

*Pennsylvania College of Technology
School of Nursing & Health Sciences
Department – Physical Therapist Assistant*

Course Number: PTA215

Course Title: Level 1 Clinical Experience

Credits: 2 Credits

Date: Fall 2022

Location: Clinical Education Site

Course Instructor: Christine Tilburg, PT
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Course Description:

An integrated clinical experience to occur in an acute care, outpatient, or a long term care facility with the opportunity to observe clinical treatment and apply skills and knowledge gained during the first technical semester of the PTA program. All activities will be performed in the presence of a licensed physical therapist. Minimum of 120 clinical education hours for the course 2 Credits (0 lecture – 6 Clinical Experience). *Corequisites:* PTA220, PTA226, PTA230. **Fall Only**

Transportation and travel expenses will be the responsibility of the student.

Student Outcomes:

Upon successful completion of this course, the student should be able to:

1. consistently demonstrate appropriate professional behaviors during interactions with patients, family, caregivers, physical therapy personnel, instructors, and classmates by performing at the intermediate level or higher on the Professional Behaviors Assessment Tool;
2. demonstrate the ability to safely and competently perform physical therapy data collection and treatment interventions from within the physical

therapist's plan of care with moderate guidance by a physical therapist or physical therapist assistant;

3. demonstrate the ability to adequately communicate with the physical therapist or physical therapist assistant regarding treatment interventions, data collection, and patient response to treatment with moderate guidance from a physical therapist or physical therapist assistant;
4. compose written documentation, with moderate guidance, that is compliant with regulatory agencies and includes appropriate information regarding all aspects of the patient's treatment, including their response to treatment;
5. demonstrate the ability to assist the supervising physical therapist with education of a patient or family member;
6. demonstrate the ability to participate in scheduling and other routine physical therapy departmental administrative procedures with moderate guidance;
7. identify common administrative roles and duties through attendance at departmental meetings, committee meetings, care meetings, or case conferences as appropriate;
8. demonstrate technical skill performance and behaviors legally and ethically with occasional guidance for routine situations; and
9. demonstrate the ability to discuss and reflect on experiences gained in clinical education while ensuring patient confidentiality.

Course Rationale:

This is the first clinical experience for students to begin to integrate skills and knowledge learned during the first two semesters of study and apply techniques and skills to clinical situations. It is necessary for students to understand the role of the physical therapist assistant in various clinical settings, conduct themselves in a manner that is reflective of the profession of physical therapy, and adhere to ethical and legal standards of practice. This will satisfy the CAPTE requirement for an "integrated clinical experience" that occurs "before the completion of the didactic component of the curriculum".

Information Literacy Requirements:

Given a clinical problem, students will understand the need to complete a chart review and any assigned reading or additional research needed to fully understand the problem presented to them. Students will complete this process in an efficient and timely manner, while determining relevant information specific to the problem. The student will practice communication skills with the

supervising therapist, and the patient and caregiver(s), sharing information appropriately. The information literate student will incorporate new knowledge into the existing knowledge base and as an integral part of the professional ethics, will possess a sufficient knowledge of plagiarism to avoid it and its penalties.

Required Text(s):

Wedge, Francis M.; Physical Therapy Clinical Handbook for PTAs, 4th Edition, 2023 Jones and Bartlett Learning

It is expected that the student may need to use any textbooks, handouts, or class notes as reference during the clinical experience. The student may also need to complete literature searches for further information.

Required Materials:

1. PTA polo shirt to be purchased from the College Store (opportunity for purchase will be organized), Penn College PTA student name tag supplied by the College, any other books, articles, or notes that will provide complete information and enhance clinical experience.
2. PhysioU Subscription
3. Laptop Computer (Windows 7 or higher, MAC OSX 10.4 or higher recommended)
 - Intel Core i5 or i7 (generation 5 or higher) processor (recommended)
 - 8 GB RAM (recommended)
 - 250+ GB Solid State Disk (SSD) drive (recommended)
 - Webcam and microphone required
 - Internet Connection (cable or DSL highly recommended)
 - Additional plug-ins may be required (Information Technology Services - Student Help Desk available for assistance)

*Chromebooks and other devices running ChromeOS are **prohibited**

PhysioU: an online rehabilitation education tool that combines the latest technology and evidence-based research to aid your learning process. Penn College PTA students will utilize PhysioU throughout the entire curriculum in several courses during lecture, lab, and at home. This web-based platform can be used on a computer, smartphone, or tablet. A subscription is required and instructions for activating your account will be provided on the first day of this course.

