

Reason(s) for Extension(s) (if any):

- * LTC: Learning and Teaching Committee
OBA Funding: Funding for Promoting Outcome-Based Approaches to Student Learning

3. Project Implementation

(a) Project objectives

The overall objective is to better prepare OT students in all-roundness and facilitate developing strategies in learning clinical-related outcomes at both programme and subject level. Specific study objective includes:

- a. To identify and map out the occupational therapy programme's generic and professional competency in Hong Kong and in collaboration with major groups of clinicians, stakeholders and international standard;
- b. To design group study formats in experiential learning for effective communication, creativity and problem-solving skills; clinical case studies for clinical reasoning and multidisciplinary team work (knowledge and skills);
- c. To reinforce OT stream-related practicum, project reports, clinic assessment reports and develop students' e-learning portfolio that reflects their learning of generic and OT professional skills;
- d. To propose further ways to facilitate OBE in OT programme (in both learning teaching strategies and assessment of outcomes)

(b) Overview of specific work undertaken for achieving the project objectives (including any changes to original proposal)

- During the period, a 12-month full time project associate (Ms. Sibyl Wong) and 12-month part-time programmer (Mr. Raymond Sin) were appointed on 15/11/2008 and 22/12/2008 respectively.
- The project was one of the projects invited to be presented in OBA Project Session, dated 3 Feb 2009, by VP(AD), PolyU.
- There are four major outcomes and deliverables in the project; and the major updated status of each of them are outlined as below:
 1. E-learning portfolio
 - From Dec 2008 till Dec 2009: All OT academic staffs were interviewed and their subject curricula had been reviewed and related work has been completed.
 - From Jan 2008 till Oct 2009: All subjects curricula were revised into outcome-based format
 - From Jan 2009 till Mar 2010: Design of e-learning portfolio for both staffs and students was completed for future trial run.
 2. Online case studies
 - From Jan 2009 to Mar 2009: Some online cases on clinical problem-solving were reviewed and readily collected. Work has been completed.
 3. Group study manual
 - From Jan 2009 till Dec 2010: Current curricula were analyzed. 100% of work has been completed.
 - Comments on students' generic skills from outside experts were collected.
 4. Manual on practicum
 - From Jan 2009 till Oct 2009: Current clinical manual was reviewed. 100% of work has been completed.
 - From Jan 2009 till Oct 2009: Four major clusters namely 'physical', 'psychosocial', 'basic & integrative', and 'clinical education' were formed. 100% of work has been completed.

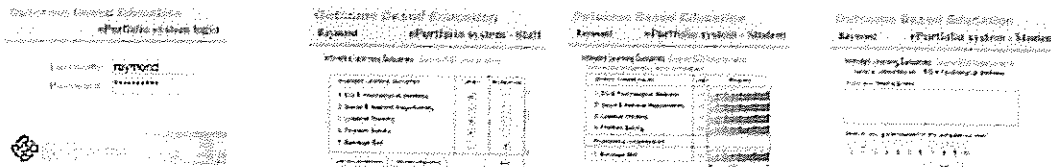
(c) Difficulties encountered, if any, which have affected progress, and remedial actions taken

1. Staff recruitment: Full time project associate reported duty in Nov 2008 and part time programmer reported duty in Jan 2009. This had delayed the project activities inevitably.
2. Technical issue: Technical issues for developing e-learning portfolio is complicated and only resolved progressively and slowly.
3. Side issues and ad-hoc issues: Issues raised from other OBE/LOAP projects within the OT program were linked to this project, and thus some effort and workforce had to be shared.

(d) Deliverables/useful findings/good practices emerged

1. E-learning portfolio

- Design of e-learning portfolio revised and finalized on Jan 2010.
- Content of e-learning portfolio has been uploaded by March 2010 (<http://www3.rs.polyu.edu.hk/eportfolio/>)



Screen shots of the e-portfolio system

2. Online case study (Case studies in clinical reasoning)

- Meetings with staff regarding ready cases were in mid Jun 2009; work completed in Dec 2009.
- e-learning portfolio that students and faculty members can check and at anytime, anywhere the progression and relevance of subject (s) to the overall learning outcomes
- A Flash programme developed for on-line, self-study in defining clinical reasoning and learning to use 6 main types in managing a stroke case (shown with background and video clips). Self-testing, in the form of MCQs is available to reinforce students' observation and clinical reasoning skills.

