

# Handbook

## Bachelor of Therapeutic Recreation

University of  
Lethbridge



Faculty of Health Sciences



## Table of Contents

<b>Welcome Letter from the Program Coordinator .....</b>	<b>3</b>
<b>Information about the Program, Definition, and Goals .....</b>	<b>4</b>
<b>Career Opportunities and Further Education .....</b>	<b>5</b>
<b>Courses Offered .....</b>	<b>6-7</b>
<b>Course Sequencing .....</b>	<b>8-9</b>
<b>FAQ about the Program .....</b>	<b>9-11</b>
<b>Faculty Biographies .....</b>	<b>11-13</b>
<b>Moodle and Email .....</b>	<b>14</b>
<b>FAQ about the Internship .....</b>	<b>14-18</b>
<b>Program Planning Guide .....</b>	<b>19-20</b>
<b>Academic Standing .....</b>	<b>21</b>
<b>Student Support Services .....</b>	<b>21-22</b>
<b>Professionalism and Professional Conferences .....</b>	<b>23</b>
<b>Awards &amp; Scholarships .....</b>	<b>24</b>
<b>U of L &amp; Community Resources .....</b>	<b>25</b>



## Welcome Letter

### Welcome from Dr. Sienna Caspar, Program Coordinator of the Therapeutic Recreation Degree – Faculty of Health Sciences

University of Lethbridge

*It is my pleasure to welcome you to the Therapeutic Recreation Program. My colleagues and I are delighted that you have selected this opportunity!*

*We have developed a program that aims to ensure that you enjoy your studies while simultaneously experiencing professional growth and personal development. We are committed to offering a dynamic and innovative curriculum by encouraging you to think critically about the world around you, exposing you to the complexities of clients' and their families' lives, and immersing you in settings that will prepare you to practice in a complex and challenging health care environment.*

*We worked closely with the Alberta Therapeutic Recreation Association, employers, and practitioners to develop our curriculum. You will benefit from working with experienced instructors and researchers who will provide you with a first-rate education. We emphasize a learning culture that supports continuing professional development and lifelong learning.*

*On behalf of all faculty and staff in the Faculty of Health Sciences, I extend best wishes to each of you as you embark upon your educational journey. You are already on the right path to a rewarding career!*

*Best,*



Sienna Caspar, PhD, CTRS  
Program Coordinator, Faculty of Health Sciences  
University of Lethbridge

## Bachelor of Therapeutic Recreation

Through educational and practical experiences, the Therapeutic Recreation (TR) program prepares graduates to be competent entry-level Therapeutic Recreation Specialists in the cognitive (knowledge), psychomotor (skills), and affective (behaviour) learning domains.

All students enrolled in our TR Program receive complementary access to the [Centre of Excellence for Therapeutic Recreation in Continuing Care](#). We encourage our students to network via this platform and to use it to share their outstanding work!

Graduates of the program will be prepared to successfully meet the requirements to complete the National Council for Therapeutic Recreation Certification (NCTRC) exam and become a Certified Therapeutic Recreation Specialist (CTRS).

### **Therapeutic Recreation Definition**

Therapeutic Recreation uses a systematic process (assess, plan, implement, evaluate, and documentation) towards making changes in a person's emotional, spiritual, mental, social, and physical well-being in the environment that they reside. Therapeutic Recreation engages persons based upon their abilities in planned recreation and related experiences, promotes and educates persons in health and wellness, and reduces or eliminates activity limitations to achieve optimal health and well-being.

### **Goals of Graduates of the Therapeutic Recreation Program**

- Demonstrate ethical and professional conduct as defined by Therapeutic Recreation professional, certification, and human rights legislative acts.
- Assess and systematically collect comprehensive and accurate information to plan one-on-one and group programs/interventions.
- Collaboratively plan and develop care plans that identify measurable and meaningful goals, modalities, techniques, and interventions specific to the needs of the person.
- Implement program plans using current, evidence-based interventions to encourage meaningful participation, make changes in the person's well-being, and engage in life activities.
- Conduct evaluation to determine changes that occur based on programs implemented.
- Deliver therapeutic recreation programs that respect diversity of the people that they serve.

## Career Opportunities

Graduates pursue careers as Certified Therapeutic Recreation Specialists in a variety of settings including long-term care, acute care, day programs, rehabilitation, youth-at-risk, community centres, and mental health and addictions. The field is growing and there might be opportunities to work in new areas and populations such as private business, school systems, and correctional services.

Job postings related to Therapeutic Recreation and/or Recreation and Leisure (some require membership to view job postings).

- Faculty of Health Sciences – Student Employment, <http://www.uleth.ca/healthsciences/studentjobs>
- Alberta Therapeutic Recreation Association, <https://www.alberta-tr.ca/employment/>
- Canadian Therapeutic Recreation Association, <https://canadian-tr.org/members-only/job-postings-2/>

## Graduate Education

Graduates of the Bachelor of Therapeutic Recreation program may choose to pursue graduate studies in the Health Sciences major in the Master of Science program and the Population Studies in Health major in the Ph.D. program at the University of Lethbridge. For more information, please contact [graduate.health@uleth.ca](mailto:graduate.health@uleth.ca)

Qualified faculty member for graduate supervision:

### Dr. Sienna Caspar

Dr. Caspar's research interests include organizational behaviour, leadership, teamwork, non-pharmacological treatment of disturbing and responsive behaviours in dementia care, recreation therapy, and culture change. Dr. Caspar is an associate professor at the University of Lethbridge in the Faculty of Health Science's -Therapeutic Recreation program.

### Research Interests



## Courses Offered

There are ten core Therapeutic Recreation courses offered as well as the internship experience in the final term. Following NCTRC (2020) standards, we are offering three supportive courses that are specific to their guidelines. Students also have two electives they may choose from a number of different faculties and interests.

### **TREC 3000 - Foundations of Therapeutic Recreation**

Foundations of therapeutic recreation, including models of service, definitions and benefits of therapeutic recreation, the history and development of the profession and the nature of therapeutic recreation service.

### **TREC 3100 - Program Planning in Therapeutic Recreation**

Overview of development, application and evaluation of therapeutic recreation programming. Development and ongoing assessment of programs will be explored through theoretical and practical situations.

### **TREC 3200 - Introduction to Recreation and Leisure: Across the Life Course**

Examination of the characteristics, evolution, and functions of leisure in Canada. Review of relationships between leisure and time, play, work, health, family, education, ethnicity, gender, and the environment. Discussion of recreation and leisure resources explored across the life course.