Library Resources: Access Physiotherapy is a database that has been purchased by the library for the benefit of the students in the PTA program, as well as other students in the School of Nursing & Health Sciences. The database contains a wealth of information that will be of benefit to you as you progress through this course. I encourage you to visit the database on the library website, or via this link: [Access Physiotherapy](#)

Library Guide: Madigan library has created a research guide for your use in this program. Within the research guide you can find assistance with APA formatting, how to create a search, and other

helpful resources. Please visit the site and become familiar with the resources that are available to you. Visit the Guide here: [Physical Therapy](#)

Course Policies and Procedures:

The first scheduled class of the semester will occur during the ninth week of classes in the form of a full-day workshop. Focus will be policies and procedures, behaviors, and expectations during Level I Clinical Experience. For the following eight weeks of the semester, the student will participate in clinical education experiences two full days per week located at the assigned clinical education site under the direction of the clinical instructor (CI). During the clinical experience, the student will be responsible for all “homework” given by the clinical instructor and any needed preparatory work for each day at the site. The student will also be responsible for a weekly entry in a “Self-Reflection Journal” to be submitted weekly to the clinical director. The journal will be graded according to completion, not content.

PTA Program Manual: Each student can access the PTA Program Manual via the Penn College portal under the Physical Therapist Assistant program heading. All students are responsible for knowledge and implementation of all information included in the manual. Each student must “sign off” as an acknowledgement that they have read, understand, and will follow the contents of the manual. Please refer to the manual for further specific instructions.

Clinical Experience Requirements:

Students must be accountable for all required documentation supporting current and future clinical experiences. It is the responsibility of students to ensure that all requirements are complete, current, and submitted to College Heath Portal and Teams file appropriately, as they advance through the program.

All documentation must be maintained in a personal file, both physical and electronic, for ready access to assigned clinical experience sites.

This documentation includes:

- Health Questionnaire, inoculation records, and blood work results
- Hepatitis B series (immunizations)
- Current flu shot documentation
- Completed drug screening
- COVID Vaccine Completion of the approved vaccine dosage regimen defined by the clinical education site:
 - Single dose of Johnson & Johnson or
 - Two-dose Pfizer series or
 - Two-dose Moderna series.

*While Pennsylvania College of Technology does not require the COVID19 vaccination, clinical sites are subject to the CMS vaccination mandate and, therefore, vaccination will be required for students in paramedic, physician assistant studies, nursing, physical therapist

assistant, surgical technology, and radiography programs to be in compliance with our clinical site affiliation agreements.

- 2 Step PPD test results (updated yearly)-2 step PPD test is offered at PCT Health Services for a fee
- Current clearances, updated yearly:
 - PA State Police Background Check
 - FBI Criminal Background Check with Fingerprinting (Indentigo)
 - Child Abuse Clearance Form
- Proof of malpractice insurance coverage
- Personal health Insurance verification
- Current CPR Certification through the American Heart Association
- Completion of training in Standard Universal Precautions, TB transmission, and HIPAA Compliance
- Any other health requirements, documentation, orientation or application materials requested by the selected clinical site.

Clinical Education Paperwork:

Students are required to use a binder to organize all of their necessary clinical education paperwork and requirements. Students must be able to produce documented proof of compliance with clinical education requirements for their clinical instructor, or other personnel at the clinical site if requested. A check off for verification of completeness will be done prior to the start of clinical education.

Students will also be mandated to also comply with any other site-specific requirements. The student will be made aware of these at the time of site selection. Failure to comply and maintain current documentation in the PTA Program office will result in disciplinary action of a written warning per the process described in the PTA Program Manual. Failure to submit current records to assigned clinical experience site will also result in disciplinary action of a written warning.

