final grade.

Honesty & Integrity:
You are expected to complete all class work independently, except for those assignments specifically identified as group projects. Evidence that you have represented others' work as your own will result in a grade of “0” for that assignment. Please see your professor if you have questions about what constitutes acceptable collaboration. All written work must correctly indicate direct quotes and provide citations for direct quotes, paraphrasing, and sources of information. APA style must be followed. Failure to provide credit will result in a grade of 0 for the assignment.

Grading:
Per the Student Handbook, a final course grade of B- (80%) or above is required to continue in the OT Program. Students will be placed on academic probation should their EMU cumulative grade point average fall below 3.0 in graduate courses. Your final grade will be based on the university grading scale as outlined in the graduate catalogue.

Course evaluation methods:
- Analysis of Therapeutic Self Paper
- Weekly Reflections/Exercises
- Participation
- Final project
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>In-Class Occupations</th>
<th>Readings</th>
<th>Assignments</th>
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<tbody>
<tr>
<td>Week One: Session One</td>
<td><strong>Discussion of course</strong></td>
<td></td>
<td><a href="#">Taylor: Ch 1</a> EMU online: Davis, Ch 3 Peloquin</td>
<td>Complete Exercise 1 in preparation for Session one</td>
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<td></td>
<td>-Review of syllabus</td>
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<td>-Course structure: Practice and reflection</td>
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<td></td>
<td>-The OT profession and therapeutic use of self</td>
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<td><strong>Understanding Ourselves</strong></td>
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<td>Values Exercise</td>
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<td>-Examination of values</td>
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<td>-The personal and professional</td>
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<td><a href="#">EMU online: Davis, Ch 6 Rogers</a> Peloquin</td>
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<td><strong>Examining ourselves</strong></td>
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<td>Helping exercise</td>
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<td><strong>Helping and communicating in a multicultural world</strong></td>
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<td><strong>Exploring own culture and values</strong></td>
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<td>Week Two: Session Four</td>
<td><strong>Communication Skills</strong></td>
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<td><a href="#">Peloquin</a></td>
<td>Assertiveness Inventory</td>
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<td>-Discussion: communication as attitude and/or skill</td>
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<td><strong>Examining own communication style</strong></td>
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<td>True Colors</td>
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<td>Week Two: Session Five</td>
<td><strong>The Intentional relationship Model</strong></td>
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<td><a href="#">Taylor, Ch 3 &amp; 4</a></td>
<td>Complete Exercise 4.1 for class</td>
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<td>-Underlying principles</td>
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<td>Complete Exercise 4.2 after class discussion</td>
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<td><strong>Examining own therapeutic style and mode use</strong></td>
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<td>Week Three: Session Six</td>
<td><strong>Therapeutic use of self</strong></td>
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<td><a href="#">EMU Online: Peloquin Rogers</a></td>
<td>Reflection on empathy and trust</td>
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<td></td>
<td>-establishing trust</td>
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| Week Three: Session Seven | Nonverbal communication  
- active listening  
- use of silence  
- use of touch | Reflective exercise | Narratives: 
Seltzer, Ruggles | Taylor, Ch 9 |
|--------------------------|--------------------------|--------------------------|---------------------|------------------|
|                          | Poem: Some other day  
Story on touch  
Roleplaying with feedback | | | |
| Week Four: Session Eight | Developing understanding responses:  
- Reflecting  
- Paraphrasing  
- Confirming  
- Skillful questioning | Reflective exercise | Narratives  
Discussion of skills  
Roleplaying with feedback | Taylor, Ch 7 & 8 |
|                          | | | | Response practice |
| Week Four: Session Nine  | Communication skills  
- Termination  
- Establishing personal and professional boundaries  
- Self-disclosure  
Discussion of next steps: Moving forward with this skill | Reflective exercise | Discussion of skills  
Final project: Sharing stories | Taylor, Ch 6  
EMU online: Peloquin Davidson |


Peloquin, S. M. (2002). Reclaiming the vision of reaching for the heart as well as the hands. American Journal of Occupational Therapy, 56, 517-526.


