

Blinn College

**Physical Therapist
Assistant Program**



Program Policies & Procedures
2025 Student Handbook



Established 1883 First County-owned Junior College in Texas

To each new student in the Blinn PTA Program-

Welcome to the Physical Therapist Assistant (PTA) Program at Blinn College. You have chosen a very rewarding profession.

The Physical Therapist Assistant Program Student Handbook is for students who have been admitted to the program and is a supplement to the Blinn College Student Handbook. It contains important information about program policies and student services. Policies are subject to change periodically, and it is your responsibility to be aware of and adhere to all new and revised policies. It is also your responsibility to maintain and update your handbook as changes are made.

The PTA Program has faculty experienced in a variety of health care areas who work closely with students in the classroom, in the laboratory, and in actual clinical settings. Through the spirit of cooperation and communication, students and faculty members share a common goal of learning and developing skills for physical therapy. In physical therapy, competence is developed through practice and by applying theoretical content from the classroom to actual clinical situations. While you are in the PTA Program, you will learn how to solve clinical problems as you prepare to take the state board examination to become a licensed Physical Therapist Assistant.

The faculty members are committed to helping you develop excellence in physical therapy practice, and we value your experiences here. Your suggestions are welcomed and appreciated for further development and enhancement of this program. We encourage your active participation on committees and in our student organizations, and we look forward to working with you in the coming semesters.

Sincerely,

Kelsey Maki, PT, DPT

Kelsey Maki, PT, DPT
Program Director

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Blinn College
Physical Therapist Assistant Program

Section I PTA Program

Philosophy and Mission Statement

In keeping with the Mission & Vision of Blinn College District, the mission of the PTA Program is to provide a comprehensive curriculum to yield graduate Physical Therapist Assistants with the knowledge, skills, and confidence to become outstanding clinicians and educators in the diverse communities they will serve.

PROGRAM ACCREDITATION

The PTA Program at Blinn College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave. Suite 100, Alexandria, VA 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>.

Formal Complaints to CAPTE:

- CAPTE has a mechanism to consider formal complaints about physical therapy education programs (PT or PTA) that allege a program is not in compliance with one or more of CAPTE's Standards and Required Elements or has violated any of CAPTE's expectations related to academic integrity. CAPTE will consider two types of complaints: those that involve situations subject to formal institution/program due process policies and procedures and those that involve situations not subject to formal due process procedures:
If the complainant is involved with an institution/program grievance subject to formal due process and procedure, CAPTE requires that the process be completed prior to initiating CAPTE's formal complaint process, unless the complaint includes an allegation that the institution/program process has not been handled in a timely manner as defined in the institution/program policy, in which case CAPTE will consider the complaint prior to completion of the grievance process. Evidence of completion of the institutional process or of the untimely handling of such must be included in the complaint materials.
- If the complaint is related to situations that fall outside of formal due process policies and procedures, the complaint may be filed at any time.

To obtain the materials necessary for submitting a complaint, contact the APTA Accreditation Department at 703-706-3245 or accreditation@apta.org.

LIABILITY

Students of the Blinn College PTA Program are required to have liability insurance. A portion of student fees is allocated to cover the cost of the premiums.

SPECIAL SERVICES FOR STUDENTS WITH DISABILITIES

To obtain necessary resources and ensure the best possible education, any student with special needs should notify the department head and the Office of Disability Services at (979) 209-8947 RELLIS, (979)209-7251, Bryan VM or (979)830-4157 Brenham. The Office of Disability Services will advise the department head on appropriate resources and/or accommodations.

NON-DISCRIMINATION STATEMENT

Blinn College PTA Program seeks to provide equal education without regard to race, color, sex, age, national origin, religion, disability, or any other constitutionally or statutorily impermissible reason. This policy extends to all programs and activities supported by the College.

Blinn College
Physical Therapist Assistant Program

Technical Standards

Blinn College District and the Physical Therapist Assistant Program have chosen to set guidelines to make students aware of the demands they will encounter during the classroom, laboratory and clinical parts of the PTA Program.

Should you not be able to meet the following demands, you may not be permitted to continue in the program, for your own safety and that of the patient.

These standards are not conditions of admission to the program. Each applicant for the PTA Program, however, should review these requirements to determine their abilities to successfully fulfill the skills and clinical competency requirements and physical demands of the profession.

The program requires the following capability to demonstrate the following physical activities:

Category	Performance Standard	Requirements (Not limited to)
Sensory	<p>Students will be able to participate actively in:</p> <ul style="list-style-type: none"> • All laboratory experiences, including offsite labs and Service-Learning • Clinical experiences <p>Students will be able to:</p> <ul style="list-style-type: none"> • Assess and comprehend the condition of all patients assigned to him/her for examination and treatment <p>Note: The tasks above usually require functional use of visual, auditory, and tactile sensations.</p>	<p>Visual:</p> <ul style="list-style-type: none"> • Assess the environment in close proximity and at a distance. • Recognize and interpret facial expressions and body language. • Read medical charts, both hand-written and electronic records. • Read extra fine print on goniometers and other measuring devices. • May use corrective lenses; Must be corrected to at least 20/40. <p>Auditory:</p> <ul style="list-style-type: none"> • Detect a minimum amplitude of 65 dB(A) for normal speaking voice at a distance of three feet. • Demonstrate the ability to auscultate blood pressures. • Distinguish between normal and abnormal body system sounds. • Recognize and respond to a variety of voices/noises. <p>Tactile:</p> <ul style="list-style-type: none"> • Demonstrate the ability to detect changes or abnormalities of surface texture and skin temperature. • Palpate a variety of body tissues (muscles, bones, ligaments, tendons, etc.) and pulses, as well as effectively distinguish the quality of tissues and pulses.
Cognitive	<p>Students will be able to:</p> <ul style="list-style-type: none"> • Collect, interpret, and integrate information. • Make decisions based on data collection and clinical decision-making skills. 	<ul style="list-style-type: none"> • Comprehend and follow instructions. • Maintain attention and concentration for necessary periods of time. • Apply knowledge to situations and problem-solving scenarios.

		<ul style="list-style-type: none"> • Measure, calculate, reason, apply, comprehend, analyze, and synthesize information to enhance critical thinking skills. • Read and comprehend information in textbooks, medical records, case studies, and professional literature. • Retain information. • Utilize intellectual abilities, exercise good judgement and complete tasks, within required time limits.
Motor/Physical	<p>Students will be able to:</p> <ul style="list-style-type: none"> • Execute the movements and skills required for safe and effective patient care. 	<p>Functional Requirements:</p> <ul style="list-style-type: none"> • Occasionally: Sit, bend or twist neck, climb, crawl, twist waist, and reach above/at/below shoulder level. • Frequently: Walk, kneel, squat, grasp simple objects and manipulate fine objects. • Up to constantly: Stand <p>Exertion Requirements: (applies to materials, equipment, and patients)</p> <ul style="list-style-type: none"> • Push or Pull: Most commonly 20-50 lbs, but should be able to demonstrate up to 50-100 lbs • Lift: Most commonly 20-50 lbs, but should be able to demonstrate up to 50-100 lbs • Carry: Most commonly 20-50 lbs, but should be able to demonstrate up to 50-100 lbs • Demonstrate sufficient balance, coordination, endurance, speed, and agility to safely perform the above stated tasks during all aspects of patient care (i.e. transfers, bed mobility, guarding/assisting patients while walking, exercising, and performing other therapy-related activities).
Professional Conduct/Behavior	<ul style="list-style-type: none"> • Students must possess the ability to reason morally and perform all aspects of patient care in an ethical and professional manner. • Students must be willing to learn and abide by professional standards of practice. 	<ul style="list-style-type: none"> • Possess attributes that include: Accountability, altruism, collaboration, compassion and caring, duty, excellence, inclusion, integrity, and social responsibility (APTA Core values). • Engage in patient care delivery in all settings. • Be able to deliver care to all patient populations including, but not limited to: babies and children, adolescents, adults, elderly adults, developmentally disabled individuals, medically compromised patients, and vulnerable adults. • Demonstrate flexibility with scheduling and the ability to manage demanding academic and clinical schedules and deadlines. • Always maintain professional behavior, especially during conditions of physical or emotional stress. • Demonstrate emotional health and good judgement required for performance of all duties. • Accept responsibility and accountability for one's own actions, including the ability to utilize constructive criticism and improve performance.
Communication	Students will be able to demonstrate:	<ul style="list-style-type: none"> • Interpret verbal and non-verbal communications.

	<ul style="list-style-type: none"> • Ability to effectively communicate in English using verbal, non-verbal, and written formats with faculty, other students, patients, caregivers, and all members of the profession. 	<ul style="list-style-type: none"> • Speak with a normal voice volume, approximately 65 dB(A) amplitude. • Read, write and/or type, and interpret communication in both the academic and clinical settings. • Convey information to patients, caregivers, faculty, clinical staff, and other members of the healthcare profession.
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The mission of the Blinn College District Office of Disability Services is to ensure students with disabilities have equal access in their educational pursuits. We provide students an opportunity to obtain their academic goals by fostering inclusion and support.

The Office of Disability Services provides a variety of accommodations and services for individuals with disabilities, and we encourage students to overcome challenges and attain personal and academic success. Please contact the Blinn College District Office of Disability Services at:

RELLIS Campus

Schwartz Building, Suite 230

Phone: 979-209-8947

Fax: 979-475-1289

rellis.ods@blinn.edu

Bryan Campus

Building D #160

Phone: 979-209-7251

Fax: 979-209-7558

bryan.ods@blinn.edu

Brenham, Sealy,

Schulenburg Campuses

104 Administration Building

Phone: 979-830-4157

Fax: 979-830-4410

brenham.ods@blinn.edu

Blinn College
Physical Therapist Assistant Program

Program Goals and Objectives

1. Students will be proficient in providing therapeutic interventions established within the plan of care under the supervision of a Licensed Physical Therapist in the communities they serve.
-Blinn core values addressed: Excellence, Service
Method of Assessment: PTAMACS
2. Students will be skilled in educating a variety of diverse stakeholders about the role, benefits, and application of physical therapy services and interventions.
-Blinn core values addressed: Excellence, Service, Diversity, Respect
Method of Assessment: PTAMACS and Clinical Education In-service Presentations
3. Students will demonstrate patient-centered, safe, effective, moral, and ethical behaviors within the realm of physical therapy.
-Blinn core values addressed: Respect, Diversity, Excellence, Service
Method of Assessment: PTAMACS & Employment Survey
4. The program will provide access to innovative technology and an evidence-based curriculum to enhance the quality of education in an effort to meet contemporary professional expectations.
-Blinn core values addressed: Innovation, Access, Excellence
Method of Assessment: Exit Survey
5. Students will exercise the ability to collaborate as a dynamic member of the Physical Therapy profession, healthcare team, and society by demonstrating effective communication, critical thinking, and problem-solving skills.
-Blinn core values addressed: Collaboration, Excellence, Respect, Service
Method of Assessment: PTAMACS
6. Students will discover the significance of lifelong learning and commitment to serving their community in order to positively impact the profession and society.
-Blinn core values addressed: Excellence, Access, Service, Diversity
Method of Assessment: APTA Student Membership & Clinical Instructor Data

OUTCOMES INVENTORY

Program administration and faculty use several tools to evaluate program outcomes. They review (1) course and faculty evaluations to make appropriate changes for future students; (2) clinical education in-service presentations; (3) clinical instructor evaluations of students in the PTA MACS; (4) focus group interviews and exit survey of graduating students; (5) graduate employment survey; and (6) clinical instructor data.

Blinn College
Physical Therapist Assistant Program

CAPTE

Commission on Accreditation
in Physical Therapy Education

**Standards and Required Elements for Accreditation of
Physical Therapist Assistant Education Programs**

(Adopted 10/31/2023; Updated August 2024)

Student learning outcomes, course competencies, and assessment techniques are established for each course in the Blinn PTA Program such that successful completion of the curriculum ensures that the graduate will meet all the CAPTE Criteria and will be able to perform all skills within the scope of practice, under the supervision of a Physical Therapist. The CAPTE Criteria which serve as the basis of this curriculum and assessment matrix are listed below:

CAPTE Criteria

7D The physical therapist assistant technical curriculum includes content and learning experiences designed to prepare students to achieve educational outcomes required for entry-level physical therapy practice in collaboration with, and under the direction and supervision of a physical therapist in the provision of physical therapy services in the ever-changing health care environment.

Patient and Client Management

7D1 Demonstrate appropriate clinical decisions and actions throughout the implementation of the plan of care established by the physical therapist:

- a. Obtain and review current information from physical therapy documentation, health records, patients and clients, caregivers, and family members related to general health status, consults, prior and current level of function before carrying out the physical therapy plan of care.
- b. Recognize situations that require further clarification, supervision, or action by the supervising physical therapist.
- c. Determine when an intervention is inappropriate based on the review of current information and patient presentation.
- d. Select interventions as determined by the supervising physical therapist, that are based on clinical data, to achieve goals and intended outcomes.
- e. Modify, adjust, and discontinue interventions based on the patient response and clinical data in collaboration with the supervising physical therapist.
- f. Contribute to the discontinuation of the episode of care and follow-up planning as directed by the supervising physical therapist.
- g. Describe a patient's or client's impairments to body functions and structures, activity limitations, and participation restrictions according to the International Classification of Functioning, Disability and Health (ICF).

Test and Measures

7D2 Select and perform components of data collection using appropriate tests and measures to measure and monitor patient responses before, during, and following physical therapy interventions in the following:

- a. Cardiovascular system.
- b. Pulmonary system.
- c. Neurological system.
- d. Musculoskeletal system.
- e. Integumentary and lymphatic systems.
- f. Growth and human development.
- g. Pain and pain experiences.
- h. Psychosocial aspects.
- i. Mental health aspects.

Interventions

7D3 Select and perform physical therapy interventions for each of the following as identified in the plan of care established by the physical therapist to achieve patient and client goals and outcomes:

- a. Cardiovascular conditions (these should be a-h).
- b. Pulmonary conditions.
- c. Neurological conditions.
- d. Musculoskeletal conditions.
- e. Integumentary and lymphatic conditions.
- f. Metabolic conditions.
- g. Growth and human development.
- h. Pain and pain experiences.

Delivery of Physical Therapy Services

7D4 Complete documentation that follows guidelines and documentation formats required by the legal framework of one's jurisdiction, the practice setting, and other regulatory agencies.

7D5 Respond effectively to environmental emergencies that may occur in the clinical setting.

7D6 Educate others, using teaching methods that are commensurate with the needs of the learner, including participation in the clinical education of students. Incorporate cultural humility* and social determinants of health* when providing patient and/or caregiver education.

Health Care Activities

7D7 Participate in efforts to ensure patient and health care provider safety.

7D8 Participate in patient-centered interprofessional collaborative care.

7D9 Participate in performance improvement/quality assurance activities.

Community Health

7D10 Provide services and/or educational resources informed by cultural humility that address primary,* secondary,* and tertiary* prevention, health promotion, and wellness to individuals, groups, and communities.

7D11 Provide physical therapy services that address:

- JEDI, belonging,* and anti-racism.*
- Health care disparities* and social determinants of health.*

Practice Management

7D12 Participate in organizational planning and operation of the physical therapy service as appropriate.

7D13 Participate in the financial management of the practice setting, including accurate billing and payment for services rendered.

BLINN COLLEGE
PHYSICAL THERAPIST ASSISTANT CURRICULUM
Associate of Applied Science Degree

Pre-Requisite Semester (2 in PTHA Courses)	12
PTHA 1201 – The Profession of Physical Therapy (2)	
<i>ENGL 1301 – English Composition I (3)</i>	
<i>BIOL 2401 – Anatomy and Physiology I (4)</i>	
<i>PSYC 2301 – General Psychology (3)</i>	
Year 1/Term 1—16 weeks (Fall) (8 in PTHA Courses)	15
PTHA 1409 – Intro to Physical Therapy (4)	
PTHA 1413 – Functional Anatomy (4)	
<i>HITT 1305 – Medical Terminology I (3)</i>	
<i>BIOL 2402 – Anatomy and Physiology II (4)</i>	
Year 1/Term 2—16 weeks (Spring) (10 in PTHA Courses)	13
PTHA 1321 – Pathophysiology for the PTA (3)	
PTHA 2205 -- Neurology (2)	
PTHA 2509 – Therapeutic Exercise (5)	
<i>Any Humanities or Fine Arts Course as approved for Blinn Core (3)</i>	
Year 1/Term 3—10 weeks (Summer) (7 in PTHA Courses)	7
PTHA 1431 – Biophysical Agents (4)	
PTHA 2301– Essentials of Data Collection (3)	
Year 2/Term 4—16 weeks (Fall) (10 in PTHA Courses)	10
PTHA 1266 – Practicum (or Field Experience) - PTA (2)	
PTHA 2431 – Management of Neurological Disorders (4)	
PTHA 2435 – Rehabilitation Techniques (4)	
Year 2/Term 5—16 weeks (Spring) (6 in PTHA Courses)	6
PTHA 2239 – Professional Issues (2)	
PTHA 2266 – Practicum (or Field Experience) - PTA (2)	
PTHA 2267 – Practicum (or Field Experience) - PTA (2)	
General Education Credits	20
PTHA Credits	43
TOTAL CREDITS	63
Total academic weeks of the program technical phase = 74 weeks	

All courses in Pre-Requisite Semester are to be completed prior to submitting an application to the Blinn PTA Program (preferred) or prior to being admitted to the Blinn PTA Program. All other non-PTHA coursework is typically completed prior to starting in the PTA Program.

Blinn College
Physical Therapist Assistant Program
Course Descriptions

- PTHA 1201 The Profession of Physical Therapy
Introduction to the profession of physical therapy and the role of the physical therapist assistant. Course is designed to assist the student through the application process and must be completed prior to starting the Blinn PTA Program.
Total contact hours: 32. Credit: Two semester hours.
Prerequisite: None
This course is NOT a Core Course.
- PTHA 1266 Practicum (or Field Experience) – Physical Therapist Assistant
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. During this practicum, students will be introduced to the practice of the physical therapist assistant at a clinical setting. Six weeks of clinical training at forty hours per week.
Total contact hours: 256. Laboratory fee required. Credit: Two semester hours.
Prerequisite: PTHA 1409, PTHA 1413, PTHA 1321, PTHA 2205, PTHA 2509, PTHA 1431, PTHA 2301
Corequisite: PTHA 2431 and PTHA 2435
This course is NOT a Core Course.
- PTHA 1321 Pathophysiology for the PTA
Study of the pathophysiology of diseases/conditions encountered in physical therapy. Three lecture hours per week. Total contact hours: 48. Credit: Three semester hours.
Prerequisite: PTHA 1409 and PTHA 1413
Corequisite: PTHA 2205 and PTHA 2509
This is NOT a Core Course.
- PTHA 1409 Introduction to Physical Therapy
Introduction to the profession of physical therapy and the role of the physical therapist assistant. Includes the application of basic patient handling, functional skills, communication, and selected data collection techniques. Two lecture hours and six laboratory hours per week. Total contact hours: 128. Laboratory fee required. Credit: Four semester hours.
Prerequisite: Admission to the PTA program.
Corequisite: PTHA 1513
This course is NOT a Core Course.
- PTHA 1431 Biophysical Agents
Biophysical principles, physiological effects, efficacy, and application of physical agents. Study of the therapeutic physical agents which emphasizes the indications, contraindications, medical efficacy, and physiological effects of treatments. Three lecture hours and three laboratory hours per week. Total contact hours: 96. Laboratory fee required. Credit: Four semester hours.
Prerequisite: PTHA 1409, PTHA 1413, PTHA 1321, PTHA 2205, PTHA and 2509
Corequisite: None
This course is NOT a Core Course.

Blinn College
Physical Therapist Assistant Program
Course Descriptions

- PTHA 1413 **Functional Anatomy**
The relationship of the musculoskeletal and neuromuscular systems to normal and abnormal movement. Study of human anatomy and its application to the motion of the musculoskeletal system as it relates to normal activities and dysfunctions. Integration of skills related to the kinesiological assessment of the human body. Two class hours and six laboratory hours per week. Total contact hours: 128. Laboratory fee required. Credit: Four semester hours.
Prerequisite: Admission to the PTA Program
Corequisite PTHA 1409
This course is NOT a Core Course.
- PTHA 2205 **Neurology**
Study of neuroanatomy and neurophysiology as it relates to neurological conditions. One lecture hour and two laboratory hours per week. Total contact hours: 48. Laboratory fee required. Credit: Two semester hours.
Prerequisite: PTHA 1409 and PTHA 1413
Corequisite: PTHA 1321 and PTHA 2509
This course is NOT a Core Course.
- PTHA 2239 **Professional Issues**
Discussion of professional issues and behaviors related to clinical practice; preparation for transition into the workforce. Topics address current events, skills, knowledge, attitudes and behaviors pertinent to the physical therapy occupation and relevant to the professional development of the student. This is the capstone course. Equivalent of one lecture hour and three lab hours per week. Total contact hours: 64. Credit: Two semester hours.
Prerequisite: PTHA 1409, PTHA 1413, PTHA 1321, PTHA 2205, PTHA 2509, PTHA 1431, PTHA 2301, PTHA 1266, PTHA 2431, and PTHA 2435
Corequisite: PTHA 2266 and PTHA 2267
This course is NOT a Core Course.
- PTHA 2301 **Essentials of Data Collection**
Data collection techniques used to assist in patient/client management. Study of assessment techniques used in physical therapy to prepare the physical therapist assistant to assist in physical therapy management of patients/clients. The student will perform assessment and data collection using techniques specific to physical therapy; utilize data collected for decision making, and necessary to problem solving, in order to enhance physical therapy management; and utilize relevant communication techniques. Two lecture hours and four laboratory hours per week. Total contact hours: 96. Laboratory fee required. Credit: Three semester hours.
Prerequisite: PTHA 1409, PTHA 1413, PTHA 1321, PTHA 2205, PTHA 2509 and PTHA 1431
Corequisites: None
This course is NOT a Core Course.

Blinn College
Physical Therapist Assistant Program
Course Descriptions

- PTHA 2266 Practicum (or Field Experience) – Physical Therapist Assistant
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. During this practicum, students will expand their clinical knowledge and experience. Six weeks of clinical training at forty hours per week. Total contact hours: 256. Laboratory fee required. Credit: Two semester hours.
Prerequisite: PTHA 1409, PTHA 1413, PTHA 1321, PTHA 2205, PTHA 2509, PTHA 1431, PTHA 2301, PTHA 1266, PTHA 2431, and PTHA 2435
Corequisite: PTHA 2239 and PTHA 2267
This course is NOT a Core Course.
- PTHA 2267 Practicum (or Field Experience) – Physical Therapist Assistant
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. During this final practicum, students will perfect their clinical techniques, preparing them to enter the workforce. Six weeks of clinical training at 40 hours per week. Total contact hours: 256. Laboratory fee required. Credit: Two semester hours. Prerequisite: PTHA 1409, PTHA 1413, PTHA 1321, PTHA 2205, PTHA 2509, PTHA 1431, PTHA 2301, PTHA 1266, PTHA 2431, PTHA 2435, and PTHA 2266
Corequisite: PTHA 2239 and PTHA 2266
This course is NOT a Core Course.
- PTHA 2431 Management of Neurological Disorders
Comprehensive rehabilitation techniques of selected neurological disorders. Advanced course integrating previously learned and new skills/techniques into the comprehensive care of patients with neurological issues. Three lecture hours and three laboratory hours per week. Total contact hours: 96. Laboratory fee required. Credit: Four semester hours.
Prerequisite: PTHA 1321, PTHA 1409, PTHA 1413, PTHA 2301, PTHA 2509, PTHA 1431, PTHA 2205
Corequisite: PTHA 1266, PTHA 2435
This course is NOT a Core Course.
- PTHA 2435 Rehabilitation Techniques
Comprehensive rehabilitation of selected diseases and disorders. Advanced course integrating previously learned and new skills/techniques into rehabilitation of selected long-term pathologies. Three lecture hours and three laboratory hours per week. Total contact hours: 96. Laboratory fee required. Credit: Four semester hours.
Prerequisite: PTHA 1409, PTHA 1413, PTHA 1321, PTHA 2205, PTHA 2509, PTHA 1431 and PTHA 2301
Corequisite: PTHA 1266 and PTHA 2431
This course is NOT a Core Course.
- PTHA 2509 Therapeutic Exercise
Concepts, principles, and application of techniques related to therapeutic exercise and functional training. Three lecture hours and six laboratory hours per week. Total contact hours: 144. Laboratory fee required. Credit: Five semester hours.
Prerequisite: PTHA 1409 and PTHA 1413
Corequisite: PTHA 1321 and PTHA 2205
This course is NOT a Core Course.