Should a student not comply with the above requirements, the following will be applied:

1. If a student has failed to submit all necessary documentation three weeks after the due date, he/she will be issued the first written warning.
2. A second written warning will be issued if all necessary documents are not received 14 days following the first written warning.
3. A third and final written warning will be issued if all necessary documentation is not received 14 days following the second written warning.

At the time of the third written warning, the student will be withdrawn from the course and receive a failing grade and will be subject to re-entry as noted in Program Manual, section 3.15 Academic Standing and Re-entry Procedure.

Exceptions for legitimate hardship or difficulty may be requested and granted by the PTA program director or PTA clinical director.

Should a student not comply with site-specific student requirements (as designated by assigned clinical site), the following will be applied:

1. If a student has failed to comply with all requirements on the designated due date, he/she will be issued the first written warning.
2. A second written warning will be issued if the student has not complied with requirements within one week following the first written warning.
3. A third and final written warning will be issued if the student has not complied with all requirements within one week following the second written warning.

At the time of the third written warning, the student will be withdrawn from the course and receive a failing grade and will be subject to re-entry as noted in standard 3.15 Academic Standing and Re-entry Procedure.

Exceptions for legitimate hardship or difficulty may be requested and granted by the PTA program director or PTA clinical director.

Clinical Education Attendance, Absences and Emergencies:

Attendance is required for all clinical experiences as per PCT Attendance Policy statement. If a student is ill or has an emergency, he/she must contact the clinical instructor and the clinical director as soon as possible by phone or email. If the clinical director is not reached by phone, contact the program secretary via phone. All phone calls must be followed up with an email to the clinical director. The clinical instructor must be contacted prior to the scheduled start time for the day, whenever possible. All absences from a part time clinical education, in excess of the PCT Attendance Policy must be remediated at the convenience of the clinical instructor, and with the approval of the clinical director. Excessive absences may result in failure of the clinical education experience.

In the event of a delay in arrival at the assigned time, the student must contact the clinical instructor **prior to the scheduled arrival time**. Students are required to contact the clinical director via e-mail or phone on the same day as the missed time occurs.

Any student missing more than three days or three tardy episodes will be considered to have excessive absences or tardy episodes and will result in disciplinary action and possible course failure. Tardy is considered any arrival 1 to 29 minutes after the designated starting time of clinical education. A late arrival of more than 29 minutes constitutes an absence and the time will need to be made up at the convenience of the clinical instructor.

Consideration will be given for extenuating circumstances.

In the event that Pennsylvania College of Technology has a closing, delay, or early dismissal during the academic portion of the curriculum, the student is not required to attend his/her clinical experience. If Penn College has a delay or the College closes (a snow day, for example), the student is permitted to attend his/her clinical affiliation at the discretion of the student and clinical

instructor. If the College should close when the student is already at the facility, the student may leave the site. If the College delays opening and the student does not begin his/her clinical experience at the expected arrival time, the student will report to the site when the college is scheduled to open. Please note: The normal business day for the College begins at 8:00 a.m. Therefore, if a two hour delay is called, the student reports at 10:00 a.m., even if the normal start time is earlier. It is the student's responsibility to call the clinical instructor and notify him/her of a delayed start time or closing.

Absences in the event of College delays and closings and facility closings are not counted against the student and any make-up time for these will be dealt with on a case-by-case basis.

If the clinical site recognizes a holiday and is closed or has limited staffing/treatments scheduled, Pennsylvania College of Technology also recognizes that holiday and the student will not be expected to participate in clinical education or make up those hours. The student should discuss this with his/her clinical instructor in advance of the holiday.

