

# El Paso Community College

## Syllabus

### Part II

## Official Course Description

<b>SUBJECT AREA</b>	<u>Physical Therapist Assistant</u>										
<b>COURSE RUBRIC AND NUMBER</b>	<u>PTHA 1166</u>										
<b>COURSE TITLE</b>	<u>Practicum-(or Field Experience)-Physical Therapist Assistant I</u>										
<b>COURSE CREDIT HOURS</b>	<table border="0" style="margin: auto;"> <tr> <td style="padding: 0 10px;">1</td> <td style="padding: 0 10px;">0</td> <td style="padding: 0 10px;">:</td> <td style="padding: 0 10px;">0</td> <td style="padding: 0 10px;">7</td> </tr> <tr> <td style="padding: 0 10px;">Credits</td> <td style="padding: 0 10px;">Lec</td> <td style="padding: 0 10px;">Lab</td> <td style="padding: 0 10px;">Ext</td> <td></td> </tr> </table>	1	0	:	0	7	Credits	Lec	Lab	Ext	
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Credits	Lec	Lab	Ext								

**I. Catalog Description:**

Provides practical general workplace training supported by an individualized learning plan developed by the employer, college and student. A grade of “C” or better is required in this course to take the next course. **Prerequisites: PTHA 1321 and PTHA 1325 and PTHA 1409 and PTHA 2301. (0:7). Lab Fee. Professional practice Insurance required.**

**II. Course Objectives**

Course objective have been written based on A Normative Model of Physical Therapist Assistant Education (NM) Version 99. All objectives are linked to the corresponding skill in the PTA MACS and current college DACUM study.

- A. Communicate verbally and nonverbally with the patient, physical therapist, and physical therapist assistance in an effective, appropriate and capable manner. NM1.0  
MAC-skill# 2, 3, 11, 12, 21. DACUM 4.1,4.3,4.4,5.4,
- B. Demonstrate sensitivity to individual and cultural differences in all aspects of physical therapy services NM2.0; MAC skill 2, 3, 11, 12, 21. DACUM 4.7
- C. Exhibit conduct that reflects a commitment to meet or exceed the expectations of members of society receiving health care services as well as members of the physical therapy profession. NM3.0; MAC-skill 1- 13 DACUM 2.7, 2.1, 2.2, 2.3, 2.4
- D. Within the process of patient management established by the physical therapist, adjust or withhold intervention based on patient status as determined through observation, data collection and interpretive processes. NM4.0; MAC-skill 1, 3, 4, 5, 6, 7, 8, 9, 12,13. DACUM 2.6, 3.2-3.9
- E. With the assistance of the clinical supervisor, identify that a treatment is not resulting in the desired response, weigh alternatives, and suggest recommend changes within the plan of care established by the physical therapist. NM4.0; MAC-skill 1- 13 DACUM 3.9
- F. Identify the need to problem solve and problem solve with the assistance of clinical supervisor. NM4.0; MAC-skill 6,9

