

## GUIDELINES FOR GENERAL SUPERVISION OF PROVISIONAL REGISTRANTS



### Introduction

A provisional registrant can only perform the services of an occupational therapist if the services are performed under the general supervision of a full registered occupational therapist.

General supervision provides a mechanism to ensure safe, ethical and quality occupational therapy practice in the interest of public protection until such time as the provisional registrant has demonstrated that he/she meets the requirements for full registration.

This guideline addresses the following:

1. Requirements of the occupational therapist providing general supervision.
2. Elements of general supervision.
3. Examples of supervision activities.

### 1. Requirements of the occupational therapist providing general supervision

She/he must have:

1. full registration and be in good standing with the College of Occupational Therapists of British Columbia, and
2. a minimum of at least one (1) year full-time experience in the practice of occupational therapy or equivalent part-time experience of 1,800 hours in past three (3) years, and
3. At least six (6) months working experience in British Columbia or satisfies the registration committee that they understand the regulatory requirements affecting practice in BC.

### 2. Elements of general supervision

- A general supervision requirement is acknowledged by both the provisional registrant, his/her employer and/or the occupational therapist providing supervision.
- Supervision does not necessarily involve monitoring every practice step the provisional registrant takes in the provision of occupational therapy services.
- The full registrant practice supervisor must provide guidance and feedback commensurate with the provisional registrant's skills and experience. *See examples below.*

### 3. Examples of supervision activities

- New employee site orientation (facility mission and strategic direction, policies and procedures, safety practices, organizational chart, confidentiality policies, emergency procedures, tour, etc.).

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- Service/program orientation (introduction to staff, location of equipment, record keeping processes, review of job description, performance expectations, infection control, resources, security, etc.).
- Clinical orientation (specific occupational therapy policies and procedures, clinical protocols, standards of practice, referrals, client scheduling and planning, charting guidelines, care conference, department meetings, teaching rounds, etc.).
- Weekly meetings with practice supervisor to discuss assigned cases, identify problem areas, and review written records.
- Opportunities for observing the provisional registrant's client interactions (more if required).
- Sharing "client stories" formally (in teaching rounds) and informally (with practice supervisors).
- Opportunities to participate in department/program in-services as a presenter or active participant.

**Additional Questions?**

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