Guidelines for Attendance Requirements:

1. Students are responsible for their own transportation to/from clinical sites.
2. Students are required to attend all scheduled clinical education.
3. Students must be responsible first to the clinical instructor in the event that they cannot attend their scheduled clinical education. The student must notify the clinical instructor **prior to the scheduled arrival time** for the student. The student must notify the clinical director via e-mail or phone **on the same day** that the missed time occurs. Failure to notify the clinical site or the clinical director will result in disciplinary action of a written warning.
4. Students are expected to arrive on time for a clinical experience. Utilize the following guide: "Arriving on time is late; arriving 10 minutes early is on time."
5. In the event that the student misses clinical time without prior approval from the clinical instructor and without notification of the clinical instructor and the Clinical Director (unexcused absences), the student will be subject to disciplinary action.
6. If a student becomes ill or gets called away from a clinical experience due to an emergency, the clinical instructor is to be notified immediately and the clinical director is to be notified as soon as reasonably possible. The need for make-up time will be determined by the clinical staff and program faculty.
7. Missed clinical time due to pregnancy shall follow the School of Health Sciences Handbook Statement on Pregnancy and Childbirth, Student Absences for Pregnancy or Childbirth.

School of Nursing & Health Sciences [Statement on Pregnancy and Childbirth](#)

Cell Phones and other personal electronic devices:

The student is expected to remain in compliance with guidelines for cell phone and other electronic device usage of the clinical site. If the facility does not have specific policy regarding cell phone usage, all cell phones or other electronic devices must be turned off upon arrival at the clinical site

and only utilized during lunch break. The student must discuss appropriate use of cell phone for the purpose of information retrieval as permitted by the clinical instructor.

Expectations for Behavior during Clinical Education:

The student is expected to be reliable, respectful, and responsible at all times. Professional behavior is of utmost importance and the student is expected to adhere to the Penn College Code of Conduct, as well as the rules, regulations, and procedures of the facility while on site. A critical part of the development of professional and ethical behavior is maintaining patient confidentiality, following standard safety procedures, and responding positively to supervisory feedback. While professors, supervisors, and other staff will provide guidance and direction to the development of professional behaviors, students are responsible for following through and committing to becoming a professional. Each student is responsible for reading and adhering to the APTA Guide for Conduct of the Physical Therapist Assistant, Standards of Ethical Conduct for the Physical Therapist Assistant, and the Value Based Behaviors of the PTA.

In addition, each student is expected to consistently demonstrate appropriate professional behaviors during interactions with patients, family, caregivers, physical therapy personnel, instructors, and classmates by displaying all professional behaviors at the Intermediate level on the Professional Behaviors Assessment Tool.

Dress Code:

Appropriate dress for a physical therapist assistant includes clothing that is modest, versatile, and professional. In working with patients, therapists must be able to move comfortably to meet the demands of caring for patients yet make a good first impression to those encountered in the various settings. In some settings, PTAs have a required uniform consisting of khakis and polo shirts, while in other settings, scrubs may be required. This standard is intended to assist students of the PTA program to present themselves in a manner consistent with the clinical environments in which they are being prepared to work.

Clothing and appearance contribute to the professional image of healthcare workers, influencing how the worker is perceived. First impressions are lasting impressions, and many times, fair or not, a person is initially judged by their outward appearance. Students are representing the College, the PTA program, and themselves. Dress should be professional.

Personal Grooming

The following standards must be met by all students:

- Hair should be clean and not interfere with provision of care. Hair color and hair style must be of natural appearance. Long hair must be pulled back if interfering with treatment implementation.
- Individuals with facial hair should be neatly shaven and/or trimmed and clean.
- Due to environmental allergies or patient sensitivities, no perfumes or aftershaves shall be worn.

- Fingernails must be clean and well-trimmed, not extending past the fingertips. No artificial nails, nail wraps, nail tips, and other nail jewelry or gems.
- The student should not wear any jewelry that may interfere with treatment. Students are required to remove all jewelry from eyebrows, lip, and/or tongue. No gauges or large hoops in ears are acceptable. A small “stud” nose piercing no larger than 1.5 mm is acceptable.
- No offensive tattoos, including tattoos of nudity, profanity, or of discriminatory nature are permitted and must be covered at all times.

If a student is not dressed appropriately, the clinical instructor may opt to send the student home to change. The student must make up the work at the convenience of the clinical instructor. If the student does not make up the time, it will be considered as an absence and will be subject to disciplinary action.