Blinn College
Physical Therapist Assistant Program

ANTICIPATED COSTS

The following are the anticipated approximate costs for the technical phase of the PTA program:

Tuition (Texas Resident, Out of District)	\$8,323.00 (approx.) (~ \$12,789.00 for pre-requisites + technical phase)
Books/Insurance/Misc. Fees	\$3,332.55 (approx.)
PTA Licensure (after graduation)	\$650.00 (approx.) (\$485 NPTE + \$125 license application + fingerprinting costs & transcript fee)

All fees are subject to change and may vary, depending on the student's home of residence. Special fees and charges may be added as necessary. Students will be notified of all changes.

ESTIMATED ADDITIONAL EXPENSES

(Note that all of these may change, depending on vendors.)

- APTA membership: (~\$90 per year) @ www.apta.org
- Physicals: ~\$50.00 @ provider of choice (e.g. St. Joseph Occupational Health 979-821-7373)
- Clinical Immunizations: ~ cost depends on your insurance and what is needed.
- CPR – BLS Health Care Provider: Must include a hands-on skills portion for adult, pediatric and AED.
 - Free through the Blinn College EMS Program
- PTA Program Polo Shirt: ~\$40.00
- Lab Uniform: ~\$10.00/ T-shirt plus other clothing (SPTAA Club shirts available from PTA Program, and black shorts appropriate length; sports bra for females)
- TAMUS-RELLIS Parking Tag: ~\$379.00 on annual basis (May also choose to pay daily, weekly, or monthly as needed – TAMU Parking website)
- Registration/payment for background check and drug screen: ~\$61.40 (estimate, depending on contract)
 - Castle Branch (BF74)
- Any travel and housing costs associated with clinical placement.
- Scorebuilders PTA Exam Prep Study Guide: ~\$30.00-40.00 (depending on class size)
- Scorebuilders Online Advantage Practice Student & Academic PTA Exams: \$100 (partial or whole amount may be paid with SPTAA funds, depending on fundraising efforts)

Optional Costs (to be purchased at the discretion of the student):

- FSBPT Student PEAT: \$99.00
- Scorebuilders Flash cards: ~\$30.00-40.00 (depending on class size/size of order)

Blinn College Physical Therapist Assistant Program

PTA EDUCATION

The career of a Physical Therapist Assistant is demanding but also extremely rewarding. To meet career demands, graduates of the PTA Program must develop independent thought, value clarification, basic fundamental theories of physical therapy, critical thinking skills, and excellent communication skills. These areas will be incorporated into all the PTA courses. The student will be challenged through class discussions, presentations, special projects, written tests, lab practicals, and clinical practicums. The student must be open-minded and willing to accept new knowledge and actively participate in every learning opportunity available. By accepting a place in the Blinn PTA Program, the student has committed to an intense program that may require up to thirty hours of outside study and preparation per week. It is important that the student limit outside employment to allow preparation for class and laboratory.

Independent Thinking

Independent thought will be challenged and enhanced to complete each special project, exam, term paper, and problematic situation in the lab and clinics. Students will use resources on the RELIS Campus along with library resources at Blinn College and Texas A&M University when working on special projects to further develop their independent thoughts and ideas. The student will need to assess patients within the scope of PTA practice and apply the principles learned. Independent study will be encouraged for continued growth throughout the program. Students will benefit from the ability to assess and correct themselves and pursue their own direction of learning for better knowledge and understanding of the profession.

Values Clarification

Students must learn to be responsible and accountable for their own actions. Students come into the field of physical therapy with different value systems, based on their environment. It is critical that controversial issues be discussed so that students will be aware of their own beliefs, those of others, and the differences. Students will define their own values and have these values addressed throughout the program. They will have opportunities for growth in their sensitivity to a diverse patient population that is seen in the clinical facilities. Classes will discuss ethical and legal standards, as well as the limitations and the magnitude of the PTA profession. During the practicums, students will be exposed to a wide variety of role models in the physical therapy profession and will be able to assess how different attitudes contribute to patient outcomes.

Fundamental Theory

The Blinn College PTA curriculum has a heavy science and math core. These fields are basic to the physical therapy body of knowledge. Also essential are the ability to write, to communicate, and to understand the principles of human behavior. All the PTA courses are developed using the CAPTE guidelines for practicing in an ethical, legal, professional, safe, and effective manner, implementing a comprehensive treatment plan, using appropriate assessment and measurement techniques, and building on these areas to work effectively in a variety of settings, especially the rural setting that usually incorporates several areas of physical therapy.

Critical Thinking

Critical thinking skills will be challenged in all PTA courses. During the labs and the practicums, the students will need to assimilate data and be able to quickly retrieve previously learned information. All courses will have curricula designed to enhance the student's previously learned skills. Pre-post tests may be utilized in classes to recheck previously learned material. All PTA classes will have a comprehensive final, and a program comprehensive final will be administered in the final class following the last practicum. Students need to have developed the capability to identify and define problems, examine data, carry out the treatment, and assess the outcomes of their patients. They need to be able to distinguish facts and relevancies in assessing types of treatments as well as the impact of positive and negative outcomes.

Communication

Excellent communication skills, both verbal and nonverbal, are important in the field of physical therapy. Throughout the PTA courses, students will develop their skills through special presentations and written projects. Through various class activities, the student will have opportunities for self-evaluation of verbal and non-verbal skills. Written communication is used throughout the PTA curriculum in note taking, written projects, and written essay questions on tests. Good documentation using the SOAP note format will be introduced in the first semester and will be further developed during succeeding classes. Students will make certain that all notes are legible, and that the treatment is reproducible and completed in a timely manner. Use of proper grammar, spelling, organization, and format will be required at all times, as these skills will be essential in the clinic. These skills will provide a transition from social to professional medical communication and enable the PTA to communicate and interact more effectively with patients and their families, professionals, peers, the public/community, and the payers. The students must develop written and verbal communication that is appropriate to the audience being addressed.

Enhancement

Opportunities for additional education will be provided in the community and at American Physical Therapy Association (APTA) sponsored activities. Students should be prepared to be flexible in scheduling to allow participation in these excellent learning opportunities. Ample notice will be given to allow students to change work schedules.

Blinn College
Physical Therapist Assistant Program

INSTRUCTIONAL METHODS

The faculty has designed materials and methods of instruction to provide the PTA student with the best possible education to incorporate all types of learning. These methods could be face-to-face or online and include:

- Lecture and classroom discussions
- Hands-on lab work and lab assignments
- Small group activities
- Reading and class/homework assignments
- Online learning modules
- Team-based learning and Simulation activities
- Demonstrations & Return demonstrations
- Educational games
- Videos
- Student presentations & In-services
- Hands-on computer activities
- Guest lecturers
- Facility visits
- Special patient population visits into the classroom for demonstration and lab for hands-on practice
- Clinical experience

SECRETARY'S COMMISSION ON ACHIEVING NECESSARY SKILLS (SCANS)
PHYSICAL THERAPIST ASSISTANT PROGRAM
DEFINITION OF SCANS SKILLS

PTA courses and clinical experiences will be based on criteria defined by the Secretary’s Commission on Achieving Necessary Skills (SCANS). SCANS conducted extensive research and interviews with business centers, public employers, union leaders, supervisors, and laborers in a wide variety of work settings. In 1991, the commission reported *What Work Requires of Schools* and noted “good jobs will increasingly depend on people who can put knowledge to work.” From its research, the commission determined that “workplace know-how” consists of two elements: foundation skills and workplace competencies. The following foundation skills and competency skills are integral components of this Introduction to Physical Therapy course.

Program: Physical Therapist Assistant CIP: 51.0806									Credential: AAS	
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES										
SCANS COMPETENCIES								Course Number	Course Title	
1	2	3	4	5	6	7	8			
x	x	x	x	x	x	x	x	PTHA 1266	Practicum (or Field Experience) - PTA	
x	x		x	x	x	x	x	PTHA 1321	Pathophysiology for the PTA	
x	x	x	x	x	x	x	x	PTHA 1409	Introduction to Physical Therapy	
x	x	x	x	x	x	x	x	PTHA 1413	Functional Anatomy	
x	x	x	x	x	x	x	x	PTHA 1431	Physical Agents	
x	x		x	x	x	x	x	PTHA 2205	Neurology	
x	x		x	x	x	x	x	PTHA 2239	Professional Issues	
x	x	x	x	x	x	x	x	PTHA 2266	Practicum (or Field Experience) - PTA	
x	x	x	x	x	x	x	x	PTHA 2267	Practicum (or Field Experience) - PTA	
x	x	x	x	x	x	x	x	PTHA 2301	Essentials of Data Collection	
x	x		x	x	x	x	x	PTHA 2431	Management of Neurological Disorders	
x	x	x	x	x	x	x	x	PTHA 2435	Rehabilitation Techniques	
x	x	x	x	x	x	x	x	PTHA 2509	Therapeutic Exercise	
								PROGRAM COMPETENCIES (as determined by advisory committee)		
								8. BASIC USE OF COMPUTERS		
								7. WORKPLACE COMPETENCIES		
								6. PERSONAL QUALITIES		
								5. THINKING SKILLS		
								4. SPEAKING AND LISTENING		
								3. ARITHMETIC OR MATHEMATICS		
								2. WRITING		
								1. READING		

WORKPLACE COMPETENCIES

Resources: A PTA student must identify, organize, plan, and allocate resources effectively.

- C1 Time:** selecting goal-relevant academic activities such as additional laboratory time, additional computer time and independent study time, ranking them to allocate appropriate time and preparation for classroom activities, assignments and discussion. Students must meet deadlines, turning in assignments as scheduled. They must also be on time for class and affiliations, accepting responsibility for attendance.
- C2 Money:** preparing hypothetical capital equipment and/or employee staff budgets to meet the changing fiscal demands of health care. Students have the opportunity to prepare charges and are aware of specific physical therapy costs. Students also research and are made aware of their financial educational responsibilities and resources that are offered through various private organizations, the APTA, student loans and grants and the sponsoring colleges.
- C3 Material and Facilities:** utilizing PTA equipment and teaching materials safely and efficiently, replacing materials to their proper storage space.
- C4 Human Resources:** assessing individual skills and distributing his/her work according to professional behaviors, evaluating his/her performance during mid term and final student evaluation, and providing constructive feedback to other students and faculty.

Information: A PTA student must be able to acquire and use information.

- C5 Acquire and Evaluate Information.**
- C6 Organize and Maintain Information.**
- C7 Interpret and Communicate Information.**
- C8 Use Computers to Process Information.**

These criteria are included in the course curriculum as students research and collect data from various sources; prepare for research papers and projects; develop forms; collect and explain data; develop and inventory a record-keeping system for tracking and preparing for the student's professional curriculum vitae; make oral presentations with various media; and use on-line computer data bases for research projects and for providing classroom assignments from the World Wide Web.

Interpersonal Skills: A PTA student must work with others effectively.

- C9 Participate as a Team Member:** contributing to a group effort during class, laboratory time, and clinical practicums.
- C10 Teach Others New Skills:** providing feedback to laboratory partners for laboratory check-offs, exploring the preparation of home programs for hypothetical and real patients, and learning the basic skills of human interaction in preparing for the professional instruction of patient care.
- C11 Serve Clients/Customers/Patients/Families:** introducing the creation and teaching of therapeutic procedures and home programs for patients, families, and their caretakers.
- C12 Exercises Leadership:** Communicating ideas to justify positions, persuading and convincing others, responsibly challenging existing procedures and policies.
- C13 Negotiate:** working toward agreements involving exchange of resources among other PTA students, students in other disciplines, and faculty in preparation for working and consulting with other health care peers, students, and instructors of

the total health care team.

- C14 Work with Diversity:** working well with and seeking opportunities to work well with men and women from diverse backgrounds. This ability to work well with others from diverse backgrounds is evaluated in the professional objective criteria of the course curriculum. Examples in the classroom and laboratory that are designed to prepare the student for the workplace include, but are not limited to, collaboration with other students to solve a hypothetical clinical problem; working through a classroom group conflict situation; instructing a concept to another student with an alternative learning approach; dealing with a dissatisfied faculty member in person; selecting and using appropriate leadership styles for the class elected officers; using effective delegation techniques when researching and presenting projects; and demonstrating an understanding of how therapists from different cultural backgrounds might choose various working situations, professional memberships and specialty certifications.

Systems: A PTA student must understand complex interrelationships.

- C15 Understands Systems:** Knowing how social, organizational, and technological systems work and operate effectively with them. PTA students must research and report on how to produce a profit making physical therapy clinic during a time when health care costs are being reduced and expenses are on the rise. All of this must be done while maintaining professional care with a high standard of quality assurance. A student might choose to draw and interpret an organizational chart to explain the chain of command and quality assurance or become aware of a situation in physical therapy needing improvement and plan further investigation into the resolution of the problem.
- C16 Monitors and Corrects Performance:** Distinguishing trends, predicting impacts on system operations, diagnosing systems' performance and correcting malfunctions.
- C17 Improves or Designs Systems:** Suggesting modifications to existing systems and developing new or alternative systems to improve performance.

Technology: A PTA student must be able to work with a variety of technologies.

- C18 Select Technology:** Students are introduced to the process of obtaining needed supplies and equipment providing patient care and performing physical therapy skills and procedures accurately. Students are introduced to the utilization of physical agents, physical therapy equipment (TheraBand, weight equipment, etc.), therapeutic exercise procedures, physical therapy evaluative tools (goniometer, dynamometer, etc.) and computerized equipment, as well as other related technologies.
- C19 Apply Technologies to Task:** PTA students are required to utilize computer technology for required Internet and World Wide Web assignments and complete assignments requiring the use of computer labs at Blinn College. Students are also introduced to the use of and proper procedures for setup and operation of exercise related equipment.
- C20 Maintain and Troubleshoot Equipment:** Students are made aware of preventing, identifying, and solving of mechanical and technical problems with common physical therapy modality and exercise equipment.

FOUNDATION SKILLS

Basic Skills: The PTA student must read, write, and perform arithmetic and mathematical operations, listen, and speak effectively.

- F1 Reading:** locating, understanding, and interpreting written information in the course syllabi, textbooks, and references required and recommended in PTHA classes and in required employer manuals, college and PTA program manuals, graphs, and class/laboratory schedules.
- F2 Writing:** communicating thoughts, ideas, information, and messages in writing by providing written feedback to the instructor in the form of daily assignments and exams and by creating hand written documents such as employment letters to hypothetical employers, home programs, directions of instruction for laboratory competencies/check-offs, patient documentation notes such as SOAP notes, and written reports summarizing applied objectives of the curriculum. Students are responsible for correct spelling of medical and non-medical terms as well as correct syntax and neatness. Students are introduced to computerized generated graphs and flow charts of physical therapy exercise/testing equipment.
- F3 Arithmetic:** performing basic computations; using basic numerical concepts when measuring distances, repetition of exercises, etc.
- F4 Mathematics:** approaching practical problems by discussing and understanding appropriate patient treatment times and costs as well as the interpretation of appropriate scientific/mathematic frequencies, wavelengths for therapeutic modalities and angles/torques for therapeutic exercises.
- F5 Listening:** receiving, attending to, interpreting, and responding to verbal and non verbal messages. Students respond to their peers daily, especially during oral presentations with graded feedback, and meet with faculty during the semester to evaluate their listening skills.
- F6 Speaking:** organizing ideas and communicating orally by interacting with other students and faculty during class, laboratory time, unsupervised laboratory time, laboratory check-offs and practicals, and by delivering oral presentations for PTHA course projects.

Thinking Skills: A PTA student must think creatively, make decisions, solve problems, visualize, and know how to learn and reason effectively. These skills are incorporated into the syllabus of each course.

- F7 Creative Thinking:** modifying hypothetical and client treatment techniques as in the plan of care as allowed by the Rules of the Texas Board of Physical Therapy Examiners.
- F8 Decision Making:** implementing treatment programs for peers and clients and choosing the best alternative to modify the treatment techniques as allowed by law.
- F9 Problem Solving:** recognizing individual academic and/or personal problems, and devising and implementing a plan of action to remedy the problem in conjunction with the instructor/program director during ongoing evaluations.
- F10 Visualizing (“Seeing Things in the Mind’s Eye”):** organizing main concepts of human anatomy in order to assimilate a large amount of conceptual material for practical use for better treatment of the patients using alternative learning techniques.
- F11 Knowing How to Learn:** using efficient learning techniques as taught in the classroom and laboratory to acquire and apply new knowledge and skills. These techniques include hands-on learning. Various learning techniques are also used

in the computer laboratories to reinforce the learning of physical therapy principles.

- F12 Reasoning:** discovering the basic principles underlying the relationship between anatomical concepts and the implementation of treatment plans by applying these relationships to solve motor problems or to obtain a desired clinical outcome.

Personal Qualities: A PTA student must display responsibility, self-esteem, sociability, self-management, integrity, and honesty.

- F13 Responsibility:** exerting a high level of effort by spending additional time in open supervised and unsupervised laboratories and persevering toward attainment of competency and understanding of the human skeletal, muscular and neurological systems. Students are also responsible for turning in assignments on time, as outlined by the syllabus, as well as adhering to the professional behavior components of the course syllabus.

- F14 Self-Esteem:** believing in one's own self-worth and maintaining a positive view of oneself by self-evaluation during the mid-term evaluation, participating in group discussion during class and laboratory sessions, and establishing leadership roles in the PTA class.

- F15 Sociability:** demonstrating understanding, friendliness, adaptability, empathy, and politeness during PTA class and laboratory settings and independent study sessions. Students are objectively evaluated in this area by the work ethics and professional behaviors grading component.

- F16 Self-Management:** assessing oneself accurately as evaluated during the mid-term and final student evaluation, setting personal goals of academic and knowledge competency, obtaining at least 75% in all grading components of the course curriculum, maintaining a 2.0 GPA in the PTA curriculum, monitoring progress between mid-term and final student evaluations, and exhibiting self control as indicated in the professional behaviors component.

- F17 Integrity and Honesty:** choosing ethical courses of action, as established in the work ethics and professional behaviors component, and not committing fraudulent or negligent acts in the classroom and laboratory, i.e., cheating and the notification of instructor of commission/omission of error or wrongdoing.

Blinn College
Physical Therapist Assistant Program

Section II Resources

COUNSELING SERVICES

Blinn College is staffed with counselors to provide confidential assistance to students. Counselors are available on the RELLIS Campus, Schwartz Building, Suite 230, 979-209-8947, and at the Bryan Campus, Building D, Suite 160, 979-209-7251. The student may contact the counselor directly for assistance or may be referred to that service. Website: <https://www.blinn.edu/disability/index.html>

The counselors assist with the most frequently expressed student concerns:

Academic: selecting courses, degree planning, tutoring, and information on transferring career: job-search and placement strategies, career exploration, goal setting, vocational assessments, interview techniques, and employability skills

Personal: personal adjustment, time management, relationships, communication, financial aid, childcare assistance, support groups, and stress management

STUDENT HEALTH SERVICES

Blinn College offers an on-campus health clinic that is free of charge to all students enrolled in classes. Students can make an appointment or walk-in. Clinics are located on the Brenham campus, Bryan campus, and RELLIS campus. Hours of operation and services offered can be found on their website, <https://www.blinn.edu/health-clinic/index.html> . Some additional testing & services will be subject to charges.

Locations:

Brenham

904 Green St.
Brenham, TX 77833
979-830-4045

Bryan

D Building, Rm. 150
Bryan, TX 77805
979-209-7269

RELLIS

Schwartz Building, Rm. 230G
Bryan, TX 77807
979-691-2409

LIBRARY FACILITIES

Students enrolled in the PTA Program have access to the Blinn College Libraries on the RELLIS and Villa Maria campuses in Bryan.. These libraries have books covering topics related to PTA, nursing, hospitals, public health, and other health sciences. Hours of operation can be obtained from each library.

Blinn College
Physical Therapist Assistant Program

STUDENT FINANCIAL AID SERVICES

Blinn College Financial Aid Office assists students with a variety of financial assistance programs. The financial aid program includes scholarships through local groups, hospitals, and organizations. The Financial Aid tab on the Blinn College Website, <https://www.blinn.edu/financial-aid/index.html>, contains information about scholarships, loans, and part-time employment. In addition, the PTA department notifies students of scholarships available specifically for PTA students. The Student Financial Aid Services phone number is 979-209-7230 and email address is finaid@blinn.edu.

THE LEARNING RESOURCE CENTER

The Learning Resource Centers, available to all Blinn College students, are located on the RELLIS Campus, 1st floor of the Schwartz Building, and Bryan VM Campus, Room 258 in the Library Building. Computer software, printers, Internet, and library resources are available for student use. The Learning Resource Center provides free tutoring in many subject areas. They have a testing center and a study area and provide writing help. The Learning Resource Center's RELLIS phone number is 979-209-8956 and their website is <https://www.blinn.edu/learning-center/index.html>.

OPEN COMPUTER LAB

The Open Computer Labs are computer support facilities that supplement all divisions of Blinn College, both on the RELLIS and Bryan VM campuses. These facilities provide services and resources to aid students' academic success at the collegiate level. The RELLIS Computer lab is located on the first floor of the Schwartz Building. The Bryan VM lab is located in Room H225 on the Bryan VM Campus. Current Blinn ID cards are required for students to use the computers.

Available in the lab are multiple workstations with current, updated Windows and Office program packages. Headphones are available. Also available are scanners and laser printers. Each of these labs will provide hours of operation and post them for student information.

Blinn College
Physical Therapist Assistant Program

PTA PROGRAM FACILITIES

The Blinn PTA Program is located at the RELLIS Campus in north Bryan. The office numbers for the Director, Administration Assistant, and Faculty/Instructors are provided to students at the start of each course in the program. Office hours will be posted in the Course Syllabus for every PTHA course.

The PTA lecture and instruction classrooms are located in the Walter C. Schwartz Building. The PTA laboratory is on the 2nd floor of the Academic Alliance Building, Room 219. Storage cubicles for students are provided within the PTA laboratory, and lockers are available for student use throughout their academic tenure.

The PTA lab is a simulated clinical practice area used for teaching and learning a variety of essential physical therapy skills. The lab is stocked with valuable equipment and supplies, which are inspected and calibrated (as applicable) regularly. Students are expected to observe lab rules, including equipment use and maintenance, and assist in keeping the lab orderly.

The ADN, VOCN, RAD TECH, EMS, and SURG TECH programs are also located within the same facilities on the RELLIS Campus, and their labs may occasionally be utilized for clinical lab situations.

PTA students may use the PTA lab for practice. A student can do this by scheduling time with the Course or Lab Instructor or by utilizing open lab time during designated days/times (posted outside of the PTA Lab at the beginning of each semester), unless notified of closure.