### **TREC 3300 - Processes and Techniques in Therapeutic Recreation**

Focus on advanced study in the theoretical and practical aspects of procedures necessary for assessment, planning, implementation, management and evaluation specific to therapeutic recreation services. Contemporary research outcomes that influence the application of professional practice will be utilized.

### **TREC 3500 - Therapeutic Recreation for Diverse Populations**

This course introduces the characteristics and needs of individuals with various abilities as they relate to Therapeutic Recreation domains of service delivery.

### **TREC 3700 - Communication and Counselling Techniques in Therapeutic Recreation**

This course provides students with the knowledge and skills required to utilize effective communication and helping behaviours designed to facilitate change in the leisure behaviour of individuals with diverse needs. We will explore communication and counselling techniques that enable TR professionals to build rapport and develop trust with individuals and groups.

*\*Note: students enrolled in the online cohort will be required to participate in weekly synchronous classes via ZOOM when taking this course.*

### **TREC 4000 - Issues and Trends in Therapeutic Recreation**

Contemporary issues in the field of therapeutic recreation including such areas as psycho-social, legal and structural, and increasing diversity trends in the field and its



regulation will be examined through contemporary research and student-based research projects.

### **TREC 4100 - Research Design in Therapeutic Recreation**

A practical understanding of research methodologies relevant to therapeutic recreation. Advanced application of current assessment and evaluation instruments.

### **TREC 4200 - Administration in Therapeutic Recreation**

Essential management and effective practices of therapeutic recreation in clinical, health care facility, and community-based leisure and/or health care service settings are examined. Students focus on specific administrative functions including Operational Management, Human Services Management, and Client/Consumer Management.

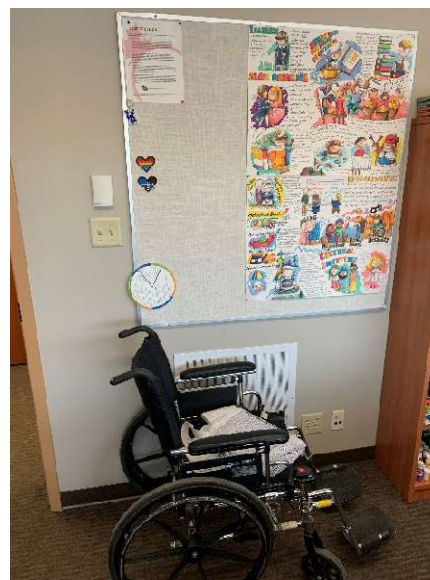
### **TREC 4300 - Modalities, Interventions and Facilitation Techniques in Therapeutic Recreation**

In this course, students will explore a wide variety of modalities and facilitation techniques used by therapeutic recreation professionals in their implementation of evidenced-based therapeutic recreation interventions for individuals and groups.

*\*Note students enrolled in the online cohort will be required to participate in multiple synchronous classes via ZOOM when taking this course.*

### **TREC 4550 - Internship in Therapeutic Recreation**

Students will develop and practice skills under the direct supervision of a Certified Therapeutic Recreation Specialist.



## Online Course Sequencing

The program offers an Online option for those who wish to continue to work, continue to live in their community, and those who wish to take Open Studies courses for upgrading. **While we offer much of the program online, some learning outcomes require in-person evaluations—this is our internship course (TREC 4550).** For more information about the internship, please visit our website <https://www.uleth.ca/healthsciences/tr>. The internship course is on-site, full-time, and required to successfully complete the degree. You can complete the internship anywhere that meets the specific requirements of the NCTRC standards related to the internship. More often than not, students need to relocate to complete their internship due to the availability of CTRs or recreation therapists in your city or town. Most students need to relocate for the duration of the internship, outside of their home city but only for this course (TREC 4550). This course is 15 weeks, placed in the Fall and Spring terms only. More information can be found in the FAQ on Internships.

The courses have been sequenced so that you can complete the program in 2.5, 3.5, or 4.5 years enrolled in the online program. **All students have 6 years to complete all the required courses necessary for graduation.** The courses in the Fall term run from September to December, with all access online via Moodle. The courses in the Spring term run from January to April, with all access online via Moodle.

**TREC 3700 and TREC 4300 are both courses that require online synchronous learning.** This means that you will be required to participate in 'live' classes with your fellow classmates via ZOOM to successfully meet the learning objectives for each of these courses. The day and time will be posted in the Bridge when registration opens for TREC 3700. For TREC 4300, the times and days of the week for the synchronous portions of the course will be determined based on the availability of students and the instructor. Other online courses will be asynchronous, which means that the learning is done on your own time.

**Online students will follow the course sequencing below:**

### 2.5-year Course Sequence Plan

Year	Fall	Spring	Summer
2023/2024	TREC 3000 TREC 3200 HLSC 3150	TREC 3100 TREC 3300 TREC 3500 HLSC 1060	<b>TREC 3700</b>
2024/2025	TREC 4000 TREC 4200 Elective	TREC 4100 <b>TREC 4300</b> HLSC 1170	Elective
2025	TREC 4550		

\*TREC 3700 and TREC 4300 have synchronous sessions



### 3.5-year Course Sequence Plan

Year	Fall	Spring	Summer
2023/2024	TREC 3000 TREC 3200	TREC 3100 TREC 3300 TREC 3500	<b>TREC 3700</b>
2024/2025	TREC 4000 HLSC 3150	TREC 4100 HLSC 1060	Elective
2025/2026	TREC 4200 Elective	HLSC 1170 <b>TREC 4300</b>	
2026	TREC 4550		

\*TREC 3700 and TREC 4300 have synchronous sessions

### 4.5-year Course Sequence Plan

Year	Fall	Spring	Summer
2023/2024	TREC 3000 TREC 3200	TREC 3100 TREC 3300	<b>TREC 3700</b>
2024/2025	HLSC 3150	TREC 3500 HLSC 1060	Elective
2025/2026	TREC 4000 TREC 4200	TREC 4100 HLSC 1170	
2026/2027	Elective	<b>TREC 4300</b>	
2027	TREC 4550		

\*TREC 3700 and TREC 4300 have synchronous sessions

## Frequently Asked Questions – Therapeutic Recreation

### Q: Can I complete the program completely online?

A: No, although we do offer admission into an online cohort (within which all courses are offered online), the program requires students to complete a full-time internship that must take place at an agency in person. The internship is a full-time (30-40 hours a week), 15-week placement with a CTRS supervisor and must be completed during the degree. Often, students will need to relocate for the internship experience (students are expected to plan accordingly and be prepared to relocate, if needed). Students can complete the online program part-time or full-time (depending on the number of courses taken per semester). Part-time students must complete the program in 6 years.

