

**CAOT Professional Development Proposal**

CAOT is seeking proposals for evidence-informed and occupation-based professional development activities for Canadian occupational therapists. Please use the proposal form below to describe the professional development activity you would like to present, facilitate or develop the content for.

**Type of professional development activity**

CAOT is exploring some different types of professional development activities. Please check the type(s) of professional development activities that match your desired presentation content.

[ ]  Webinar: One-hour live presentation (including a facilitated 10-15-minute question and answer period) ideal for sharing knowledge and resources on a particular topic, as well as answering live questions.

[ ]  Self-study module: One to four modules with 30 to 90 minutes of content including a prerecorded presentation with engaging features for learning (e.g., videos, quizzes, case studies).

[ ]  Workshop: One- to three-day live in-person events that involve presentations, demonstrations, group discussions and hands-on activities.

[ ]  Hybrid workshop: Workshop with webinar or self-study module for preparation or follow up.

**Desired length** (e.g., number of webinars, number and length of self-study modules, number of days for workshop, number of weeks for online course)

**Title**

**Presenter(s)**

|  |  |  |
| --- | --- | --- |
|  | *Presenter 1* | *Presenter 2 (if applicable)* |
| Name |  |  |
| Mailing address |  |  |
| Email address |  |  |
| Telephone number |  |  |

**Presenter’s biography** (including education, relevant previous teaching experience and presentations, relevant work experience, research, etc.)

**Brief description of what you will present and why** **(100 words max)**

**Learning objectives** (i.e. After taking part in this professional development activity, participants will be able to state, define, recognize, identify, understand current practices in, apply, etc.)

Participants will:

**Learning modalities**

Please check the modalities you would like to include in this professional development activity.

[ ]  Lecture

[ ]  Videos/multimedia

[ ]  Live Q&A

[ ]  Quizzes

[ ]  Demonstrations

[ ]  Group discussions

[ ]  Hands-on practice

[ ]  Readings

[ ]  Simulations or games

[ ]  Self-study projects or presentations

☐ Other?

**Key references**

Please indicate some key references to highlight that your proposal is evidence-informed.

**Level**

Please check the most appropriate level for the intended content.

[ ]  Beginner (0-2 years of experience in this specific practice or topic area)

[ ]  Intermediate (3-5 years of experience in this specific practice or topic area)

[ ]  Advanced (More than 5 years of experience in this specific practice or topic area)

**Target audience**

Please check who this workshop be appropriate for (please select all that apply).

[ ]  Occupational therapists

[ ]  Students in occupational therapy programs

[ ]  [Occupational therapist assistants (OTAs)](http://www.caot.ca/document/4273/SupportPer_Profile.pdf)

[ ]  Physiotherapists

[ ]  Speech-language pathologists

[ ]  Dieticians

[ ]  Other health professionals

[ ]  Teachers

[ ]  Family members/caregivers

[ ]  Other?

**Relevance for client age groups**

Please check the client age group(s) that this webinar would be appropriate for.

[ ]  Young children (0-4 years old)

[ ]  Children (5-12 years old)

[ ]  Adolescents (13-19 years old)

[ ]  Adults (20-64 years old)

[ ]  Seniors (65+ years old)

**Relevance for areas of practice**

Please check the area(s) of practice that this webinar would be appropriate for.

[ ]  Mental health (depression, anxiety, schizophrenia, etc.)

[ ]  Cognitive (dementia, brain injuries, delirium, amnesia, intellectual disabilities, neurodevelopmental disorders)

[ ]  Neurological/neuromuscular (stroke, Parkinson’s disease, spinal cord injuries, epilepsy, ALS, multiple sclerosis, etc.)

[ ]  Musculoskeletal (carpal tunnel syndrome, tendinitis, back pain, shoulder injuries, arthritis, fibromyalgia, bone fractures, etc.)

[ ]  Cardiovascular and respiratory (heart disease, arrhythmia, deep vein thrombosis, chronic obstructive pulmonary disease, asthma. cystic fibrosis)

[ ]  Digestive/metabolic/endocrine (dysphagia, swallowing disorders, diabetes, obesity, osteoporosis, thyroid diseases)

[ ]  General physical health (applies to many physical health conditions and physical health conditions not listed above such as sensory loss)

[ ]  Vocational rehabilitation (return to work, working with employers and/or in workplaces, optimizing work environments for physical and mental health)

[ ]  Palliative/end-of-life care

[ ]  Health promotion and wellness (implementing a range of social and environmental interventions including promoting health behaviours, creating supportive environments, enabling people to increase control over and to improve their health)

[ ]  Client service management (clinical practice leader or manager)

[ ]  Medical/legal (particular relevance to occupational therapists who testify in court)

[ ]  Researchers (particular relevance to those conducting research)

[ ]  Educators (particular relevance to professors in entry-level programs)

[ ]  Service administration (business management, strategic planning, public relations, accounting, regulatory compliance, human resources)

**Availability**

Please check the month(s) of the year that are generally good for you in 2018 and in 2019 to be able to present a professional development activity.

[ ]  January

[ ]  February

[ ]  March

[ ]  April

[ ]  May

[ ]  June

[ ]  July

[ ]  August

[ ]  September

[ ]  October

[ ]  November

[ ]  December

**Minimum and maximum number of participants permitted** (workshop only)

|  |  |
| --- | --- |
| Minimum |  |
| Maximum |  |

**Audio-visual equipment required** (workshop only)

Presenters are responsible for bringing their own laptop and connecting cord (e.g., HDMI, micro HDMI) to the workshop venue. As a standard, CAOT will provide a projector, a screen and a wired microphone. The possibility of a wireless microphone can be discussed if the workshop accommodates at least 50 participants. Please note the additional equipment you would require:

[ ]  Speakers

[ ]  Flipchart and markers

[ ]  Whiteboard and markers (if available)

[ ]  Other?

**Preference of room style** (workshop only)

(e.g., theater style, classroom style, chevron style, boardroom)

**Other special requirements or comments**

Please submit this completed proposal to education@caot.ca.