Academic Success Software (Starfish):

I care about your success! Penn College uses Starfish, a college success and retention program, to help identify students who may need additional support in order to achieve academic success. Starfish also helps to celebrate your academic achievement (kudos)! Throughout the semester, you may receive emails from Starfish regarding your course grades and academic performance. If you receive one of these alerts (flags), please keep in mind they are meant to help you achieve success – they do not affect your grade or carry any punitive action. We have so many ways to support our students, and Starfish is a customizable tool that will help us get you connected to the services and resources you need. Starfish can be accessed through a direct link on P.L.A.T.O.

Academic Dishonesty Policy/Procedure (P/PR 4.45) (Recommended Language)

Upon admission to Penn College, students make the unqualified commitment to responsible, ethical academic conduct. Academic dishonesty is contrary to the mission of the College and to the best interest of its members. Therefore, students are expected to represent themselves, their work, and the work of others with honesty and integrity as outlined in [P 4.45](#). This policy provides definitions of the different types of academic dishonesty, which go beyond cheating and plagiarism.

Charges of academic dishonesty will be taken seriously. Students found guilty of academic dishonesty will be subject to action and penalties as the circumstances justify, including suspension or expulsion from the College.

Any staff or faculty member who believes a student is guilty of academic dishonesty will follow the complaint procedure ([PR 4.45](#)).

Plagiarism & Turnitin:

Penn College is committed to preserving academic integrity as defined in College policies. Penn College and its faculty members reserve the right to use electronic means to detect and help prevent the inappropriate use of intellectual property. Students agree that by taking this course all

assignments are subject to submission to Turnitin for review of textual similarity. A Dropbox will be set up on P.L.A.T.O. for students to submit their assignments. Once placed in the Dropbox, the assignment will be submitted to Turnitin. Assignments submitted to Turnitin will also be included as source documents in Turnitin's restricted access database solely for the purpose of identifying sources of material. The terms that apply to Penn College's use of Turnitin's service are described on the [Turnitin](#) website.

Plagiarism is defined in the Penn College statement on Academic Dishonesty ([P 4.45](#)) as "using the idea, data, or language of another without specific or proper acknowledgement." All published and unpublished material, whether in printed or electronic form, is covered under this definition. This definition applies whether material is presented orally (for example, in a presentation) or in writing, or if the content includes visual information (for example, charts, graphs, illustrations).

The definition also applies to the reuse of one's own work without proper citation—this is known as self-plagiarism. Self-plagiarism results when a student submits an original work to more than one course (or the same course), without proper acknowledgement that the work, in large sections or in its entirety, has been previously submitted. Moreover, submitting a work multiple times in this manner requires faculty permission (see "multiple submission" in the College's Academic Dishonesty Policy, P 4.45). To avoid self-plagiarism, the core of the new work must constitute an original creation, and thus an original contribution to the body of knowledge in a particular field.

Whether deliberate or unintentional, plagiarism is open to the charge of academic dishonesty. As such, it is imperative that all members of the Penn College community understand the concept of plagiarism and diligently strive to provide appropriate attribution in all academic contexts.

Types of Plagiarism:

The most common types of student plagiarism, in order of frequency, include:

Type 1: failing to credit correctly the original source of ideas integrated into the student-generated work. All source material must be credited within the text; just listing a source in a bibliography is not sufficient to avoid plagiarism; and

Type 2: incorporating exact wording of a passage without using quotation marks and correct in-text citation, endnote/footnote, and reference list. Just listing a source in a bibliography is not sufficient to avoid plagiarism.

Academic integrity demands due diligence in both understanding and avoiding plagiarism. In academic work, plagiarism can be avoided by correctly attributing material incorporated into an assignment to the original source of that material.

During this course, plagiarism will not be tolerated on any assignment. All work that is handed in must be of your own completion. Be sure to give proper credit to any and all sources used to

complete the written assignments both within the text of the assignment, and also at the end of the assignment.

Please review the College's policy on plagiarism and academic dishonesty, as it will be strictly followed. It should be noted that plagiarism is a serious offense, and may lead to immediate failure of the course – even for the first offense.

