

**Time-Ordered Agenda for
Get it Done! OT Documentation
Instructor: Kim Wiggins, OTR/L**

Time (minutes)	OT-Specific Content to be Covered	Instructional Methodologies (e.g., lecture, case study, discussion, demonstration)
5	Introduction	Lecture
20	Screenings	Lecture/Demonstration
20	Evaluations	Lecture/Demonstration
30	IEP Documentation: PLOP, goals, program modifications, etc.	Lecture/Demonstration
10	Progress reports and daily notes	Lecture/Demonstration
5	Questions	Discussion
90	TOTAL RUN TIME	