Clinical practicum experience will be obtained in area physical therapy facilities.

Blinn College
Physical Therapist Assistant Program

STUDENT PTA ASSOCIATION (SPTAA)

Sponsored by the Blinn College Student Government Association, the SPTAA offers PTA students opportunities for professional development.

The SPTAA consists of Blinn College PTA students with faculty members as advisors. Student members elect a president, vice-president, secretary, and treasurer. Class officers will be the official liaison between the class and the college. They are responsible for developing activities for the student association. The SPTAA advisors counsel with the SPTAA president on special projects and wishes/concerns of the class. The SPTAA receives money from the SGA, and from fundraising events. There is one student association that includes all PTA program students regardless of their class affiliation, and all funds in the SPTAA account are association funds that may only be spent after approval by the association faculty advisor.

The SPTAA meets several times per month on a scheduled basis and on other occasions as necessary. Membership is voluntary but is highly encouraged; required community service and fundraising projects are coordinated through the SPTAA. Members are also encouraged to attend scheduled meetings of the SGA in order to maintain the club's active status.

The organization can greatly enhance the students' education in the program. Think carefully about being an officer to guide this program and develop leadership qualities. As you go through the PTA program and/or work experiences, think of speakers and topics which you would like to hear and discuss.

APTA/TPTA MEMBERSHIP

Membership in the American Physical Therapy Association (APTA) provides PTA (Affiliate) students full association rights and privileges at a fraction of the professional cost. Joining the APTA as a student will guarantee continuation of student rates for the first year following graduation. APTA Benefits include

1. Subscription to *Physical Therapy Journal*, *Pt-Magazine of Physical Therapy* and *PT Bulletin*.
2. Significant member discounts for APTA products.
3. APTA continuing education information, which are used throughout the program curriculum.
4. Complete group insurance packets for you and your family.
5. A source of job opportunities.
6. Automatic membership in the Texas Physical Therapy Association (TPTA), including a subscription to *Synergy*, *The Newsletter of the Texas Physical Therapy Association*.

Students have the option to join the Affiliate Assembly, which is designated for Affiliate PTA members only and provides the latest information focused on the PTA as well as PTA students. Students in the Blinn PTA program are required to become a member in the APTA and TPTA, and are encouraged to join the Texas PTA - SIG (Special Interest Group). Access to APTA membership-only sites is required in order to complete several assignments throughout the program and is helpful for required research.

<https://www.apta.org/apta-and-you/explore-apta-membership>

Blinn College
Physical Therapist Assistant Program

Section III Policies and Procedures

AMERICAN PHYSICAL THERAPY ASSOCIATION
PRACTICE OF THE PHYSICAL THERAPIST ASSISTANT

Standards of Ethical Conduct for the Physical Therapist Assistant

HOD S06-09-20-18 [Amended HOD S06-00-13-24; HOD 06-91-06-07; Initial HOD 06-82-04-08] (*effective July 1, 2010*)

Preamble

The Standards of Ethical Conduct for the Physical Therapist Assistant (Standards of Ethical Conduct) delineate the ethical obligations of all physical therapist assistants as determined by the House of Delegates of the American Physical Therapy Association (APTA). The Standards of Ethical Conduct provide a foundation for conduct to which all physical therapist assistants shall adhere. Fundamental to the Standards of Ethical Conduct is the special obligation of physical therapist assistants to enable patients/clients to achieve greater independence, health and wellness, and enhanced quality of life. No document that delineates ethical standards can address every situation. Physical therapist assistants are encouraged to seek additional advice or consultation in instances where the guidance of the Standards of Ethical Conduct may not be definitive.

Standards

Standard #1: Physical therapist assistants shall respect the inherent dignity, and rights, of all individuals.

- 1A. Physical therapist assistants shall act in a respectful manner toward each person regardless of age, gender, race, nationality, religion, ethnicity, social or economic status, sexual orientation, health condition, or disability.
- 1B. Physical therapist assistants shall recognize their personal biases and shall not discriminate against others in the provision of physical therapy services.

Standard #2: Physical therapist assistants shall be trustworthy and compassionate in addressing the rights and needs of patients/clients.

- 2A. Physical therapist assistants shall act in the best interests of patients/clients over the interests of the physical therapist assistant.
- 2B. Physical therapist assistants shall provide physical therapy interventions with compassionate and caring behaviors that incorporate the individual and cultural differences of patients/clients.
- 2C. Physical therapist assistants shall provide patients/clients with information regarding the interventions they provide.
- 2D. Physical therapist assistants shall protect confidential patient/client information and, in collaboration with the physical therapist, may disclose confidential information to appropriate authorities only when allowed or as required by law.

Standard #3: Physical therapist assistants shall make sound decisions in collaboration with the physical therapist and within the boundaries established by laws and regulations.

- 3A. Physical therapist assistants shall make objective decisions in the patient's/client's best interest in all practice settings.
- 3B. Physical therapist assistants shall be guided by information about best practice regarding physical therapy interventions.
- 3C. Physical therapist assistants shall make decisions based upon their level of competence and consistent with patient/client values.

3D. Physical therapist assistants shall not engage in conflicts of interest that interfere with making sound decisions.

3E. Physical therapist assistants shall provide physical therapy services under the direction and supervision of a physical therapist and shall communicate with the physical therapist when patient/client status requires modifications to the established plan of care.

Standard #4: Physical therapist assistants shall demonstrate integrity in their relationships with patients/clients, families, colleagues, students, other health care providers, employers, payers, and the public.

4A. Physical therapist assistants shall provide truthful, accurate, and relevant information and shall not make misleading representations.

4B. Physical therapist assistants shall not exploit persons over whom they have supervisory, evaluative or other authority (e.g., patients/clients, students, supervisees, research participants, or employees).

4C. Physical therapist assistants shall discourage misconduct by health care professionals and report illegal or unethical acts to the relevant authority, when appropriate.

4D. Physical therapist assistants shall report suspected cases of abuse involving children or vulnerable adults to the supervising physical therapist and the appropriate authority, subject to law.

4E. Physical therapist assistants shall not engage in any sexual relationship with any of their patients/clients, supervisees, or students.

4F. Physical therapist assistants shall not harass anyone verbally, physically, emotionally, or sexually.

Standard #5: Physical therapist assistants shall fulfill their legal and ethical obligations.

5A. Physical therapist assistants shall comply with applicable local, state, and federal laws and regulations.

5B. Physical therapist assistants shall support the supervisory role of the physical therapist to ensure quality care and promote patient/client safety.

5C. Physical therapist assistants involved in research shall abide by accepted standards governing protection of research participants.

5D. Physical therapist assistants shall encourage colleagues with physical, psychological, or substance-related impairments that may adversely impact their professional responsibilities to seek assistance or counsel.

5E. Physical therapist assistants who have knowledge that a colleague is unable to perform their professional responsibilities with reasonable skill and safety shall report this information to the appropriate authority.

Standard #6: Physical therapist assistants shall enhance their competence through the lifelong acquisition and refinement of knowledge, skills, and abilities.

6A. Physical therapist assistants shall achieve and maintain clinical competence.

6B. Physical therapist assistants shall engage in lifelong learning consistent with changes in their roles and responsibilities and advances in the practice of physical therapy.

6C. Physical therapist assistants shall support practice environments that support career development and lifelong learning.

Standard #7: Physical therapist assistants shall support organizational behaviors and business practices that benefit patients/clients and society.

7A. Physical therapist assistants shall promote work environments that support ethical and accountable decision-making.

7B. Physical therapist assistants shall not accept gifts or other considerations that influence or give an appearance of influencing their decisions.

7C. Physical therapist assistants shall fully disclose any financial interest they have in products or services that they recommend to patients/clients.

7D. Physical therapist assistants shall ensure that documentation for their interventions accurately reflects the nature and extent of the services provided.

7E. Physical therapist assistants shall refrain from employment arrangements, or other arrangements, that

prevent physical therapist assistants from fulfilling ethical obligations to patients/clients.

Standard #8: Physical therapist assistants shall participate in efforts to meet the health needs of people locally, nationally, or globally.

8A. Physical therapist assistants shall support organizations that meet the health needs of people who are economically disadvantaged, uninsured, and underinsured.

8B. Physical therapist assistants shall advocate for people with impairments, activity limitations, participation restrictions, and disabilities in order to promote their participation in community and society.

8C. Physical therapist assistants shall be responsible stewards of health care resources by collaborating with physical therapists in order to avoid overutilization or underutilization of physical therapy services.

8D. Physical therapist assistants shall educate members of the public about the benefits of physical therapy.

Blinn College
Physical Therapist Assistant Program

BEHAVIORAL CONDUCT

PTA students representing Blinn College are expected to conduct themselves in a manner that reflects favorably upon themselves and the program. If a student acts in such a manner as to reflect immature judgment or disrespect for others, the student will be counseled and the issue managed according to the dismissal and progressive disciplinary policies that are provided in the *Blinn College Catalog*.

All students may be evaluated on “Professional Behavior” through a skills check off. (See Forms Section-Professional Behavioral Skills.) This check-off is to help prepare students for what is expected of them in the clinic and facilitate professional behavior. Students will be counseled on their failure to comply with expected behaviors and professional skills. If students demonstrate unacceptable behavior or professional skills, the Core Values Assessment will be used for remediation to identify weaknesses and document progress towards meeting expected student behavior levels. Repeated failure to comply with professional behaviors is grounds for dismissal from the PTA program. Criteria for evaluation include but are not limited to the following requirements that the student:

1. is respectful and considerate of peers/faculty,
2. arrives to class/lab on time and prepared,
3. accepts criticism in a constructive manner,
4. demonstrates respect for all students and expect their respect in return,
5. compliments appropriate behavior and motivates with positive feedback,
6. determines what is working and what merits some attention,
7. listens when someone else is speaking and does not disrupt other students with private conversations,
8. demonstrates professional body language,
9. reports lateness and absence according to PTA handbook guidelines,
10. adheres to PTA dress code in lecture, laboratory and in clinical situations,
11. notifies instructor of commission/omission errors,
12. commits no fraudulent or negligent acts,
13. maintains personal hygiene,
14. actively participates in group discussion,
15. is willing to work with all types of patients, including those with infectious diseases such as AIDS, tuberculosis, and hepatitis.

Blinn College Physical Therapist Assistant Program

APTA Core Values Assessment



Core Values for the Physical Therapist and Physical Therapist Assistant

HOD P09-21-21-09 [Amended: HOD P06-19-48-55; HOD P06-18-25-33; Initial HOD P05-07-19-19] [Previously Titled: Core Values: for the Physical Therapist] [Position]

The core values guide the behaviors of physical therapists and physical therapist assistants to provide the highest quality of physical therapist services. These values imbue the scope of physical therapist and physical therapist assistant activities. The core values retain the physical therapist as the person ultimately responsible for providing safe, accessible, cost-effective, and evidence-based services; and the physical therapist assistant as the only individual who assists the physical therapist in practice, working under the direction and supervision of the physical therapist. The core values are defined as follows:

- **Accountability**

Accountability is active acceptance of the responsibility for the diverse roles, obligations, and actions of the physical therapist and physical therapist assistant including self-regulation and other behaviors that positively influence patient and client outcomes, the profession, and the health needs of society.

- **Altruism**

Altruism is the primary regard for or devotion to the interest of patients and clients, thus assuming the responsibility of placing the needs of patients and clients ahead of the physical therapist's or physical therapist assistant's self-interest.

- **Collaboration**

Collaboration is working together with patients and clients, families, communities, and professionals in health and other fields to achieve shared goals. Collaboration within the physical therapist-physical therapist assistant team is working together, within each partner's respective role, to achieve optimal physical therapist services and outcomes for patients and clients.

- **Compassion and Caring**

Compassion is the desire to identify with or sense something of another's experience, a precursor of caring. Caring is the concern, empathy, and consideration for the needs and values of others.

- **Duty**

Duty is the commitment to meeting one's obligations to provide effective physical therapist services to patients and clients, to serve the profession, and to positively influence the health of society.

- **Excellence**

Excellence in the provision of physical therapist services occurs when the physical therapist and physical therapist assistant consistently use current knowledge and skills while understanding personal limits, integrate the patient or client perspective, embrace advancement, and challenge mediocrity.

- **Inclusion**

Inclusion occurs when the physical therapist and physical therapist assistant create a welcoming and equitable environment for all. Physical therapists and physical therapist assistants are inclusive when they commit to providing a safe space, elevating diverse and minority voices, acknowledging personal biases that may impact patient care, and taking a position of anti-discrimination.

- **Integrity**

Integrity is steadfast adherence to high ethical principles or standards, being truthful, ensuring fairness, following through on commitments, and verbalizing to others the rationale for actions.

- **Social Responsibility**

Social responsibility is the promotion of a mutual trust between the profession and the larger public that necessitates responding to societal needs for health and wellness.

Explanation of Reference Numbers:

HOD P00-00-00-00 stands for House of Delegates/month/year/page/vote in the House of Delegates minutes; the "P" indicates that it is a position (see below). For example, HOD P06-17-05-04 means that this position can be found in the June 2017 House of Delegates minutes on Page 5 and that it was Vote 4.

P: Position | S: Standard | G: Guideline | Y: Policy | R: Procedure

Last Updated: 12/14/2021

Contact: governancehouse@apta.org

BEHAVIORAL CONDUCT-PRACTICE ACT

PT Practice Act Title 3, Subtitle H, Chapter 453, Occupations Code *(Amended September 2013 by 82nd Legislature)*

SUBCHAPTER H. DISCIPLINARY ACTION AND PROCEDURE

Sec. 453.351. GROUNDS FOR DENIAL OF LICENSE OR DISCIPLINE OF LICENSE HOLDER.

(a) The board may deny a license or suspend or revoke a license, place a license holder on probation, reprimand a license holder, impose an administrative penalty, or otherwise discipline a license holder if the applicant or license holder has:

- (1) except as provided by Section 453.302, provided care to a person outside the scope of the physical therapist's practice;
- (2) used drugs or intoxicating liquors to an extent that affects the license holder's or applicant's professional competence;
- (3) been convicted of a felony, including a finding or verdict of guilty, an admission of guilt, or a plea of nolo contendere, in this state or in any other state or nation;
- (4) obtained or attempted to obtain a license by fraud or deception;
- (5) been grossly negligent in the practice of physical therapy or in acting as a physical therapist assistant;
- (6) been found to be mentally incompetent by a court;
- (7) practiced physical therapy in a manner detrimental to the public health and welfare;
- (8) had a license to practice physical therapy revoked or suspended or had other disciplinary action taken against the license holder or applicant;
- (9) had the license holder's or applicant's application for a license refused, revoked, or suspended by the proper licensing authority of another state or nation; or
- (10) in the case of a physical therapist assistant, treated a person other than under the direction of a physical therapist.

(b) The board shall revoke or suspend a license, place on probation a person whose license has been suspended, or reprimand a license holder for a violation of this chapter or a rule adopted by the board.

(c) If a license suspension is probated, the board may require the license holder to:

- (1) report regularly to the board on matters that are the basis of the probation;
- (2) limit practice to the areas prescribed by the board; or
- (3) continue or review continuing professional education until the license holder attains a degree of skill satisfactory to the board in those areas that are the basis of the probation.

Acts 1999, 76th Leg., ch. 388, Sec. 1, eff. Sept. 1, 1999. Amended by Acts 2019, 86th Leg., (H.B. 29), eff. Sept. 1, 2019.

Sec. 453.352. PROCEDURE FOR LICENSE DENIAL OR DISCIPLINARY ACTION; SCHEDULE OF SANCTIONS.

(a) A person whose application for a license is denied is entitled to a hearing before the State Office of Administrative Hearings if the applicant submits a written request for a hearing to the board.

(b) A proceeding to take action under Section 453.351 or an appeal from the proceeding is a contested case for the purposes of Chapter 2001, Government Code.

(c) The State Office of Administrative Hearings shall use the schedule of sanctions adopted by the board by rule for a sanction imposed as the result of a hearing conducted by the office.

Acts 1999, 76th Leg., ch. 388, Sec. 1, eff. Sept. 1, 1999

<https://www.ptot.texas.gov/page/act-and-rules>

BEHAVIORAL CONDUCT-LICENSING BOARD

<https://ptot.texas.gov/>

Executive Council of Physical Therapy and Occupational Therapy Examiners

Texas Board of Physical Therapy Examiners

Texas Board of Occupational Therapy Examiners

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NOTICE FOR PT AND PTA APPLICANTS:

The Licensing Department is experiencing an increased volume of documents submitted for PT and PTA licensure from applicants who are graduating in May. Processing could take up to 10 business days once a document is received in the office. Please hold your calls and emails, and check your status using the [Look up your Applicant Status](#) link below.

LATEST UPDATES

Consumer Alert: AG Paxton Warns of Scammers Impersonating Government Entities

[ECPTOTE's Email Program](#)

[New Fingerprinting Requirement Effective 1/01/2019](#)

PHYSICAL THERAPY UPDATES

Human Trafficking Prevention Training – mandatory renewal requirement

PT Treatment w/o Referral Disclosure Form

PT Treatment w/o Referral Disclosure Form (Spanish)

PT Treatment without Referral CertifyingEntities/Criteria

Physical Therapy Compact

OCCUPATIONAL THERAPY UPDATES

See the [OT Act and Rules](#) and [License Renewal](#) pages for related updates and resources.

[Look up your Applicant Status](#) [Request a Criminal History Evaluation](#)

[Information for Military Service Members, Military Spouses, and Veterans](#)

The Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE) is a State of Texas agency charged with protecting the health, safety, and welfare of the people of Texas by supporting the Board of PT Examiners and the Board of OT Examiners as they license and regulate qualified practitioners of physical therapy and occupational therapy.



[Request a Criminal History Evaluation](#)

Health Sciences Division General Policy Blinn College	Classification No: Page: 1 of Effective Date: August 30, 2004 Date Revised: 7/19/04, 8/13/04, 8/11/06, 5/19/11, 1/13/12, 2/13/12
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SUBJECT: Prescreening Requirements for Drug Screening & Criminal Background Checks

I. Introduction:

In order to meet requirements of and be in compliance with clinical affiliating agencies accredited by the Joint Commission on Accreditation of Hospitals and Organizations (JCAHO) (2005 JCAHO Standard HR 1.20, last updated 3/15/02), the following requirements will apply to any/all students in the following Allied Health Programs: Associate Degree Nursing (ADN), Emergency Medical Services (EMS), Physical Therapist Assistant (PTA), Radiologic Technology (Rad Tech), and Vocational Nursing (VOCN). These screening requirements are being conducted for any **new hires and volunteers (students are considered)** in acute care and long-term care facilities accredited by JCAHO for their patients'/clients' protection; some agencies are doing them on **all** employees involved in patient/client care. Criminal Background Checks (CBCs) are now a requirement for initial licensure for Registered Nurses, Licensed Vocational Nurses, Dental Hygienists, Emergency Medical Personnel (Emergency Medical Technicians and Paramedics), and Fire Science (for the Fire Service). Some licensing agencies for other human Allied Health personnel are doing **random** CBCs on licensees. Some human Allied Health professions are requiring that an individual seeking initial licensure do a Declaratory Order for certain convictions, drug/alcohol treatment, and mental health disorder treatment. Many of the clinical agencies in the Blinn College service area have begun requesting CBCs on students seeking affiliation with their agencies, for compliance with their interpretation of the Joint Commission of Hospitals and Healthcare Organizations (JCAHO) regulations. Some specific clinical agencies are demanding repeat CBCs before students are allowed into their agency—after the initial one before the start of the respective Program. Additionally, the public is demanding greater accountability and diligence of the healthcare professions in light of national reports of injury and death resulting from errors by healthcare personnel. Successful completion of a prescreen (drug and CBC) does not guarantee successful completion of an Allied Health Program, licensure, or employment after graduation.

Criminal Background Checks are required of all new employees at Blinn College, beginning December 2007. Many clinical agencies state-wide are requiring that all clinical faculty members be drug tested and have Criminal Background Checks as well, again in compliance with their interpretation of JCAHO regulations. The Texas Board of Nursing (BON) began requiring fingerprints for a CBC through the Texas Department of Public Safety (DPS) and the Federal Bureau of Investigation (FBI) on all new licensees and renewal of nursing licenses in about 2006. Individuals are fingerprinted randomly once every 10 years. Therefore, in January 2012, all pre-existing Allied Health faculty (pre-December 2007) or nurses who haven't yet been fingerprinted for the BON were required to do the Criminal Background Check through the Blinn College Human Resources Dept., as well as have a urine drug screen.

II. Timing of Prescreening Requirements:

All drug screens and CBCs must be conducted **after admission** to the respective Allied Health Program and **before the first day of class, or for faculty before the first day of clinical**. Pending results of the CBC and drug screen, the student will be **conditionally accepted** into one of the Allied Health Programs. Verification of satisfactory CBC and drug screen results must be received **prior** to the **first clinical** day in the student's program. The results will be honored by all clinical agencies for the duration of the student's enrollment in the respective Allied Health Program. A **break in enrollment** is defined as a "stop out" of a program and nonattendance for a portion of a semester or more. Attendance must be verifiable through the College.

III. Cost & Arrangements for Prescreening:

The student must bear the cost of the prescreening requirement. Arrangements for the drug screen can be done with the required Physician's Physical Examination, and will be at the student's expense or at the expense of a local clinical agency who has graciously offered to do them for students/potential employees. The Criminal Background Check will be done by an external vendor and will review the individual's criminal history. The check should include the cities, counties, and states of all known residences.

For faculty, since these are a requirement for clinical supervision, and therefore a requirement for employment, these will be done for faculty at the cost of the College and a local clinical agency.

IV. Disqualification from Clinical Rotations:

For all human Allied Health Programs, it is the student's responsibility to inquire and disclose to the respective licensing agency any convictions and/or treatments for drugs/alcohol or mental health disorders prior to admission to the Program. The student should be aware that certain convictions and/or treatments would not only preclude him/her from licensure, but may also disqualify the student from eligibility in clinical rotations or future employment in healthcare. Completion of a specific Allied Health Program will be affected by the student's ability to **successfully complete the required** clinical rotations, thus meeting the requirements of the course(s) within the Program. Clinical rotations are completed at sites negotiated/contracted and specified by Blinn College. The College will not locate or provide alternative sites for clinical rotations for students ineligible to attend clinical rotations at the specified sites. The following histories **will disqualify** an individual from consideration for the clinical rotation in the human Allied Health fields:

- ❖ Misdemeanor convictions/deferred adjudication or felony convictions/deferred adjudications involving **crimes against persons** (physical or sexual abuse)
- ❖ Misdemeanor convictions/deferred adjudications related to **moral turpitude** (prostitution, public lewdness/exposure, etc.)
- ❖ Felony convictions/deferred adjudications for the **sale, possession, distribution, or transfer of narcotics or controlled substances**
- ❖ **Registered sex offenders**

The following histories **will disqualify** an individual from consideration for the clinical rotation in the Veterinary Technology Program:

- ❖ Misdemeanor convictions/deferred adjudication or felony convictions/deferred adjudications involving animal abuse, cruelty, or neglect.
- ❖ Felony convictions/deferred adjudications for the **sale, possession, distribution, or transfer of narcotics or controlled substances.**

V. Prescreening & "For Cause" Screening for Drugs and/or Alcohol:

The student or faculty member is expected to disclose current use of any drug or alcohol, including prescription medications for specific health conditions, at the time of the drug screen. The prescreening method will involve a collection (observed or unobserved, depending on healthcare provider) of urine and/or blood, collected by a laboratory facility of the healthcare provider's choice that follows National Institute on Drug Abuse (NIDA) guidelines. If the student's healthcare provider does not do this type of testing, he/she can refer the student to an appropriate NIDA lab. The Substance Abuse Panel 10 (SAP 10), with integrity checks for Creatinine and Ph levels will be the standard test done, as well as a Blood or Urine Alcohol Test (BAT). The SAP 10 tests for the following:

- ❖ Amphetamines
- ❖ Barbiturates
- ❖ Benzodiazepines
- ❖ Cocaine metabolites
- ❖ Marijuana metabolites
- ❖ Methadone
- ❖ Methaqualone
- ❖ Opiates
- ❖ Phencyclidine
- ❖ Propoxyphene

SAP 10 or BAT results that fall outside any of the acceptable ranges are considered positive test results and are automatically sent for a separate confirmatory test by a GAS Chromatography Mass Spectrometry (GCMS) method. If the results remain positive, they will be sent to the student's physician or a Medical Review Officer (MRO—specialist in interpretation of drug screen results), who in turn calls the student to determine if there is a valid prescription for the drug in question. If a valid prescription exists, and the student has disclosed the use of it, the test result will be deemed "negative" and acceptable. If a MRO has to be utilized, there may be a separate cost (\$25-75.00) to the student, since it is

a separate service. Although any physician can perform this service, only the certified MRO is considered to be the bona fide expert in the field.