- G. Report changes to supervising physical therapist as indicated by changes in patient status and make adjustments to treatment based on patient re-evaluation or revisions to pt POC. NM4.0; MAC-skill 1, 3, 5, 6, 8, 9, 12, 13 DACUM 4.3, 3.9, 11.5
- H. Instruct aides, volunteers, peers, and coworkers using established techniques, programs, and instructional material commensurate with the learning characteristics of the audience. NM5.0; MAC-skill 1, 2, 3, 7, 11, 15.3
- I. Educate others about the role of physical therapy. NM5.0; MAC-skill 7, 8, 11, 15.3 DACUM 2.1, 2.2, 2.7
- J. Demonstrate competence in performing specific data-collection techniques as delegated by the supervising physical therapist. NM6.0; MAC-skill 14 all, 15.4, DACUM 3.1-3.9
- K. Perform data-collection through review of the patient medical record after patient history and systems review has been performed by physical therapist. NM6.0; MAC-13
- L. Perform data-collection measures with an established tool as delegated by the physical therapist. NM6.0; MAC-skill 14, DACUM 8.1-8.12, 7.6, 7.8
- M. Use information from data collection to progress patient interventions within the plan of care established by the physical therapist and report changes to the supervising physical therapist. NM6.0; MAC-skill 15.1, 15.2 DACUM 4.3, 4.8, 3.9, 6.9, 5.1-5.10, 6.1-6.9, 7.1-7.8
- N. Understand and follow the plan of care written by the physical therapist. NM7.0; MAC-skill 1, 6, 8, 9, 13, 15.1, 15.2 DACUM 2.6
- O. Implement delegated intervention to achieve the short- and long-term goals and outcomes identified in the plan of care. NM7.0; MAC-skill 15.1 DACUM 2.6
- P. Use information from data collection to monitor patient's status and progress toward short- and long-term goals and outcomes and report to the physical therapist who established the plan of care, and when appropriate, to the supervising physical therapist. NM7.0; MAC-skill 1, 6, 9, 13, 14, 15.1, 15.2 DACUM 3.9, 4.3, 11.5
- Q. Demonstrate competence in performing specific data-collection techniques as delegated by the supervising physical therapist in accordance with technical skills mastered in the classroom. NM6.0; MAC-skill 14 all DACUM 8.1-8.12, 11.1-11.7
- R. Provide safe interventions completely based on the plan of care established by the physical therapist to minimize risk to the patient, self, and others. NM8.0; MAC-skill 12, 15.1, 16-20 DACUM 2.6, 1.1-1.9
- S. Implement the delegated interventions within the plan of care established by the physical therapist, monitor the patient response, and respond accordingly. NM8.0; MAC-skill 15.1, 15.2 DACUM 2.6, 6.9, 9.1-10.7, 12.1-12.11
- T. Recognize when interventions have been inappropriately delegated and initiate clarification and modification with the physical therapist. NM8.0; MAC-skill 1, 3, 6, 7, 8, 9, 12, 13, 15.2 DACUM 4.3, 11.5
- U. Adjust interventions within the plan of care established by the physical therapist in response to patient clinical indication and in compliance with state practice acts, the practice setting, and other regulatory agencies. NM8.0, MAC-skill 7, 8, 9, 12, 15.2, 21 DACUM 2.1-2.7

- V. Recognize when intervention should not be given due to changing clinical conditions and defer to the physical therapist. NM8.0; MAC-skill 3, 6, 8, 9, 12, 15.2, 15.4, DACUM 4.3, 1.1, 11.5
- W. Provide patient-related instruction to patients, family members, and caregivers to achieve patient outcomes based on the plan of care established by the physical therapist. NM8.0; MAC-skill 3, 11, 12, 15.1, 15.3 DACUM 4.1, 4.3, 1.6, 5.2, 6.2, 6.4, 6.7, 7.7, 12.2
- X. Complete thorough, accurate, logical, concise, timely, and legible documentation that follows guidelines and specific documentation formats required by state practice act, the practice setting, and other regulatory agencies. NM8.0; MAC-skill 3, 4, 8, 13, 15.4 DACUM 2.1-2.7, 3.1-3.9, 4.1-4.8
- Y. Take appropriate action in an emergency in any practice setting. NM8.0; MAC-skill 12 DACUM 1.4, 1.6
- Z. Use data collection and communication to participate in determining a patient's progress toward specific outcomes as established by the physical therapist plan of care. NM9.0; MAC-skill 14, 15.1, 15.2, 15.4 DACUM 3.1-3.9, 4.1-4.8, 8.1-8.12
- AA. Participate in performing improvement activities (quality assurance) and clinical outcome audits. NM9.0; MAC-skill 3, 4, 7, 8, 9, 10, 12
- BB. Provide services under the direction of the physical therapist in primary, secondary, and tertiary settings. NM10.0; MAC-skill 7, 8, 12, 15.1 DACUM 2.1-2.7
- CC. Utilize human and material resources and services to provide high-quality, efficient, and cost-effective physical therapy services based on the patient's goals and outcomes. NM 10.0; MAC-skill 1, 4 DACUM 11.6, 11.7
- DD. Interact with patient, family members, other health care providers, and community-based organizations and resources for the purpose of coordinating activities to facilitate efficient and effective patient care. NM10.0; MAC-skill 1, 3, 4, 7, 8, 11, 15.3, 21 DACUM 11.6, 4.3
- EE. Supervise the physical therapy aide in patient-related activities as delegated to the aide by the physical therapist and in non-patient care activities as defined by the policies and procedures of the practice setting. NM11.0; MAC-skill 21 DACUM 2.5
- FF. Provide accurate and timely information for billing and reimbursement purposes. NM11.0; MAC-skill 3, 4, 7, 8 DACUM 4.2, 3.1-3.9
- GG. Participate in the organizational planning and operation of the physical therapy services, NM11.0; MAC-skill 1, 6, 7, 8, 10, 11
- HH. Participate in implementation of established public relations activities. NM11.0; MAC-skill 7
- II. Demonstrate commitment to meeting the needs of patients and consumers. NM 12.0; MAC-skill 7, 8
- JJ. Demonstrate social responsibility, citizenship, and advocacy, including participation in community and service organizations and activities. NM12.0; MAC-skill 7 DACUM 2.1-2.7
- KK. Recognize the role of the physical therapist assistant in the clinical education of physical therapy and physical therapist assistant students and prepare to assume that role. NM 13.0; MAC-skill 7, 8, 11 DACUM 2.1-2.7

