



RECOMMENDED GUIDELINES FOR TELE-SUPERVISION OF CONDITIONALLY REGISTERED OCCUPATIONAL THERAPISTS, PHYSIOTHERAPISTS AND SPEECH-LANGUAGE THERAPISTS DURING COVID-19 CIRCUIT BREAKER

This set of guidelines is only applicable to Occupational Therapy (OT), Physiotherapy (PT) and Speech-Language Therapy (SLT) Conditional Registration (C-Reg) therapists and covers the COVID-19 Circuit Breaker period and up to one month after the Circuit Breaker (CB) period.

1. DEFINING TELEHEALTH

- 1.1 *Telehealth* is defined by the *MOH National Telemedicine Guidelines (2015)* as the “systematic provisioning of healthcare services via infocomm technology over geographically separate environments”.
- 1.2 Respective organisations are to define appropriate outcome-focused telehealth activities that can be safely managed by C-Reg.
- 1.3 Use of Telehealth must not compromise patient’s safety. Registered OTs, PTs and SLTs have to abide by the AHPC’s Code of Professional Conduct (COPC) at all times.
- 1.4 Tele-conversation such as a telephone or WhatsApp conversation cannot be considered as Telehealth activity.

2. DEFINING TELE-SUPERVISION

- 2.1 Tele-supervision is remote, real time supervision conducted via videoconferencing technology when the supervisor and supervisee are not present at the same location. It involves one party observing a live telehealth session through videoconferencing technology¹.

¹ This includes supervisee conducting telehealth with supervisor observing remotely on videoconferencing or supervisor conducting telehealth with supervisee observing remotely on videoconferencing.

3. RECOMMENDED GUIDELINES FOR TELE-SUPERVISION

- 3.1 These guidelines must be implemented in conjunction with the AHPC's policy of extension for the submission of C-Reg supervisory reports.
- 3.2 This set of guidelines only covers the required AHPC supervision hours.
- 3.3 Tele-supervision is only applicable to L2 and L3 C-Reg OTs, PTs and SLTs. Tele-supervision is not allowed for those with extended or amended supervision.
- 3.4 Tele-supervision is only applicable for up to 50% of total supervision time of which at least half must include the supervisor observing a "live" session, and providing immediate feedback either during or after the telehealth session. The remaining must include any of the following: tele-supervision of one-to-one performance feedback, one-to-one case discussion and/or case presentation of selected cases. All tele-supervision and telehealth sessions must include the following practice:
 - a. There must be a discussion between the C-Reg and supervisor on whether cases are suitable to be conducted through telehealth session; and
 - b. The C-Reg must write up the telehealth session plan and have this reviewed by the supervisor prior to implementation of the session.
- 3.5 The remaining total supervision hours will have to be fulfilled via direct supervision activities (face to face). C-Regs have to apply for extension if they are unable to meet the full supervisory requirements.
- 3.6 Supervision log (SF6) must clearly document the occurrence of tele-supervision.

4. DOCUMENTATION TO BE SUBMITTED

- 4.1 Supervision log (SF6) documentation of supervision activities will have to clearly state "tele-supervision" or "telehealth" session supervised. The technology platform must be stated (e.g. Zoom, Google Meet, Webex, MS Teams) under column "supervision activities".
- 4.2 The time of the tele-supervision and telehealth activity must be documented under column "Date of Supervision Activity".
- 4.3 The nature of the telehealth activity performed by the supervisee must be summarised and documented with as much details of the activity conducted including adverse events observed, risk identification, feedback of discussion for improvements of the telehealth session.
- 4.4 Retrospective submission during the circuit breaker period is acceptable if the above-mentioned information can be provided.

5. EXTENSION OF C-REG SUPERVISION

	No need to apply for extension	Apply for 50% of extension ²	Apply for full extension ³
Able to fulfill 100% direct supervision	✓		
Able to fulfill 50% direct supervision, 50% tele-supervision and on L2/L3 without prior supervision extension/amended supervision.	✓		
Only able to conduct tele-supervision and on L2 and L3 without extended or amended supervision.		✓	
Unable to conduct tele-supervision or on L1 supervision or have prior supervision extension/amended supervision			✓

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² If direct supervision is suspended for one month, their C-Reg will be extended by half a month.

³ If direct supervision is suspended for one month, their C-Reg will be extended by a month.