



Dear Physical Therapist Assistant Student Applicant:

We, at the River Valley Community College, welcome your interest in the Physical Therapist Assistant (PTA) program. Enclosed, please find information regarding the college and the program. Additionally, please find information regarding the application process to the program.

I would be happy to talk to you on the phone, converse via email or meet with you during the application process for advising. Feel free to contact me with any further questions about the program, the application and/or the admission process.

Please note: if you plan to continue on to a Physical Therapy program following coursework at this college, please relay these plans to me as soon as possible. Transferability of credits earned here is solely the determination of the receiving institution.

Sincerely,

Laurie Clute

Laurie Clute, PT, MS
Director, PTA Program

email: lclute@ccsnh.edu
Phone: 603.542.7744 ext. 5419
5506

KimLaura Boyle

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Admission Policy and Procedure for PTA Program

The PTA program is planning to seat a maximum of 35 students in fall 2019. The number of new students we admit each fall is predicated on the number of current students who already fill a first year seat.

For fall 2019, the PTA program is revising the application process. For the last several years, we have used a competitive process with points awarded in various areas. Applicants with the higher scores were offered a seat in the class. We are trying a rolling admission process for fall 2019. With rolling admissions, applicants can apply at any time. There are no deadlines for completed applications. Once the applicants have completed all the application steps, they will be offered a seat in fall 2019 class on a first come, first serve basis. This will continue until the class is full.

The procedure for applying to the PTA program:

1. Apply to college:

- **Complete the college application form** (the colored insert in the middle of the college catalog or via www.rivervalley.edu. Click on the picture that says “apply now”). Send this to RVCC Admissions Office. If you are a current RVCC student, please ask someone at the front desk or Admissions for the “Change/Dual Program” form.
- **Transcripts:**
 - Contact your high school guidance office and request your official high school transcript be mailed to RVCC.
 - If you earned your GED or took the HiSET, please contact the source and request your official scores be mailed to RVCC.
 - If you have taken any applicable college courses or military transcript, please contact the previous college Registrar or Military person and request an official transcript be mailed to RVCC. River Valley Community College Attn: Admissions 1 College Place, Claremont, NH 03743

2. Complete the additional PTA Program Application requirements on the following pages:

Requirements for admission for all incoming students applying to PTA program

1. Please provide your scores to Admissions if you have taken any of these tests:

- SAT
- Accuplacer test of reading and sentence skills
- Accuplacer NextGen Reading and NextGen Writing test
- SAT EBRW test

If you have not ever taken one of these tests and you have not successfully complete a college level English course and a college level Anatomy & Physiology I course, please schedule the Accuplacer NextGen Reading and NextGen Writing test here: <http://www.rivervalley.edu/admissions/testing-assessment> .

If you have not taken any of the tests listed above, but have already successfully completed a college level English course, and college level Anatomy & Physiology I course and have submitted a formal transcript to the Admissions Office, please contact the PTA program director, Laurie Clute at lclute@ccsnh.edu to request the tests be waived.

2. Via high school, GED or previous college transcripts, provide proof of successful completion of **one** of the following:

- High school Chemistry
- Previous college level Chemistry
- RVCC course: Introduction to Chemical Principles (minimum grade C) (or equivalent from elsewhere)
- RVCC course: Anatomy and Physiology I (minimum grade C)
- Transferring in college-level Anatomy and Physiology I (minimum grade C) (currently, A&P courses taken elsewhere that have an on-line lab will not transfer for credit to the college)

3. Via Accuplacer testing or previous college transcripts, provide proof of successful completion of **one** of the following: (updated 1/2019)

- Accuplacer Reading score at least 250
- SAT score at least 500
- RVCC course: A&P I (minimum grade C)
- Transferring in A&P I (minimum grade C)
- Minimum of Associate degree

4. Via Accuplacer testing or previous college transcripts, provide proof of successful completion of **one** of the following: (updated 1/2019)

- Accuplacer Writing score at least 250
- SAT EBRW test score at least 500
- RVCC course: English Composition I (minimum grade C)
- Transferring in English Composition I or equivalent (minimum grade C)

(continued)