An individual with a positive drug screen upon admission will NOT be admitted to the respective Program but will be asked to withdraw from the Program and seek treatment. Students in a Program with a positive drug screen will NOT be allowed to attend any clinical agency/rotation for a minimum of 12 months, and show signs of good recovery. Referral will be made for treatment and monitoring (See Allied Health Programs Substance Abuse Policy, in respective Programs' student handbooks). Prior to readmission to the respective Program and clinical rotations, the student must provide proof of a negative drug screen.

A clinical agency reserves the right to remove a student or faculty member from the facility for suspicion of substance use or abuse. The agency will immediately notify the Instructor and/or Program Director/Division Chair to facilitate removal and "for cause" drug testing of the individual on the same business day. **The individual will be responsible for the cost of this "for cause" testing.** Because of concerns for the individual's safety, all reasonable attempts will be made to contact a significant other or police to provide transportation from the clinical agency. In all instances, the clinical agency will provide to the Program written documentation of the circumstances by two or more agency representatives. **Refusal of "for cause" testing will result in immediate expulsion from the clinical agency,** referral for treatment, and/or disciplinary action which could include recommendation for dismissal from the Program or termination of employment. Regardless of testing or test results, the agency reserves the right to expel any student or faculty member, with just cause.

VI. Criminal Background Check:

Criminal background checks (CBC's) should review a person's criminal history for seven (7) years back from the date of application to the Program, and may include all cities, counties, and states of known residences. The conviction or deferred adjudications histories noted in Section IV above will **disqualify** an individual from consideration for the clinical rotation, and may result in the individual being unable to successfully complete the course and/or Program.

The following section applies only to the human Allied Health fields:

Any individual with a felony conviction—for any reason—will be required to complete the Criminal Background check and file the Declaratory Order with the appropriate credentialing agency prior to admission to the Program. If, after a **Declaratory Order** has been submitted to the respective licensing/registry agency, the licensing/registry body approves the individual to take the licensing/registry/credentialing examination, the individual may participate in the Program and clinical rotation(s).

Convictions that may disqualify the student, regardless of the date. Final decision made by respective credentialing agency, upon Declaratory Order, before admission to the Program:

1. Murder, capital murder
2. Manslaughter
3. Criminally negligent homicide
4. Unlawful restraint
5. Kidnapping, aggravated kidnapping
6. Sexual assault, aggravated sexual assault
7. Sexual abuse of child, including indecent exposure or indecency & causing sexual performance by a child
8. Improper relationship between educator & student
9. Improper photography or visual recording
10. Intentional, knowing, or reckless injury to child, elderly person, or disabled person—including abandonment
11. Deadly conduct
12. Terroristic threat
13. Aiding suicide
14. Incest/prohibited sexual conduct
15. Child abduction, aiding in child abduction
16. Some family violence cases/orders
17. Violation of protective order
18. Hate crime(s)
19. Sale or purchase of child
20. Arson
21. Robbery, aggravated robbery
22. Burglary
23. Online solicitation of minor

24. Possession or promoting of child pornography
25. Prostitution
26. Money laundering
27. Medicaid fraud
28. Cruelty to animals
29. Any other offense for which registration as a sex offender is required.

Convictions that may disqualify the student, if in the last five (5) years:

1. Assault punishable as a Class A misdemeanor or felony
2. Theft punishable as a felony
3. Misapplication of fiduciary property or property of financial institution punishable as a Class A misdemeanor or felony
4. Securing execution of a document by deception punishable as a Class A misdemeanor or felony (not tampering with government record)
5. False identification as a peace officer
6. Disorderly conduct.

VII. Verification of Compliance & Record Keeping:

The physician or third part vendor will notify the respective Division Chair and/or the Allied Health Program Director/Coordinator of any individuals failing a CBC and/or positive drug screen. Verification sent to the Division Chair and/or Director/Coordinator will include only the individual's name and social security number—no details of the CBC are allowed to be shared. Verification of compliance with these standards will be the responsibility of the respective Allied Health Program Director/Coordinator and/or Allied Health Division Chair. All notices of verification/testing should be sent to the appropriate Allied Health Program prior to the clinical rotation start date, and will be kept in locked confidential files. A listing of student/faculty verification of compliance on College letterhead will then be forwarded to respective clinical sites prior to start of the clinical rotation.

The following section applies only to the human Allied Health fields:

Whenever the admission cycles permit, it is Blinn College's respective Allied Health Programs' responsibility to inform students of these requirements **prior to enrollment** in that Program. This will give the students prior notice and an opportunity to either decline enrollment and/or file a Declaratory Order with their respective licensing/registry agency before investing time and money in the class. In the event that a student feels that an error has been made in the reporting of the drug screen and/or CBC, it is the student's responsibility to contact the physician and/or external vendor for a verification of the check at the student's own expense. Other than an error relative to identity, there will be no appeal of this policy, because it is relative to a compliance issue with the College's clinical agencies, clinical affiliation agreements, and individual program credentialing/accreditation bodies.

BLINN COLLEGE
HEALTH SCIENCES PROGRAMS

**Prescreening Requirements for Drug Screening &
Criminal Background Checks**

I, _____ have received a copy of the Blinn College Health Sciences Programs' policy for Prescreening Requirements for Drug Screening & Criminal Background Checks, and am fully aware of the requirements before starting the program. I am aware that specific Health Sciences Programs' students must successfully complete a criminal background check and show a negative drug screen before full acceptance into the PTA program. I am also aware that successful completion of a drug screen and criminal background check does not guarantee licensure or employment after graduation. I am aware that the costs of the required criminal background check and drug screen are my personal responsibility and is not refundable.

I am aware that results of said Drug Screen and Criminal Background Check will be sent to the Division Chair and/or the Director/Coordinator of the respective Health Sciences Program. This information will be kept in strictest confidence.

I have had the opportunity to ask questions and have any points clarified.

Student Signature: _____

Date: _____

Name:	Health Sciences Program:	ID#:
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**BLINN COLLEGE
HEALTH SCIENCES PROGRAMS**

Addendum to the Health Data Form

NOTE: Procedure(s) for collecting drug screen specimen(s) will be done by either the student's personal physician or an approved laboratory or Medical Review Officer (MRO), using National Institute on Drug Abuse (NIDA) guidelines. If the student's healthcare provider does not do this type of testing, he/she can refer the student to an appropriate NIDA lab.

The student is expected to disclose current use of any drug or alcohol, including prescription medications for specific health conditions. The prescreening method will involve a collection (observed or unobserved, depending on healthcare provider) of urine and/or blood. The Substance Abuse Panel 10 (SAP 10), with integrity checks for Creatinine and Ph levels will be the standard test done, as well as Blood Alcohol Test (BAT) when appropriate. SAP 10 or BAT results that fall outside any of the acceptable ranges are considered positive test results and are automatically sent for a separate confirmatory test by a GAS Chromatography Mass Spectrometry (GCMS) method. If the results remain positive, they will be sent to the student's physician or a MRO. If a MRO has to be utilized, there may be a separate cost (\$25-75.00) to the student, since it is a separate service.

The SAP 10 tests for the following:

Drug:	Results:
Amphetamines	
Barbiturates	
Benzodiazepines	
Cocaine metabolites	
Marijuana metabolites	
Methadone	
Methaqualone	
Opiates	
Phencyclidine	
Propoxyphene	
Alcohol	

Comments:

***PTA students will conduct their drug screen through Castle Branch (**THIS FORM WILL NOT BE USED**). PTA students will submit the drug form from Castle Branch to any LabCorp Facility.

Blinn College
Physical Therapist Assistant Program

BLINN COLLEGE CIVILITY STATEMENT

Blinn College has adopted Civility and Civility Notification statements, and a statement of Incivility Protocol. The Civility Statement (also included in the Master Course Syllabus Outline) reads as follows: “Members of the Blinn College community, which includes faculty, staff and students, are expected to act honestly and responsibly in all aspects of campus life. Blinn College holds all members accountable for their actions and words. Therefore, all members should commit themselves to behave in a manner that recognizes personal respect and demonstrates concern for the personal dignity, rights, and freedom of every member of the College community, including respect for College property and the physical and intellectual property of others.” This Civility Statement is to be placed in the Course Syllabus of every course the college offers.

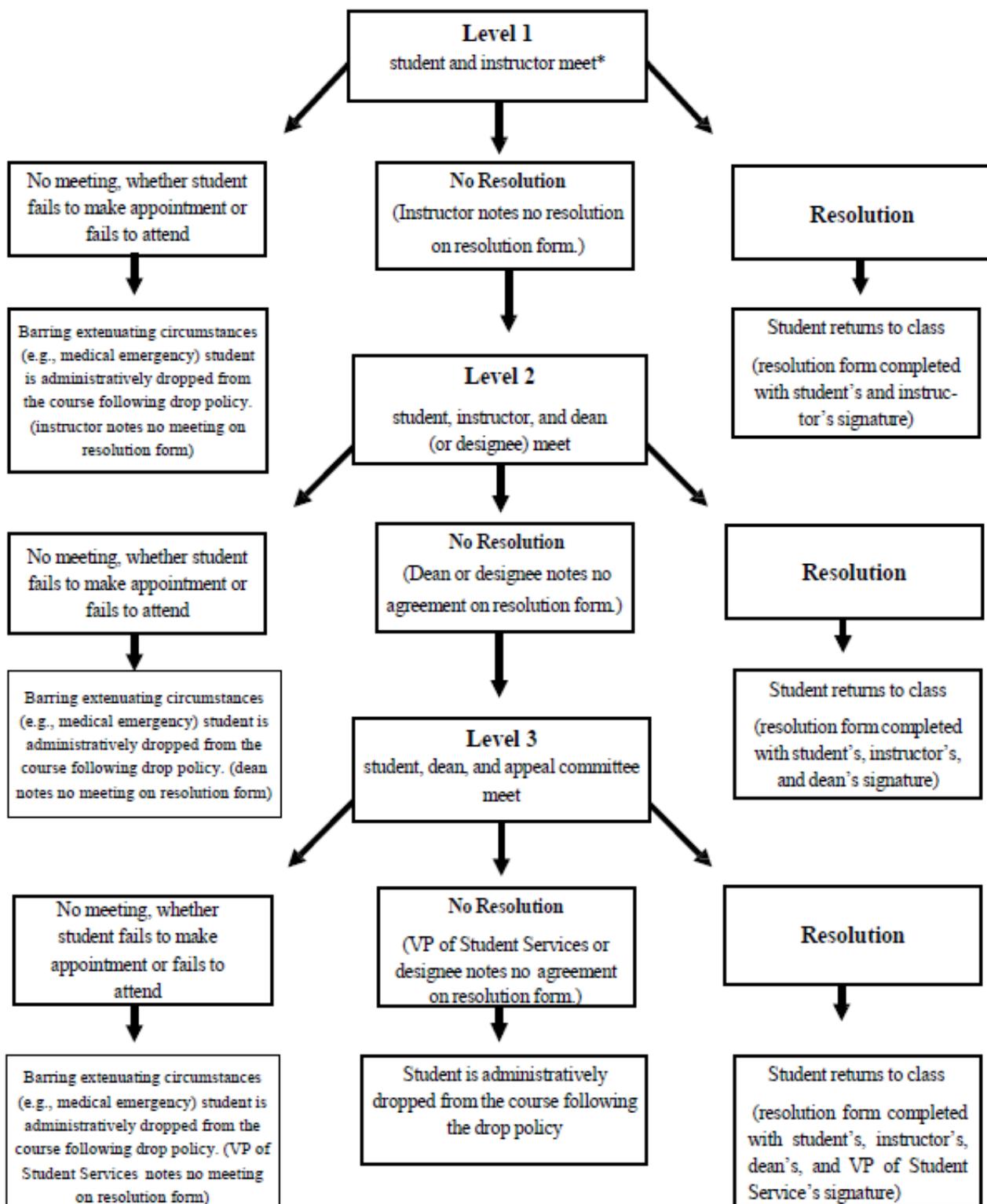
The Civility Notification statement (also included in the Master Course Syllabus Outline) is primarily for student notification and reads as follows: “If a student is asked to leave the classroom because of uncivil behavior, the student may not return to that class until the student arranges a conference with the instructor; it is the student’s responsibility to arrange for this conference.” This Civility Notification Statement is placed in the Course Syllabus of every course the college offers. If behavior is threatening or violent, the college police have jurisdiction and the college's Discipline Code takes precedence.

The Incivility Protocol is detailed in the *Blinn College Catalog*, <https://catalog.blinn.edu/content.php?catoid=18&navoid=788>.

Basic civility, caring, and respect for others are affective behaviors which physical therapist assistants should always portray. If a PTA student is dismissed from the classroom and/or clinical area because of uncivil behavior, that behavior will be reflected in classroom and/or clinical evaluations. The student may also be asked to arrange a conference with the Program Director to discuss and resolve the inappropriate behavior. If the infraction is serious enough, the behavior may constitute “Unsafe Clinical Practice” and the student may be dismissed from the PTA program.

The Blinn College incivility algorithm (below) will be utilized in all instances of classroom or clinical incivility.

Incident occurs: instructor directs student to leave class and to request an appointment within two school days for a Level 1 meeting. If the student's behavior is threatening or violent, Blinn College police have jurisdiction and the Blinn College Discipline Code as outlined in the Blinn Catalog takes precedence.



*Student may not return to class until resolution is met. If deemed necessary, the instructor may ask a third party to be present. If the instructor is the division designee for Level 2, skip Level 2.

NOTE: THE STUDENT IS RESPONSIBLE FOR REQUESTING APPOINTMENTS AND HAS TWO SCHOOL DAYS TO COMPLETE EACH LEVEL OF THE APPEAL PROCESS [10-31-2016]

Blinn College
Physical Therapist Assistant Program

ACADEMIC INTEGRITY AND PROFESSIONAL CONDUCT

Integrity is expected of every student in all academic work. Academic integrity means that a student's submitted work must be the student's own and reflect an honest attempt to complete the assigned work. Forms of academic dishonesty include, but are not limited to, cheating, fabrication, facilitating academic dishonesty, and plagiarism. Students engaging in academic dishonesty diminish their education and bring discredit to the academic community.

Students must use their own knowledge and skills to complete examinations without referring to others' answers, old examinations, class notes, or other references unless specifically permitted by the instructor. The student must compile research information to write major papers, giving proper documentation without plagiarizing or copying. Cheating will not be tolerated. The consequences for this can lead to the maximum penalty that Blinn College will allow, including dismissal from the program.

The faculty believes academic integrity and professional accountability are inextricably linked. These qualities are essential to practicing physical therapy in a safe and ethical manner within parameters as stated in the "APTA Standards of Practice for Physical Therapy" and the "Code of Ethics and Guide for Professional Conduct." During clinical laboratory experiences, students are required to exercise confidentiality with regard to all patient and staff information, just as they will during subsequent physical therapy practice. The student's progress in developing professional characteristics, including observances of legal and ethical standards, is evaluated in all clinical courses.

Blinn College Physical Therapist Assistant Program

COMMUNICATION WITH FACULTY

Good communication is important at all levels. The student is encouraged to always go through proper channels to resolve any conflict that arises. In the academic realm, the student should first speak with the person in conflict, such as a fellow student or instructor. If further remediation is needed, the student should follow the chain of command, and then go to the PTA Program Director. If the grievance is not satisfactorily resolved, the student should then contact the Dean of Health Sciences, the Vice President of Instruction, and then the President of Blinn College, following “Student Rights and Responsibilities: Student Complaints Policy” in the Blinn College Catalog. During clinical practicums, the student should follow the same procedure, initially discussing problems with the Clinical Instructor (CI) -> Facility Clinical Director (SCCE) -> PTA program Director of Clinical Education (DCE) -> Program Director.

Messages for the faculty can be left via email, office telephone, through the distance education platform (i.e. eCampus, Blackboard) or in the PTA Program Administrative Assistant Office. Office hours are posted on each Course Syllabus, given on the first day of class. Faculty will make appointments to meet with students at other times as needed. Please use these times for discussion about class, lab procedures, or clinical concerns.

It is important that phone messages are left at the PTA office, or the faculty office numbers, supplied to students at the beginning of their academic tenure. Faculty members are not to be contacted at home; email messages are retrieved regularly in case of more emergent situations.

Conferences

Conferences may be held at any time during a semester, to be scheduled at a convenient time for both faculty and student. At this time, a “Counseling Form” (See Forms Section) will be completed by the faculty conducting the conference. Students having academic difficulties will be instructed in ways to improve their performance and possibly be referred to the Center for Student Assistance for academic counseling.

If an offense has been charged, a second counseling form will be completed documenting the results, and the “Progressive Discipline Policy” will be followed.

All forms must be signed by the student, indicating that he/she has read the form and had an opportunity to write their comments. The forms will be placed in the student’s file.

Blinn College
Physical Therapist Assistant Program

EMERGENCY PHONE CALLS

*Messages or phone calls for students are on an **emergency basis only**.

The following is a list of suggestions to make contacting students as easy as possible. Students should:

1. Tell babysitters and family members what days and times they are scheduled to be in the classroom and the lab area.
2. Leave the PTA office number, as provided, with their schedule. The caller should always identify themselves, and state that they are seeking a "PTA student."
3. Inform family and babysitters of the time and location of all clinical visits or practicums. Callers need to know the clinical instructor's name and have him/her paged.
4. Leave a schedule with the school that their child is attending.

*** Cell phones and/or Smart watches or devices **must not** be used for any type of communication while in class. Ringing phones and sending text messages are distracting to other students and the instructor. While use of cell phones may be permitted for recording of lectures at instructors' discretion, this must be done in such a way to not disrupt the instruction. Any actions not in accordance with this guidance will result in a ban of the student's cell phone from the classroom or lab.

SAFETY

Students must be aware that safety is always of prime importance during class, laboratory practice, and clinical practicums. Students need to follow all stated precautions and procedures established by Blinn College, the PTA program, and the practicum/clinical sites. Students should be aware of:

- Exits in case of emergencies
- Fire drill procedures
- Policies for safety in patient skills, such as correct body mechanics, positioning, and transfers
- Manufacturer's instructions for safe use of all equipment
- Hand washing
- Indications and contraindications for exercise

Failure to follow safety standards will result in student counseling and remediation. Consistent documented failure to observe proper safety standards will result in the student being removed from classroom, laboratory, or clinical practicum activities until adequate remediation is completed. Students who demonstrate an inability or unwillingness to observe these safety standards will be dismissed from their clinical practicum with a failing grade and be dismissed from the program.

Blinn College
Physical Therapist Assistant Program

COURSE REQUIREMENTS

All PTHA courses must be taken in sequence and can be taken only in the semester listed. All courses required within the listed curriculum must be passed with a "C" or higher. **A passing grade of 75% or above is required in all PTHA classes.** Students must pass both the clinical and theoretical components of each PTHA course to progress to the next course. Specific grading requirements for individual courses are stated in each Course Syllabus. A student must complete all assignments or receive an incomplete in the course. Students achieving less than 75% in a course may be dismissed from the program and may reapply the following year, at the discretion of the program director and faculty.

Grading distribution for all PTHA courses will be assigned to the following scale:

- A = 90 - 100%
- B = 80 - 89%
- C = 75 - 79%
- D = 60 - 74%
- F = below 60%

Whole numbers only will be reported for scores. Standard rounding will be utilized. For example, 75.5 will be 76.0; 74.4 will be 74.0.

PROGRAM GRADING POLICY

Students must achieve a passing grade of 75% or higher in all courses in the PTA Program, as computed by the average of all grades earned on major examinations, quizzes, projects, class participation, and any other requirements of the course as presented in the Course Syllabus on the first class day. Failure to achieve a passing grade overall in any course will result in dismissal from the PTA Program. In the case of extenuating circumstances, the Program Director may grant re-entry into the PTA Program.

DIDACTIC EXAM GRADING POLICY

Students must achieve a passing grade of 75% or higher in didactic examinations. There are no retakes of individual course examinations, but failure to meet the 75% grade requirement may result in mandatory remediation and exam review with instructor, as presented in the Course Syllabus. A remediation contract will be completed and the student may be required to complete additional tasks, including but not limited to homework assignments, mandatory meeting(s) with program tutor, and/or additional meeting(s) with instructor.

LAB PRACTICAL EXAM GRADING POLICY

Students must achieve a minimal competency level of 75% on any and all practical examinations within any course in the program. The evaluation criteria for each of these will be presented in grading rubrics within each course. Students will be provided the opportunity to repeat practical examinations one additional time in order to successfully complete the skill. However, the highest grade the student can receive on a retake is a 75%. These retakes will follow remediation with the course instructor(s) as well as any other preparatory work that the student is required to complete. This complete remediation and preparatory plan will be individualized for and presented to the student in a remediation contract, along with the specific timeframe for completion and retesting. Failure to demonstrate minimal

competency level on either the initial practical examination or within the subsequent retake indicates that student has not achieved mastery of the course material. Should mastery on any graded practical exercise not be achieved, a "Fail" will be assigned for the course. Preemptive to this, further remediation over material in a course may be done, at the discretion of the course instructor(s) or program director, if the student has demonstrated significant improvement and progress towards eventual mastery. Further examination retakes or repeat of instruction are at the discretion of the instructor of the course. Students who ultimately receive a failing course grade will be dismissed from the PTA program.

LAB COMPETENCY GRADING POLICY

Students must achieve a minimal competency level of 75% on any and all lab competencies within any course in the program. The evaluation criteria for each of these will be presented in grading rubrics within each course. Students will be provided the opportunity to repeat competencies two additional times in order to successfully complete the skill. Each re-take will result in a lower grade, as outlined by the Course Syllabus and competency grading rubric. These retakes will follow remediation with the course instructor(s) as well as any other preparatory work that the student is required to complete. This complete remediation and preparatory plan will be individualized for and presented to the student in a remediation contract, along with the specific timeframe for completion and retesting. Failure to demonstrate minimal competency level on either the initial practical examination or within the subsequent retakes indicates that student has not achieved mastery of the course material. Should mastery on any graded competency exercise not be achieved, a "Fail" will be assigned for the course. Preemptive to this, further remediation over material in a course may be done, at the discretion of the course instructor(s) or program director, if the student has demonstrated significant improvement and progress towards eventual mastery. Further examination retakes or repeat of instruction are at the discretion of the instructor of the course. Students who ultimately receive a failing course grade will be dismissed from the PTA program.

