

FIND AN OT MENTOR

Rules of Engagement

Thank you for joining CAOT's [Find an Occupational Therapy \(OT\) Mentor](#) program! In addition to the [program's purpose and guidelines](#) and recommended [mentor and mentee resources](#), this document further establishes the rules of engagement for the program's participants.

As a **member** of the [Find an OT Mentor](#) program, I understand and agree to:

- Keep discussions confidential between all parties
- Maintain respect and sensitivity around ethical dilemmas shared
- Keep personal identifiers of third-parties anonymous
 - Example: Use an alias when sharing client or mentee/mentor scenarios
- Refrain from seeking connections with each other outside of Find an OT Mentor program, unless agreed upon by both parties
 - Example: Social media profiles
- Communicate with honesty and professional integrity
 - Example: Provide timely notice if meetings need to be cancelled and/or rescheduled
- Review recommended resources
- Come prepared to each meeting, as necessary
- Establish and adhere to agreed-upon relationship boundaries and norms, including methods of communication, frequency, and duration of contact
- [Respect mentor-mentee role expectations](#)
- Report any unsafe behaviour to appropriate authorities and otmentor@caot.ca

As a **mentor**, I understand and agree to:

- Not to approach this program as an employee recruitment or research opportunity
- Provide appropriate, relevant, and useful information that addresses mentees' questions and/or concerns
- Acknowledge and recognize the difference of power dynamics
- Refrain from promoting and/or advertising products and/or business
- Focus on discussing agreed upon objectives

As a **mentee**, I understand and agree to:

- Be mindful and respectful of the time provided voluntarily by mentor
- Ensure proper communication in a timely manner if unable to attend a meeting
 - Example: E-mail or phone call
- Inquire about topics relevant to OT and/or professional practice
- Refrain from viewing Find an OT Mentor program as personal counselling.