5. Via SAT testing, Accuplacer testing or previous college transcripts, provide proof of successful completion of **one** of the following:
 - a. SAT math score = 450 or higher (or written approval from one of our math advisors)
 - b. Accuplacer Elementary Algebra score of 78 or higher (we do not offer this test currently, but OK if you have taken it earlier at RVCC or at another college)
 - c. RVCC course: Fundamentals of Math Literacy (minimum grade of C or higher)
 - d. RVCC course: Fundamentals of Math Literacy for STEM ((minimum grade of C or higher)
 - e. RVCC college level math (minimum grade of C or higher)
 - f. Transferring in college level math (minimum grade of C or higher)

6. Go to this link <http://www.apta.org/PTACareers/Overview/> and read about/watch videos about PTA careers.

7. **Advising Meeting** with PTA Program Director. Please contact Laurie Clute, PT, MS at lclute@ccsnh.edu when you are ready to schedule the advising meeting. Plan an hour for the meeting at the Claremont main campus. Please bring with you:
 - a. Current résumé
 - b. Essential Skills/Technical Standards information page signed (pages 4-6)
 - c. Criminal Record information page signed (page 7).
 - d. PTA Student Statement of Background Disclosure page signed (page 8).
 - e. Clinical Education Policy / Clinical Education and Disability Services information page signed (pages 9-10)
 - f. PTA Program Supplemental Questionnaire with answers (see page 11)
 - g. Provide proof of current CPR certification (your application will not be considered complete if you have scheduled, but not yet successfully completed, the CPR course). The written portion of the test may be done on line; the hands –on testing component must be done in person. Either American Heart Association (**BLS for Healthcare Providers**) or American Red Cross (**BLS for Healthcare Providers**) or equivalent is acceptable. It is the student’s responsibility to locate, pay for and successfully complete CPR certification and/or re-certification until graduation from the PTA program.

Essential Skills Required

Students must possess the following abilities or be able to perform the skills using compensatory techniques and/or adaptive devices. These essential abilities include:

Physical Skills:

- The ability to safely bend, twist, and lift to assist a patient moving from one surface to another.
- The ability to apply manual resistance to a patient's arm, leg or trunk during exercise.
- The ability to perform chest compressions necessary for CPR.
- The coordination, balance, and strength to safely guard and protect a patient negotiating stairs with an assistive device.
- The ability to crouch, kneel, reach, push/pull, and crawl to perform exercises with patients.
- The ability to climb when instructing or assisting a patient on the stairs.
- The agility to move quickly to ensure patient safety.
- The physical capacity to work a 40-hour week during clinical affiliations.
- Sufficient manual dexterity to safely grasp and manipulate small objects and dials.
- The ability to identify color changes on the skin.
- The ability to visually observe and assess a patient 10 feet away.
- The visual acuity to set and read scales, dials and digital displays on equipment, and to read from the medical record.
- The ability to respond quickly to a visual or auditory timer.
- The ability to respond quickly to a patient call button (visual or auditory).
- The ability to hear heart and lung sounds.
- The ability to hear and respond to monitors, calls for assistance, timers, and verbal directions.
- The ability to detect odors such as equipment burning, smoke, spills, environmental hazards, and pathophysiological conditions.
- The ability to feel pulse, muscle tone, and bony landmarks.
- The ability to hold and use a writing instrument for documentation.

Cognitive/Behavioral Skills

- The ability to collect and integrate data about patients to problem solve safely and effectively as a PTA student.
- The ability to handle the emotional stress of working with patients in need of compassionate health care.
- The ability to read and comprehend patient information.
- The ability to prioritize and manage multiple tasks simultaneously.
- The ability to interact effectively with patients, families, supervisors, and co-workers regardless of their race, sex, color, religion, national origin, ancestry, age, sexual orientation, or disability.
- The ability to maintain personal hygiene consistent with the close personal contact associated with patient care.
- To abide by the policies and procedures of RVCC, as detailed in the RVCC Student Handbook, and policies of the PTA Program.

- To render assistance to individuals of all cultures from across the lifespan without prejudice.
- To comprehend and effectively communicate in the English language (orally and in writing), using appropriate grammar and vocabulary.
- The ability to portray professional behavior in all areas, including professional presentation, academic and professional responsibility, ethics, and commitment to learning.

Applicants to the Physical Therapist Assistant Program who have questions or concerns about these requirements are encouraged to contact the director of the Physical Therapist Assistant Program. The director can be called at (603) 542-7744 extension 5419, or contacted via email at lclute@ccsnh.edu.