### Q: Are all online courses asynchronous (that is, can they be done without having to attend classes at a set time via ZOOM)?

A: No, although most online courses are offered in an asynchronous format, two courses (TREC 3700 and TREC 4300) require students to be present at set times to take part in live, online synchronous classes.

**Q: Can I take the program at the main campus?**

A: Yes, if you attend the main campus, the majority of your classes will be taught in a classroom setting, although students should be prepared to complete a few online courses throughout the program. Students who attend main campus full-time can complete the program in two years.

**Q: I started in the program at the main campus and now I'd like to switch to the online program delivery, can I do that?**

A: No, students who are admitted to the program in-person at the main campus are not able to switch to the online program. The online program has a competitive entry and is consistently fully enrolled. There are no spaces available in that program for on-campus students to move into.

**Q: I've enrolled in my courses, and I'd like to start planning ahead, when can I see the course syllabi for my classes?**

A: All course syllabi will be made available to you on the first day of classes.

**Q: I've enrolled in my courses, where can I find a list of the required textbooks for each of my classes?**

A: The University of Lethbridge Bookstore has the most up to date list of all textbooks required for each class you will be taking. Here is a link where you can find this information: <https://www.ulethbridge.ca/bookstore/get-textbook-list>

**Q: I possess an undergraduate degree in a related field and wish to be a Certified Recreation Therapist Specialist, can I enter the program?**

A: Yes, we have an after-degree option for both our on campus and online formats for those who have an approved undergraduate degree (a minimum of 90.0 credit hours from a recognized degree-granting institution).

**Q: I am currently working in the field and already possess an undergraduate degree; can I take some courses from the program without applying to the program?**

A: Yes, if you are seeking certification through NCTRC and do not need the internship component to meet your certification then you can sign up to take courses through Open Studies. Online and on campus registration through Open Studies is always dependent upon seats available in the course, after admitted students have registered. If you are interested in Open Studies, please email our academic advisor Janell Fyfe, [janelle.fyfe@uleth.ca](mailto:janelle.fyfe@uleth.ca).

**Q: How long do I have to complete the program?**

A: All degree requirements must be completed within six (6) years of completion of the first Therapeutic Recreation/Health Sciences course used for credit towards the degree.

**Q: I already completed some of the support courses in my diploma program, do I have to retake them?**

A: Yes. Because we are granting students a block transfer of two years towards a four-year degree no additional transfer credit will be granted. Students also need to take these classes to ensure that they are meeting NCTRC and CARTE requirements, which are included in our courses.

**Q: What GPA requirements do I need to graduate from the program?**

A: Students must attain a cumulative GPA of 2.5 on all Therapeutic Recreation courses taken for credit towards the degree. Student also need to maintain a 2.0 GPA in all TREC courses or you need to redo that course. More information can be found in the [Academic Calendar](#) or by contacting your academic advisor, [janelle.fyfe@uleth.ca](mailto:janelle.fyfe@uleth.ca).

## Faculty Biographies



**Sienna Caspar**, Associate Professor

Sienna received a B.Sc. in Therapeutic Recreation from the University of South Alabama in 1990. She has worked in long-term care homes in both Canada and the United States for over 20 years as both a certified therapeutic recreation specialist (CTRS) and a consultant. She is the author of the MARRCC (Measurable Assessment in Recreation for Resident-Centred Care). In 2008, she received a MA in Gerontology from Simon Fraser University and in 2014 she completed her PhD in the Interdisciplinary Studies Graduate Program at the University of British Columbia. Sienna is the Founder and Director of the Centre of Excellence for Therapeutic Recreation in Continuing Care:

<https://www.therapeuticrecreation.org/>



**Aimee Douziech**, Instructor (online)

Aimee completed her undergraduate degree in Therapeutic Recreation from the University of Lethbridge, and shortly thereafter became a Certified Therapeutic Recreation Specialist (CTRS). For several years Aimee worked hands on in the profession, where her focus was primarily in geriatric and mental health settings, largely under the umbrella of long-term care (LTC). Aimee completed her master's degree at the University of Lethbridge where she explored the concept of home in rural Alberta LTC settings. Aimee is passionate about meaningful recreation and how it can build connection within oneself and in communities.



**Zac Crouse**, Instructor (online)

Zac Crouse (M.Ed., CTRS) has worked for over 17 years as a practitioner. He has a M.Ed. from St. Francis Xavier University and a Bachelor of Recreation from Dalhousie University. He has worked extensively with youth who have mental health and substance use issues; and most recently worked as part of an interdisciplinary team on a family therapy program. Zac has an extensive background in adventure therapy and eco-therapy. In 2013, Zac released the film *Paddle To The Ocean* – a documentary film about Zac's use of recreation therapy as part of his treatment for PTSD.



**Devan McNeill**, Assistant Professor

Devan completed his undergraduate degree at Brock University in Inclusive and Therapeutic Recreation. From there he completed his internship in Halifax, Nova Scotia and later became a Certified Therapeutic Recreation Specialist (CTRS). He worked as a Recreation Therapist for a number of years in mental health and addictions, acute care, day programs, and on a stroke unit. He completed his master's degree at the University of Waterloo in Recreation and Leisure studies focusing on concepts of community and identity of persons with schizophrenia through narrative methodology. Devan previously taught at the Nova Scotia Community College, Marconi Campus in the Therapeutic Recreation diploma program before moving to Lethbridge. Devan is a Ph.D. Candidate in the Population Studies in Health program at the University of Lethbridge.





**Tiffany Morin**, Instructor

Tiffany Morin (MSc, CTRS) has been working in therapeutic recreation for over 20 years and it has taken her across the globe.

She has practiced in New Zealand, Australia, the USA, and Canada. Tiffany has a diploma in therapeutic recreation (gerontology) from Lethbridge College, a therapeutic recreation technician (TRT) certificate from Salt Lake Community College, a bachelor's degree in Community Rehabilitation and Disability Studies (CRDS) from the University of Calgary, and a master's degree in Community Health Sciences from the University of Calgary.