### III. THECB Learning Outcomes (WECM)

As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

### IV. Evaluation

#### A. Grading Policy

1. The students final grade is determined based on a percentage assigned to specific sub-categories of work. The commonly used categories of work include: 1) Examinations (written and/or practical), 2) quizzes, 3) written homework ( lab activities, online work sheets), and 4) projects/community service/ instructor required observations.
2. The specific percentages assigned to the sub-categories of work are typically 80-90% for examinations, 10% for quizzes and 10% for homework and/projects. However, students are directed to *Part 1 of the Syllabus: Instructor's Course Requirements* for the specific grading criteria for each sub-category and the final grade.
3. Graded work within in each sub-category is averaged and multiplied by the percentage applied to that subcategory. Thus a student who received a 90, 85 and 45 for a subcategory would have an average of 73.3. If that category was worth 20 percent of the final grade, then the student would receive a total of 14.6 points toward the final grade.

4. The final grade, is calculated based on 100% (100 points) and will be rounded to the nearest whole number. Example: 86.7= 87

5.

#### Grading Scale:

The grading scale used the PTA program for all of its courses is as follows:

- 94-100 = A
- 87-93 = B
- 80-86 = C
- 73-79 = D
- 72 and below = F

6. Final grades:  
Students who fail to complete assigned work within each of the sub-categories will receive a final grade based on the summative calculations of each sub-category.
7. Grading of late work: All course work is due on the date identified by the instructor. Late work may be accepted and or graded based on the discretion of the instructor. A student who submits assigned work late, may receive a zero for that work. This will affect the sub-category grade percentage, and may affect the final grade as well. Students are encouraged to submit assigned work on time. See Part I of the Syllabus: Instructors requirements for more details about the grading of late work.
8. The "I" grade is assigned when the student has arranged with the instructor to postpone completion of the requirements of the course. To be eligible for an "I" the student must

be passing the course. Under the institutional grading policy, the awarding of any "I" grade requires a contractual agreement between the student and faculty member to establish the requirements for the student to satisfactorily complete the course. The student must submit the request in writing to the instructor stating extenuating circumstances with supporting documents. ( College procedure 7.04.02.18)

9. Students who receive a grade of Incomplete in a course which is a prerequisite course for another PTHA course may not be able to register for the next PTHA course until the "I" grade is replaced by a letter grade.