Blinn College
Physical Therapist Assistant Program

REMEDIATION POLICY

COURSE REMEDIATION

Any student not achieving minimal competency on any activity, as prescribed in the Course Syllabus for any course, may be offered the opportunity and/or required to schedule to meet for remediation with the course instructor. An individualized remediation "plan for success" will be implemented at this time. Remediation sessions must be completed, as required by the instructor, in order for the student to continue to progress and remain in good-standing in the PTA program. Remediation sessions will be held outside of scheduled class times and may include referral to a counselor or other professional for assistance.

REMEDIATION FOR A STUDENT DURING A PRACTICUM

Any student receiving an "NI" (needs improvement) in a PTA MACS skill will be counseled by a faculty member. The ACCE/DCE (Academic Coordinator/Director for Clinical Education) will confer with the Clinical Instructor (CI) responsible for the student. If the "NI" appears to be the result of a conflict with the CI, the ACCE/DCE will discuss the issue with the CCCE (Clinical Coordinator of Clinical Education). If the student does not meet minimal criteria of the practicum, he/she will be given the opportunity to perfect the skill working with a faculty member and/or a student tutor. If a skill is not approved by the end of Practicum III, the student is considered to not be entry level and will be required to repeat a practicum. The failure of a student to meet professional standards of conduct will result in dismissal from the program.

REPEATED FAILURE POLICY

Students are expected to accept responsibility for preparing for examinations. Any student who repeatedly fails laboratory practical exams or competencies throughout the program, defined as *more than 5 failures* throughout the entire duration of the program, may be subject to dismissal from the PTA Program due to failure to demonstrate academic success. This policy does not apply to written or didactic exams.

In the case of extenuating circumstances, the Program Director will consider all factors and will make the final decision.

Blinn College
Physical Therapist Assistant Program

TESTING

Students may be tested in the classroom, online, and in the laboratory situation using fellow students, simulated patients, and faculty. Students must first review procedures, check off skills, and practice applications in the lab with peers until they are comfortable with the procedure and then be tested or checked off by the instructor. They must demonstrate competency, as per course guidelines and objectives, in order to pass a written test or lab practical. Lab practicals will incorporate problem solving, communication, and note writing skills. The tests, written and lab, will include knowing the indications, contraindications, precautions, physiologic effects on the body, correct and safe application, and/or demonstration of the skill.

TEST TAKING PROCEDURES

1. Seating arrangements, leaving the room, and stopping an examination for violations of the test taking policy are at the discretion of the instructor.
2. ATTENDANCE AT ALL SCHEDULED EXAMINATIONS IS MANDATORY. Any student absent from examinations due to illness or injury must have a written justification from their physician. Absence from an examination for any other reasons must be excused by the instructor before the time of the scheduled examination, or be brought about by a very serious, verifiable, emergency circumstance. All make-up examinations must be taken no later than one week after the student returns to class. Any unexcused absence from an examination will automatically result in a score of ZERO for that examination.
3. An area will be designated for personal belongings (books, purses, backpack, etc.) before students enter a testing situation. The only materials that students may have at the table with them where they are taking the test are a pen or pencil. The faculty will distribute scratch paper to be used during the test.
4. If scantrons are utilized, the student must use a number 2 lead pencil. The answers must be neatly marked, and any erasures must be clearly removed.
5. Cheating will not be tolerated. If a student is found cheating, he/she will receive a grade of zero and will not be allowed to retake the test. If repeat offenses occur, the student will receive the maximum penalty that Blinn College allows, including dismissal from the program.
6. All tests and answer sheets must be handed in or submitted within the time limit.
7. Violation of the testing policy may be grounds for dismissal from the program.
8. Test grades will be provided to students by the instructor.
9. Time allowed for exams will be determined by the instructor prior to the exam. Students will have one class period to take the examination unless otherwise specified. Students will be allowed 2 hours for final exams, or a time as specified by the instructor prior to the start of the exam.
10. After completing the exam the student must leave the classroom and move away from the doorway. Students should not ask the instructor in the room to explain an answer or try to argue the answer while an exam is in

progress. Again, talking is disruptive to other students taking the exam. Students may re-assemble after all students have completed the test.

EXAM REVIEW ETIQUETTE

1. Students should not ask the instructor in the room to explain an answer or try to argue the answer while an exam review is in progress. This is a distraction to other students.
2. Any student wishing to challenge an answer on an exam should complete a challenge form. (See Forms Section: Exam Question Challenges Form)
 - a. Each student should write his or her own challenges – no collaboration.
 - b. All challenges must be documented with source and page number; they will not be reviewed if not documented.
 - c. Students should use the texts available.
 - d. All challenges must be signed and dated.
3. If a student wishes to review any exam individually with the course instructor, they must schedule a time to do so prior to the week of the next subsequent exam in that course. Exams will not be reviewed during the next testing week, nor will an individual review of all exams be conducted in preparation for the final exam.

Note: the faculty reviews all appropriately written challenges and analyzes all questions. Instructors accept challenges with appropriate reasoning and documentation and also may accept more than one answer on questions that have questionable statistics. However, the faculty has no obligation to accept challenges without a sound base.

Blinn College
Physical Therapist Assistant Program

WRITTEN PROJECTS

(more specific guidelines will be provided via course rubrics)

Formatting

1" Margins, 12pt Font, Double Spaced

Grading Criteria

- A The “A” paper represents original, outstanding work; it shows careful thought, fresh insights, and stylistic maturity. With practically no mechanical errors to distract the reader, it is free of jargon, clichés, and other empty language. The reader moves through the paper effortlessly because of its effective transitions, lucid organization, and thorough, purposeful development. At the end, the instructor feels that he/she has learned something and has received some unexpected and welcome illumination.
- B The “B” paper shows thought but not unusual originality. It may have a few mechanical errors, but these do not seriously distract the reader. The language, while neither trite nor bureaucratic, probably lacks the candor and precision of more memorable writing. Although it has clear organization and substantial development, the “B” paper will not have the organic unity of the best writing. Its transitions, while appropriate, emphasize the logical turnings of the writer’s mind, making the reader occasionally more aware of the efforts taken to unify and control an idea than of the idea itself.
- C A grade of “C” represents average college-level work. The “C” paper is a competent expression of ordinary thoughts in ordinary language. The writing is basically correct, though it may have some mechanical errors, but monotonous. Because of inadequate transitions, the paper often has a choppy effect, one that is intensified by simple organization and vague development. By relying on generalities rather than precise, illustrative details, the writer of a “C” paper leaves the reader feeling not much better informed than when he first picked up the essay.
- D The “D” paper has only skeletal development and organization. Its serious mechanical errors, together with the awkwardness and ambiguity of its sentence structure, make the reader feel slighted, as if his time and attention were of little concern to the writer.
- F As writing that falls below the minimal standards for college-level literacy, the “F” paper shows lack of thought and purpose, little or no organization, numerous mechanical errors, and a garbled or immature style. Sometimes inadequacy in one area is enough to fail a paper; e.g. lack of control of punctuation and inclusive of fragments or coma splices in almost every paragraph, but serious weaknesses usually occur in several areas.
- 0 For content in any form:
- a. Unacknowledged source of any borrowed information;
 - b. Unmarked exact wording (direct quotation) from original source, whether a phrase (four or more words) or sentence(s).
 - c. Work not turned in by due day assigned, unless you are formally excused by Blinn faculty or you have an official note from your doctor.

Blinn College
Physical Therapist Assistant Program

GRIEVANCE PROCEDURE

The intention of the student grievance procedure at Blinn College is to assure every student of due process in the disposition of a grievance or complaint. While the procedure does not guarantee a result totally satisfactory to the student, the College intends for the procedure to provide sufficient options for resolution of the matter and to allow the student reasonable opportunity to communicate his/her perspective.

Any student who has a problem with any facet of the program has recourse through the procedure outlined under “Student Rights and Responsibilities: Student Complaints Policy” in the *Blinn College Catalog*.

In addition, comments and feedback from nonstudents and the general public are welcome and considered in our continual focus on enhancement of the Blinn College Physical Therapist Assistant (PTA) Program. Any comments must be provided in writing and include a signature. Anonymous submissions will not be acknowledged.

Comments must be submitted to:

Blinn College
RELLIS Campus
1425 Bryan Rd
Bryan TX 77807

The PTA Program Director will respond to all comments within two business weeks, to further discuss and resolve the issue. If a satisfactory resolution cannot be reached, an appeal can be made to the Dean of Health Sciences within the next two weeks. If a resolution is still not reached, appeal may be made to the Vice Chancellor, whose decision will be final and not subject to further appeal.

Records of all relevant correspondence will be maintained by the Program Director and Blinn College for two years.

Blinn College
Physical Therapist Assistant Program

ATTENDANCE POLICY

RATIONALE

1. Physical Therapy is a discipline which requires acquisition of knowledge and practical skills along with organizational and personal capabilities. Large amounts of material are covered in each class, and attendance is important as the curriculum builds on previously learned material.
2. In order to meet the program objectives and to comply with accreditation standards, the PTA curriculum consists of classroom, laboratory and clinical experiences. A critical element that influences students' success is attendance in all areas.
3. Punctuality, consistent attendance, and the student's complete diligence in participating with patient care are key factors to the successful completion of this program as well as to securing employment.
4. Students who miss clinical experience are in jeopardy of missing opportunities to meet course objectives and subsequently achieving passing grades (see clinical absence policy)
5. The student is responsible for obtaining information and completing assignments given during an absence.

POLICY FOR CLASS AND LAB

1. Students are expected to attend all classes. Blinn College policy states that each instructor will keep an accurate record of each student's attendance in all courses.
2. Students are allowed three occurrences per long semester (Fall and Spring) and one occurrence during each of the summer semesters. An occurrence is defined as a period of time in which the student is absent, ranging from one day to an unspecified number of days that run consecutively. (For example: An illness resulting in the student being absent for 2 days will be counted as one *occurrence*.)
3. Students are expected to be punctual. Three tardies constitute one occurrence.
4. Excessive absences and/or tardies will result in a meeting with the Primary instructor prior to being sent to the Program Director. Counseling and Remediation Forms will be completed, and possibly a Progressive Disciplinary Report.
5. Students are responsible for officially dropping a course they are no longer attending. If this is not done, they will automatically fail. Dropping a course will result in dismissal from the program but will allow the student to reapply later if her or she chooses.
6. Class/clinical days missed due to inclement weather will be made up as appropriate.
7. Students are not assessed absences when representing Blinn College at official functions.

ATTENDANCE POLICY FOR EXAMS

ATTENDANCE AT ALL SCHEDULED EXAMINATIONS IS MANDATORY. Any student absent from examinations due to illness or injury must have a written justification from their physician. Absence from an examination for any other reason must be excused by the instructor before the time of the scheduled examination, or be brought about by a very serious, verifiable circumstance. All make-up examinations must be taken no later than one week after the student returns to class. Any un-excused absence from an examination will automatically result in a score of ZERO for that examination.

ATTENDANCE POLICY FOR THE CLINICAL PRACTICUMS

1. Clinical instructors or supervisors at the facility and the ACCE/DCE must be notified of the absence prior to the assigned reporting time.
2. Students are allowed one absence occurrence during each clinical affiliation.
3. All absences from clinical experiences ***must be*** made up at a time convenient to the facility, clinical instructor, and the PTA Program faculty and agreed upon by the student. A Clinical Absence Form in EXXAT must be completed at the time of absence.
4. Students must have a physician's note for all clinical absences due to illness. Any other absence needs prior approval from the Director of Clinical Education (DCE)
5. If more than one occurrence is missed, the student must meet with the Director of Clinical Education (DCE) prior to continuing in the clinic.

EXCUSED ABSENCES

The faculty recognizes that situational emergencies and illnesses may occur. In addition, jury duty or military duty may require the student to be absent. In these cases, documentation will be requested by the instructor or program director to verify the reason for the absence. Evidence such as a physician's note, copy of military order, or jury summons will be requested. Students must call the instructor at the PTA office as soon as the absence is anticipated.

MAKE-UP WORK

Students are responsible for meeting all required course assignments (i.e. papers, tests, clinical assignments) despite absence from class, labs or clinical. This includes assignments for all absences. The student is responsible for getting notes from other students and contacting the instructor who will determine the manner in which missed assignments will be made up. Make-up exams must be taken within one week after the student returns or at the discretion of the instructor. Make-up exams may not be the same as the original exam and may include essay questions, oral exam, fill in the blank, etc. (See Forms Section: Request for Taking a Missed Exam Form)

Blinn College
Physical Therapist Assistant Program

INCLEMENT WEATHER PROCEDURE

In the event of severe inclement weather, the procedure for the PTA program will be as follows:

Faculty Responsibilities

1. The Director of Clinical Education/CI will make a reasonable decision related to local/mass weather conditions based on listening for Blinn/radio/television announcements and checking with Highway Patrol as to travel conditions.
2. The Director of Clinical Education will be responsible for notifying the clinical agency/student assigned if a clinical experience needs to be canceled due to weather conditions.
3. If weather conditions become severe during the day, the Program Director will make the decision regarding canceling and rescheduling classes. In the clinical setting, the clinical instructor will make a reasonable decision as to when to release the students (immediately, after completion of patient care, post conference, etc.)
4. The DCE will review student absences for inclement weather and develop a plan of action for make-up if necessary.

Student Responsibilities

1. Each PTA student will make a reasonable decision related to weather conditions based on listening for Blinn/radio/television announcements and checking with the Highway Patrol as to travel conditions.
 - <https://www.blinn.edu/alert/emergency-preparedness.html>
2. Based on the information received, students will notify the course instructor or clinical instructor/agency that they will not be in for clinical or will be late in arriving.

A clinical absence due to inclement weather is classified as an excused absence. Students should use reasonable judgment. No class session is so important that a student should risk an accident.

Blinn College
Physical Therapist Assistant Program
DRESS CODE (UNIFORM POLICY)

Students represent Blinn College and the profession of Physical Therapy at all times while enrolled in the PTA program. All clothing must be neat, professional in appearance, and well maintained.

1. All students will be required to present a clean and neat appearance. All students will dress in a manner appropriate for a professional health care environment during all classroom, laboratory activities, anytime on campus and/or attending virtually.
2. The appearance of all students must generate confidence and respect from patients, families, and other visitors from the community and in all clinical agencies.
3. Students' grooming practices must make ample provision for sanitation, safety, and comfort.

PERSONAL GROOMING

- Hair must be kept clean and neatly groomed; hair must be kept away from the face and long hair must be pulled back and neatly secured.
- No exaggerated hairstyles or accessories are appropriate. Hair should be of a "natural color".
- Face must be clean-shaven daily. Beards and mustaches are acceptable if kept clean and neatly trimmed.
 - Must be able to fit test for an N95
- Fingernails should be well groomed, short, and clean. Length should not interfere with safe and efficient patient care. Only clear polish is allowed for adherence to proper hand washing procedures. False fingernails/overlays are not allowed.
- Tattoos are to be covered when in clinic according to facility policies.
- Brush teeth as needed to maintain oral hygiene.
- Bathe or shower daily and use a deodorant.
- Strong fragrances are to be avoided.

APPROPRIATE JEWELRY

- Jewelry should be minimal. If in doubt, don't wear it.
- Acceptable jewelry
 - engagement/wedding rings
 - graduation rings
 - plain gold or silver necklace no longer than 16"
 - wristwatch
- Earrings are permitted (No loops, dangling earrings)
 - If gages, student must wear silicon flesh tones hider plugs
 - Any body jewelry that is visible with the PTA program dress code must be studs (no hoop or rings of any kind) while in class. Must be hidden (via retainer, plug, hider, etc..) at all times while in clinic.

CLASSROOM DRESS REQUIREMENTS

1. Daily classroom attire will be a business casual appearance, as below, or scrub uniforms.
(Men) Dress slacks and shirt; shoes and socks required
(Women) Dress, skirt or slacks and blouse; shoes and socks required
2. Unacceptable attire will include shorts, denim jeans, tank tops, cotton t-shirts, shirts with slogans, sweat suits, mini-skirts, sundresses, flip-flops, and/or other extreme fashion.
3. All clothing should cover the midriff and no underclothing should be exposed.

CLINICAL DRESS/FIELD TRIP/SERVICE LEARNING REQUIREMENTS

The following dress code is required for all PTA practicums and Blinn College PTA sponsored activities:

1. Clinical shirt (purchased through program): Polo-type shirt with Blinn PTA emblem.
2. Khaki/tan or black colored slacks.
3. Business casual attire, if indicated, as per facility policy.
4. Blinn College **PTA internship** I.D. badge or photo I.D. issued by the clinical facility.
5. Scrubs as per individual clinic guidelines.
6. Uniform is of correct size (fits comfortably, allowing for free movement).
7. All shoes must be kept clean. Shoes must have closed toes, and closed heels, heels are to be less than one inch in height, and soles that provide a good grip.
8. Clean socks must be worn with shoes. White socks, or socks matching the slacks for men and women are to be worn.

LABORATORY DRESS REQUIREMENTS

Students must be prepared for laboratory activities at all times. Lab dress (uniform) requirements consist of the SPTAA Club shirts, which are purchased from the SPTAA/PTA Program, black shorts of an appropriate length, and sports bra for females. Lockers are available to keep clothing for laboratory wear.

While in the laboratory, appropriate lab uniform must be worn. All students must be prepared to expose the trunk, shoulders and hips at various times during laboratory sessions. When leaving the PTA laboratory, the student must have on appropriate attire, consisting of at least shorts and a t-shirt. Students who are not dressed appropriately will be required to wear a hospital gown for the duration of the lab activity.

INDEPENDENT STUDY/OTHER ACTIVITIES DRESS REQUIREMENTS

Students must follow these same dress codes in all activities associated with the program, to include independent study or skills practice in the lab or classrooms on campus, while on field trips, or participation in any other event at which they are representing the Blinn PTA Program or the physical therapy profession. The dress code can be business casual, scrub uniforms, or lab clothing (uniform), dependent on the activity.

Blinn College
Physical Therapist Assistant Program

TRANSFER POLICY

PURPOSE

The transfer policy provides a mechanism in which students from other Physical Therapist Assistant programs may enter the Blinn College Physical Therapist program at an appropriate level.

POLICY

A student from a CAPTE accredited Physical Therapist Assistant program may receive transfer credit and enter the Blinn College program at the appropriate level.

GUIDELINES

1. The transfer student must meet all general requirements for the Associate in Applied Science Degree, as outlined in the college bulletin.
2. The student must earn at least thirty semester hours in residence with Blinn College, fifteen of which must be of sophomore rank.
3. All student transcripts are evaluated by the Office of Admissions and appropriate credit will be given for general education and prerequisite courses.
4. All previous PTA courses are evaluated by the PTA Program Director to determine content (including course descriptions and course syllabi). Students may receive full or partial credit for a course they have completed, or may be given no credit, dependent on previous course content.
5. A test or skills check-off to assess laboratory skill competencies and knowledge of content area(s) may be required.
6. A letter of recommendation from the previous PTA Program director must be sent stating that the student is in good standing and would be accepted back into their program.
7. The student must meet all requirements for admission into the Blinn PTA program including taking the ATI TEAS Test and must have maintained a 2.5 cumulative Grade Point Average.
8. Transfer students are considered on a space available basis.

Blinn College
Physical Therapist Assistant Program

WITHDRAWAL

A student who wishes to withdraw from a PTA course(s), thus the program, after registration must meet with the PTA Program Director, notify the registrar and/or Administrative Assistant, return all library books and equipment, and clear all accounts. An exit interview will be conducted by the Program Director to assure proper advisement, documentation of student records, and plans for readmission as appropriate. In the event that a student withdraws because of a personal, medical or emergency situation, and the student is in good standing with the PTA Program (i.e. has maintained a 75% or better grade average in the PTA Program and has performed satisfactorily in Behavioral Skills), that student will be allowed readmission to the program following the standards listed below. (See Forms Section: Statement of Withdrawal).

READMISSION

Students may be eligible to be readmitted to the PTA Program one time after voluntary withdrawal or failure of a course. Students who have been dismissed for unsafe clinical practice (within a didactic/lab course or a clinical course) are not eligible for readmission. Readmission is based on space available and on the student's compliance with conditions/requirements established by the PTA Program Director and Admissions Committee. Students applying for readmission must:

1. Apply by the application deadline (March 1st) or at least 90 days prior to the semester they wish to reenter.
2. Complete all courses in the PTA Program curriculum within five years from the date they registered in the first course identified with PTHA prefix.
3. Demonstrate compliance with recommendations and/or requirements made at the time of withdrawal from the program. These may include audit or remediation in academic course work, audit of PTHA course previously taken, or documentation of recovery from illness.

Blinn College
Physical Therapist Assistant Program

GRADUATION

- A. Upon completion of this program, students will receive an Associate of Applied Science degree and are eligible to sit for the examination to become a Licensed Physical Therapist Assistant. Licensure is required before the candidate can practice physical therapy in the state of Texas.
- B. The prospective PTA graduate and/or currently enrolled PTA student must request an application to apply for licensure from the Texas State Board of Physical Therapy Examiners. This application requires a *Statement of Moral Character* in the application process. The Board checks criminal history records on applicants for licensure. If a student/applicant answers “yes” to any of the following (or similar) statements, that student/applicant must provide a statement regarding that response.
1. Have you used drugs or intoxicating liquors to an extent which has affected your professional competency?
 2. Have you been convicted for violating any municipal, state, or narcotics law?
 3. Have you ever been convicted of a felony?
 4. Have you been judged mentally incompetent?
 5. Have you had your license and/or registration to practice as a physical therapist or physical therapist assistant suspended or revoked or have you been disciplined by a physical therapy licensing board in any other state?
 6. Have you ever had an application for licensure denied, refused, suspended, or revoked by a physical therapy licensing board in any other state or nation?
 7. Is your license or application for licensure under current investigation by a licensing board in another state or nation?

*Individuals requesting further information regarding how to initiate this process should consult the Texas State Board of Physical Therapy Examiners.

- C. Graduate Guarantee Policy: Blinn College has a “Job Competency” policy for graduates. “If a recipient of an Associate of Applied Science degree or certificate in any program is judged by his or her employer to be lacking in technical job skills identified as exit competencies by Blinn College and validated by the program advisory committee for his or her specific degree program, the graduate will be provided up to 9 tuition-free credit hours of additional skill training by the College” under special conditions as designated. See the Blinn College Catalog for further details and specific conditions.
- D. Surveys: Following graduation, the students and their employers are asked to fill out surveys. It is essential that these be completed to improve the quality of the PTA Program. Due to the relatively small class size, each survey is important.

Blinn College
Physical Therapist Assistant Program

DISMISSAL

A student may be dismissed from the program for the following reasons:

1. Failure to achieve a C grade in any PTA course (75%) or academic course (70%). See “Course Requirements” page for grade delineation.
2. Failure to achieve a minimal competency level on any required practical activity (skill evaluation, demonstrated competency, lab practical) after allowable attempts in all PTA courses and through the entire duration of the program, as per course and program guidelines.
3. Unprofessional appearance or behavior or unsafe conduct in the clinical area, including but not limited to unsafe clinical practice.*
4. Failure to comply with rules and regulations of the program, Blinn College, or affiliating agency.*
5. Failure to comply with professional behavior skills as outlined in the PTA Student Handbook.*

*The final decision for dismissal will be made by the Program Director after consultation with the faculty, Dean of Health Sciences, and Vice Chancellor or appropriate superior.

PROGRESSIVE DISCIPLINE POLICY

Progressive discipline refers to the concept of increased severity in disciplining students who repeatedly violate rules of the program or clinical sites. Verbal or written reprimands will be given for initial and/or minor infractions of rules; if infractions are repeated, progressively harsher discipline will be imposed. Some critical situations will require immediate disciplinary measures which may involve suspension or immediate dismissal from the program.

