



Dear Prospective Applicant,

Thank you for your inquiry concerning the **Physical Therapist Assisting Program** at Cuyahoga Community College. Our curriculum emphasizes physical therapist assisting practice and academic excellence. The graduate completing the program is prepared to sit for the National Physical Therapy Examination (NPTE) for PTA's.

This program is a full-time, daytime course of study for 2 years. Our curriculum is demanding, but the benefits and rewards that come from working in the physical therapy profession make it well worth the effort. Employment opportunities exist in a wide variety of settings across the U.S. for physical therapist assistants.

Entrance to the program is guaranteed to applicants who complete the application process including all prerequisite requirements. If you are a transfer student, your transcripts from previous colleges and universities must be submitted to the college to determine if you will be given transfer credit for courses taken at other institutions; and to the program with your application to verify your overall GPA. The PTA Program does not accept credit for technical coursework taken at other colleges.

Please read the enclosed information carefully and follow the application procedures exactly. It is **your** responsibility to verify that your application folder is complete, by submitting all requested items, including official transcripts from all colleges/universities you have attended. I strongly urge you to keep a copy of all credentials you submit for your own records.

Please feel free to check in with our enrollment specialists at the Health Careers Enrollment Center 216-987-4247 at any time during the prerequisite completion process if you have any questions. I will be happy to answer any questions that the enrollment specialists cannot answer, once you have reviewed the information on our website and read this packet in its entirety.

Best wishes in the pursuit of a rewarding career at Tri-C, where futures begin.

Sincerely,

Tanya D. Wright

Tanya D. Wright, PT MA
Program Director
Physical Therapist Assisting Program

PHYSICAL THERAPIST ASSISTANT PROGRAM

Application Process

The following criteria **MUST be met BEFORE** applying to the Physical Therapist Assisting Program:

1. Submission of a completed Cuyahoga Community College Application and acceptance to the College.
2. Candidates must achieve a minimum of a **3.0 cumulative grade point average** (GPA) based on a 4.0 scale for the following core courses (or transfer of comparable courses from another college or university). All core courses must have a grade of "C" or better. An **overall GPA of 2.7** must be achieved and be maintained. Eligibility for Math 1240 or higher is required for admission to the program. (MATH 1240 is the recommended math course for this health career, however a 1000 level math or above is the requirement for graduation)

CORE COURSES:

ENG 1010	English Composition I
BIO 2331	Anatomy and Physiology I
HTEC 1000	Introduction to Patient Care
MA 1020	Medical Terminology I

You may only repeat a core course one time to improve your grade and a "W" counts as an attempt. Science courses have a 10-year limit and can be no older than 10 years.

3. Completion of **a total of 40 hours** of work, observation or volunteering in at least two (2) different types of physical therapy settings, under the supervision of a Physical Therapist or Physical Therapist Assistant. These hours must be completed within the 2-year period prior to the date of your application; and must be documented on the Experience Verification Form found on the program website. Please also attach a business card or other printed media from the facilities where you completed your hours. Submit the completed form with your application.
4. Submission of official high school transcript or GED certificate.
5. Submission of OFFICIAL COLLEGE TRANSCRIPTS (*Tri-C transcripts can be obtained by our office*):
6. **TWO OFFICIAL TRANSCRIPTS ARE REQUIRED from all COLLEGES, UNIVERSITIES and any other educational institution attended.** It is recommended that you request these transcripts at least 10-12 weeks prior to submission of your complete application packet. Individuals should request that educational institutions send one copy of each transcript directly to each of the following locations:
 - o Request to have one copy of each transcript sent to the Office of the Registrar at Cuyahoga Community College. Your application will not be considered complete until all external transcripts have been evaluated by the college's registrar's office. This process takes 4-6 weeks.
 - o Request to have one copy of each transcript sent to you at your home address. **DO NOT OPEN THE SEALED ENVELOPE. The official transcript(s) in the unopened envelope should be submitted as part of your completed application packet.**
7. Submission of completed Health Careers Application once all of the above steps are completed.
8. All information should be submitted in person or mailed to:
 - The Health Careers Enrollment Center
 - Cuyahoga Community College
 - 2900 Community College Avenue
 - Cleveland, OH 44115
 - Attention: PTA Program
9. When these requirements are met and verified, the student's folder will be dated and submitted to the program director. The program director will make the final determination of acceptance and inform accepted students by mail. It will be the student's responsibility to acknowledge acceptance of the position by completing the form enclosed with the letter, and returning it by certified mail.