I _____ can perform the **essential skills** listed above:
(student name)

- _____ with reasonable accommodations (student is required to provide proof of disability to the Disability Coordinator prior to application of accommodations)
- _____ without reasonable accommodations

By signing this form, the applicant for the Physical Therapist Assistant Program acknowledges that this Essential Skills document has been provided, and any concerns have been addressed with the program director (lclute@ccsnh.edu).

Name (please print): _____

Signature: _____ Date: _____

PLEASE bring this signed document to the advising meeting with the PTA Program Director

Revised June 2017

ACKNOWLEDGEMENTS

I. Criminal/Sexual Offender Background Check/Drug Testing

As part of the coursework in the PTA program, students spend time in two clinical sites working with patients under the supervision of a licensed PT or PTA. Most clinical sites require the student obtain certain background checks (state/federal criminal or sexual offender) and/or drug testing before coming to the clinic. Cost for the criminal background check is the responsibility of the student (estimated \$50-\$75). This information is given to you now just to forewarn you of the potential additional cost and responsibilities. **You DO NOT need to get these background checks done as part of the application to the PTA program.**

The PTA applicant needs to recognize that certain background information may result in the inability to pass a Criminal Offender Record check, Sexual Offender Record check and/or a drug test. While this background will not preclude an applicant from applying for or being accepted into the PTA program, it may result in the inability to attend any Clinical Education Experience course. This will prevent progression in the program, graduation, licensure and ability to work as a PTA.

Refusing to participate in these background checks or drug testing may result in inability to progress in the program.

It is in your best interest to discuss any concerns with the PTA Program Director (lclute@ccsnh.edu) early in the application/ orientation process so you don't waste time and money.

By the signature below, the prospective student acknowledges his/her responsibility to participate in and pay for these background checks/drug tests, if required by the clinical site. By the signature below, the prospective student also acknowledges the consequences of refusing to test, or refusing to undergo the background checks. By the signature below, the prospective student also acknowledges the consequences of a positive background check/test and the inability to complete the PTA program.

Signature

Date

Print Name

PLEASE bring this signed document to the advising meeting with the PTA Program Director

II. PTA Student Statement of Background Disclosure

In most states, after students graduate from a PTA program, they are required to take a national licensing exam and then to apply for licensure in the state in which the job resides.

The job of the licensing board is to protect the public, so the applicant may be asked certain questions on the license application form. For example, in New Hampshire, the applicant is asked to disclose:

- Whether the applicant has any physical, mental or emotional condition, or any alcohol or substance abuse problem, which could negatively affect the applicant's ability to practice the profession for which licensure is sought;
- Whether the applicant engages in any remedial undertaking to alleviate one or more conditions listed above and
- Whether the applicant has committed any act(s) that would violate the laws and/or rules that govern the profession (e.g. Whether the applicant has been found guilty or entered a plea of no contest to any felony or misdemeanor)

While this background will not preclude an applicant from applying for or being accepted into the PTA program, the applicant is encouraged to discuss any concerns with the program director at lclute@ccsnh.edu.

By the signature below, the prospective student acknowledges reading information about background disclosure and acknowledges that she/he will discuss any concerns with the program director.

Signature

Date

Print Name

PLEASE bring this signed document to the advising meeting with the PTA Program Director

III. CLINICAL EDUCATION POLICY

For successful completion of the PTA curriculum, each student must complete two clinical education experiences comprising no less than 18 weeks total, in facilities approved by the PTA program. Each clinical experience is full-time (40 hours per week) and is meant to provide the PTA student with real life experience treating patients under the supervision of licensed physical therapists and/or physical therapist assistants. The first clinical experience occurs in the summer months between the first and second years. It lasts 8 weeks for a total of 304 hours in the clinic and 16 on campus seminar hours. The last clinical experience occurs during the final spring semester of the program. This clinical experience is 10 weeks long and all 400 hours will be in-clinic hours. These clinical experiences are formal courses for which the student registers and pays tuition.

Students are expected to be in the clinic the same hours as their supervisor, which will vary from site to site. Many clinics open early (e.g. 7 a.m.) or stay open late (e.g. 7 p.m.) to accommodate patients' work schedules. There may be sites where the clinical supervisor works four 10 hour days, or has hours shifted to an earlier/ later part of the day, or works some weekend hours. Students **must** make appropriate plans and arrangements (financially and personally) to allow this commitment to the clinical site. Students should also plan to be there early to prepare for the day, and may have to stay to finish documentation at end of the day.

