**GUIDELINES FOR OVERSEAS STUDENTS AND VOLUNTEER OCCUPATIONAL THERAPISTS PLACEMENTS IN** **Uganda**

**Background**

The Uganda Association of Occupational Therapists (UAOT) is the governing body in charge of all Occupational Therapists in the country.

The Uganda Association of Occupational Therapists works hand in hand with the Allied health professionals’ council that licenses Occupational Therapists. The association is presently well represented by three occupational therapists on the Occupational Therapy and Physiotherapy board of the Allied health professionals’ council, of the Ministry of Health, Uganda.

The association works hand in hand with other Government and Non Government bodies within the country to ensure continuous service delivery and quality practice.

The association is also responsible for supporting international volunteers, students and visiting Occupational Therapists.

The association guides them to find the most suitable placement with a supervisor, transport and accommodation arrangements.

Placements are coordinated through the secretary and the overseas coordinator of the association. Both are members of the UAOT executive and all communications pertaining to students and volunteer OTs must be routed through the secretary and copied to the overseas coordinator.

The overseas coordinator on consultation with the secretary then contacts various occupational therapists / organizations across the country to ascertain their readiness to receive an overseas student or volunteer. Relevant information is then relayed back to the prospective international applicant.

**Note:** All placements made through individual Occupational Therapists and friends or organizations’ must be channeled through the Uganda association of Occupational Therapists to protect the integrity of the placement and to avoid ethical and legal implications that may arise from such dealings.

**Information about Uganda**

Uganda is a multicultural country with over 50 ethnic groups that practice different beliefs and speak different languages, but English is the main language of communication.

Every student, volunteer or visiting OT is expected to conduct themselves appropriately and be aware that they are practicing in a different context in terms of policies and procedures as well as resource availability.

The students / volunteer are also expected to be culturally sensitive to the beliefs and values of the society in which they are going to be, but also be free to ask questions regarding things that are not clear.

The supervisor will brief the student / volunteer about the most secure areas to hang around.

Many OTs from Europe are referred to as **BAZUNGU** in Luganda which means white person, so do not feel insulted.

The main means of transport in Uganda is by commuter taxis, which are affordable for all but one can use private taxis commonly referred to as special hire, or for more convenience download apps for Uber, Quick taxi, Safe Boda, taxify, which are all operating in Uganda.

As a multicultural country we also have a wide variety of delicacies from traditional to snacks as well as western and eastern cuisines depending on what the student prefers.

**Overseas student/ Volunteer Requirements:**

1. Fill an online placement application form (check UAOT website) [Overseas Application Form](http://www.uaot.org/docs/placement%20application.html)

1. Every student is required to submit a letter of introduction from University, stipulating the purpose of the placement, period of time and expectations. Every volunteer must submit proof of OT qualifications from a WFOT accredited institution, membership to OT association and previous or current employer details.
2. Attach a curriculum vitae
3. Every student or volunteer is expected to pay for their own, accommodation, meals, transport and medical insurance; however the supervisor will book the accommodation for them and pick them from the airport on the first day, organize accommodation and medical insurance.
4. Students and volunteers are expected to bring decent clothing.
5. Students and volunteers are required to move around with copies of documents identifying them for security purposes.
6. Students and volunteers are required to take malaria prophylaxis and have sun screen for those from western countries.
7. Students should carry with them documentation of the placement procedure, assessments and other necessary documentation to guide the supervisor as well as contacts of the person in the institute or university.

**Financial requirements**

Every student/volunteer is required to make a contribution of $300 towards the placement for the following;

1. $100 as payment for quality assurance assessment. Each overseas student or volunteer will have to be assessed by two occupational therapists and one physiotherapist. The assessment will be for quality assurance. Assessment is mandatory for all.

1. $200 as payment for overseas coordination fee. This fee applies to all students and volunteers. This amount includes administrative and coordination costs, association membership fees as well as supervision fees.

All Money will be paid once to the treasurer of the Uganda association of occupational Therapists and a stamped receipt will be issued to the student / volunteer to be presented to their supervisor.

The chosen supervisor will now take charge of the student / volunteer till the end of the proposed placement.

At the end of the placement, the student/ volunteer will be issued a certificate of completion of placement by the supervisor on behalf of UAOT.

For further information regarding overseas student placement, please contact the Secretary and copy to the Overseas Coordinator on the following emails.

[secretariat@uaot.org](mailto:secretariat@uaot.org)

c.c [overseas@uaot.org](mailto:overseas@uaot.org)