CUYAHOGA COMMUNITY COLLEGE
ASSOCIATE OF APPLIED SCIENCE DEGREE
PHYSICAL THERAPIST ASSISTING

PROGRAM DESCRIPTION AND COURSE OF STUDY

Physical Therapist Assisting is a two-year program leading to an associate degree. The Associate of Applied Science degree will be awarded to students who complete the required number of credit hours in general education and in Physical Therapist Assisting requirements. The curriculum includes a series of organized, sequential, and integrated learning experiences that are based on a simple to complex and normal to abnormal intervention approach based on the American Physical Therapy Association's Guide to Physical Therapist Practice. The curriculum includes general education and basic sciences such as English, psychology, anatomy and physiology, as well as physical therapy techniques and skills. Planned clinical experiences will be provided in a variety of health care facilities to implement classroom theory into practical application. Students will also engage in participation in the Preventative Care Center located on the Metropolitan campus. There are no evening courses offered and the program is considered to be a full-time curriculum. Outside employment while in the program is not always feasible due to course requirements and a variable class schedule.

THE MISSION OF THE PHYSICAL THERAPIST ASSISTING PROGRAM

The program is dedicated to providing students with the knowledge, skills and attitudes necessary to become confident, innovative and contributing physical therapist assistants. The program strives to develop students to assume a responsible role in society and a concern for all persons that is best met by combining technical education with the basic liberal arts education that is provided within the community college framework.

THE PHILOSOPHY OF THE PHYSICAL THERAPIST ASSISTING PROGRAM

The program is committed to educating students who believe in the dignity of the individual and specifically in the right of the individual to receive skilled comprehensive health care in times of illness or impaired function and who will participate in delivering such skilled health care as a competent physical therapist assistant working under the direction of the physical therapist. This educational process must foster leadership abilities and collaborative relationships within a changing health care environment that includes a dedication to lifelong learning, ethical values consistent with the profession, and service to a multicultural community.

NOTICE OF NON-DISCRIMINATION

In its acknowledgment of diversity, the college respects and welcomes differences among people and will carry out its mission mindful of the differences in its community. Through its overall climate the College will provide opportunities and reinforce understanding, appreciation and action, intended to maximize the potential of all students. It is the policy of Tri-C that all terms of employment and educational benefits will be administered without regard to race, color, religions, sex, national origin or ancestry, age, sexual orientation, disability or status as a disabled Vietnam-era veteran.

CRIMINAL BACKGROUND CHECK

All health career programs at Tri-C are considered selective admission programs. These programs have a limited number of openings each year and have specific admission requirements that must be met prior to admission. The completion of a criminal background check (BCI) is one of the admission requirements to a Health Career program. The background checks are required in order to (i) ascertain the ability of students to eventually become licensed, registered and/or certified in their health career profession and (ii) the ability of the students to attend mandatory clinical, practicum and/or internship rotations at internal and external facilities in accordance with the requirements of the applicable program of study.

OTHER REQUIRED FORMS

The Physical Therapist Assisting Program requires the annual completion of a health form, a health insurance attestation, verification of immunizations, and American Heart Association's CPR certification prior to starting all clinical rotations. These requirements must be completed prior to beginning field experience in the summer before the second year of the program and renewed before beginning clinical practicum.

INFECTIOUS DISEASE INFORMATION FOR HEALTH CAREER STUDENTS

Standard Precautions is an infection control practice that is intended to be followed and adhered to in order to prevent and control the spread of infection. All health career students are required to utilize universal precautions when caring for clients and when handling any body fluid or substance. Because of the risk to the fetus, pregnant students should be especially familiar with precautions for preventing the transmission and acquisition of any infectious disease. Health career/nursing students who have contracted an infectious disease must be evaluated prior to entering the clinical site, classroom College lab and by the college Health Service, per College policy and procedure. Health career students shall adopt a standardized, comprehensive method of practicing Standard Precautions during every client interaction to control the spread of infection.