Every attempt is made to place students in a variety of settings, and in locations that are within a 1 ½ hour driving radius of your home base. Students are able to discuss preferences for clinical sites and, whenever possible, these preferences will be considered but it *is not guaranteed that a student will get their top choice for clinical experiences.*

To meet requirements of the program, students must be able to:

- successfully complete all previous course work and comprehensive practical testing
- provide own transportation to and from clinical sites
- provide proof of current immunizations and CPR certification by **February 15th** for summer clinical and Thanksgiving for senior clinical
- provide proof of personal health insurance

Students who fail to have the immunization and CPR documentation done by the stated deadlines risk a delay in progression in the program (the student will not go out on the scheduled clinical practicum and must wait until the following year).

CLINICAL EDUCATION AND DISABILITY SERVICES

Students whose disabilities may require some type of accommodation for their clinical education experiences are strongly advised to self-identify and complete a "Request for Accommodations" agreement with the Office of Disability Service and Disability Services Coordinator. Current documentation is required and retroactive accommodations cannot be provided to avoid a failing grade. The Director of Clinical Education (DCE) will work with students to determine if/how an identified disability may impact their ability to carry out the responsibilities of the clinical assignment. The DCE will not disclose any health/disability related information about the student to a clinical site without the student's written authorization.

Students in programs that require successful completion of a clinical placement should be aware that clinical sites are not necessarily required to recognize accommodations contained within an Individual Reasonable Accommodation Plan (IRAP) issued by River Valley Community College (“RVCC”) designed for use in classroom setting pursuant to the Americans with Disabilities Act. Please be aware that clinical sites may need to adapt any accommodation request you make in a manner that does not create an undue hardship for them and does not require them to alter the essential functions of the practicum expectations. You are encouraged to discuss the accommodation process with both your site supervision and your RVCC faculty.

I have been provided with the Clinical Education Policy and the Clinical Education and Disability Services information. I understand the information and have had my questions answered.

Signature

Date

Print Name

PLEASE bring this signed document to the advising meeting with the PTA Program Director

Supplemental Application Questionnaire
River Valley Community College Claremont, NH 03743

One of the expectations of the applicants for the Physical Therapist Assistant Program is that they have some knowledge of the physical therapy field. Therefore, we ask applicants to provide the College with evidence of this knowledge by reading some material, watching a short video and answering the following questions. These questions should be submitted to the Program Director during your advising meeting with the program director.

Name _____

Date _____

Signature _____

Step One: Go to the following website: <http://www.apta.org/PTACareers/Overview/> . Read over the material and watch the video. There are actually lots of videos or pod casts if you choose.

Step Two: Answer the following questions in the space provided (use the back of the sheet if necessary)

1) Based on the information gathered, what type of work setting(s) interest you and why?

2) Describe, in your own words, what a PTA does.

Step 3: Go to the following website: <http://www.apta.org/ProspectiveStudents/ContactaPTAStudent/>. Read over the material.

Step 4: Answer the following in the space provided:

3) What new information was pertinent to you? Why?

<p>Here is some other information about the PTA program that may be of interest to the applicant</p>

Wait List:

Completed applications received after the class is filled will be added to the wait list in case a current student changes her/his mind. Applicants who were not accepted for the current year but who are interested in the PTA program for the next year must fill out a new application to the college, declaring interest in the PTA program for the following year. The applicant can request that the Admissions Office roll over their file to the following year. Applicants interested in reapplying are advised to enroll in college level liberal arts courses required for graduation from the PTA program such as:

- College level Math (Statistics suggested)
- Anatomy and Physiology I & II (must have a face-to-face lab)
- English Composition I
- Introduction to Psychology
- Human Development
- one 3-credit course in Humanities (e.g. History or Philosophy), or Fine Arts (e.g. Introduction to Art, Introduction to Dance, etc.). or a world language (e.g. Spanish, Sign Language, etc.).

It must be understood that taking these liberal arts courses will not guarantee the applicant a seat in the PTA program. Please remember to send in new formal transcripts to show completed coursework.