Tiffany has experience with a variety of populations, but most recently she has been working in neuro rehabilitation with Alberta Health Services in Calgary, Alberta. This motivated her to partner with the Stroke Recovery Association of Calgary for her master's degree research project with young stroke survivors and their experiences with the local peer support program. In her free time, you will find Tiffany fully engaged in all sorts of leisure activities: hiking, camping, volunteering for Rocky Mountain Adaptive and folk music festivals, cooking, painting, beading, or travelling.



**Katelyn Scott**, Instructor

Katelyn is an alumna of the University of Lethbridge Bachelor of Therapeutic Recreation program. Following graduation, she became a Recreation Therapist and Certified Therapeutic Recreation Specialist (CTRS). Katelyn has extensive experience working as a Dementia Care Specialist to support seniors to age in place. After 10 years of varied frontline experience, she is completing a master's degree to explore how organizational culture can influence the uptake of evidence-based practice in residential care settings. With a passion for therapeutic recreation and instructing, she previously taught at Lethbridge College in the Therapeutic Recreation Gerontology diploma program. In her free time, Katelyn volunteers with adaptive outdoor summer and winter sports programs (hiking, fishing, kayaking, canoeing, snowboarding, and skiing).

## How to access student email and Moodle

### The University of Lethbridge

#### Getting Started:

This link provided by IT services will get you started on setting up your student email address, accessing the Bridge and Moodle.

<https://www.uleth.ca/information-technology/>

As well, how to configure your email.

<http://www.uleth.ca/information-technology/services/email-students-and-alumni>

Your email is conveniently provided using Gmail interface, which makes use and access easy from both your computer and mobile device.

#### Moodle specific Instructions:

<https://moodle.uleth.ca>

This one stop-shop allows you access to all of your ULeth web tools (email, Moodle, The Bridge)

<http://www.uleth.ca/webtools> or log in to ULink, a centralized portal where you can check your finances, course announcements and even calculate your GPA!

## Frequently Asked Questions

### TREC 4550 – Internship in Therapeutic Recreation

#### Q: Who supports students in preparing for the internship process?

A: *Internship Coordinator* ([aimee.douziech@uleth.ca](mailto:aimee.douziech@uleth.ca)) – Networks and connects with potential supervisors and agencies to build capacity for internships, provides guidance on ensuring alignment with NCTRC, provides guidance to students seeking placement. Primary role is to coordinate and advise student internships. Please reach out to Aimee if you are looking for general guidance pertaining to the internship process.

*Internship Specialist* ([marina.christman@uleth.ca](mailto:marina.christman@uleth.ca)) – Supports students with pre-internship documentation requirements and internship applications. Works closely with Internship coordinator and agencies. Please reach out to Marina if you have specific questions about the application process, documentation requirements, etc.

If a student is unsure if they should email Aimee or Marina, please include them both in your email and one of them will get back to you.

There are approximately 4 pre-internship meetings/information sessions that the internship coordinator and internship specialist facilitate where pertinent internship



information will be provided to students to assist in this process. It is important that students attend these meetings so the various internship components are understood by the student. These will start approximately 9 months – 1 year prior to the internship commencing. Specifically, these meetings take place between January – April for students planning to complete their internship in the following Fall or Spring semester.

**Q: When is a student eligible for the internship course?**

A: An acceptable internship must be completed after all required therapeutic recreation, support, and elective coursework is completed. Students must have a minimum cumulative GPA of 2.5 on all Therapeutic Recreation courses before they can commence their internship.

**Q: How long is the internship?**

A: The internship/practicum experience will take place over a 15-week period. The total minimum number of required hours is 560. Some agencies request a 16-week period for this experience.

**Q: How do students select their internship sites?**

A: With the assistance of the internship coordinator ([aimee.douziech@uleth.ca](mailto:aimee.douziech@uleth.ca)) and the internship specialist ([marina.christman@uleth.ca](mailto:marina.christman@uleth.ca)), students will select potential internship sites and may or may not be asked to make initial contact with the agency. Details regarding this process are provided in the pre-internship meetings (discussed above), but here is a general overview of the process:

There is a pre-internship survey form that students will be asked to complete. This will assist the student in recognizing the type of setting, location, and population that interests them. This survey will also assist the internship coordinator and the internship specialist when supporting the student to find a placement. Students will be provided with a list of potential sites (mostly in Alberta) that have indicated they are interested in supervising a student. Application instructions for these various sites will also be provided. Note, this list is NOT exhaustive, and students are encouraged to do their own research into potential agencies. Students are located across Canada, and we may not be aware of what potential internship opportunities may or may not be available in your community. As you do your research, be aware that certain agencies have processes that must be followed regarding internships. For example, some agencies such as Alberta Health Services indicate that students **cannot** reach out to supervisors directly, applications must be made by the internship specialist. Students should do their research and understand the application process for the agency they are interested in. Please reach out to the internship specialist if you have a contact that you think could be a supervisor. Before any placement can be finalized, the internship specialist will need to ensure the potential supervisor meets the supervision requirements and to initiate an affiliation agreement with the agency, if it's a new placement. Thus, students must communicate with Marina and Aimee throughout this process to ensure

steps are not missed. Relevant documentation also needs to be finalized before a placement can proceed.

**Q: When may students look for internship sites?**

A: Students are encouraged to begin researching possible internship sites once they have completed 10 courses (30 credit hours).

**Q: Who qualifies as a site/agency supervisor?**

A: According to NCTRC, an acceptable internship must have one (1) identified primary supervisor. The primary supervisor is responsible for working with the student on a consistent basis, coordinating all other secondary supervision, and completing all evaluation materials and weekly reports pertaining to the internship experience. Individuals must have had their CTRS credential for at least one year in order to supervise. You can go to [www.NCTRC.org](http://www.NCTRC.org) and place the supervisor's last name there and see if they have had their credential for at least one (1) year.

**Q: Can students get paid for their internship?**

A: All internships are unpaid. The agency is not required to arrange living quarters for students or defray student living expenses while they are engaged in the internship; however, there are some that may partially cover expenses or allow for a stipend to be given to the student. Students are also responsible for parking, transportation, insurance, and other costs associated with the role.

**Q: How will students be evaluated and graded?**

A: Students will receive a pass/fail upon completion of their internship experience. The grade will be based on the agency supervisor's evaluation and satisfactory completion of assignments. Students are required to achieve a minimum final GPA greater than 2.5 in Therapeutic Recreation courses to attain credit for TREC 4550.