3. Group study manual

- Comment from outside experts was reviewed and analyzed in Jun 2009.
- Generic skills and typical scenarios finalized by end of Jun 2009; First version done in September 2009.
- Occupational therapy students are generally well-equipped with knowledge and hard skills, but they are always expected to have better soft skills. We have interviewed several senior occupational therapists in the industry, including hospital authority, NGO and other private settings. We have concluded that communication skills and interpersonal skills are the most important soft skills needed and concerned in the workplace.
- We have defined several soft skills as our Intended Learning Outcomes, we have then conducted a series of telephone interviews for in-depth understanding of these soft skills. Interviewees include junior occupational therapists with several years of experience to senior occupational therapists with more than twenty years of experience. Most of these interviewees have been working in NGO settings, including geriatric, pediatric, mental health, psychiatric, etc. This manual summarizes the soft skills needed in different settings. We hope this manual serves as a useful tool, like a booklet of hints, for students to look up and refer to when they need it.
- The skills covered include communication and interpersonal skills – with clients, caretakers, family members, co-workers/team members, employees/supervisors.

4. Manual on practicum

- Visiting outside experts were conducted in Jul/Aug 2009
- Completed revision of current manual in Aug/Sep 2009
- One of the major Intended Learning Outcomes of our Occupational Therapy programme is enhancing students' practical skills. We are concerned to assure the breadth and depth of the practical skills needed, so we have compiled this manual as a guideline.
- We have set up two subject clusters within OT programme in order to align with the common practice of the major settings in the industry, namely Physical subject cluster and Psycho-social subject cluster. Physical subject cluster includes 'Work rehabilitation', 'Neurological and cognitive rehabilitation', 'Musculo-skeletal rehabilitation', and 'Environmental and assistive technology' and Psycho-social subject cluster includes 'Psychiatric rehabilitation', 'Geriatric rehabilitation', and 'Developmental disabilities'.

- Experts from outside, including Hospital Authority, NGO and private settings, are invited to join our academic staffs in both subject clusters. Panel of members meet regularly in order to revisit and refine the Intended Learning Outcomes, curriculum design and assessment, from the outcome-based learning perspective.
- Moreover documentation analysis has been conducted and an important message is noted. Assessment tools/skills and treatment planning/implementation are two very important practical skills expected and needed. In order to unpack more and deeper about the concerned practical skills, we have invited some occupational therapists from industry, and we have conducted phone interviews with them.
- This manual helps students to understand the practical skills needed and expected from a holistic point of view. A clear view of concern on each practical skill by both academic and industry is summarized.

(e) Dissemination activities taken/planned to sustain impact

- E-portfolio can be accessed by Departmental website- linked to OT mega-website. Workshop to introduce its running would be arranged for students and staff members for pilot-testing.
- Online case studies on clinical problem-solving- accessible by linking to existing online teaching website on stroke (led by Prof Cecilia Li) for students' trial and re-evaluation in the coming academic year.
- Both the group study manual and manual on practicum will be uploaded to student portals and webCT materials for both staff and students for references.

(f) Self-evaluation or additional information/remarks

Four objectives were successfully achieved and four deliverables have been developed. The group study manual and the manual on practicum are ready for use. Testing of the use e-portfolio requires testing on staff and students and feedback would be received before a formal utilization. The online case studies on stroke (clinical reasoning) will be uploaded to existing websites to reinforce the learning of stroke management for students' self practice.

Man Wai Kung

Name of Project Leader: _____

(in block letters)

Date: 4 June 2010 _____

Part III: Evaluation by D/SLTC (or by HoD/Director of School)

(a) Rating and comments/recommendations on the following areas of the project

(please put a ✓ in 1 of the following 2 ratings and provide comments)

Areas	Rating		Comments and Recommendations
	Satisfactory	Needing attention	
Overall financial management/ use of funding	✓		Well managed
Overall project progress	✓		
Outputs /deliverables / dissemination	✓		
Overall rating / comments on the project (Please suggest remedial actions if the rating is 'Needing attention')	✓		The objectives have been achieved and the deliverables have been developed.

(b) Issues requiring the attention of FLTC/Director of School and/or the funding authority

(c) Outputs/deliverables/good practices of the project that can be shared with other subjects, programmes or departments within the Faculty, or with the wider PolyU community

We look forward to the online cases studies and the workshop to be held in the near future.