If applicants are interested in taking courses elsewhere before being accepted into the program, it would be wise to request pre-authorization before taking the course. Getting this pre-authorization will guarantee that the course will transfer in for credit once accepted into the college/PTA program if the earned grade is a "C" or better. Please contact the program director (lclute@ccsnh.edu) for more information.



Accreditation

The Physical Therapist Assistant program at River Valley Community College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone **(703) 706-3245**; email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program/institution directly, please call 603.542.7744 extension 5419 or email lclute@ccsnh.edu.

Benchmarks

Benchmarking is a valuable tool to measure performance by viewing specific indicators. PTA programs across the country are required by our accrediting agency to make public specific statistics (graduation rates, the graduates' success in passing the national examination and their success rate in obtaining employment after passing the national examination).

We have chosen to use these indicators to measure how well the design of the curriculum and activities undertaken by the faculty of the PTA Program at River Valley Community College achieve the following outcomes:

- 1) Produce safe, competent, caring, graduates who possess entry-level skills, as evidenced by successful completion of all PTA program courses as per grade policy.
- 2) **Graduation rate/Retention rate:** Using averages spanning 2 years, our goal states at least 80% of students admitted to program will graduate within 3 years (150% of time). The data collected includes only those who did not complete the program for academic reasons (and does not include those who changed their major, moved, or otherwise chose not to remain in the program).
- 3) **2-year ultimate passing rate of national exam:** For those graduates who choose to take the Physical Therapist Assistant national examination, our goal states at least 85% of a given cohort will ultimately pass the exam.
- 3) **Employment rate:** Our goal states at least 96% of the graduates who seek employment as a physical therapist assistant will obtain a position they are interested in within 1 year of passing the national PTA examination.

The reader can see how well we measure up by checking the Public Disclosure information on the program website: <http://www.rivervalley.edu/academics/academic-programs/physical-therapist-assistant>

PTA Program Public Disclosure Information

Acceptance and Matriculation Rates

Year	Completed Applications	Accepted = %	Matriculated = %
2018	30	30 100%	22 73%
2017	27	27 100%	24 89%

Graduation Rate Passing Rate on National Examination Employment Rate

Class of:	Graduation Rate	Ultimate Licensure Examination Pass Rate	Employment Rate*
2018	75%	91.7%	TBD after 1/30/19
2017	61%	100%	100%
2016	80%	100%	100%

* employment rate within 6 months of passing examination

**Cost Estimate to Attend PTA Program at RVCC
2019 – 2020**
(cost is an estimate based on 2018-2019 expenses)

Total cost of program includes tuition, other college fees, and program-related expenses such as books. This estimate does not include travel expenses, housing or meals. This estimate also does not include the cost of the national licensing examination or cost to obtain the PTA license (both of which occur after graduation, and estimate about \$800). New out-of-state attendees to RVCC (who live within 50 miles of one of our campuses/centers) may be eligible for in-state tuition. Please consult with Admissions.

Students who receive financial aid must keep in mind that the summer semester between year 1 and year 2 actually begins the senior year 2. Financial aid given for year 2 must be managed to cover summer, fall and spring semesters.

Item	In-state	NE Regional	Out-of-State
Tuition	70 credits X \$215/credit = \$15,050	70 credits x \$323/credit = \$22,610	70 credits x \$490/credit= \$34,300
Tuition advance	\$100	\$100	\$100
Academic instruction fee *	22 x \$110 = \$2420	22 x \$110 = \$2420	22 x \$110 = \$2420
Comprehensive student services fee**	\$630	\$630	\$630
1 year liability insurance***	\$25	\$25	\$25
Clinical Surcharge Fee	\$500	\$500	\$500
Books (estimate)	\$1000	\$1000	\$1000
Background checks and drug testing may be required before attending clinical practicum courses	variable	variable	variable
Personal health insurance (required of students attending clinical practicum courses)	variable	variable	variable
Totals	\$19,625	\$27,185	\$38,875

*** Academic Instruction Fee (from college catalog and website)**

A fee will be charged for all Laboratory/Clinic/Practicum/Co-Op/Internship or other similar experiences. This fee will be calculated by subtracting the number of lecture/class hours from the number of credit hours and multiplying the sum by \$110.00 for each course. This fee will be added to the normal tuition charge for that course.

