

Saint Francis University
Department of Occupational Therapy
P.O. Box 600
Loretto, PA 15940-0600
814-472-3899

Collateral Course Check-off Form

Applicant Name: _____

Social Security Number (last four digits only for verification) _____

Please indicate when and where you have taken or are taking each Collateral Course, the number of credits for the course, the quality points and the grade received. All Collateral Requirements taken to date must have a minimum grade of “C” or 2.0. No grades below a “C” will be accepted. Please leave grade and quality point columns blank for courses that have not been completed. See course descriptions provided.

Collateral Requirements:

Course Name	Dept/No.	Institution	Term/Year Taken/Taking	Credits	Quality Points	Grade
Biology I						
Biology I Lab						
Anatomy & Physiology I						
Anatomy & Physiology I Lab						
Anatomy & Physiology II						
Anatomy & Physiology II Lab						
Speech Fundamentals						
Introduction to Psychology						
Research Methods and Statistics I						
Research Methods and Statistics II						
Abnormal Psychology						

Developmental Psychology						
Memory & Cognition						
Biopsychology						
Psychology Elective						
Introduction to Computer Systems						
Introduction to Sociology						
OT Seminar I or equivalent*						
OT Seminar II or equivalent*						

Signature of Applicant: _____

Date: _____

OFFICE USE ONLY	Overall QPA _____	Prerequisite QPA _____
	Verified: _____	
	<i>Department of Occupational Therapy</i>	

Department of Occupational Therapy
Description of Collateral Courses for Admission

Course	Credits	Description
Biology I	3	Introduction to the principles fundamental to understanding animal life. Cell structure, cell function and biochemistry, heredity, molecular genetics, classification of the major phyla, and the structure and function of major organ systems.
Biology I Lab	1	Lab component for Biology I.
Anatomy & Physiology I	3	Basic course in the study of the structure and function of the human body. The specialized structure and function of each organ system is studied at the cellular, tissue and organ level of organization, as well as the homeostatic mechanisms, integumentary, skeletal, muscular, nervous, and sensory systems.
Anatomy & Physiology I Lab	1	Lab component for Anatomy & Physiology I.
Anatomy & Physiology II	3	Continuation of study of major organ systems, including endocrine, circulatory, lymphatic, digestive, regulation of metabolism, respiratory and excretory systems; reproduction and development; fluid electrolyte and acid-base balance.
Anatomy & Physiology II Lab	1	Lab component for Anatomy & Physiology II.
Speech Fundamentals	3	The treatment, preparation and delivery of public speech; standards for critical listening. Methods for presenting various types of speeches with emphasis on psychological and physiological adjustment to the speaking situation. Theory and practice of effective speaking.
Introduction to Psychology	3	Overview of the major areas of study within psychology: experimental psychology, physiological psychology, sensation and perception, motivation and emotion, psychology of consciousness, theories of learning, cognitive psychology, developmental psychology, social psychology, theories of personality, tests and measurements, psychopathology, and clinical psychology.
Research Methods and Statistics I	3	The process of carefully and ethically planning psychological research, as well as use descriptive and inferential statistics to analyze and interpret data. Conduct experiments and field experiments, write effective surveys, and accurately distinguish between quasi-experimental and correlational designs and results. Emphasis placed on understanding research variables, threats to internal validity, other basic research design issues, and critical reading of research articles. Hand calculation of descriptive statistics, supplemented by Excel and SPSS software instruction, and ability to apply basic statistical concepts in context of studying human participants.
Research Methods and Statistics II	3	Complex research design issues and continue to critically read research, gain experience testing participants, statistically analyze graph data, and write up a full APA-style research report of findings. Emphasis placed on single-subject research designs, basics of qualitative research, and program evaluation in order to add breadth knowledge of types of research conducted in psychology and related fields.
Abnormal Psychology	3	The nature of behavioral and personality disorders. Psychoses, addictions, sexual disorders, and suicide. Discussion of physiological, mental, cultural, and interpersonal factors.
Developmental Psychology	3	Comprehensive study of the theories, concepts, and empirical research which investigates human development from conception

		to death. Consideration of basic questions such as the relative contribution of “nature” and “nurture,” the presence or absence of predictability and continuity in development, and the question of human uniqueness. Investigation of psychological, biological, and environmental influences on development. Topics include cognitive, personality, social, and emotional development.
Memory & Cognition	3	The experimental analysis of mental activities involved in the acquisition and use of information. Topics include attention, pattern recognition, language, memory, skill acquisition, problem solving, decision making, and artificial intelligence.
Biopsychology	3	The biological bases of mind and behavior; the relationship between external and mental stimuli and physiological processes; historical background, methodology, psychophysiological recording techniques, neuroanatomy, neurophysiology, sensation and perception, motivation and emotion, attention, arousal, learning, and physiological self-regulation. Special attention to psychoactive drugs.
Psychology Elective	3	Psychology course of choice.
Introduction to Computer Systems	3	Introduction to the basic concepts and techniques of how computers are used to help solve problems; discussion of all components of a complete computer system, including equipment, programs, data, procedures, and personnel; use of applications packages including word processing, electronic spreadsheet, and data base system on IBM-compatible personal computers. No prior exposure to computers is assumed.
General Sociology	3	The basic concepts and theories underlying the study of human society, emphasizing stability and changes in systems of social relations and in human culture.
OT Seminar I or equivalent*	1	This course will provide students with the opportunity to interface with the professional OT community in both classroom and informal meeting environments. Occupational Therapy practice areas and special interests areas will be presented with an emphasis on Occupational Therapy roles, functions, and relationships to the interdisciplinary team. A module of Medical Terminology is also incorporated in preparation for the Professional Phase of the Program.
OT Seminar II or equivalent*	1	This course will provide students with the opportunity to interface with the professional Occupational Therapy community in both classroom and informal meeting environments, Occupational Therapy practice areas and special interests area will be presented with an emphasis on Occupational Therapy roles, functions, and relationships to the interdisciplinary team. A module of Medical Terminology is also incorporated in preparation for the Professional Phase of the Program.

***Exemption Policy:**

Occupational Therapy 301 and 302

At the discretion of the Chairman of the Department of Occupational Therapy, the Occupational Therapy Seminar Course(s) may be waived for individuals who demonstrate substantial exposure to Occupational Therapy. The following scenarios are considered substantial exposure in order to waive the Seminar Courses:

- a) existing credential as a Certified Occupational Therapy Assistant
- b) completion of Observation Hours including:

1. documentation of at least 50 hours of observation in an Occupational Therapy Department – Refer to **Documentation Form for Occupational Therapy Observation**
2. interview of two (2) registered occupational therapists in different settings, followed by submission of a paper (500 words or less) summarizing their observation experiences and the various roles of the occupational therapists, AND

c) completion of Medical Terminology Self-Study*

NOTE: For students wishing to apply for exemption of one of the above courses, 25 observation hours, along with one interview, and appropriate half of Medical Terminology Book

Medical Terminology Component

Medical Terminology is included in OT 301 & OT 302, and is required prior to commencing the Professional Phase of the Master of Occupational Therapy Curriculum. Therefore, self-study of Medical Terminology is required if either or both OT 301 & OT 302 will be waived.

Students must purchase the Medical Terminology text:

Gylys, B. A. & Masters, R.M. (most recent edition). *Medical Terminology Simplified*. FA Davis.

Students must read each chapter and complete all “*Section Review*” Exercises. Once these exercises are completed, the student will present the work to the Chair of the Department of Occupational Therapy. NOTE: This work must be completed and presented PRIOR to commencing OT 401.