## TABLE OF CONTENTS

Letter from the Doctoral Capstone Coordinator	5
Guiding Principles	6
Mission Statement for Nova Southeastern University Mission and Philosophy of Occupational Therapy Department Occupational Therapy Code of Ethics OTD Curriculum Department Course Sequence Course Descriptions	
Part 1 – Doctoral Capstone Project & Experience Policies	25
Student Policies for Doctoral Capstone Project & Experience Student Documentation Requirements Attendance Cancellations Doctoral Capstone Process Disciplinary and Appeals Policies	
Part 2 – Student Documentation Requirements	38
Student Health Information Medical Insurance CPR and HIV/AIDS Training Fingerprinting and Background Check Confidentiality of Student Information	
Part 3 — Information for the Mentor	44
Online Electronic Library Continuing Education Courses Role of the Mentor Multiple Mentors Non-Occupational Therapy Professionals as Mentors Supervision of a Group of Students Provision of a Student Orientation at the Facility Provision of Expectations by the Facility	

Part 4 – Capstone Team Communication	51
Communication between Student and Academic Faculty Documentation of Communication Communications with Capstone Experience Sites Contact Information	
Part 5 – Glossary of Terms	53
Glossary of Terms	
Part 6 – Appendices	55
Appendix A: Educational Objectives Appendix B: Capstone Assignment 1: AOTA Keynote Address- Developing Capstone Ideas Appendix C: Capstone Assignment 2: Developing Capstone Project & Experience Ideas Appendix D: Capstone Assignment 3: Developing a PICO Question & Initial Article Search Appendix E: Capstone Assignment 4: Refinement of PICO Question & Start of Capstone Literature Review Appendix F: Capstone Assignment 5: Draft Capstone Project Plan Appendix G: Doctoral Capstone Mentor Agreement Form Appendix H: Doctoral Capstone Site Confirmation Form Appendix I: Doctoral Capstone Experience Evaluation Form: Midterm & Final Appendix J: Health Insurance Policy Form Appendix K: OTD 16-Week Doctoral Capstone Experience Plan Template/ OTD Capstone Experience Log & Journal Appendix L: Verification of Receipt/Review of Doctoral Capstone Manual Appendix M: Memorandum of Understanding & Facility Agreement Templates Appendix N: Capstone Progression Table Appendix O: OTD Department Contact List  *This document is updated at the start of each academic year and is s	ubiect to
*This document is updated at the start of each academic year and is s change.	ubject to