Example: SCC 116 A&P I Class hours 3 Lab hours 3 Credits 4

$$4 - 3 = 1 \times 110 = \$110$$

****Comprehensive Student Services Fee (from college catalog and website)**

This mandatory fee is charged to all students enrolled in credit courses fall, spring and summer semesters. It entitles students to attend Student Senate sponsored events for little or no cost. The per-semester fee is \$9.00 per credit hour.

*** the college holds a blanket liability/malpractice insurance policy on all students attending clinical courses.

A one-time fee will be charged the semester students register for PTAC 190 course. This insurance coverage will last until the student completes the three clinical courses.

Subject to change based on Board of Trustees decisions.

First Year - Fall Semester					
	Monday	Tuesday	Wednesday	Thursday	Friday
8:00	PT Procedures I Lecture	PT Procedures I Lab	Activities of Daily Living lecture	Intro OT/PT x 8 weeks	Activities of Daily Living Lab
8:30					
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00	Clinical Conditions lecture	A&P I Lab	Clinical Conditions lecture	College Comp 6-9 pm	A&P I Lecture
12:30					
1:00					
1:30					
2:00					
2:30					
3:00					
3:30					
4:00					
4:30					
5:00					
5:30					
6:00					
6:30					

SAMPLE PTA STUDENT SCHEDULE - 2-year track (subject to change based on course availability)

First Year – Spring Semester					
	Monday	Tuesday	Wednesday	Thursday	Friday
8:00	PT Procedures II Lecture	Functional Kinesiology Lab	Therapeutic Exercise Lecture	Anatomy & Physiology II Lab	Therapeutic Exercise Lab
8:30					
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00	Functional Kinesiology Lecture	PT Procedures II Lab	Statistics		
12:30					
1:00					
1:30					
2:00					
2:30					
3:00					
3:30					
4:00	Anatomy & Physiology II Lecture				
4:30					
5:00					
5:30					
6:00					
6:30					
6:30					
7:00					

SAMPLE PTA STUDENT SCHEDULE - 2-year track (subject to change based on course availability)

First Year - Summer Semester							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
8:00	<p>Students complete a full-time, 8- week clinical rotation during mid-late May through early August. This is scheduled at the convenience of the clinical site and is a 40hr/week commitment. Hours may be Monday through Friday 8 a.m. to 5 p.m., but some clinicians work four 10-hour days. Some clinical sites open early/stay open later to accommodate the patient’s schedule. Some clinical sites also have Saturday hours.</p> <p>Students have two on-campus days during the eight weeks.</p>						
8:30							
9:00							
9:30							
10:00							
10:30							
11:00							
11:30							
12:00							
12:30							
1:00							
1:30							
2:00							
2:30							
3:00							
3:30							
4:00							
4:30							
5:00							

SAMPLE PTA STUDENT SCHEDULE - 2-year track (subject to change based on course availability)

Year 2 – Fall Semester						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00	PT/OT		PT			
8:30	Management		Procedures			
9:00	Lecture		III Lab	Human		
9:30				Development		
10:00	PT			Lecture		
10:30	Procedures					
11:00	III Lecture					
11:30						
12:00						
12:30						
1:00	Clinical					
1:30	Neurology					
2:00	Lecture		Intro to			
2:30			Psychology			
3:00	Clinical		Lecture			
3:30	Neurology					
4:00	Lecture					
4:30						
5:00						
5:30						
6:00				Humanities		
6:30				elective		
7:00				6 pm – 9 pm		
7:30						

SAMPLE PTA STUDENT SCHEDULE - 2-year track (subject to change based on course availability)

Year 2 – Spring Semester

	Monday	Tuesday	Wednesday	Thursday	Friday
	Saturday				
8:00	<p>Students complete a full-time, 10 - week clinical rotation mid-January through early April. This is scheduled at the convenience of the clinical site and is a 40hr/week commitment. Hours may be Monday through Friday 8 a.m. to 5 p.m., but some clinicians work four 10-hour days. Some clinical sites open early/stay open later to accommodate the patient's schedule. Some clinical sites also have Saturday hours.</p>				
8:30					
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00					
12:30					
1:00					
1:30					
2:00					
2:30	<p>Near the end of the semester (and after the clinical rotation), students return to campus twice a week for four weeks for their final seminar course.</p>				
3:00					
3:30					
4:00					
4:30					
5:00					