**Q: Once a student graduates with a degree in Therapeutic Recreation from the University of Lethbridge and complete their internship are they automatically considered a Certified Therapeutic Recreation Specialist (CTRS)?**

A: By graduating from the program (including completing all required courses), and by completing the internship under an NCTRC approved CTRS supervisor, students are then eligible to apply to NCTRC to write the exam for CTRS designation. There are other routes to becoming a CTRS, however these need to be discussed with NCTRC. The BTR program is set up for students to become CTRS; however, it is not something that the university grants. NCTRC is the only organization to grant the CTRS designation ([www.NCTRC.org](http://www.NCTRC.org)).

**Q: Are there tuition fees during the internship?**

A: Yes, the internship is considered a full time five-course (15.0 credit hours) semester and tuition fees are calculated accordingly.

**Q: Other than the actual internship, are there any other expectations during the semester that the internship takes place?**

A: Yes, students will have assignments that require completion on top of the on-site internship. These will pertain to the internship but will generally need to be completed on the student's own time outside of the internship hours.

**Q: Can students complete an international internship?**

A: Students must have a minimum cumulative GPA of 3.5 and submit a Letter of Intent written by the student about why they are interested in this experience, 3 reference letters (supervisors, employers, faculty, etc.), and have an interview with the Internship Coordinator (and potentially other faculty) if requested. *\*Students looking to do an international placement must communicate this with the internship coordinator between 8-12 months in advance of their expected internship. Required documentation (letter of intent, reference letters, etc.) must be submitted to the internship coordinator no later than 7 months before the expected start of the internship.*

**Q: Will students have to relocate for their internship?**

A: Potentially, yes. **Students should plan and be prepared to relocate for the completion of their internship.** We will try and support students in their local community; however, this is not guaranteed. We cannot force a CTRS in your local community to supervise you in your internship, and thus, students need to be prepared to relocate for a suitable internship.

**Q: Can students complete a non-CTRS placement?**

A: Yes, however, if a student is looking to do a non-CTRS placement, it is important to remember that this means you will not qualify to become a CTRS through NCTRC's academic pathway. A non-CTRS supervisor still needs to meet certain criteria: 50% of their job is in the TR process; they have an undergraduate degree in Therapeutic Recreation or a related program; they work over 30 hours a week; they have worked as a recreation therapist for over a year; they can supervise the student for the full 15 weeks, 560 hours; and they are willing to do an interview with the internship coordinator to ensure a placement with them meets course requirements. *\*Students must communicate with the internship coordinator if they are seeking a non-CTRS placement and are required to sign a waiver pertaining to this decision.*

**Q: Can students complete a virtual placement?**

A: The internship is expected to be in person and to follow the format that the site supervisor primary works (i.e., if they provide in-person TR services, students are

expected to follow this same format). However, in some instances, it may be appropriate for a student to complete a virtual internship. For a student to qualify for a virtual internship, the following pre-requisites must be met: Have a minimum of 5000 hours of paid work experience as a recreation therapist (must provide proof of the hours worked in the role and that the experience used the TR process – job description/employment letter or equivalent); have a minimum cumulative GPA of 3.5; provide 3 reference letters (1 from employer, 1 academic, 1 recreation manager/supervisor/practice lead); provide a letter of intent (i.e., why you are looking for a virtual placement versus in person); and have an interview with the internship coordinator, if requested. The potential site supervisor must also meet certain criteria: have an undergraduate degree in Therapeutic Recreation or equivalent (Note – for this to be a CTRS placement, the supervisor must be a CTRS); be able to demonstrate in-person experience in the field; have an interview with the internship coordinator to ensure course requirements can be met through the placement; and their normal/typical duties are virtual. Just like any internship, the student is expected to follow the hours and format that the supervisor works; thus, students cannot request a virtual placement from a supervisor who provides TR services in an in-person/hands-on format. A virtual placement means that the supervisor already offers their TR services in a primarily virtual format. *\*Students looking to do a virtual placement must communicate this with the internship coordinator no less than 5 months in advance of their expected internship and provide the necessary documentation (i.e., letter of intent, reference letters, etc.) no later than 4 months prior to the expected start of the internship.*

**Q. I have already completed a practicum in my diploma program or am working in the field of therapeutic recreation. Is it possible to use these hours retroactively to fulfil the internship criteria?**

A. No. Students must complete all internship hours during the term in which they are registered in the internship (TREC 4550). Most students arrange for leave from their current place of work during this 15-week period.

## Bachelor of Therapeutic Recreation Calendar Year – 2023/2024

### Course Requirements

Health Sciences 1060 - Human Anatomy and Physiology  
 Health Sciences 1170 - Human Development Across the Lifespan  
 Health Sciences 3150 - Abnormal Psychology  
 Therapeutic Recreation 3000 - Foundations of Therapeutic Recreation  
 Therapeutic Recreation 3100 - Program Planning in Therapeutic Recreation  
 Therapeutic Recreation 3200 - Introduction to Rec. and Leisure: Across the Life Course  
 Therapeutic Recreation 3300 - Processes and Techniques in Therapeutic Recreation  
 Therapeutic Recreation 3500 - Therapeutic Recreation for Diverse Populations  
 Therapeutic Recreation 3700 – Communication and Counselling Techniques in Therapeutic Recreation  
 Therapeutic Recreation 4000 - Issues and Trends in Therapeutic Recreation  
 Therapeutic Recreation 4100 - Research Design in Therapeutic Recreation  
 Therapeutic Recreation 4200 - Administration in Therapeutic Recreation  
 Therapeutic Recreation 4300 – Modalities, Interventions and Facilitation Techniques in Therapeutic Recreation  
 Therapeutic Recreation 4550 - Internship in Therapeutic Recreation (15.0 credit hours)

### One of:

Aboriginal Health 3300 – Traditional Aboriginal Health Concepts  
 Health Sciences 2450/History 2450 - Evolution of Health and Illness Care  
 Health Sciences 4500/Fine Arts 4500 - Global Health, Fine Arts, and Social Change  
 Health Sciences 3560/History 3560 – History of Nursing: Women and the Care of the Sick  
 Kinesiology 2130 - Humanities Perspectives  
 Philosophy 2001 - Introduction to Ethics

\*If you are unable to register for one of the above courses, please contact  
[janelle.fyfe@uleth.ca](mailto:janelle.fyfe@uleth.ca).