(d) Additional comments/remarks

Name of D/SLTC Chair

(or HoD/Director of School): Dr Thomas Chiu
(in block letters)

Date: 21 July 2010

^ To be prepared by HoD/Director of School if the PL is also the D/SLTC Chair, or if the Centre/Unit/Office does not have a DLTC.

Part IV: Evaluation by FLTC/Director of School#

(a) Overall rating on the project (please put a ✓ in 1 of the following 2 ratings):

- Satisfactory
 Needing attention

(b) Overall comments and recommendations on the project:

Good progress & on-time completion with
clinical cases output for legacy.

(c) Issues requiring the attention of the funding authority:

Name of FLTC Chair/
Director of School:

Dr Danny Gohel
(in block letters)

Date:

30/7/2010

The Director of School or HoD of the Centre/Unit/Office needs not fill this part if he/she has already commented in Part III.

Part V: Response & Follow-up Plan by Project Leader

(Response and follow-up plan is required from the Project Leader if there is any area rated as 'needing attention' in Part III and/or IV.)

Name of Project Leader:

(in block letters)

Date:

Man Wai Wong

Signature of Project Leader

[Signature]

Signature of D/SLTC (or HoD)@

[Signature]

Signature of FLTC/
Director of School

Dr David Man

(Name in block letters)

Dr Thomas Chiu

(Name in block letters)

Dr Danny Gohel

(Name in block letters)

@ To be signed by HoD if the PL is also the DLTC Chair, or if the Centre/Unit/Office does not have a DLTC: leave this blank if the PL is also the SLTC Chair.

The Project Leader and D/SLTC Secretary should each keep a copy of this Completion Report for records.

A copy of this Completion Report will be submitted along with the F/SLTC Annual Report (Form 20) to LTC/WGOBE as a supporting document.

Completed

LEARNING & TEACHING DEVELOPMENT PROJECTS MANAGEMENT SYSTEM

Please close all browser windows to log out of the system

Project Information

Project Title: To Effectively Develop Teaching Strategies and Assessment of Generic and Professional Outcomes in Occupational Therapy Programme

Project Code: 2007-08/OBA/RS2 **Work Programme:** 8B1P

Account Code: 1.51.xx.8B1P **Account Set Up Date:** 5 Jun 2008

Project Leader: Man Wai-kwong, David **Email:** rsdavid@inet.polyu.edu.hk **Tel:** 6711

Department: RS **Project Status:** In Progress

Approved Funding (HK\$): 328,923 **Funding Source:** OBA Fund

Project Start Date: 1 Nov 2008 **Project Completion Date:** 31 Mar 2010

Progress Report Scheduled Submission Date: 30 Jun 2009 **Progress Report Actual Submission Date:** 15 Jul 2009

Completion Report Scheduled Submission Date: 30 Jun 2010 **Completion Report Actual Submission Date:**

Date of Account Closure:

Upload new document:

Category: Miscellaneous

File:

[Browse...](#)

Description:

Please inform LTC Administrator if there is a change in project leadership or additional funding to the project.

Key Documents:

- Proposals/Revised Proposals
 - Supplement to Proposal
 - Proposal
- Appointments
 - 20091016 Acknowledgement letter Wong Wing Shuen Sibyl
 - 20091015 Completion of service Wong Wing Shuen Sibel
 - 20091013 Application for appointment Wong Wing Shuen Sibel
 - 20090821 Letter of appointment Sin Wing Hung
 - 20090821 Acknowledgement letter Sin Wing Hung
 - 20081204 Acknowledgement letter Sin Wing Hung
 - 20081118 Letter of appointment Sin Wing Hung
 - 20081105 Acknowledgement letter Wong Wing Shuen
 - 20081103 Letter of appointment Wong Wing Shuen Sibyl
- Project Period Extensions
 - Nil
- Virement of Funds
 - 20080506 Setting up OBA project account (2007-08/OBA/RS2) with time-release fund to RS
- Progress & Completion Reports
 - 2009.07.06 Progress Report
- Miscellaneous
 - 20090601 LTC PMS Reminder for Progress Report
 - 20080619 Notification of account code from FO
 - 20080604 OBA Funding Allocation and the Use of FUnds (RS)
 - 20080524 Funding Acceptance Form
 - 20080519 Announcement of funding result

History Log by LTC Admin:

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