Pre-requisites for Licensure as a Physical Therapist Assistant

Completing the educational process is one component of working as a Physical Therapist Assistant. You should be aware of the usual process:

- In 49 states, the sequence is: a) graduate from an accredited PTA program, b) successfully pass a national examination, then c) obtain licensure as a PTA. There is a cost for the examination and a cost for the license totaling about \$600 - \$800. Licenses are renewed on a regular basis (e.g. every 2 years). New Medicare laws state that any PTA treating a patient who has Medicare insurance must have successfully passed the national examination.
- For those states that do not require licensure of the PTA, there may be a registration or certification process instead.
- Many states require a criminal/sexual offender background check prior to licensure as a PTA. A positive criminal history may prevent an individual from becoming licensed or working as a PTA.

Program of Study:

The chart on the next page shows the sequence of courses in the PTA program. The program director/advisor will work with the applicant/student to create an academic plan to complete these courses. It is the student's responsibility to assure completion of all courses for graduation. Any changes to the academic plan may result in extension of the time required to complete the program.

Please note the number of hours in school/clinic per week (right hand column). This does not include study time or time for activities outside of class/lab time. Keep this in mind as you consider other commitments you may have (work, family, etc.). In general, a class that meets for 3 hours/week should require about 6 hours of studying/week. If that class also includes a lab, you should tack on a couple more extra hours of studying. Many of the PTA professional courses also will require that you practice the hands on skills during your own time (outside of lab). That will require you to be here during open lab times to practice with peers on the equipment that you are learning. So, tack on a couple more hours to your study time for this, too!

In general, students are on campus 4-5 days/week during the first year, and 3-4 days/week the senior year.

Once matriculated into the PTA program, the courses must be completed within 3 years. Extension into a 4th year may be made for extenuating circumstances.

We can't express strongly enough the time commitment that is needed to be successful in this program.

PHYSICAL THERAPIST ASSISTANT PROGRAM				In school or clinic hours/wk
First Year - Fall Semester	<u>CL</u>	<u>LAB</u>	<u>Credits</u>	
AHLC 104 Introduction to OT/PT *	1	0	1	2
AHLC 112 Clinical Conditions for OT/PT **	3	0	3	3
ENGC 102 College Composition I *	3	0	3	3
AHLC 135* Activities of Daily Living **	2	3	3	5
SCI 201 Anatomy & Physiology I *	3	3	4	6
PTAC 112* Physical Therapy Procedures I **			<u>3</u>	<u>5</u>
TOTAL CREDITS	2	3	17	24
First Year - Spring Semester				
AHLC 123 Functional Kinesiology (SCIC 201) **	2	3	3	5
MTHC xxx Math Elective *	3-4	0	3 or 4	4
SCI 202 Anatomy & Physiology II *	3	3	4	6
PTAC 114* Therapeutic Exercise *	2	3	3	5
PTAC 122* Physical Therapy Procedures II	2	3	<u>3</u>	<u>5</u>
TOTAL CREDITS			17	28
First Year - Summer Semester				
PTAC 190* Clinical Ed. Experience I (304 hours = 8 weeks) *	0	0	6	40
PTAC 172 *Clinical Ed. Experience I Seminar * (2 eight hour days)	1	0	<u>1</u>	
TOTAL CREDITS			7	
Second Year - Fall Semester				
HUMC xxx Humanities/Fine Arts/World Language	3	0	3	3
PSYC 101 Introduction to Psychology	3	0	3	3
PSYC 114 Human Development	3	0	3	3
AHLC 220* Clinical Neurology *	3	0	3	3
AHLC 210* PT/OT Management *	2	0	2	2
PTAC 211* Physical Therapy Procedures III (PTC 122)	2	3	<u>3</u>	<u>5</u>
TOTAL CREDITS			17	19
Second Year - Spring Semester				
PTAC 292* Clinical Ed. Experience II (40 hours/wk x 10wks = 400 hours) *	0	0	8	40
PTC 250* Clinical Education Seminar (8 eight hour seminars) *	4	0	<u>4</u>	
TOTAL CREDITS			12	
			70	

THIS PROGRAM OF STUDIES IS SUBJECT TO CHANGE

Prerequisites and co-requisites are listed in parentheses.

* pre/co-requisites needed

**Must be matriculated in professional program or receive special written permission from the Program Director or Instructor.