**One** ABHL/ADCS/HLSC/PUBH/TREC Electives (3.0 credit hours)

## Sample Sequencing Plan for On-Campus Students

### 2-year Course on-Campus Sequence Plan

Year	Fall	Spring
2023/2024	HLSC 1170 HLSC 3150 TREC 3000 TREC 3100 TREC 3200	HLSC 1060 TREC 3300 TREC 3500 TREC 3700 TREC 4100
2024/2025	TREC 4000 TREC 4200 TREC 4300 "One of" ELECTIVE	TREC 4550 (15.0 credit hours)

### 3-year Course on-Campus Sequence Plan

Year	Fall	Spring
2023/2024	HLSC 1170 TREC 3000 TREC 3200	HLSC 1060 TREC 3700 TREC 3300
2024/2025	TREC 3100 HLSC 3150 TREC 4000	TREC 3500 TREC 4100 ELECTIVE
2025/2026	TREC 4200 TREC 4300 "One of" ELECTIVE	TREC 4550 (15.0 credit hours)

### 4-year Course on-Campus Sequence Plan

Year	Fall	Spring
2023/2024	TREC 3000 TREC 3200	TREC 3300 HLSC 1060
2024/2025	HLSC 1170 TREC 3100	TREC 3700 TREC 3500
2025/2026	HLSC 3150 TREC 4000	TREC 4100 ELECTIVE "One of" ELECTIVE
2026/2027	TREC 4200 TREC 4300	TREC 4550 (15.0 credit hours)



## Academic Standing

It is very important to your success in the Therapeutic Recreation program that you achieve minimum standards, both in required Therapeutic Recreation and Health Sciences courses and in your support courses. If you have questions or concerns, please speak to your academic advisor ([janelle.fyfe@uleth.ca](mailto:janelle.fyfe@uleth.ca)).

A student shall be placed on academic probation if their term grade point average (GPA) and/or cumulative grade point average falls below the minimum listed for all courses or below the minimum listed for required Therapeutic Recreation courses for one semester at the University of Lethbridge:

Number of Completed Courses	Term & Cumulative GPA in all courses	GPA in TREC courses for graduation
21 – 40	2.00	2.50

### *Required Withdrawal for One Full Year/Academic Disqualification*

A student shall be required to withdraw from the program if their term GPA and/or cumulative GPA fall(s) below the minimum listed above for all courses or the minimum term GPA listed above for required Therapeutic Recreation or Health Sciences courses for two or more consecutive semesters.

A student dismissed for academic reasons may apply for readmission after a lapse of one full year from the beginning of the semester in which they were disqualified. Students dismissed for a second time will not be re-admitted to the program.

## Student Support Services

- **Program Planning** – Consult the Academic Advisor, Janelle Fyfe ([janelle.fyfe@uleth.ca](mailto:janelle.fyfe@uleth.ca)) regarding course selection and availability, registration, program planning, academic regulations, and campus referrals. For graduate studies please contact [graduate.health@uleth.ca](mailto:graduate.health@uleth.ca). Students are encouraged to review and track progress in the Program Planning Guide. To book an academic advising appointment please visit [www.uleth.ca/healthsciences/advising](http://www.uleth.ca/healthsciences/advising)
- **Internship Specialist** – Consult the Internship Specialist, Marina Christman ([marina.christman@uleth.ca](mailto:marina.christman@uleth.ca)) to discuss opportunities to gain experience by completing a 15-week internship placement. Students are encouraged to contact the Internship Specialist 9 months to 1 year prior to the internship placement to being planning, as a placement application is usually submitted 4-6 months prior to an internship.

- **Counselling Services**- Contact Counselling Services for personal counselling, career counselling, trainings & certifications, advocacy letters, and wellness workshops.
- **Sexual Violence Support & Education** Contact the Sexual Violence Prevention Educator, Courtney Smith ([sexualviolence.info@uleth.ca](mailto:sexualviolence.info@uleth.ca)) to discuss options for recovery and recourse, discuss reporting options, book a workshop or education session, and request information on Gender Based Violence.

## Student Support Services

The University of Lethbridge maintains a liability insurance program, inclusive of Comprehensive General Liability and Malpractice Insurance that extends coverage to therapeutic recreation students enrolled in the program **while acting within the scope of their academic requirements and duties**. The insurance provides coverage for activities required for completion of the course of studies including home visits, field trips, and contracted affiliations at other agencies. (Note any activities performed outside of the student's academic program or independent of the student's academic requirements are not insured under the University's liability insurance program. Also the student is responsible for ensuring that they have insurance in place for their health and dental coverage as well as their personal effects as well as any automobile which they may operate).

University of Lethbridge is not responsible for therapeutic recreation students who are working as volunteers (with the exception of service learning or field schools completed as a part of a course requirement) or paid employees in other institutions. Students participating in functions for other agencies do so as private individuals unless there is a contractual agreement between the institutions and the agency.

## Support Services for FNMI Students in Health Sciences

The Faculty of Health Sciences provides personal and academic support services to self-declared First Nations, Inuit and Métis students who are interested in careers in the health sciences. An integrated approach involving incorporation of Elders, mentors and advisors is used. Assistance is also offered to help locate resources such as laptops, tutors, scholarships and bursaries. Social networking opportunities help students successfully adjust to student life and create peer support systems. For more information, contact the Indigenous Learning Facilitator, Tara Froehlich at [tara.froehlich@uleth.ca](mailto:tara.froehlich@uleth.ca).

## Insurance

For insurance purposes all incidents/accidents occurring in the course of the student's academic initiatives that result in injury and/or property damage to others or that may have the potential to give rise to a claim against, must be reported to Risk & Safety Services. For more information, <https://www.uleth.ca/risk-and-safety-services/>

## Professionalism

A basis for any health care professional, we in TR are obligated to follow the Standard of Practices and Code of Ethics of the professional. This applies to every student, in and out of the classroom. This includes time spent during the practicum/internship. Certain courses in the program will review these in further detail.