CLASSIFICATIONS OF PROGRESSIVE DISCIPLINE ARE:

1. Critical Offenses
2. Major Offenses
3. Serious Offenses
4. Minor Offenses

1. **Critical Offenses** are violations of program or clinical facility’s rules and regulations or misconduct which may justify immediate termination.

Even if discharge is indicated, the student shall be suspended immediately (no more than two clinical days) while the incident is being investigated by the Program Director or Clinical Instructor and other involved adjunct faculty members.

EXAMPLES OF CRITICAL OFFENSES ARE:

- two major violations are equivalent to one critical offense
- physical assault on any person during clinical or class time
- negligent acts of conduct detrimental to patient care
- possessing, consuming, or being under the influence of intoxicants, narcotics, or non-prescribed barbiturates in class or on clinical premises
- conviction of a felony
- insubordinate acts or statements
- unauthorized access or copying of records (school or clinicals)

2. **Major Offenses** are lesser violations than critical offenses, but may require immediate disciplinary suspension from class or clinicals for a 1st offense (one day suspension for the 1st offense).

EXAMPLES OF MAJOR OFFENSES ARE:

- two serious violations is equivalent to one major offense
- sleeping in class, in the laboratory or on clinical
- refusal to work - or perform an assigned task
- negligent acts or conduct detrimental to patient care
- verbal assault to fellow students or others
- an act of sexual harassment
- willful or negligent damage of equipment or property
- theft of clinical facility patient, student, visitor, or employee property

3. **Serious Offenses** do not justify immediate dismissal or suspension but may require disciplinary action in the form of a written reprimand. Documentation of disciplinary action(s) will be accumulative throughout the two years.

EXAMPLES OF SERIOUS OFFENSES ARE:

- two minor violations will be equivalent to one serious offense
- willful negligence
- use of vile, profane, or abusive language
- falsifying information or events
- removal of hospital or clinic property from premises

4. **Minor Offenses** are lesser violations of the class or clinics' rules and regulations which may require disciplinary action in the form of a verbal or written reprimand. Verbal reprimands may be documented in the student's counseling form.

EXAMPLES OF MINOR OFFENSES ARE:

- sharing confidential information
- excessive breaks
- excessive tardies
- failure to follow orders
- horseplay (boisterous non-work related activities)
- smoking, drinking, eating in non-designated areas
- failure to notify clinical instructor (or clinical site) of absence on or before date of absence
- poor attitude or inability to work with others
- leaving assigned areas without authorization

**PROGRESSIVE DISCIPLINE IS ADMINISTERED BY THE
TYPES OF OFFENSES, AS FOLLOWS:**

MINOR

1st Offense.....Verbal reprimand
2nd Offense.....Written Warning
3rd Offense.....Suspension
4th Offense.....Dismissal

SERIOUS

1st Offense.....Written Warning
2nd Offense.....Suspension
3rd Offense.....Dismissal

MAJOR

1st Offense.....Suspension
2nd Offense.....Dismissal

CRITICAL

1st Offense.....Dismissal

Blinn College
Physical Therapist Assistant Program

SERVICE LEARNING

**CLINICAL TRAINING
POLICIES AND PROCEDURES**

SERVICE LEARNING:

Each student will be required to complete regular shifts, as assigned, at either the Advance Therapy (AT), Axis Therapy Services (AX), CHI-SJRHC (SJ) Physical Therapy Clinics, Central Texas Sports Medicine (CTSM), Wellpoint PT (WP), or other local clinics (OLC). The Service Learning is to provide hands-on, real world experience. Clinic Physical Therapists will be overseeing each shift and providing learning opportunities for the students. This Service Learning will also provide a benefit to AT/AX/SJ/CTSM/WP/OLC physical therapy and the patients they serve.

SERVICE LEARNING ATTENDANCE POLICY:

A student missing a Service Learning (AT/AX/SJ/CTSM/WP/OLC) experience is in jeopardy of missing opportunities to meet course objectives and subsequently achieving a passing grade. If a student will be late or absent on the scheduled days of service learning, he/she **must** notify AT/AX/SJ/CTSM/WP/OLC at the facility as well as the course instructor by phone. A student is expected to be punctual, and three tardies constitute one absence. Students should arrive at least 10 minutes early and be fully prepared to start their duties at the scheduled time. **ALL** absences from service learning (INCLUDING THOSE DUE TO ILLNESS) will require a Clinical Absence Form to be submitted via EXXAT. Each missed shift will be required to be made-up at a time convenient for the facility. Any absence in which the notification was not provided to the instructor or AT/AX/SJ/CTSM/WP/OLC will result in an unexcused absence. **Unexcused absences are grounds for dismissal from the program.**

SERVICE LEARNING PROFESSIONALISM POLICY:

Students are expected to be professional at all times and in all courses/requirements of the Blinn PTA Program, to include the AT/AX/SJ/CTSM/WP/OLC clinical experience. Following is a list, which is not all inclusive, of examples of what is expected in professional behavior in the clinic environment:

1. Professional dress, which is a Blinn PTA polo shirt and khaki or black pants, and grooming standards, as required for the program and explained in the Dress code (uniform policy) of the ***Blinn PTA Program Student Handbook***.
2. Appropriate communication while in the clinic and around patients; discussions should keep in mind HIPAA restrictions and should be centered on clinic operations and patient care.
3. Students should come to the AT/AX/SJ/CTSM/WP/OLC PT Clinic fully prepared to work for the entire time of the shift to which they are assigned.
4. Professional behaviors are to be demonstrated at all times. In addition to those behaviors listed in **Professional Conduct** on page 80 of the ***Blinn PTA Program Student Handbook***, these also are expected to include:
 - a. Being on time, courteous, and attentive to patient care.
 - b. There should be no expectation of eating/drinking while at the clinic.
 - c. Stay for the full time that the work schedule indicates, unless prior arrangements have been made.
 - d. Always be prepared, with paper, pen/pencil, reference books, etc.

- e. Be proactive and take the initiative in helping in the clinic, with patient care, if possible, or with anything else that might be of benefit to clinic operations (e.g. filing, laundry, cleaning, developing exercise programs, research at the request of clinic staff, etc.).
- f. Remember that Blinn PTA students are guests as well as volunteer staff in the AT/AX/SJ/CTSM/WP/OLC PT Clinic.

SERVICE LEARNING COURSEWORK REQUIREMENTS:

Assigned AT/AX/SJ/CTSM/WP/OLC SOAP notes, case studies, reflection papers, and other assignments must be completed and turned into the instructor or the eCampus DropBox by the assigned time on the due date. Late assignments will be issued a zero but must still be completed or the course will be considered incomplete. Due dates will be provided with the course schedule at the beginning of each course.

SERVICE LEARNING SCHEDULE:

The AT/AX/SJ/CTSM/WP/OLC schedule for all students is to be handed out at the beginning of each course in which this Service Learning option is included. Schedules are determined based on clinic availability and can take place any time Monday-Friday during normal clinic business hours, including non-class days. These could include any course in the curriculum but are predicted to include the following courses:

- PTHA 1413 Functional Anatomy
- PTHA 1409 Introduction to Physical Therapy
- PTHA 2509 Therapeutic Exercise
- PTHA 2205 Neurology
- PTHA 1321 Pathophysiology
- PTHA 1431 Biophysical Agents
- PTHA 2301 Essentials of Data Collection

SERVICE LEARNING DISCIPLINARY ACTIONS:

Any necessary disciplinary actions will be handled by Blinn PTA Program Faculty, in accordance with the Progressive Discipline Policy of the *Blinn PTA Program Student Handbook*.

In addition, if necessary to prevent any negative impact on clinical operations or disruption of patient services, AT/AX/SJ/CTSM/OLC staff may ask a student to leave the clinic at any time. If this occurs, further actions will be handled by program faculty.

I have received, read, and understand the policies/procedures that guide the AT/AX/SJ/CTSM/WP/OLC Service Learning component of the Blinn PTA Program.

Printed Student Name

Student Signature

Blinn College
Physical Therapist Assistant Program

Section IV Clinical Information

CLINICAL INFORMATION

Clinical training is an essential aspect of the education process for a physical therapist assistant. During the clinical experiences, the student applies clinical skills learned during class and lab. These experiences will occur away from the Blinn College Health Sciences Campus. This section of the handbook describes the policies and procedures for the clinical portion of the student's educational program.

The Blinn College Physical Therapist Assistant Program curriculum incorporates three clinical experiences. To give students as wide a range of experience as possible, the DCE (Director of Clinical Education) or the Academic Coordinator of Clinical Education (ACCE) assigns each student to one acute care, one rehab, and one outpatient facility.

The first clinical experience is intended to be either acute care or outpatient. The student will not have the classroom experience for rehab until after the Fall II semester.

The student is responsible for any travel and housing costs associated with these clinical placements.

Policy and Procedure on Clinical Education Site Contract Status

The Physical Therapist Assistant Program of Blinn College seeks to maintain the highest level of excellence in available clinical sites for our students to obtain their clinical education in, and successfully complete their clinical practicum experiences. In this light, it is imperative that all clinical sites utilized by the Blinn College PTA program have current and up-to-date information and contracts. Every clinical site with an existing contract to provide clinical experiences for our students will be reviewed on a continual base. If the facility has been able to accept students and provide them with appropriate clinical education experiences as evidenced by assessment of each clinical site and instructor, the site will be offered a renewal of the clinical site contract. An updated and complete listing the names and qualifications of all clinical instructors will be completed collected during each clinical rotation a student is assigned along with the other requisite information describing the facility will be updated during annual slot requests. Students from the Blinn College Physical Therapist Assistant Program will only be sent to facilities that have a current and valid contract with Blinn College.

Blinn College
Physical Therapist Assistant Program

Policy and Procedure on
Clinical Education Site and Instructor Evaluations

As per the Blinn College Physical Therapist Assistant program's program assessment of the clinical education component of the curriculum, all clinical education sites and clinical instructors will undergo an evaluation by the student's following each completed clinical practicum. The evaluations will be recorded electronically in EXXAT on the Student Evaluation of Clinical Experiences (SECEE) in the PTA MACS and an APTA Physical Therapist Assistant Student Evaluation of Clinical Instructor, Clinical Experience and Academic Preparation. Following review and tabulation of each of these assessment tools, any facility or instructor with a scored average of less than 3.0, or those with negative written comments will have a facility or faculty professional development plan created by the DCE, based on the areas of assessed weakness.

Facilities or clinical instructors with deficient scores will not be utilized for additional clinical education activities until completion of the planned professional development activities. Following completion of the facility or instructors professional development activities, the facility or instructor will again be placed on active status for clinical education of our students. Any facility that does not complete these professional development activities will not be offered an opportunity to renew their clinical site contract with the Blinn College Physical Therapist Assistant program.

PLACEMENT POLICY

The PTA DCE/ACCE will assign all clinical placements. Clinical placement is designed to provide the student with a variety of physical therapy experiences and facilitate the attainment of the basic skills needed for practice as a Licensed Physical Therapist Assistant. Students submit to the DCE/ACCE a prioritized list of clinics in which they would like to train. The DCE/ACCE then considers these requests along with the student's prior experiences, interests and skill levels in making clinical placements. The decisions of the DCE regarding clinical placements are final. Any questions or comments should be directed to the PTA DCE/ACCE or Director. Any refusal to take an assignment without just cause will put the student at risk of dismissal from the PTA program. Student placements are reserved months in advance of a scheduled clinical experience. Changes in assignments will be considered if a situation warrants. A Request for Change in Clinical Assignment form must be completed and turned in to the DCE/ACCE. The student needs to understand that finding alternative placements are not always possible once assignments have been made, and request for change may be denied. Students will only be sent to facilities that have a current and valid contract with Blinn College.

Blinn College
Physical Therapist Assistant Program

PROCESS FOR CLINICAL PLACEMENT

The process of clinical practicum placement is discussed with each group of students to be placed on clinical rotations.

1. Students meet with the Director of Clinical Education (DCE/ACCE) as a group and work through the process of establishing a clinical practicum location and setting.
2. Students are asked to describe any special constraints they have, financial needs and a priority listing of the settings that they would most like to be assigned. This information is used in making the selection regarding their assignment. It is given to the DCE/ACCE for use in the event that re-assignment of any student needs to be done.
3. It is the goal of the DCE/ACCE to attempt to slot students at one of each: acute care, rehab, and outpatient practicum.
4. Reservation letters are sent out to clinical education centers for placement.
5. Students are informed of clinical site schedule and asked if their placements are suitable for their needs.
6. Students review the CSIF of the facilities they have been assigned along with past student evaluations and other materials that are available.
7. Should one of the clinical education centers cancel their affiliation slot, the student who is involved in the cancellation will be notified and will discuss with the DCE/ACCE the next option.
8. Students must have on file the “Health Data Form”, current immunizations, and CPR. Proof of Health Insurance and record of immunizations may be required at some facilities. Document management is done through the Exxat database.

Blinn College
Physical Therapist Assistant Program

PROCESS OF ASSIGNMENT OF CLINICAL SITES

Time Frame	Process
March 1 st annually	Request availability of site and qualified Clinical Instructor in writing.
As assignments become available	Assign students to practicum sites.
2 months prior to clinical affiliation	Reconfirm site and student. Send student profile containing their strengths, weaknesses and goals for the practicum.
No later than one week prior to clinical affiliation	Students contact facility (regarding dress, parking etc...) for first day of practicum may arrange to meet with clinical instructor before first day of practicum if necessary.

SCHEDULES

PTHA 1266: First Clinical (Term 3, fall semester/second year)

Monday through Friday 8:00 am - 5:00 pm

PTHA 2266: Second Clinical (Term 4, spring semester/second year)

Monday through Friday 8:00 am - 5:00 pm

PTHA 2267: Third Clinical (Term 4, spring semester/second year)

Monday through Friday 8:00 am - 5:00 pm

Clinical Schedules are determined by the academic faculty in close collaboration with the clinical faculty. Students may **NOT** rearrange clinical schedules. Special situations should be discussed with the Director of Clinical Education. Special arrangements can **ONLY** be made by the DCE.

*The above schedule may change without notice and times will follow the facility/CI schedule.

Blinn College
Physical Therapist Assistant Program

PROGRAM CLINICAL REQUIREMENT ACKNOWLEDGEMENT

Blinn College PTA program students participate in three (3) clinical affiliations in their second year of study. My initials and signature signify my understanding of the process and expectations of the Clinical portion of the program.

_____ I understand that each Clinical rotation is 6 weeks in length and at a minimum of 40 hours per week.

_____ I understand that I will be working the schedule set forth by the facility/CI that I am assigned to. This **may not be** a Monday through Friday 8-5 schedule. This could include a variable schedule and include weekends.

_____ I understand that I will be limited in my ability to work during the Clinical phase of the program.

_____ I understand that I may be placed within 1 hour or approximately a 50-mile radius from Blinn College, or anywhere within the Blinn College District service area. This includes but is not limited to Bryan, College Station, Huntsville, Brenham, Madisonville, Navasota, Caldwell, Hearne, Franklin, Rockdale, Giddings, Centerville, Marlin or Cameron.

_____ I understand that I may be placed within a 50-mile radius of any address that I identify as a housing option for Clinicals and have inputted that address into EXXAT.

_____ I understand that I **will not** be placed beyond the Blinn College District service area unless I have requested the site on my clinical wish list and have adequate housing in that area.

Student Signature

Date

Blinn College
Physical Therapist Assistant Program

Request for Change in Clinical Assignment

Student Name _____

Date _____

Assigned Clinical Placement _____

Clinical Semester and Dates _____

Name of Requested Facility _____

New Facility ___Y___N

If YES give Contact Information:

Address: _____

Phone: _____

Contact: _____

Reason for Request _____

Student Signature _____

Date received by DCE/ACCE _____

Approved _____

Declined _____

DCE/ACCE Signature

Blinn College
Physical Therapist Assistant Program
CLINICAL ATTENDANCE POLICY

A student missing clinical experience is in jeopardy of missing opportunities to meet course objectives and subsequently achieving a passing grade. If a student is to be late or absent on a scheduled day of clinical experience, he/she **must** notify the clinical instructor or supervisor at the facility and the DCE prior to the assigned reporting time. A student is expected to be punctual and three tardies constitute one absence. **ALL** absences from clinical experiences must be made up at a time convenient to the facility, clinical supervisor and the PTA program faculty. Any clinical absence occurring due to an illness/injury will require documentation from a physician. The student will fill out the **Clinical Absence** and **upload** appropriate documentation on EXXAT, to be completed and submitted upon returning to clinic. Students are allowed one occurrence during each clinical affiliation without a deduction in grade, pending all documentation turned into the DCE.

An occurrence is defined as a period of time out of clinic that can range from one (1) day to unspecified, that run consecutively. Any subsequent occurrences will result in ten (10) percentage points per day being deducted from the final grade and could result in the student receiving an NP (not pass) for the course. Any other reason for clinical absence needs to be approved by the DCE in advance by completion of the Clinical absence in EXXAT. Students **may not** arrange a schedule with their CI in anticipation of an absence without prior written approval from the DCE. At any time the DCE, Program Director or Clinical Instructor feel that a student's absences grossly affected their learning opportunities, the student may be removed from that clinical affiliation, resulting in a NP. The DCE and Program Director will then determine the students' status within the program.

There are four forms of excused absences recognized by the institution:

1. Observance of religious holy days - The student should notify his or her instructor(s) not later than the 15th day of the semester concerning the specific date(s) that the student will be absent for any religious holy day(s);
2. Representing the College District at an official institutional function;
3. High school dual credit students representing the independent school district at an official institutional function; and
4. Military service.

Other absences may be considered excused at the discretion of the DCE or Program Director with appropriate documentation.

*The student is to prepare for clinic the day before and arrive fifteen (15) minutes early to prepare for the day's assignments.

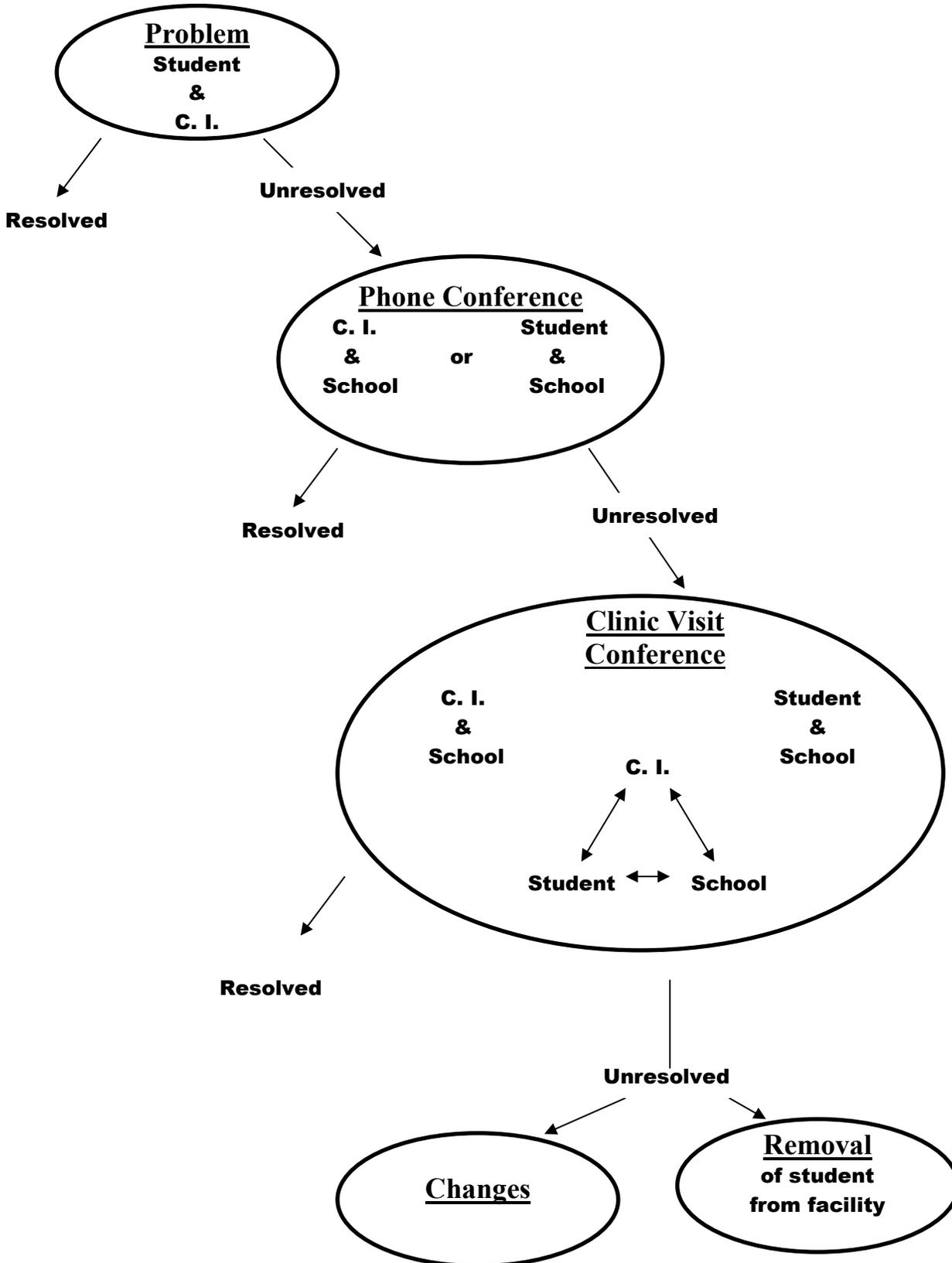
CONFIDENTIALITY

It is unethical to share information with other individuals regarding patients/clients, facilities, clinical instructors, or classmates. Violation of this ethic is an offense for which the student will be reprimanded according to the Progressive Discipline Policy. Health Insurance Portability and Accountability Act (HIPAA) will be enforced at all times.

APPEARANCE/GROOMING

The student will follow the Blinn PTA Dress Code in the Handbook. Personal cleanliness and hygiene are essential for acceptable interpersonal activities between patients, their families, others and the community. Students will follow the facility standards while in clinic. If the facility's policy is more relaxed than that of the PTA program, the student must still maintain a professional appearance as that student represents the school.

Clinical Site Problem Resolution



Blinn College
Physical Therapist Assistant Program

PROFESSIONAL CONDUCT

Behavior

PTA students should consistently portray a professional attitude in order to inspire the patient's confidence. Student must treat patients and staff with respect, courtesy and confidentiality. Student must provide the best treatment for the patient that their skills allow, under the supervision of a Licensed Physical Therapist.

Students:

1. Should always introduce themselves as a Student Physical Therapist Assistant (SPTA) and wear their nametags identifying themselves as students.
2. Should advise patients that they have the right to refuse treatment by a student and can express their preference to be treated by a licensed practitioner.
3. Should address others as Mr., Mrs., Dr., etc. unless directed otherwise.
4. Should knock prior to entering any room.
5. Must not congregate at semi-public areas, such as the patient reception areas. Patients awaiting therapy do not understand the presence of (apparently) idle therapists; the patient may feel he is being kept waiting unnecessarily.
6. Should not discuss matters pertaining to work in elevators, corridors, or any other public area in the health care facility.
7. Should hold all conversations that are not directly intended for his ears out of a patient's hearing.
8. Should refrain from the use of any electronic device (e.g. cell phone, etc) which would detract from interactions with and focus on patient or learning in clinic environment.
9. Should not smoke, eat or drink except in designated areas.
10. May not accept gratuities. Patients wishing to show their appreciation should be directed toward designated funds for this purpose.
11. Should not chew gum during the clinical experience.
12. Should not become personally involved with patients. Should a student wish to pursue a relationship with a patient, the supervisor should be informed of the situation and that patient must be assigned to another therapist.
13. Should limit personal involvement with fellow staff members to "off duty" hours.
14. Should maintain professionalism in the facility at all times.
15. Should avoid loaning personal items to patients and/or running errands for patient.
16. Should accept constructive criticism gracefully.
17. Should inform the clinical instructor in the clinical facility of activities and location at all times, especially when off the unit.