B. Progression within the program

Students must receive a grade of "C" in all program courses and must remain in good academic standing with the college or its department to progress in the program. Students not meeting this criteria may be in-eligible for readmission.. Students are referred to program procedure titled *Guidelines for Progression and Readmission in the Physical Therapist Assistant*,

C. Pre-assessment/Post-assessment/ Remediation

1. Students who at midterm are identified as failing a course will be formally counseled with a remediation plan.
2. Some courses may require pre-assessment prior to enrollment in the course. Courses typically requiring pre-assessment include all Clinical/Practicum courses except for the first clinical course. See *Part I of the Syllabus : Instructor's Course Requirements* for specific information.
3. Some courses may require post-assessment at the conclusion of each course, and may be in the form of a comprehensive practical exam. See *Part I of the Syllabus : Instructor's Course Requirements* for specific information.

D. Attendance

1. Students are expected to be prepared and present for each class/lab session.
2. Homework is due at the beginning of the class.
3. Students who are absent from class are responsible for all material.
4. Attendance will be taken for each lecture and lab class.
5. You are considered "late" after class is officially scheduled to begin.
6. Students are expected to contact the instructor prior to being absent by calling on our office phones and leaving a message or informing us in person prior to the expected absence.

E. Tardiness

1. The door will close at the beginning of class.
2. Students who are late will not be admitted to class until the first break.
3. Students who have informed the faculty, that they will be tardy, may be admitted into the classroom, at the instructors earliest convenience.

F. Writing Assignments/Homework/Projects

Students will be required to complete all assignments in order to successfully complete this course.

1. Homework is expected to be completed prior to class and presented to the instructor at the beginning of class.
2. All work is to be handed in on time and in a folder labeled with your name.
3. Late work may be accepted at the discretion of the instructor.
4. Late work may not necessarily receive full credit.

G. Exams

1. If a student must miss an exam, he/she must notify the instructor prior to the exam.
2. Failure to notify the instructor in advance that a student will be absent for the exam, **for any reason**, will result in a grade of "0" for that exam.
3. Make-up exams may be given at the discretion of the instructor. The make-up exam must be taken within the time frame stipulated by the instructor. Failure to take any make-up exam will result in a grade of "0."
4. Students who fail a unit exam will be redirected back to the particular unit or units for additional reading and homework assignments.
5. Students may not bring anything into the testing area other than a #2 pencil. Books, coats, book-bags, back-packs are to be placed neatly away from the testing area.
6. Students should take care of any personal needs prior to the beginning of the examination.
7. No cell phones or other forms of communication devices are allowed in the testing area during an examination.
8. Course Instructors are required to turn in all written exams to the PTAP Program Coordinator.

H. Practical Exams

1. Students will demonstrate competency on technical and communication skills in the lab practical.
2. Program policies applying to exams, applies to the lab practical exam.
3. Some practical exams may be scheduled out of ordinary class time and at a hospital or clinical setting. Students will be required make necessary arrangements to be at all scheduled exams. The student will be required to attend the practical exam at the set location, date and time established by the instructor. Students are expected to abide by all program policies when in situations in which they represent EPCC and the PTA program.
4. The student is judged to be competent when able to perform components of data collection and components of interventions safely, correctly, effectively, and with knowledge of indications, contraindications, precautions and expected results of the interventions.
5. Each practical exam must be passed with a minimum score of 80% in order to have successfully completed that practical.
6. Practical exams may be offered at the discretion of the instructor. Student who fail a critical safety element will not be allowed a retake.
7. There will be no make-up exams for missed practical.
8. Any missed practical will receive a zero.
9. Course Instructors are required to turn in all completed practical exams to the PTAP Program Coordinator.

I. Student readiness/Skill Check off Sheets

1. Prior to the practical exam, students may be given student readiness/skill check off sheets. These sheets are designed to assist the student in demonstrating readiness for the practical exam. These sheets can be used in a peer-to-peer situation or by the instructor.

2. All check-off sheets must be signed by the lab instructor by the set date established.
3. Program policies applying to exams, applies to the process of skills check off as well..
4. The student is judged to be competent when able to perform components of data collection and components of interventions safely, correctly, effectively, and with knowledge of indications, contraindications, precautions, and expected results of the interventions
5. Lab Instructors are required to turn in all student readiness/check off sheets to the PTAP Program Coordinator.

