

**20593**

**ADOPTED**  
BOARD OF TRUSTEES OF  
COMMUNITY COLLEGE DISTRICT NO. 508

**MAY 8 - 1998**

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508  
County of Cook and State of Illinois

**COUNTY OF COOK  
AND STATE OF ILLINOIS**

**CLINICAL FACILITIES AGREEMENT  
AAS IN OCCUPATIONAL THERAPY ASSISTING PROGRAM  
WRIGHT COLLEGE**

**THE CHANCELLOR**

**REPORTS**

that there is a need for hospital facilities in which students enrolled in the Associate in Applied Science Degree Program in Occupational Therapy Assisting can receive clinical experience; and

that an Agreement has been negotiated to provide such clinical facilities at the following hospital:

Therapy Outreach of Northern Illinois  
1445 Redwing Drive, Antioch, IL 60002  
(effective May 8, 1998, and renewable each year)

**RECOMMENDS**

that the Board of Trustees approves the Agreement negotiated with the above named facility for the period indicated, stating the terms and conditions whereby the Hospital will make its facilities available for use in conducting the Associate in Applied Science Degree Program in Occupational Therapy Assisting at Wright College; and authorizes the Chairman and the Secretary to execute said Agreement on behalf of the Board.

Respectfully submitted,

Wayne D. Watson  
Chancellor

May 8, 1998

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Occupational Therapy Assistant Program  
At The  
Wilbur Wright College  
Agreement for Clinical Affiliation

Board of Trustees of Cook County  
District No. 508, County of Cook  
State of Illinois

This agreement is entered into by the Occupational Therapy Assistant Program at the Wilbur Wright College, hereinafter referred to as the SCHOOL:

Therapy Outreach of Northern Illinois  
(Name of Facility)

1445 Redwing Dr Antioch, IL 60002  
(Address)

hereinafter referred to as the FACILITY. The purpose of this agreement is to provide clinical education in Occupational Therapy at the Assistant level for students enrolled in the C.O.T.A. Program of the SCHOOL.

A. School Responsibilities

1. Faculty shall have total responsibility for planning and implementing the educational program for C.O.T.A. students, and determining adequate preparation in theoretical knowledge, basic skills, professional ethics, attitude, and behavior. The FACILITY will be informed as to curriculum sequence, and established educational objectives for field work experience.
2. A designated faculty member will make visits to the FACILITY, when appropriate, to coordinate the progress of students.
3. Specific and mutually agreed upon information regarding the number of students to be assigned and the dates of their assignment will be provided to the FACILITY.
4. The SCHOOL will assure that health insurance coverage and professional liability insurance coverage for the C.O.T.A. students is in effect.
5. The SCHOOL will provide Clinical Supervisors of the FACILITY with appropriate forms for evaluation of student clinical experience and performance.
6. The SCHOOL will advise the assigned student of the responsibility for complying with the existing pertinent rules and regulations of the FACILITY.

B. Facility Responsibilities

1. The FACILITY agrees to serve as a cooperating agency with the school in order to provide clinical education in Occupational Therapy at the Assistant level.
2. The FACILITY agrees to designate as Field Work Supervisor the staff member who will be responsible for the planning and implementation of the Field Work Experience. The staff person so designated shall meet the criteria established by the American Occupational Therapy Association for supervising students. Clinical supervisors may delegate specific responsibilities for some of the clinical teaching to other qualified professionals of the staff without waiving his/her responsibilities for the students.
3. The FACILITY agrees to provide the Fieldwork Supervisor with time to plan and implement the Field Work Experience, when feasible, time to attend relevant meetings and conferences.

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- 4. The FACILITY will have available, to faculty and to students, a written description of the Field Work Experience being offered, as well as pertinent rules and regulations with which the student is expected to comply.
- 5. The FACILITY will advise the SCHOOL of any changes in its personnel, operation, or policies which may affect Field Work Experience.
- 6. C.O.T.A. students will have the status of trainees, are not to replace FACILITY staff, and are not to render patient care and/or service except as such are identified for educational value as a part of the jointly planned educational program.
- 7. Whenever possible, the FACILITY will make available emergency health care for the assigned student. (The student will otherwise be responsible for his/her health care.)
- 8. The Field Work Supervisor will evaluate the performance of the assigned student on a regular basis using the evaluation form provided by the SCHOOL. The completed evaluation form will be forwarded to the SCHOOL within one (1) week following conclusion of the student's Field Work Experience.

### C. Joint Responsibilities

- 1. Specific and mutually agreed upon information regarding the numbers of students to be assigned, the dates of their assignment, and specific experience to be provided shall be planned jointly by the SCHOOL and the FACILITY.
- 2. Scheduled meetings will be held to review and evaluate the clinical education program, and to resolve specific problems which may interfere with the achievement of the objectives of the program. The meetings shall be attended by appropriate SCHOOL faculty and staff of the FACILITY.
- 3. Any problem situations involving student trainees shall be resolved jointly by the SCHOOL and the FACILITY.
- 4. Discrimination against any individual involved in the program, because of race, color, religion, sex, or national origin, is unacceptable to the SCHOOL and the FACILITY, and if practiced by either party shall be cause for terminating this agreement.
- 5. A Conference between representatives of both the SCHOOL and the FACILITY shall be held at appropriate intervals to evaluate the function of the program and to review the agreement.
- 6. This agreement does not contemplate the payment of any fee or remuneration by either party to the other, but is intended to jointly benefit both parties by improving education, professional preparation of the students, and patient care.

TERM OF AGREEMENT: This agreement will become effective May 8, 1998 and will continue its effect until terminated by mutual agreement of the parties or by either party giving three (3) months written notice of termination to the other.

FOR THE SCHOOL

[Signature]  
Board Chairman, City Colleges of Chicago

Patricia A. Buck  
Board Secretary, City Colleges of Chicago

FOR THE FACILITY

[Signature]  
Administrator

[Signature]  
Director of O.T. or O.T. Consultant

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Field Work Supervisor

Board of Trustees of Community College District No. 503, County of Cook and State of Illinois

APPROVED AS TO LEGAL FORM  
[Signature]  
GENERAL COUNSEL