Other Important Stuff to know about the PTA Program!

Failed Grade Policy PTA and OTA Programs

1. The PTA and OTA programs use a 7-point scale when assigning grades in all professional courses in the PTA or OTA programs. These courses are identified with an AHLT, PTA or OTA prefix. The 7-point scale used:

A = 96 – 100	B- = 85 – 87	D+ = 75 – 76
A- = 93 – 95	C+ = 83 – 84	D = 72 – 74
B+ = 91 – 92	C = 80 – 82	D- = 70 – 71
B = 88 – 90	C- = 77 – 79	F < 70

2. To remain in good standing in the college, the student must not be on academic probation or academic suspension. The Student Handbook explains the college's academic standards.
3. There are further expectations of students in the OTA or PTA program. To remain in good standing in the OTA or PTA program, students must demonstrate success in all coursework as defined by the following criteria:
 - a. Students must pass all courses in the plan of study with at least a "C" grade. Students who earn less than a "C" grade for any professional course must repeat that course. Students who repeat a course for the second time and earn less than a "C" grade will be suspended from the program for one semester. **See information below regarding reinstatement.**
 - b. Students who earn less than a "C" for any two courses during the same semester will be suspended from the program for one semester. **See information below regarding reinstatement.**
 - c. Within the professional courses, students may be required to complete hands-on practical examinations to demonstrate competencies. Students must pass each practical exam as defined by the instructor. Students who fail a practical examination must practice, come back and re-test. Failure of a practical examination includes any grade less than 80%. When the student repeats a practical the exam and successfully completes it, the recorded grade will be an average of the failed and successfully completed practicals. If the student is unable to successfully complete a practical exam after 2 attempts, the student will need to complete a remediation plan designed by the instructor. The remediation plan will be limited to two hours of the instructor meeting one-on-one with the student. A student who is unable to successfully complete a practical exam after 3 attempts will be withdrawn from the course and will need to repeat the course.
 - d. Within the PTA and OTA programs, students may be required to successfully complete a comprehensive practical exam before attending PTAC 190R/OCTA190R or PTAC292R/OCTA290R. If the student is unable to successfully complete a comprehensive practical exam after 2 attempts, the student will need to complete a remediation plan designed by the instructor for that comprehensive practical before being allowed to re-test a third and final

time. The remediation plan will be limited to two hours of the instructor meeting one-on-one with the student. A student who is not successful on the third re-test will be suspended from the program for a semester. **See information below regarding reinstatement.**

4. **Reinstatement:** As per the college Student Handbook, students suspended from the PTA or OTA program:
 - a. May continue to take non-PTA or OTA professional courses outside of the program, as non-matriculated students.
 - b. Before reapplying for matriculation into the PTA or OTA program, the student must show evidence of having successfully completed 2 three-credit courses with a “C” or better grade.
 - c. As per the college Student Handbook, suspended students can re-apply to the PTA or OTA program after 1 semester. Reinstatement is not automatic and is based on space availability. The applications from suspended students will be managed by the same deadline and/or selection process as all applicants to the OTA or PTA program.
 - d. The re-testing of competencies is required after a leave of absence. Students matriculated back into the PTA or OTA program will be required to repeat all practical tests from successfully completed professional courses (designated with AHLT, and PTAC or OCTA prefixes) before registering for other professional courses.
 - e. A student who withdraws or is suspended/dismissed from the program may request reinstatement only once. A student suspended/dismissed from the program or withdrew for academic reasons a second time, may not return to the program.
 - f. Students may be dismissed from the program if found guilty of consistent or blatant behavior that is detrimental to, or disruptive of, the instructional process (see Student Handbook, Student Code of Conduct). Students dismissed from the program **for these behaviors** may not re-apply to the program.
 - g. The policy for reinstatement to the PTA or OTA program will include conditions for reinstatement that will be determined by program faculty at the time a student is dismissed from the program. The student will receive a letter from the Program Director outlining the conditions and procedures for reinstatement to the program. The student will be required to sign a statement of understanding of the conditions. Prior to reinstatement, the program director will determine if the conditions for reinstatement were met. Students satisfying the conditions for reinstatement will be allowed to return to the program if or when space is available. If the conditions are not satisfied, the student may not be permitted to return.

(revised June 2017)

(admission to PTA program/Fall 2019 PTA application packet revised October 2018)