J. Quizzes

1. No make-up quizzes will be given.
2. Students missing a quiz will receive a "zero", unless prior arrangements have been made with the instructor.

K. Presentations

1. Presentations will be done at the front of the class to an audience.
2. Students are expected to utilize appropriate media
3. All presentations will require a hard copy to the instructor and the remainder of the class.
4. Students must be professionally dressed for all formal presentations.
5. All visible tattoos must be covered.

L. Preparation for Class/lab

1. Students are expected to be prepared for class.
2. Being prepared means having completed the reading assignment covering the day's materials so that you are prepared to discuss the material or answer questions.
3. Assigned homework activities are expected to be completed.
4. Students qualify for an "unexcused absence" when they are not prepared for discussion, are considered delinquent, or incomplete in their homework.

M. Community Participation

Participation in physical therapy events is an important part of your professional training. Attendance at GEPD district meetings, fund-raising activities, and community awareness

activities is encouraged. To assist you in translating the hours you spend performing approved community service/ activities into a grade you can use the following:

- (1) Attendance at Greater El Paso District (GEPD) meetings=1 PT/meeting.
- (2) Volunteering on a GEPD committee = 4 Pts
- (3) Any other pre-approved volunteer work (e.g., Presentations out of class, HCOP tours, health fairs) *Instructor approval and designation of points required.*
- (4) Attendance at State or National conferences = 5 points
- (5) GEPD Fun Run = 4 points

Document of attendance is required.

SPTA Club activities do not apply.

All visible tattoos must be covered when the student is representing the program both on and off campus.

Community service requirements are specified in the *Instructor's Course Requirements*.

N. Dress Code for Lab

1. Students should arrive to lab dressed in the designated shirts and shorts. In addition, women are required to wear either a halter top or sports bra. Long hair should be tied back. Nails should be trimmed very short. Avoid jewelry, only a wedding band and non-dangling earrings may be worn.
2. Students not appropriately dressed for lab will be provided with a hospital gown.

O. Journals

1. Reflective journals may be required each semester and are specified in the Instructors Part 1 of the specific syllabus.
2. Reflective writing should a) include your observations and reflections about how you are learning what you are learning and b) a discussion of your successes and difficulties with your learning strategies.
3. Students will be expected to keep a journal on a weekly basis throughout the course.
4. The size of paper to be used is 8"x11" and should be kept in an 80-page spiral binder.
5. Journal entries should be a minimum of once a week and should be dated.
6. One line is allowed between entries. You should use the entire line, leaving **either** the left or right margin free but not both margins.
7. Please do not use "gel" paper for your journals.
8. These journals may be in the form of weekly email, or discussion boards on Blackboard.

The content of the journal itself will not be evaluated; however, it should focus on the criteria outline above.

All entries are confidential. Journals are yours to keep at the end of the semester. The grade on the journal will be specified in the *Instructor's Course Requirements*.

P. Electronic devices

All communication devices ( cell phones, I-Pads) are not permitted in the classroom. They should be placed in silent mode until class is dismissed. See the Instructors requirements (Part 1 of the syllabus) for specific instructor policies.

Q. Children in the Classroom

The college has a policy on children in the classroom. Children are not generally permitted in the classroom.

R. Informed Consent

Students who are enrolled in this class may be asked to play the part of the patient, care-giver of the patient, or other role as defined by the situation during laboratory classes, practical exams, or other classroom experiences.

S. Privacy and Confidentiality

Students are expected to ensure that the privacy of their classmates, faculty, and classroom guests is maintained at all times. Students who have access to medical or personal information that by law is to remain confidential shall be required to maintain that confidentiality unless the person who owns the information releases that confidentiality.

T. Honors Credit

If you are participating in the Honors Program and wish to do a project for Honors credit, please see the instructor. Honor's projects are negotiated between the instructor and the student; they are



completed in addition to regular course work assignments; you must complete the project according to the Honors Contract; and you must receive an “A” or “B” in the course.

**V. Disability Statement (American with/Disabilities Act [ADA])**

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

**VI. 6 Drop Rule**

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.