Repeated failure to comply with stated Policies and Procedures will lead to initiation of dismissal procedures from the PTA Program.

Blinn College
Physical Therapist Assistant Program

SAFETY POLICY

To ensure the safety of all, students will observe the following safety standards:

- wash hands thoroughly before and after handling patients, supplies, and equipment
- consistently ensure a safe environment by recognizing safety hazards and taking necessary steps to prevent injury
- ask for assistance when unable to safely handle patients independently
- use proper guarding techniques
- use proper body mechanics while handling equipment and working with patients
- adhere to established precautions and contraindications
- demonstrate awareness of the facility's emergency procedures and equipment
- follow manufacturer's instructions for safe use of equipment as presented in operator's manual

Failure to follow these safety standards will result in student counseling and remediation. Consistent documented failure to observe proper safety standards will result in the student being removed from classroom, laboratory, or clinical practicum activities until adequate remediation is completed. Students who demonstrate an inability or unwillingness to observe these safety standards will be dismissed from their clinical practicum with a failing grade and be dismissed from the program.

Blinn College
Physical Therapist Assistant Program

STUDENT HEALTH AND IMMUNIZATIONS

Students must obtain a physical exam and submit it to the PTA Program office before beginning school. Students are required to maintain immunizations as there is a potential risk of exposure to Hepatitis B and other communicable diseases during clinical assignments. This includes yearly TB testing, the Hepatitis B vaccine series, tetanus (every 10 years), and other routine childhood immunizations. Some facilities require further immunizations and health insurance which students will have to provide prior to being accepted for a practicum in that facility. Any student electing to not be tested for HIV must sign a disclaimer.

All students must complete their Tests and Immunizations as required by current Texas state law and any specific clinical facility requirements and turn the proper documentation in to the designated location (e.g. Exxat) and/or program office prior to or at the beginning of the fall semester. Students failing to comply with this requirement will not be allowed to treat standardized patients in the program clinical exercises, participate in class observations of facility field trips, or begin their required clinical training. Failure to comply with this requirement will result in the students not being able to complete course requirements and may jeopardize their standing within the program.

On the following pages, see “Exposure/Injury to the Student” and “Universal Precautions” Guidelines for additional information.

Students will be oriented to safety procedures at Blinn College and at all clinical facilities. Students will have access to faculty within their clinical area for any additional information. Students are expected to accept all types of patient assignments.

Students are financially responsible for their personal health care/hospitalization costs incurred while participating in the PTA Program.

(See Forms Section Blinn College Health Sciences Programs Report of Medical History)

Immunization Requirements

1. Tuberculosis Screening

- Must be read within 48-72 hours at site where administered. Failure to have the test read in a timely manner will result in the test being repeated.
- Acceptable evidence required once per year (may vary by clinic)

2. Measles

- acceptable evidence of two (2) vaccinations or
- Proof of titer showing immunity

Students born before 1957 must show proof of only one vaccination

Mumps, Rubella

- acceptable evidence of one dose of each

3. TD (Tetanus/Diphtheria)

- acceptable evidence of vaccination given within the last 10 years

4. Varicella (Chicken Pox)

- acceptable evidence of two (2) vaccinations or
- Proof of titer showing immunity (>1.09)

5. Hepatitis B

- Proof of titer showing immunity (>10 mIU/mL)
 - can only draw titer after two(2) immunizations

6. Hepatitis A

Recommended

- Documented proof of vaccine
 - Two (2) dose series

Required

- If your clinical affiliation falls in a “at risk” county

7. HIV

- Testing required unless a disclaimer is signed

8. Bacterial Meningitis

- Vaccine is required unless any of the following exemptions apply (reference <http://www.blinn.edu/immunization.html>):
 - If you are over the age of 30 before the semester start date.
 - If you are enrolled in a continuing education course or program that is less than 360 contact hours, or continuing education corporate training.
 - If you are taking internet (web) courses only.
 - The Texas Department of Health allows exemptions from the immunization based on:
 - a. Medical Issues
 - b. Reasons of conscience, including a religious belief
 - c. Active duty with the armed forces of the United States

9. Influenza

- Mandatory for all Health Sciences Students/Faculty on an annual basis

Blinn College
Physical Therapist Assistant Program

EXPOSURE/INJURY TO THE STUDENT

It is the intent of the Blinn College PTA Program to promote high quality care and safety for clients, students, staff, and faculty. The PTA Program is in compliance with accepted policies, standards, and guidelines set forth by Blinn College, the Centers for Disease Control (CDC), the Occupational Safety and Health Administration (OSHA), and the American College Health Association (ACHA). Thus, due to the current issues surrounding communicable diseases (e.g. hepatitis, tuberculosis, sexually transmitted diseases, and acquired immune deficiency syndrome [AIDS]), policies and recommendations set forth in Universal Precautions are followed carefully. Students are taught Universal Precautions in the first PTA course and content is practiced and reinforced throughout the program. Students are responsible for using universal precautions and for any personal expenses that may occur in the event of an exposure. Students are encouraged to check their health insurance policy for coverage.

According to the Agreement of Affiliation between Blinn College and the clinical facility, the responsibility of the clinical facility will be as follows: “The Clinical Site shall make available emergency medical care to any student injured while at the agency pursuant to the Agreement. The Clinical Site shall be relieved of this responsibility when such student’s personal physician, if any, attends to such student. To the extent the cost of such medical care is not covered by insurance personally carried by the student, the Clinical Site shall collect such cost directly from the injured student and not from Blinn College. Blinn College does not hereby or otherwise undertake any financial responsibility for the payment of such costs.” If a student or faculty member is exposed to blood or body fluids, the following procedures are recommended (per Clinical Affiliation Agreements):

- Step 1:** Report exposure to clinical instructor, program director, authorities in health care agency, and document the event.
- Step 2:** Assess the clinical status of the source client.
- Step 3:** Test the exposed individual and ask that the client be tested for evidence of HIV or Hepatitis B or C as soon as possible after the exposure (e.g. in the clinical agency emergency department).
- Step 4:** Retest if negative in 6 weeks, then at 3, 6, and 12 month intervals with a private physician.
- Step 5:** Seek counseling throughout the experience.
- Step 6:** Adhere to the recommendations for the prevention of transmission of any infectious disease during the testing period (90 days).

Note: Confidentiality of medical records is protected; information is shared only on a strict "need to know" basis. Any breaches of confidentiality will be grounds for disciplinary action, per HIPAA regulations. Confidential screening for various communicable diseases can be obtained through the Brazos County Health Department.

UNIVERSAL PRECAUTIONS

Appropriate universal precautions should be taken, as outlined by the Center for Disease Control (CDC) guidelines, by all PTA students and are the responsibility of the student. The CDC guidelines describe reduction measures for health care workers to use when they come in contact with blood or body fluids or patients.

The Associate Degree PTA Program complies with the American Physical Therapy Association position that all health care workers must follow universal precautions and established infection control procedures to reduce the infection risk to the patient and themselves. It is the responsibility of the student to follow these guidelines in the clinical setting.

Blinn College
Physical Therapist Assistant Program

UNIVERSAL BLOOD AND BODY FLUID PRECAUTIONS

1. Gloves:
 - A. For touching blood and body fluids, mucous membranes or non-intact skin of all patients (e.g., wound/decubitus care; oral care; suctioning; intubation, staple and suture removal).
 - B. For handling items or surfaces soiled with blood or body fluids (e.g., sanitary pads, soiled dressings, emptying Foley bags, bed pans, drains, suction equipment/canisters; incontinent patients contaminated instruments).
 - C. For performing venipuncture and other vascular access procedures (e.g., I.V.'s, heparin locks, central lines, changing tubing).
 - D. Handling newborns at delivery.
 - E. To be changed after contact with each patient.
 - F. Assisting physician with invasive procedures.
2. Masks and Protective Eyewear: worn during procedures likely to generate droplets of blood or other body fluids (e.g., suctioning trach, endotracheal tube, nasopharyngeal, removal of endotracheal tubes, assisting with deliveries, endoscopic procedures, during intubation of patients, providing wound care, providing burn care, etc.).
3. Plastic Aprons: worn during procedures likely to generate splashes of blood or other body fluids (e.g., profuse hemorrhage, extensive bleeding, projectile vomiting).
4. Hands and Skin:
 - A. Wash immediately and thoroughly if contaminated with blood or other body fluids.
 - B. Hands are to be washed immediately after gloves are removed.
5. Needles and Sharps:
 - A. Take precautions to prevent injuries when cleaning used instruments and handling sharp instruments after procedures.
 - B. Needles should not be recapped, purposely bent or broken by hand, removed from disposable syringes, or otherwise manipulated by hand.
 - C. Disposable syringes and needles, scalpel blades and other sharp items should be placed in puncture-resistant containers for disposal.
6. Laundry:
 - A. Soiled linen should be handled as little as possible and with minimum agitation.
 - B. All soiled linen should be bagged and contained at location where it was used (follow facility policy).
7. Waste:
 - A. All waste is to be contained at site of use for transport and disposal (standard waste liners and bags).
 - B. Bulk blood (20cc), suctioned fluids, excretions and secretions may be poured down a drain (patient bathroom) to a sewer.
 - C. Clip blood transfusion tubing with scissors and discard in puncture proof needle box. Tubing and bag may be discarded in trash.
8. Cleaning and Decontaminating Spills of Blood or Other Body Fluids:
 - A. Gloves should be worn.
 - B. In patient care areas, visible material should first be removed and then the area decontaminated with chemical germicide.
9. Isolation/Labeling:
 - A. Universal blood and body fluid precautions for all patients eliminate the need for use of the category of "Blood and Body Fluids."

- B. Isolation as previously recommended will be used for air-borne diseases (e.g., tuberculosis), contact diseases (e.g., scabies) and for patients colonized with multiple resistant organisms (e.g., MRSA).
 - C. The Isolation Guidelines are available in all agencies for reference for ineffective material, mode of transmission and duration of isolation.
10. Specimen Collection, Transportation and Processing:
- A. All specimens of blood and body fluids are to be in a container to prevent leaking.
 - B. Care should be taken when collecting each specimen to avoid contaminating the outside of the container and laboratory form.
 - C. A contaminated container must be placed in an agency approved container.
11. Resuscitation: Resuscitation devices will be available in each patient area.
- A. Ambu bags are to be used for resuscitation.
 - B. Gloves and protective eyewear should be worn.

References: MORBIDITY AND MORTALITY WEEKLY REPORT, Supplement, Centers for Disease Control, Atlanta, Georgia

HIV INFECTION, AIDS-RELATED COMPLEX (ARC), AND AIDS

Current knowledge indicates that students or employees with any form of HIV infection do not pose a health risk to other students or employees in an academic setting. HIV is transmitted by intimate sexual contact and by exposure to contaminated blood. There has been no confirmed case of transmission of HIV by any household, school, or other casual contact (National League for Nursing, NLN). The U.S. Public Health Service states that there is no risk created by living in the same place as an infected person, caring for an AIDS patient, eating food handled by an infected person, casual kissing, or swimming in a pool with an infected person. Therefore, Blinn will:

- a. Not exclude people with HIV infection in initial admissions decisions for applicants;
- b. Provide equal access to college facilities or campus activities, including participation in clinical experiences or other academic and social activities offered by the college;
- c. Guarantee existing support services made available to students or employees disabled by HIV infection;
- d. Provide non-specific information concerning complaints or diagnosis to other faculty, administrators, clinical facilities, or employees without the expressed written consent of the infected student;
- e. Keep to an absolute minimum the number of people in the college aware of the existence and/or identity of students with HIV infection, both to protect the privacy of the infected person and to avoid unnecessary fear and anxiety among other students and staff;
- f. Protect this confidentiality only to the extent it is superseded by the necessity to protect others only in very specific, life-threatening circumstances;
- g. Report to the local public health authorities those cases of AIDS which meet the criteria of the surveillance definition of the Centers for Disease Control.

Blinn College
Physical Therapist Assistant Program

CLINICAL SITES

The Blinn College PTA Program maintains clinical site contracts with a variety of different settings. This list is constantly changing and a full list is available in EXXAT Clinical Management Software.

Students can access the most current and up-to-date list of clinical site contracts in EXXAT throughout the duration of the program.

Blinn College
Physical Therapist Assistant Program

CLINICAL AFFILIATION AGREEMENT

The following is from the Blinn College Affiliation Agreement, outlining the students' responsibilities during practicums.

Article II – General Provisions & Obligations

Section 2-8. All parties to this agreement shall exercise confidentiality with regard to all client and staff information gained during the clinical experience in accordance with the Health Information Portability & Accountability Act (“HIPAA”), the Family Educational and Privacy Rights Act (“FERPA”), and other applicable laws related to confidentiality and sharing of information. Blinn College shall inform its students of the duty of confidentiality and HIPAA regulations as an integral part of the clinical experience and shall enforce same. CLINICAL FACILITY shall inform its staff of the duty of confidentiality and FERPA regulations and shall enforce same.

Article III - Students

Section 3-1. The standards for the admission of students to any Blinn College Allied Health Program who shall be authorized to enter a clinical experience at the CLINICAL FACILITY clinical facility shall be determined by Blinn College in accordance with its published admissions criterion, the guidelines established by any applicable licensing or accrediting agencies, Blinn College policies and procedures, and State and Federal law. Admissions shall be granted without regard to race, color, religion, sex, age, economic status, national origin, disability, or other discriminatory facts prohibited by law.

Section 3-2. Students shall be required to present to the respective Allied Health Program director written documentation of a physical examination, current immunizations, drug screening, and criminal background check prior to commencing clinical experiences. Written documentation and/or evidence to the extent not protected as confidential or not prohibited from disclosure under applicable law, as reasonably required by the CLINICAL FACILITY shall be provided to the appropriate CLINICAL FACILITY official before students begin their clinical experience.

Section 3-3. Students shall adhere to the dress code of the respective Blinn College program(s) and the CLINICAL FACILITY. Except as CLINICAL FACILITY rules may otherwise provide, students shall wear identifying name plates, setting forth the name of the student and the fact that the individual is a student of Blinn College.

Section 3-4. Unless provided by other applicable law, students are not employees of the CLINICAL FACILITY clinical agency and are not entitled to wages, compensation, or fringe benefits associated with employment as a result of their participation in the clinical experience. This provision shall not, however, be deemed to prevent a student's participation in or receipt of financial aid available through Blinn College or other sources.

Section 3-5. Students shall receive an appropriate orientation to CLINICAL FACILITY facilities. Orientation will be arranged by faculty with CLINICAL FACILITY managers and other CLINICAL FACILITY personnel or designee.

Section 3-6. The CLINICAL FACILITY shall make available emergency medical care to any student injured while at the CLINICAL FACILITY pursuant to this agreement. The CLINICAL FACILITY shall be relieved of this responsibility when such student's personal physician, if any, attends to such student. To the extent the cost of such medical care is not covered by insurance personally carried by the student or provided as part of the registration fee under Section 2-5, the CLINICAL FACILITY shall collect such cost directly from the injured student and not from Blinn College. Blinn College does not hereby or otherwise undertake any financial responsibility for the payment of such costs.

Section 3-7. If any student's health, conduct, or care is considered by the CLINICAL FACILITY staff to have a detrimental effect on the CLINICAL FACILITY its patients, or staff, CLINICAL FACILITY shall notify the appropriate faculty immediately. The faculty shall take appropriate action consistent with Blinn College policy. In the event that a faculty member is not readily available and immediate action is necessary, the student may be withdrawn from the patient/client care situation by CLINICAL FACILITY until the faculty is notified. A written report concerning the student and the related incident shall be provided with reasonable detail to the appropriate faculty if action is taken by CLINICAL FACILITY personnel.

Blinn College
Physical Therapist Assistant Program

Section V Forms

PROFESSIONAL BEHAVIORAL SKILLS

A Physical Therapist Assistant student is expected to demonstrate professional behavior at all times. Students will be counseled on their failure to comply with expected behaviors and professional skills. If students demonstrate unacceptable behavior or professional skills, the Core Values Assessment will be used for remediation to identify weaknesses and document progress towards meeting expected student behavior levels. Repeated failure to comply with professional behaviors is grounds for dismissal from the PTA program.

Criteria for evaluation include, but are not limited to the following:

EXPECTED STUDENT BEHAVIOR	DESCRIPTION	COMMENTS
Respect	<ul style="list-style-type: none"> - Is respectful and considerate of peers/faculty/patients in all venues (classroom, laboratory, clinical sites, service-learning sites, social media, etc). - Is polite to others, does not use derogatory or demeaning language, and demonstrates a manner that brings credit to the profession and the college. 	
Integrity	<ul style="list-style-type: none"> - Demonstrates consistent honesty; Is trustworthy with the property of others and confidential information. - Notifies instructor of commission/omission errors. - Commits no fraudulent or negligent acts. 	
Accountability	<ul style="list-style-type: none"> - Arrives to class/lab on time and prepared; completes assignments on time. - Takes responsibility for actions. - Is open to constructive feedback and accepts feedback promptly, positively, and respectfully. 	
Communication	<ul style="list-style-type: none"> - Speaks clearly and writes legibly - Listens actively; Adjusts communication strategies to various situations - Demonstrates professional body language, facial expressions, and actions. 	
Appearance and Personal hygiene	<ul style="list-style-type: none"> - Adheres to PTA dress code in lecture, laboratory, offsite labs, and clinical environments - Clothing and appearance are neat, clean and well-maintained - Good personal hygiene and grooming. 	
Compassion & Empathy	<ul style="list-style-type: none"> - Acts to support others who are suffering. Actively listens to patients/caregivers and demonstrates concern. - Responds appropriately to others in need. 	
Self-Motivation	<ul style="list-style-type: none"> - Takes initiative to complete assignments, improve/correct behavior. - Takes on tasks and follows through without constant supervision. 	

	<ul style="list-style-type: none"> - Shows enthusiasm for learning and improvement; strives for excellence in all aspects of patient care and professional activities. - Takes advantage of learning opportunities. 	
Patient Advocacy	<ul style="list-style-type: none"> - Places the needs of patients above self-interest; Is altruistic. - Protects and respects patient confidentiality and dignity. 	
Teamwork and Diplomacy	<ul style="list-style-type: none"> - Places the success of the team above self-interest; does not undermine the team. - Shows respect for all team members (instructors, peers, patients, clinical staff, etc). - Remains flexible and open to change; Communicates with others to resolve conflict. - Manages personal affairs in a manner that does not interfere with professional responsibilities. - Actively participates in group discussion and projects. 	
Cultural Competency	<ul style="list-style-type: none"> - Maintains awareness of the assumptions and biases related to cultural issues and how they may affect patients, peers, and others involved in the delivery of medical care. - Seeks to learn about others' cultural identities and looks at how one's own background has shaped the individual. - Provides culturally competent, equitable and medically appropriate care to every patient, no matter their background. 	

Blinn College
Physical Therapist Assistant Program

COURSE ABSENCE

Student Name: _____

Date: _____

Course Instructor: _____

Course: _____

Dates absent from class: _____

Reason for class absence: _____

Plans for making up missed work: _____

Student's Signature

Date

Instructor's Signature

Date

****This form must be submitted to the course instructor the first day you return to class. ****

Blinn College
Physical Therapist Assistant Program

REQUEST FOR TAKING A MISSED EXAM

Student Name: _____

Date: _____

Course Instructor: _____

Course: _____

Reason for missing exam:

Student's Signature

Date

Instructor's Signature

Date

****This request must be submitted to the course instructor the first day you return to class. The course instructor will notify you if your request is granted. ****

BLINN COLLEGE
PHYSICAL THERAPIST ASSISTANT PROGRAM

EXAM QUESTION CHALLENGES

STUDENT'S NAME: _____

QUESTION #: _____

WRITE THE TEST QUESTION HERE:

REASON FOR CHALLENGE:

REFERENCE BOOK AND PAGE #:

Blinn College
Physical Therapist Assistant Program

STATEMENT OF WITHDRAWAL

This is to certify that _____ was accepted to the Physical
Therapist Assistant Program on _____ and withdrew from the program on _____
_____ for the following reason(s):

Place a check mark in the appropriate blank

- 1. Personal or health reasons _____
- 2. Financial status _____
- 3. Transferring to another program _____
- 4. Program is too intense for me _____
- 5. Violation of program rules _____
- 6. Academic failure _____
- 7. Relocating _____
- 8. Other _____

* If you choose OTHER, please explain under the comment section.

COMMENTS

Student's Signature

Program Director's Signature

Date

Blinn College
Physical Therapist Assistant Program

COUNSELING OFFENSE FORM TEMPLATE (Modifiable)

This form will serve as documentation that the student has been counseled in regards to the type of offense(s) he/she has been charged with. This form will also document period of time given to correct or improve the situation.

Student will abide by all student policies, particularly regarding attendance, maintaining a passing average, and following up on conferences with program staff. The student will understand that he/she is expected to pass all exams during the probationary period and thereafter.

Failure to comply with the terms can result in withdrawal of student status in this program.

STUDENT: _____ **DATE:** _____

TYPE OF OFFENSE BEING COUNSELED FOR: _____

TYPE OF DOCUMENTATION:

Verbal Warning: _____ **Written Reprimand:** _____

Verbal Counseling: _____ **Class Suspension:** _____

Clinical Suspension: _____ **Class Dismissal:** _____

Clinical Dismissal: _____ **Program Dismissal:** _____

1. Has this student been previously warned? Yes () No ()
2. If yes, when? _____
3. Was the offense involving the same situation? Yes () No ()
4. Has the student reached the maximum number of offenses? Yes () No ()
5. Time given to correct this situation: _____

I, _____ have read and understand the incident report filed on me for the offense(s) I have committed. I will exercise my right to appeal procedures if it is necessary.

Student's Signature

Counselor's Signature

Witness: _____

Blinn College
Physical Therapist Assistant Program

COUNSELING FORM TEMPLATE (Modifiable)

STUDENT'S NAME _____ DATE/TIME _____

REASON FOR CONTACT _____

RELEVANT FACTORS: _____

RECOMMENDATIONS: _____

STUDENT COMMENTS: _____

STUDENT'S SIGNATURE

INSTRUCTOR'S SIGNATURE

Blinn College
Physical Therapist Assistant Program

REMEDICATION CONTRACT

I, _____, understand that a grade of 75 or better **or** as per the guidelines provided at the beginning of the course **or** successful demonstration of skill competency via practical assessment is necessary in order to continue in the PTA program. I understand that my current grades, as described below, are not acceptable to successfully complete and exit this course; therefore, I will attend and participate in the following remediation plan:

I understand I will need to have an successfully completed all course requirements (major exams, quizzes, projects, final exam, and, where applicable, lab practicals) in order to pass this course.

I have read the Blinn College PTA Student Handbook's "Dismissal," "Withdrawal," and "Readmission" Policies and understood the consequences that may arise if I fail to pass this course for the Physical Therapist Assistant Program.

Check one: I will be attending the suggested remediation sessions.

I will NOT be attending the suggested remediation sessions.

Student Signature

Instructor Signature

Program Director

Date

Blinn College
Physical Therapist Assistant Program

VARIANCE REPORTING INSTRUCTIONS

All accidents and injuries require completion of this form.

Any **employee** injuries are to be reported to a supervisor immediately.