### **Standards of Practice** (Canadian Therapeutic Recreation Association, 2006)

STANDARD #1	ASSESSMENT
STANDARD #2	INTERVENTION PLAN DEVELOPMENT
STANDARD #3	INTERVENTION PLAN IMPLEMENTATION
STANDARD #4	DOCUMENTATION
STANDARD #5	EVALUATION
STANDARD #6	INTERDISCIPLINARY COLLABORATION
STANDARD #7	PROFESSIONAL DEVELOPMENT
STANDARD #8	RESEARCH
STANDARD #9	ETHICS
STANDARD #10	SENSITIVITY TO DIVERSITY
STANDARD #11	RISK MANAGEMENT

[https://canadian-tr.org/wp-content/uploads/2015/02/Standards\\_of\\_Practice\\_2006-English.pdf](https://canadian-tr.org/wp-content/uploads/2015/02/Standards_of_Practice_2006-English.pdf)

### **Code of Ethics** (Alberta Therapeutic Recreation Association, 2021)

Respect, Integrity, Competence, and Non-Maleficence

<https://www.alberta-tr.ca/about-atra/code-of-ethics/>

### **Professional Conferences**

Students are encouraged to attend and/or present at conferences related to TR.

- *Provincially* – Alberta Therapeutic Recreation Association, usually held every October. <https://www.alberta-tr.ca/professional-development/>
- *Nationally* – Canadian Therapeutic Recreation Association, usually held in the spring/summer every year. <https://canadian-tr.org/>
- *Internationally* – American Therapeutic Recreation Association, usually held in September/October every year. <https://www.atra-online.com/>

## Awards & Scholarships

There are a number of different scholarships offered through the Faculty of Health Sciences and through the University of Lethbridge in general. Below is a table of key scholarships for which students in the Therapeutic Recreation program are eligible. There is also a link to all of the University of Lethbridge's scholarships across programs. <https://www.uleth.ca/ross/student-finance/awards>

Title and Donor	Value and Number	Eligibility	Criteria	Application
<b>Therapeutic Recreation Entrance Award</b> (Faculty of Health Sciences)	Value: \$500 Number: Up to 10	Full-time students entering the Bachelor of Therapeutic Recreation program	• Regular admission requirements	• Not required • All admitted students are automatically considered
<b>Charlotte Gregory Memorial Scholarship</b> (Dr. Stan Gregory and Mrs. Mathilde Miller)	Value: \$1,000 minimum	• Students enrolled in the Faculty of Health Sciences	• Academic achievement	• May 1
<b>Health Sciences Award of Excellence</b> (UofL alumni and friends)	Value: \$500 minimum	• Continuing students in the Faculty of Health Sciences	• Academic achievement	• Not required
<b>Helen Morgan Community Health Award</b> (Family of the late Helen Morgan)	Value: \$300 minimum	• Students enrolled in the Faculty of Health Sciences	• Academic achievement • Demonstrated interest in Community Health through employment or volunteer work in the field	• Not required
<b>Vincent Menard Memorial Scholarship</b> (Mrs. L.D. Menard)	Value: \$300 minimum	• Preference will be given to a graduate of the UofL Faculty of Health Sciences	• Academic proficiency as measured by the Dhillon School of Business admission average	• Not required
<b>Frank M. and Lila Linn Thompson Prize</b>	Value: \$1,700	• Students graduating from the Faculty of Health Sciences	Highest cumulative GPA among spring or preceding fall graduates of the Faculty of Health Sciences during that academic year.	• May 1

### Alberta Therapeutic Recreation Association (ATRA) Awards

There are many benefits of joining the provincial Therapeutic Recreation association, including being eligible for awards! One award that students are eligible for is the *ATRA Entry to Practice Bursary*. Students are encouraged to fill out the application form and submit it before September 15 of each year. More information can be found at <https://www.alberta-tr.ca/students/tr-student-awards-bursary-program/>