PHYSICAL THERAPIST ASSISTING PROGRAM OUTCOMES

1. Safely administer effective treatment interventions as defined by the Physical Therapist's plan of care, adjusting to the patient's physical, emotional, and cultural responses; instructs and educates the patient, family and/or caregivers in continued care and injury prevention.
2. Educates others regarding the role and scope of practice of the Physical Therapists Assistant in the implementation of the plan of care as established by the supervising Physical Therapist and communicates patient's status to the physical therapist.
3. Obtains pertinent data, recognizes changes and/or responses of patient conditions, and environmental hazards that jeopardize safety; modifies intervention within the plan of care and takes appropriate action.
4. Act professionally and ethically according to the APTA Code of Ethics and Standard of Conduct including social responsibility, and commitment to patients and consumer needs, lifelong learning, and the physical therapy profession.
5. Identify and document operational performance improvements and provide accurate and timely information for billing and reimbursement purposes.
6. Communicate verbally, non-verbally and in writing with members of health care team in an appropriate, culturally sensitive, effective and capable manner.
7. Completes thorough, accurate, logical, concise, timely and legible manual and electronic documentation that follows guidelines and specific documentation formats required by state practice acts, the practice setting, and other regulatory agencies.
8. Sit for licensure examination.

In order to meet program outcomes and successfully complete the program, the following personal aptitudes and characteristics have been identified:

- Visual acuity to distinguish colors, read various scales and measurements on instrumentation, read the patient evaluation and medical record and document in the medical chart. The ability to observe for asymmetry, range of motion, tissue texture changes and other items necessary for proper evaluation and treatment integration.
- Manual dexterity, sensation, coordination of both gross and fine motor control, equilibrium, and stamina to work with various pieces of equipment and patient/clients of all body types, sizes and disabilities.
- Strength to perform medium work which is further defined by the U.S. Department of Labor as: “exerting 20 to 50 pounds of force occasionally (up to one-third of the time), and/or 10 to 25 pounds of force frequently (one-third to two-thirds of the time), and /or up to 10 pounds of force constantly to lift, carry, push, pull or otherwise move objects.” Use effective body mechanics to avoid self-injury.
- Verbal and written communications skills in standard business English necessary to effectively communicate with patients/clients of all ages and cognitive abilities, instructors, classmates, health care professionals, and the general public. The ability to understand and convey information essential for the safe and effective care of patients in a clear, concise and rapid fashion and use non-verbal commands appropriate for patients who do not understand verbal commands. The ability to relate information to and receive information from patients/clients in a caring, articulate and confidential manner, using eye contact during communication.
- According to the operating procedures of the Health Careers programs, students in health careers programs must become competent in interpersonal and communication skills to effectively interact with diverse population groups. The ability to communicate in English verbally and in writing is basic to the provision of Allied Health services in a safe and effective manner. Write a grammatically correct progress note that includes all elements of acceptable and reimbursable documentation.
- Freedom from medical and emotional/behavioral disorders that could limit the ability to efficiently perform the duties required of the profession.
- The emotional health and stability for full utilization of intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities, the safe and effective care of patients, and the development of mature, sensitive, and effective relationships with patients, family members and others.
- Ability to follow written and verbal instructions accurately and respond to direction, accept constructive criticism and describe own limitations.
- Capacity for calmness, emotional stability, reasoned judgment, and the ability to react rapidly and appropriately in stressful or emergency situations.

- Adaptability to deal with quick changes in work environment or patient/client status. Ability to prioritize and handle multiple tasks.
- Positive interpersonal skills including cooperation, flexibility, tact, diplomacy, respect, maturity, discretion, honesty, compassion, integrity, motivation and the ability to serve as part of the health care team.
- Enjoy patient/client contact and demonstrate the ability and willingness to work with a multicultural population and persons of all ages.
- A self-directed learner who recognizes that life-long learning is mandatory for the maintenance of health care professional expertise.
- Maintain patient/client confidentiality, observe patient rights and informed consent, and recognize the ethical implications of patient/client care.
- Ability to integrate information, knowledge, skills, and problem solving and apply this to the critical reasoning needed for patient/client treatment and interaction.
- Display a professional image that includes poise, neatness, and good-grooming hygiene.