Any **student** injuries are to be reported to the instructor immediately.

Any serious accidents or any injuries requiring medical treatment should be reported to the Campus Police @ 979-830-4755 (RELLIS) or 979-277-7373 (Bryan VM).

For any employee or student injuries requiring an ambulance, please dial 911.

BLINN COLLEGE
HEALTH SCIENCES PROGRAMS

Variance Report

Student: _____

Date: _____

Program: _____

Course/Semester: _____

Type of Variance:

- | | | |
|---|---|--|
| <input type="checkbox"/> <u>Safety Violation</u> | <input type="checkbox"/> <u>Medication/Treatment Error</u> | <input type="checkbox"/> <u>Other Performance</u> |
| <input type="checkbox"/> physical | <input type="checkbox"/> right patient | <input type="checkbox"/> unprepared for clinical |
| <input type="checkbox"/> psychosocial | <input type="checkbox"/> right drug | <input type="checkbox"/> nursing process |
| <input type="checkbox"/> microbiological | <input type="checkbox"/> right dosage | <input type="checkbox"/> skills |
| <input type="checkbox"/> other _____ | <input type="checkbox"/> right route | <input type="checkbox"/> decision making |
| _____ | <input type="checkbox"/> right time | <input type="checkbox"/> accountability |
| | <input type="checkbox"/> documentation | <input type="checkbox"/> professionalism |
| | <input type="checkbox"/> other _____ | <input type="checkbox"/> other _____ |

Other questions/issues related: (check if yes; leave blank if no)

- Did the incorrect medication and/or treatment reach the patient?**
 Was there any harm done to the patient?
 Was the physician notified?
 Was there a "system problem" that contributed to the error? Please describe briefly.

Observed Behavior:

Recommended Action:

- Counseling** **Education** **Remedial** **Other**

Describe Details:

Student Response:

Instructor: _____

Date: _____

Student: _____

Date: _____

Referral(s) for Follow-up:

To Whom: _____

Date: _____

Discussion/Recommendation(s):

Instructor/Director: _____

Date: _____

Student: _____

Date: _____

A copy of this record will be given to the student and a copy will be placed in the student's file.

Blinn College
Physical Therapist Assistant Program

PROBLEM RESOLUTION FORM

The Problem Resolution Form will be used for handling complaints that fall outside the realm of due process, such as complaints from clinical education sites, employers of graduates, and the public. This form will be kept as a record of any complaint about the program falling outside the realm of due process, including the nature of the complaint and the disposition of the complaint.

Person(s) Filing Complaint: _____

Contact made by ___ phone ___ fax ___ mail ___ e-mail ___ visit

Parties involved: 1) _____
 2) _____
 3) _____
 4) _____
 5) _____
 6) _____

Nature of the Problem:

Fact Finding:

Other person's input:

Data to verify complaint:

Suggested steps for resolution:

- 1)
- 2)
- 3)
- 4)

Info provided to: _____ On: (date) _____ by ___ phone ___ fax ___ mail ___ e-mail ___ visit

Signature of person filing complaint: _____

Print name: _____

Results (include date of resolution):

Signature of person completing form: _____ Date: _____

Department Head: _____ Date: _____

Blinn College
Physical Therapist Assistant Program

SECTION VI – SIGNATURE FORMS

CONSENT TO PARTICIPATE

I, _____ agree to participate in the Physical Therapist Assistant Program’s educational activities to include **demonstrating my physical abilities, assessing or evaluating my physical capacities, my providing a summary or detail of my relevant history, or taking part in simulated activities** as part of a student performance evaluation. Should I request it, also understand that my personal identity will remain anonymous. I understand that I may withdraw for this activity at any time.

I, _____ do hereby release and forever discharge Blinn College and all its officers and employees from any and all claims, demands, and causes of action arising out of this demonstration, and assume all risks of personal injuries suffered by me as a result of such demonstration.

I understand that all precaution will be taken to prevent harm to myself. Any questions that have occurred to me in connection with this demonstration have been answered to my satisfaction.

Date

Participant’s Signature

Address:

Date

Witness

Blinn College
Physical Therapist Assistant Program

PARTICIPATION BY A MINOR
CONSENT FORM

I agree to have **my child** _____ participate in the Physical Therapist Assistant Program’s educational activities to include **demonstrating his/her physical abilities, assessing or evaluation his/her physical capabilities, my providing a summary of their relevant history, or taking part in treatment activities** all under the direct supervision of a licensed physical therapist.

Date

Parent Signature

Address:

Date

Witness

Blinn College
Physical Therapist Assistant Program

WORKSITE ANALYSIS CONSENT FORM

I, _____ agree to allow Student Physical Therapist Assistants to analyze my **physical work activity as part of an educational course on movement problems**. I understand student physical therapist assistants will observe me on an occasional basis, taking measurements related to my body size and work environment, and possibly photograph my work environment and me. I also understand that any recommendations which may result from their **job analysis** will have no adverse effect on my employment status, and that my personal identity will remain anonymous.

Date

Participant's Signature

Address:

Date

Witness

**Blinn College District Communicable Disease Assumption of Risk,
Waiver, Release, and Hold Harmless Agreement**

I understand the potential hazards that may be caused by communicable diseases, including but not limited to COVID-19, in the clinical facilities. I further understand that the execution of this Communicable Disease Assumption of Risk, Waiver, Release, and Hold Harmless Agreement (this “Assumption of Risk, Waiver, Release, and Hold Harmless Agreement”) is a precondition to my eligibility for health-related work based in a clinical facility. I voluntarily desire to participate in the clinical rotations for the program in which I am currently enrolled, and therefore acknowledge and assume the inherent risks associated with same. I acknowledge and agree that should I contract a communicable disease, such as COVID-19, that puts the health and safety of myself and/or others at risk, I will notify Blinn College and the clinical facility and will not return to the clinical facility until such time as a medical professional has deemed it safe for me to return.

I understand that by signing this agreement, I am waiving my rights and releasing Blinn College, together with its Board of Trustees, employees, agents, and administrators (collectively, “Blinn College District”) from all claims, actions, suits, proceedings, damages, reasonable legal expenses, and other liabilities (collectively, “Liabilities”) pertaining to or in any way related to the spread of communicable diseases, including any Liabilities arising from (i) my contraction of communicable disease or (ii) the closing of or other disruption to college district facilities, that may be caused by the spread of a communicable disease, including COVID-19. I understand and agree that Blinn College has no liability and no responsibility if I contract a communicable disease participating in the clinical at the designated facility, as this event is beyond the college district’s effective control.

It is my express intent that this Assumption of Risk, Waiver, Release, and Hold Harmless Agreement shall bind the members of my family, if I am alive, and my heirs, assigns and personal representatives, if I am deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE, AND COVENANT NOT TO SUE Blinn College and shall be governed by the laws of the State of Texas. I acknowledge and represent that I have carefully read this agreement and understand this agreement, the matters being released and my obligations hereunder. I further represent and warrant that I am at least eighteen (18) years of age and fully competent to sign this document. I execute this document voluntarily, for full, adequate and complete consideration fully intending to be bound by the same, now and in the future.

Student Name, Printed

Student Signature

Date

Parent/Guardian Name, Printed
(Required for dependent students only)

Parent/Guardian Signature

Date

Blinn College Health Science Programs

Health Data – page 1 – completed by student

Please check the appropriate program:

- | | |
|---------------------------------|-----------------------------------|
| <input type="checkbox"/> ADN | <input type="checkbox"/> PTA |
| <input type="checkbox"/> DENTAL | <input type="checkbox"/> RAD TECH |
| <input type="checkbox"/> EMS | <input type="checkbox"/> SRG TECH |
| <input type="checkbox"/> HITT | <input type="checkbox"/> VOCN |

Student Instructions: Upload pages 1, 2 and 3 as one file to your CastleBranch or EXXAT account.

Report of Medical History

Last Name		First	Middle	Maiden
Address – Number & Street		City	State	ZIP
Phone	Date of Birth	Blinn ID#	Gender	

Emergency Notification

Person to notify in case of emergency

Last Name		First		
Address - Number & Street		City	State	ZIP
Home Phone	Work Phone	Cell Phone	Relationship	

Personal History

ANSWER ALL QUESTIONS. EXPLAIN “YES” ANSWERS BELOW:

HAVE YOU HAD?	YES	NO
Allergies		
Surgery		
Respiratory Problems		
Heart Problems		
Dizziness, Fainting		
Gastrointestinal Problems		
Hernia		
Urinary Problems		
Weaknesses or Paralysis		
Joint Problems		
Back Problems		
Diabetes		
Thyroid or Adrenal Problems		
Skin Problems		

HAVE YOU HAD?	YES	NO
Visual Impairment		
Hearing Impairment		
Recurrent Headache		
Seizures		
Measles (Rubeola)		
Mumps		
Rubella (German Measles)		
Chicken Pox (Varicella)		
Tuberculosis		
Hepatitis A/B/C		
Malignancy		
Mental Illnesses		
Have you had any surgeries?		
Any UNEXPLAINED weight loss (greater than 10 pounds)?		

EXPLAIN “YES” ANSWERS, INCLUDING DATES OF DISEASES/SURGERIES: (attach additional page if necessary)

(Student) I verify that the above is true and complete to the best of my knowledge.

Student Signature

Date

Consent to Release of Information

I, _____, hereby authorize my physician or healthcare provider to disclose my medical information, including but not limited to medical history, immunization records, and any other pertinent health details, to Blinn College District.

I understand and agree that Blinn College District may release this information to third parties, such as clinical sites, internship supervisors, or other educational partners, for purposes related to my educational program and to ensure compliance with program requirements.

I acknowledge and agree that this release of information is consistent with the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA). I understand that this information will only be disclosed as necessary to fulfill educational and programmatic requirements or as required by law.

I acknowledge that I have been informed of my rights under applicable privacy laws and understand that this authorization is voluntary. I understand that I have the right to revoke this authorization at any time by submitting a written request to Blinn College District, except to the extent that action has already been taken based on this authorization.

By signing below, I consent to the release and use of my medical information as described above.

Student Signature

Date

Tests and Immunizations Required by Texas State Law/Clinical Facilities

This form is provided for your benefit only. PTA program requires official documentation of immunizations to be uploaded into the Clinical Management software EXXAT.

Last Name	First	Middle	SSN#
			Blinn ID#
Tuberculin Skin Test: (PPD - TB Test) OR Chest X-ray (required IF skin test is positive) Must Have Been Tested within Past 6 Months		<input type="checkbox"/> Positive <input type="checkbox"/> Negative Date _____ If positive, see Office for Protocol/TB Questionnaire. X-ray results:	
Diphtheria, Tetanus (TD) or Tetanus, Diphtheria, Pertussis (TDAP) MANDATORY: One Td booster within 10 years		Date of Last Immunization: _____	
Measles (Rubeola): MANDATORY Those born on or after January 1, 1957, must show proof of either: A. Serologic test positive for measles antibody/immunity OR if necessary, without serologic evidence of immunity or prior vaccine: B. Two doses of MMR vaccine at least 4 weeks apart*		Date _____ Result _____ Date _____ Date _____	
Mumps: MANDATORY Those born on or after January 1, 1957, must show proof of either: Those born on or after January 1, 1957, must show proof of either: A. Serologic test positive for mumps antibody /immunity OR if necessary, without serologic evidence of immunity or prior vaccine: B. Two doses of MMR vaccine at least 4 weeks apart*		Date _____ Result _____ Date _____ Date _____	
Rubella: MANDATORY Those born on or after January 1, 1957, must show proof of either: Those born on or after January 1, 1957, must show proof of either: A. Serologic test positive for rubella antibody/immunity OR if necessary, without serologic evidence of immunity or prior vaccine: B. Two doses of MMR vaccine at least 4 weeks apart*		Date _____ Result _____ Date _____ Date _____	
Varicella (Chicken Pox): MANDATORY Must show proof of either: A. Serologic test positive for varicella antibody/immunity OR if necessary, without serologic evidence of immunity or prior vaccine: B. Two doses of varicella vaccine at least 4 weeks apart*		Date _____ Result _____ Date _____ Date _____	
Hepatitis B Immunity: MANDATORY FOR ALL HEALTH SCIENCES STUDENTS/FACULTY. There is potential of exposure to Hepatitis B during clinical assignments. All students must have had the Hep B series of vaccinations. The CDC recommends (and we require) serologic testing for all Health Sciences Students except Vet Tech students. Specifically, we require hepatitis B surface antibody (anti-HBs) to document immunity. If test comes back with a protective concentration of less than 10mIU/mL , student needs to be revaccinated with 3 doses (over 4-6 months). This is followed by another serologic test for immunity 1-2 months after the third dose.		Serologic Test (anti-HBs): Date: _____ Result: _____ If needed: Date of first vaccine: _____ Date of second vaccine: _____ Date of third vaccine: _____	
Influenza: MANDATORY FOR ALL HEALTH SCIENCES STUDENTS/FACULTY. All healthcare providers and students in these professions, should receive annual vaccination against influenza. One dose of influenza vaccine annually, live inactivated injectable influenza vaccine IM or live attenuated influenza vaccine (LAIV) intranasally (ONLY for non-pregnant healthy HCP aged 49 or younger).		Date of last Flu Vaccine: _____ Route: _____	

* Combined MMR Vaccine is vaccine of choice if recipients are likely to be susceptible.

(Student) I verify that all of the above is true and complete to the best of my knowledge, under penalty as prescribed in student contract for falsification of records.

_____ Student Signature

_____ Date

Consent and Release Form

I, _____, hereby assume all risks in connection with and fully release Blinn College, its agencies and/or employees from any injury or damage to me, and hereby acknowledge my understanding of this.

Signature: _____
Applicant

Date: _____

Witness: _____

Date: _____

.....

If you have elected not to take the HIV test, please complete the following statement.

I, _____, having been informed of the risks, have elected not to take the HIV test.

Signature: _____
Applicant

Date: _____

Witness: _____

Date: _____

.....

Meningitis Vaccine Waiver (only for those over the age of 30)

I, _____, fully understand that according to the mandate I am not required to have this vaccine. I hereby assume all risks in connection with and fully release Blinn College, its agencies and/or employees from any injury or damage to me and hereby acknowledge my understanding of this waiver for Meningitis Vaccine.

Signature: _____
Applicant

Date: _____

Witness: _____

Date: _____

Hepatitis B “Non Responder” Form

I, _____, have been identified as a Hepatitis B “non-responder”. This means that I have received 6 doses (2 courses of 3 injections) of the Hepatitis B vaccine and still have a negative anti-HBs (Hepatitis B Surface Antibody) serologic test. Because of this, I know I am susceptible to the Hepatitis B virus (HBV) and must take all precautions to prevent HBV infection. I also understand I may need to obtain HBIG prophylaxis for any know or probable parenteral exposure to Hepatitis B positive blood.

Signature: _____
Applicant

Date: _____

Witness: _____

Date: _____

**BLINN COLLEGE PHYSICAL THERAPIST ASSISTANT (PTA) PROGRAM
DECLARATION OF UNDERSTANDING OF PHYSICAL/TECHNICAL
STANDARDS**

Directions: Please read the attached essential job functions and technical standards (located in Section I). These were compiled with input from local clinicians and therapy directors, as well as job descriptions, requirements, and duties for Physical Therapist Assistant (PTA) jobs in the B/CS area.

My signature below indicates that I have read and fully understand the technical standards, and I am indicating that I will meet these standards for the Physical Therapist Assistant profession and Blinn PTA Program. If I cannot meet these standards, I may be dismissed from the program.

Name (Print) _____

Signature _____

Date _____

Blinn College
Physical Therapist Assistant Program

RELEASE OF INFORMATION

POLICY

In accordance with the “Family Education and Privacy Act of 1974”, the student in the PTA Program must sign any of the selected items presented in the Release of Confidential Information.

PURPOSE

To provide a means for the control of what information the student wants the faculty or program to release to future employers, the student, other programs, etc.

DOCUMENTATION

The following is presented and requires completion for each of the selected items. Please place a \checkmark by the *Yes* or *No* and fill out the portion on name, identification number, date, and sign.

1	RELEASE OF PERSONAL AND ACADEMIC INFORMATION
My signature, identification number, and today’s date for this section authorizes the faculty of the PTA Program to furnish any and all information on academic, discipline, attendance, grades and credits, address, and any other pertinent information regarding my enrollment and participation in the PTA Program to any stakeholder which may include, but is not limited to, prospective employers, selection committees, accreditation body and representatives, or myself when requested	
<input type="checkbox"/> YES <input type="checkbox"/> NO <div style="text-align: right; margin-right: 100px;">_____</div> <div style="text-align: right; margin-right: 100px;">Printed Name</div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%;">Signature</div> <div style="width: 30%;">Blinn ID</div> <div style="width: 30%;">Date</div> </div>	
2	RELEASE OF PERSONAL IMMUNIZATION RECORDS
My signature, identification number, and today’s date for this section authorizes the faculty of the PTA Program to furnish any and all information on immunizations to any stakeholder which may include, but is not limited to, prospective employers, selection committees, accreditation body and representatives, or myself when requested.	
<input type="checkbox"/> YES <input type="checkbox"/> NO <div style="text-align: right; margin-right: 100px;">_____</div> <div style="text-align: right; margin-right: 100px;">Printed Name</div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%;">Signature</div> <div style="width: 30%;">Blinn ID</div> <div style="width: 30%;">Date</div> </div>	
3	RELEASE OF PRACTICUM REPORTS
My signature, identification number, and today’s date for this section authorizes the faculty of the PTA Program to furnish any and all information on clinical practicums (internship/rotations) to any stakeholder which may include, but is not limited to, prospective employers, selection committees, accreditation body and representatives, or myself when requested.	
<input type="checkbox"/> YES <input type="checkbox"/> NO <div style="text-align: right; margin-right: 100px;">_____</div> <div style="text-align: right; margin-right: 100px;">Printed Name</div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%;">Signature</div> <div style="width: 30%;">Blinn ID</div> <div style="width: 30%;">Date</div> </div>	
4	RELEASE OF LIABILITY
My signature, identification number, and today’s date for this section authorizes other students and faculty to perform appropriate physical therapy procedures for educational purposes during classroom and laboratory instruction.	
<input type="checkbox"/> YES <input type="checkbox"/> NO <div style="text-align: right; margin-right: 100px;">_____</div> <div style="text-align: right; margin-right: 100px;">Printed Name</div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> <div style="width: 30%;">_____</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%;">Signature</div> <div style="width: 30%;">Blinn ID</div> <div style="width: 30%;">Date</div> </div>	

Blinn College
Physical Therapist Assistant Program

STUDENT INFORMED CONSENT

During the course of the education process for the student enrolled in the Physical Therapist Assistant Program, the student will be required to take part in laboratory activities which dictate that one student will be practicing techniques being taught and learned on fellow classmates and/or faculty. It is the nature of the profession that skills be acquired on healthy individuals before an attempt is made to become skillful with patient/client populations who have dysfunction. Therefore, students and faculty must often “act” the part of the patient or client, so the appropriate lab partner may gain skills needed to practice physical therapy.

Although every effort is made on the part of the instructors to ensure safety for every student practicing and playing the role of the patient or subject, it is possible that the student may experience some discomfort, either physically or emotionally. By signing below, you are indicating your willingness to engage in those activities which the faculty believes are necessary for you to learn skills related to the practice of physical therapy. While this is an assumption that can be inferred from your acceptance to participate in the physical therapist assistant curriculum and enrolling in the program, this is your active consent to do so. If there is any activity which may cause you concern, you are urged to speak to the Course Coordinator or the Program Director.

I understand that I will be asked to act as a lab partner during my experiences in the physical therapist assistant curriculum and fellow classmates will be practicing skills taught by the professors of the course. I understand that, at times, I may experience some physical or emotional discomfort, but I understand that this participation is required for student learning and I willingly agree to participate fully.

I, _____, hereby assume all risks in connection with and fully release Blinn College, its agencies and/or employees from any injury or damage to me, and hereby acknowledge my understanding of this.

Signature: _____

Date: _____

Blinn College
Physical Therapist Assistant Program

AUDIOVISUAL RELEASE

I, _____ hereby agree to participate with Blinn College and the Director of the Physical Therapist Assistant Program of said College in the **making of audiovisual materials (slides, prints, video tapes) and sound tracks** designed for use in the entry-level basic education and continuing education of physical therapist assistants. I consent to allow the College, the program, and all persons associated with the program to use said materials with discretion in classrooms, workshops, meetings or publications for health care professionals. I understand the situations in which these materials may be used and I agree to participate as a volunteer. I hereby expressly waive any possible claim on my part for damages or remuneration in any form in connection with the preparation and use of said audiovisual materials.

Date

Participant's Signature

Address:

Date

Witness

Blinn College
Physical Therapist Assistant Program

SIGNATURE SHEET

I, _____ DO HEREBY ACKNOWLEDGE THAT I HAVE RECEIVED THIS BLINN COLEGE PTA PROGRAM POLICIES AND PROCEDURES MANUAL AND STUDENT HANDBOOK AND WILL BE HELD ACCOUNTABLE FOR ABIDING BY ITS CONTENTS.

I HAVE READ THE STATEMENTS, POLICIES, AND PROCEDURES OF THE PHYSICAL THERAPIST ASSISTANT PROGRAM. I UNDERSTAND THESE POLICIES AND PROCEDURES, AND I AGREE TO ABIDE BY THEM WHILE ENROLLED IN THE PTA PROGRAM. I ALSO UNDERSTAND THAT ANY OF THESE POLICIES MAY BE UPDATED OR REPLACED, AND THAT, FOLLOWING NOTIFICATION OF SUCH, I WILL ABIDE BY THE UPDATES OR CHANGES. FAILURE TO COMPLY WILL BE GROUNDS FOR DISMISSAL FROM THE BLINN COLLEGE PTA PROGRAM.

Student's signature

Date

Student's printed name

Blinn College
Physical Therapist Assistant Program

Section VII Additional Information

SOME HINTS FOR IMPROVING STUDY SKILLS

PLANNING

1. Make a study schedule and stick to it.
 - a. For each subject you should have
 1. a brief review immediately after class
 2. a long period of study between classes
 3. a brief review immediately before class
 - b. Leave weekends open for special papers, projects, fun, etc.
 - c. Never spend more than an hour on any one subject - if you have more than an hour study time, then work on two or more subjects - as different from each other as possible.
 - d. As much as possible, study at the same time every day
 1. not right before or after a meal
 2. in a place reserved for study
 3. with everything you need - pencils, pens, reference books, etc, there before you start.
2. A hint for "boredom":

Sometime a particular subject or books seems especially "boring" - not so much that the subject is unusually difficult, but that your mind keeps wandering away. For such subjects, try the following:

 1. pick an amount of work - fifteen minutes, or three pages, or two problems, etc - which you can do in a short period of time
 2. begin your study or reading as usual
 3. when you feel yourself getting bored, do just as much work as you have decided on in step 1 (fifteen minutes, three pages, whatever) and then STOP
 4. do something fun for 10-15 minutes, or switch to another subject; and then come back to your boring subject and try again.

READING EFFECTIVELY AND TAKING NOTES

1. Effective note taking depends on having prepared before class, so that you can anticipate where the professor is going rather than having to guess.
 - a. have all your reading done before class
 - b. write down only what is different from your reading notes
 - c. the best question to ask in class is not "I don't understand" but rather " I see where we were until you started talking about ____; where does that fit in?"

A FINAL THOUGHT:

No one has yet come up with an easy way to become educated - that may be frustrating in our world of instant everything, and a bit unfair after all the promises which advertising and society make about guaranteed success. Knowledge and expertise, especially in the medical world, comes through a lot of concentrated work and commitment to excellence.