

Central Virginia VA Health Care System

Occupational Therapy Hand Therapy Fellowship Program Application

APPLICATION PROCEDURES:

Instructions: All applicants are required to submit an application. The following documents should be completed.

Applicant Information: Pages 1-3 of this document completed with applicant’s signature

- Personal Statement
- Current Curriculum Vitae
- At least 3 Letters of Recommendation (mailed to the address below)

APPLICANT REQUIREMENTS:

- U.S. Citizen
- Graduate of an accredited occupational therapy program
- Passed the NBCOT Board examination
- Completed application form including resume/curriculum vitae
- Three letters of recommendations from individuals who can speak to their clinical skills
- Occupational therapy license
- Evidence of upper extremity rehabilitation interest and/or pursuit of additional training/experiences in this area
- Not on probation or under a learning contract at their current facility or program

Upon review of application, select applications will be chosen for an interview.

APPLICANT INFORMATION

Legal Name: _____

Last First Middle

Date of Birth: _____

Current Address: : From _____ To: _____

Number and Street Apt. City State Zip Code

Home Phone Number: _____ Cell Phone: _____

E-mail Address: _____

Person to Notify in case of emergency: _____

Name: _____ Relationship: _____

Day phone: _____

Address: _____

Phone: _____

Have you ever applied to this program before? Yes No When? _____

Have you ever been convicted of a crime (other than a minor traffic violation)? Yes No

If yes, give details in attached statement.

EDUCATIONAL BACKGROUND

What is your highest academic degree? _____

Are you currently licensed to practice occupational therapy in the state of Virginia?

Yes License # _____

No If not, are you eligible for licensure in the state of Virginia? Yes No

COLLEGES/UNIVERSITIES ATTENDED

Names of Colleges Attended	Years Attended	Degree/Certificate	Major	GPA	Graduation Date

Awards/Achievements: _____

Have you ever been placed on probation or dismissed from a college or university?

0Yes 0No If so, describe details

WORK EXPERIENCE

List the three most recent OT-related positions you have held:

*Preferred requirements include at least 1 year of clinical experience. If you are a new graduate, please list relevant clinical fieldworks/experiences.

<i>Position (Title)</i>	<i>Employer</i>	<i>Dates</i>

Professional Association Memberships:

PERSONAL STATEMENT

The personal statement should be a two page double-spaced reflection on your interest and potential contribution in the Central Virginia VA Medical Center Hand Therapy Fellowship Program. Consider the following questions in developing your response:

Question #1: What are your goals for participation in a hand therapy fellowship program?

Question #2: Describe how you have demonstrated leadership in the past and how your participation in a fellowship program will enable you to become a leader in the field of upper extremity rehabilitation.

Question #3: Submit a case study from your clinical experience that:

Describes your approach and critical thinking process when evaluating new patients.

Implements your clinical reasoning to apply the comprehensive exam in designing an appropriate treatment plan.

Deduces a discharge plan through the treatment process.

RESUME: Please attach a current copy of professional resume.

LETTERS OF RECOMMENDATION: Three (3) letters of recommendation are required. The letters of recommendation should be in a sealed envelope (with the referee's signature on the seal) and sent with the fellowship Application packet. We strongly suggest individuals who are able to comment on your academic and your clinical practice and research capabilities or potentials.

I certify that the information in this application is correct to the best of my knowledge.

Signature of Applicant

_____ Date: _____

Due between February 1-March 29, 2024 for the Summer Program

Interviews: (Finalists only-you will be notified April 1, 2024 after applications are processed and reviewed). An in-person interview may be requested by candidates offered a position or by the Fellowship Program prior to a commitment to the program.

Application Deadline March 29, 2024

Interview Days April 1-12, 2024

Notification Date May 3, 2024

Fellowship Start Date September 9, 2024

Fellowship End Date September 5, 2025

Mail together completed application, personal statement, and letters of recommendation in one envelope to the following address:

Central Virginia VA Health Care System (117)

Occupational Therapy Department

Attn: OT Hand Fellowship Coordinator-Deborah Vanderburg

1201 Broad Rock Blvd

Richmond, Virginia 23249

Should you have any questions please contact

Deborah Vanderburg at:

-deborah.vanderburg@va.gov

-call 804-675-5000 ext. 6070

Rebecca Cardile at:

-rebecca.cardile@va.gov

-call 804-675-5000 ext. 8597

Central Virginia VA Medical Center is committed to the principle of equal opportunity. CVCHS does not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender, identity, religion, disability age, veteran or refugee status, ancestry, or national ethnic origin the administration of its fellowship opportunities.