## University of Lethbridge & Community Resources

University of Lethbridge Contacts	Phone	Email	Website
<b>Therapeutic Recreation Professor</b> Devan McNeill (M3053)	403-332-4456	<a href="mailto:devan.mcneill@uleth.ca">devan.mcneill@uleth.ca</a>	<a href="http://ulethbridge.ca/healthsciences/tr">ulethbridge.ca/healthsciences/tr</a>
<b>Therapeutic Recreation Professor and Coordinator</b> Sienna Caspar (remote)		<a href="mailto:sienna.caspar@uleth.ca">sienna.caspar@uleth.ca</a>	<a href="http://ulethbridge.ca/healthsciences/tr">ulethbridge.ca/healthsciences/tr</a>
<b>Therapeutic Recreation Instructor</b> Aimee Douziech (M3051)	403-332-4576	<a href="mailto:aimee.douziech@uleth.ca">aimee.douziech@uleth.ca</a>	<a href="http://ulethbridge.ca/healthsciences/tr">ulethbridge.ca/healthsciences/tr</a>
<b>Therapeutic Recreation Instructor</b> Zac Crouse (remote)	902-220-0313	<a href="mailto:zac.crouse@uleth.ca">zac.crouse@uleth.ca</a>	<a href="http://ulethbridge.ca/healthsciences/tr">ulethbridge.ca/healthsciences/tr</a>
<b>Therapeutic Recreation Instructor</b> Tiffany Morin (M3062)	403-332-4061	<a href="mailto:Tiffany.morin@uleth.ca">Tiffany.morin@uleth.ca</a>	<a href="http://ulethbridge.ca/healthsciences/tr">ulethbridge.ca/healthsciences/tr</a>
<b>Therapeutic Recreation Instructor</b> Katelyn Scott (M3051)	403-329-2724	<a href="mailto:Katelyn.scott@uleth.ca">Katelyn.scott@uleth.ca</a>	<a href="http://ulethbridge.ca/healthsciences/tr">ulethbridge.ca/healthsciences/tr</a>
<b>Therapeutic Recreation Student Advisor</b> Janelle Fyfe (M3074)	403-382-7118	<a href="mailto:janelle.fyfe@uleth.ca">janelle.fyfe@uleth.ca</a>	<a href="http://www.uleth.ca/healthsciences/advising">www.uleth.ca/healthsciences/advising</a>
<b>Internship Specialist</b> Marina Christman (M3080)	403-329-2576	<a href="mailto:Marina.christman@uleth.ca">Marina.christman@uleth.ca</a>	<a href="https://www.uleth.ca/healthsciences/practicum-therapeutic-recreation">https://www.uleth.ca/healthsciences/practicum-therapeutic-recreation</a>
<b>Accommodated Learning Centre (B760)</b>	403-329-2766	<a href="mailto:alc@uleth.ca">alc@uleth.ca</a>	<a href="http://ulethbridge.ca/ross/accommodated-learning-centre">ulethbridge.ca/ross/accommodated-learning-centre</a>
<b>Admissions (SU140)</b>	403-382-7134	<a href="mailto:admissions@uleth.ca">admissions@uleth.ca</a>	<a href="http://ulethbridge.ca/ross/admissions">ulethbridge.ca/ross/admissions</a>
<b>Bookstore (SU210A)</b>	403-329-2611	<a href="mailto:bookstore@uleth.ca">bookstore@uleth.ca</a>	<a href="http://ulethbridge.ca/bookstore">ulethbridge.ca/bookstore</a>
<b>Campus Food Bank (SU180)</b>	403-329-2222	<a href="mailto:foodbank@ulsu.ca">foodbank@ulsu.ca</a>	
<b>Career &amp; Employment Services (AH154)</b>	403-329-2187	<a href="mailto:ces.students@uleth.ca">ces.students@uleth.ca</a>	<a href="http://ulethbridge.ca/ross/ces">ulethbridge.ca/ross/ces</a>
<b>Counselling Services (TH218)</b>	403-317-2845	<a href="mailto:Counselling.services@uleth.ca">Counselling.services@uleth.ca</a>	<a href="http://ulethbridge.ca/counselling">ulethbridge.ca/counselling</a>
<b>Daycare</b>	403-332-4064		<a href="http://ulethbridge.ca/daycare">ulethbridge.ca/daycare</a>
<b>Health &amp; Dental Plans (SU180)</b>	403-329-2039	<a href="mailto:su.health@uleth.ca">su.health@uleth.ca</a>	<a href="http://ulsu.ca/?p=20">ulsu.ca/?p=20</a>
<b>Health Centre (SU020)</b>	403-329-2484	<a href="mailto:health centre@uleth.ca">health centre@uleth.ca</a>	<a href="http://ulethbridge.ca/hr/health-centre">ulethbridge.ca/hr/health-centre</a>
<b>Housing Services (C420)</b>	403-329-2584	<a href="mailto:housing@uleth.ca">housing@uleth.ca</a>	<a href="http://ulethbridge.ca/housing">ulethbridge.ca/housing</a>
<b>IT Solutions Centre (E610)</b>	403-329-2490	<a href="mailto:help@uleth.ca">help@uleth.ca</a>	<a href="http://ulethbridge.ca/information-technology">ulethbridge.ca/information-technology</a>
<b>Library</b>	403-329-2265	<a href="mailto:gds.library@uleth.ca">gds.library@uleth.ca</a>	<a href="http://ulethbridge.ca/lib/ask_us">ulethbridge.ca/lib/ask_us</a>
<b>Registrar's Office (SU140)</b>	403-320-5700	<a href="mailto:regoffice@uleth.ca">regoffice@uleth.ca</a>	<a href="http://ulethbridge.ca/ross">ulethbridge.ca/ross</a>
<b>Scholarships &amp; Student Finance (AH115)</b>	403-329-2585	<a href="mailto:fin.aid@uleth.ca">fin.aid@uleth.ca</a>	<a href="http://ulethbridge.ca/ross/student-finance">ulethbridge.ca/ross/student-finance</a>
<b>Security &amp; Parking Services (L911)</b>	403-329-2603	<a href="mailto:security.services@uleth.ca">security.services@uleth.ca</a>	<a href="http://ulethbridge.ca/security">ulethbridge.ca/security</a>
<b>Sport &amp; Recreation Services (PE160)</b>	403-329-2706	<a href="mailto:Sportrec.csc@uleth.ca">Sportrec.csc@uleth.ca</a>	<a href="http://ulethbridge.ca/sportrec">ulethbridge.ca/sportrec</a>
<b>Students' Union (SU180)</b>	403-329-2222	<a href="mailto:su.adasst@uleth.ca">su.adasst@uleth.ca</a>	<a href="http://ulsu.ca">ulsu.ca</a>
<b>Writing Centre (L1006A)</b>	403-394-3963	<a href="mailto:writing_centre@uleth.ca">writing_centre@uleth.ca</a>	<a href="http://ulethbridge.ca/artsci/academic-writing/writing-centre">ulethbridge.ca/artsci/academic-writing/writing-centre</a>
Community Contacts	Phone	Email	Address
<b>CASA (community art centre)</b>	403-327-2272		230 - 8 <sup>th</sup> Street South
<b>Interfaith Food Bank</b>	403-320-8779	<a href="mailto:info@interfaithfoodbank.ca">info@interfaithfoodbank.ca</a>	1116 - 3 <sup>rd</sup> Avenue North
<b>Lethbridge Food Bank</b>	403-320-1879	<a href="mailto:director@lethbridgefoodbank.ca">director@lethbridgefoodbank.ca</a>	1016 - 2 <sup>nd</sup> Avenue South
<b>Lethbridge Police Services</b>	403-327-2210	<a href="mailto:inquiries@lethbridgepolice.ca">inquiries@lethbridgepolice.ca</a>	135 – 1st Avenue South
<b>Lethbridge Public Library</b>	403-380-7311	<a href="mailto:questions@lethlib.ca">questions@lethlib.ca</a>	810 - 5 <sup>th</sup> Avenue South
<b>Lethbridge Transit</b>	403-320-3885	<a href="mailto:transit@lethbridge.ca">transit@lethbridge.ca</a>	619 – 4 <sup>th</sup> Avenue South
<b>YMCA</b>	403-942-5757	<a href="mailto:admin@lethbridgeymca.org">admin@lethbridgeymca.org</a>	74 Mauretania Rd W
<b>YWCA</b>	403-329-0088	<a href="mailto:inquiries@ywcalethbridge.org">inquiries@ywcalethbridge.org</a>	604 - 8 <sup>th</sup> Street South
Important Contacts	Phone	Email	Website
<b>Alberta Therapeutic Rec. Association</b>		<a href="mailto:atra@alberta-tr.ca">atra@alberta-tr.ca</a>	<a href="http://www.alberta-tr.ca">www.alberta-tr.ca</a>
<b>Canadian Therapeutic Rec. Association</b>		<a href="mailto:CTRA@canadian-tr.org">CTRA@canadian-tr.org</a>	<a href="http://www.canadian-tr.org">www.canadian-tr.org</a>
<b>National Council for TR Certification</b>	845-639-1439	<a href="mailto:NCTRC@nctrc.org">NCTRC@nctrc.org</a>	<a href="http://www.nctrc.org">www.nctrc.org</a>