

Accommodations for Field Experiences and Internships

Responsibilities:

Student	Department	Student Disability Services	Field/Course Coordinator
Inform St. Disability Services: going into the field for field experience/internship	Advisors and course instructors: Refer students to Student Disability Services for consultation	Ask students to inform department/course/field coordinator about accommodations needed	Inform Student Disability Services that student is requesting accommodations
Inform department/field coordinator if accommodations are needed due to a disability	Be upfront about competency expectations in the field	Assist in self advocacy/disclosure	Inform placement site of requested accommodations (after receiving written permission from student)
Make sure personal support system is in place for internship if accommodations are needed	Discuss with students how they will accomplish these competencies	Create form for students: Define field component and state what accommodations needed	Inform faculty supervisor as the faculty of record
When start in placement, discuss accommodation needs with onsite supervisor and others as appropriate		Send above information to: *Course Instructor/faculty supervisor and/or *Field/Course Coordinator	Keep Student Disability Services up to date on all field/internship course #
Medical Needs: For safety of the student, inform placement site so they are aware and prepared		Current form sent to Instructor/faculty supervisor: Add to "additional information" section: 'Accommodations needed in field: ..., etc.'	

Website Resources: JAN (Job Accommodation Network): <http://www.jan.wvu.edu/>
 PEPNet (deaf and hard of hearing): <http://www.pepnet.org/midwest/>
 Faculty Room: <http://ada.osu.edu/resources/fastfacts/index.htm>

Modeled after document developed in collaboration with Student Disability Services staff, COE Office of Clinical Experiences staff (OCE) & OCE Liaisons from TDEV, SPED, CFS; Presented to COE DAC and to Departments of Teacher Development, Child & Family Studies and Special Education for discussion, Judith Siminoe, Special Advisor to the President (approved Spring 2009)

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