

Indiana State University  
College of Health and Human Services  
Department of Applied Medicine and Rehabilitation  
M.S. Occupational Therapy

**Matriculation Requirements Information**

Interacting with the community and with populations that require OT services is an integral part of the educational program at ISU. Precautions must be taken to protect you and those that you will be in contact with. The following **must be completed prior to the first day of class**.

**Indiana State University Code of Conduct**

Read and agree to abide by the expectations set forward by the Indiana State University Code of Conduct. <https://www.indstate.edu/sites/default/files/media/Documents/PDF/CodeConduct.pdf>

**Health Care Form**

The University requires completion of a Health Care Form. This form must be **completed and signed** by an M.D., D.O., PA, or NP. The Health Care Form is maintained in the Indiana State University Health Center.

**Verification of Immunizations**

The University requires completion of an Immunization Form. The OT Program requires a copy of this form. This form must be completed and signed by MD, DO, PA, or NP. The Health Care Form is maintained in the ISU Health Center. Immunizations must remain up-to-date while a student in the program.

**Proof of Medical Insurance**

**Background Check**

The OT Program requires that you received a "good" report from this process prior to beginning Occupational Therapy Coursework. There is an additional requirement for applicants that have a history of a felony conviction including those that have been pardoned expunged, released or sealed. This also pertains to applicants that have had a professional license, registration or certification revoked, suspended or subjected to probationary conditions by regulatory or certification board. Any applicant that has ever been found by any court, administrative, or disciplinary proceeding to have committed negligence, malpractice, recklessness, or willful or intentional misconduct which resulted in harm to another. Or if you have ever been suspended and / or expelled from a college or university additional steps must be completed prior to matriculation into the Occupational Therapy Program. Specifically, the student must verify that they will qualify to take the National Board Certification for Occupational Therapy (NBCOT) examination by completing the Early Determination Process with a report that they are eligible to take the registration examination. More information on this process can be found on the NBCOT website at <https://www.nbcot.org/en/Students/Services>

## **Requirements once in the program.**

### **CPR and First Aid Credentials**

Typically completed prior to participation in Community and Level I Fieldwork experiences.

- Adult and Child CPR / AED (Heart Association)
- Infant CPR (Heart Association)
- First Aid (multiple providers)

### **Additional Vaccinations / Medical Tests**

Most Community and Fieldwork sites will require annual influenza vaccinations or require that you wear protective garments when interacting with clients. In addition to the vaccinations required for the program they may request additional testing / vaccinations. For example, they may require a two-step TB test or chest x-ray

### **Additional Background Tests**

Community and Fieldwork sites may require additional background checks to comply with a legal term called "due diligence". Some sites may require a nationwide background check, drug screening, and finger printing.

### **Professional Liability Insurance**

As a student, Indiana State University will cover OT Program sponsored or required fieldwork / community experience up to 40 hours per week. ISU will not cover anything over 40 hours per week. Historically, students in other professional programs have elected to purchase Professional Liability Insurance for additional coverage.