Disability and Access Statement:

The Penn College community strives to make all learning experiences as accessible as possible. Any student, who feels they may need an accommodation based on the impact of a disability (including mental health, chronic or temporary medical conditions), should contact me privately to discuss your specific needs. However, determination of your eligibility for accommodations will be based upon the documentation that you must submit to the Disability and Access Resources office.

Please contact the Disability and Access Resources office at (570) 320-5225, dar@pct.edu, Bush Campus Center, Room 202, to discuss the steps necessary to coordinate reasonable accommodations.

Student Support Services:

Students requiring assistance with personal counseling, career counseling, or academic counseling should contact [Counseling Services](#) or by phone at 570-327-4765, or visit them in the Campus Center, Rm. 204.

Homework and Reflection Entries:

The student is expected to come to the clinic prepared each day. At the discretion of the clinical instructor, the student is responsible for any and all “homework” that the instructor feels will enhance the learning experience in the clinic. This may be related to a specific patient seen, diagnosis, or treatment intervention. The student is responsible for investigation of knowledge and information of areas that will assist the patient/client and help to fully understand the patient problem. The instructor will take responsibility for homework and discussions related to homework. In addition, each student is required to complete a weekly reflection entry in a “Self –Reflection Journal”. The purpose of this journal is to help each student synthesize the material learned in the classroom with patient interventions in the clinical setting in “real-life” situations. Although the population of customers being served will be similar, the experiences each student will have will be vastly different. This will also provide an opportunity for the student to articulate thoughts regarding the clinical experience in order to achieve the best possible learning opportunity. This weekly entry will be submitted to the clinical director. It will be graded according to completion, not content.

- One entry is due weekly during each of the clinical experiences
- Prompts will be provided weekly on PLATO as a guide for journal entry.
- Each entry shall be no more than two pages, double spaced, size 12 font

- Entry should be submitted to the clinical director in the corresponding drop box on PLATO by 11:30 PM on the date assigned on PLATO.

Reflection Journal Rubric

| Grading Category | 1 Point | 0 Points | Score |
|---|---------|----------|-------|
| Reflection responds to prompt provided by instructor and is written with minimal to no grammatical or spelling errors | Yes | No | |
| Reflection is submitted by deadline via Dropbox on PLATO | Yes | No | |
| Total Score | | | /2 |

Clinic Visits and Phone Conferences:

The clinical director will attempt to visit each student at least one time during the course of their three clinical experiences. The purpose of the visit is three-fold:

1. to determine if the student is able to integrate learned material into the clinical setting
2. observe the facility and operations
3. assess the competency of the clinical instructor

A phone call interview will be made during each clinical experience in which a visit was not possible. Further phone calls and/or visits will be made at the discretion of the clinical director, clinical instructor, or the student as deemed necessary.

Monitoring Student Performance during Clinical Education:

In order to ensure that students are contacted by program faculty (clinical director) while performing clinical education off campus and that student performance is addressed.

1. Students will participate in one integrated clinical education experience which takes place one day a week for a semester. During this experience, students will have the opportunity to speak with the clinical director during office hours and as needed by prior arrangement. A site visit and/or phone call will be made to the clinical site at least once during the clinical experience during which the CI will have the opportunity to address the student’s progress and performance. If a visit is requested by the clinical instructor, the clinical director must be notified. A log of each phone call and site visit will be maintained in the student’s confidential program file.
2. Students will participate in two seven week, full time clinical affiliations. The program clinical director will contact the student and the CI by phone prior to mid-term of each clinical experience. An on-site visit will be made if possible as requested by the student, by the CI, or if the program faculty deems necessary. Every attempt will be made to make a site visit under the following circumstances:

- The CI indicates that the student is having difficulty with clinical performance, attendance, behavior, safety, or any other problem that may cause the student to be unsuccessful in clinical education.
 - The CI or CCCE requests a visit from the program faculty
 - Program faculty has concerns about the quality of the clinical experience
 - Student requests a visit from the program faculty
3. A visit log will be completed for each clinical site visit and maintained in the student's confidential file.
 4. Follow-up communication via repeat site visit or phone calls will be determined by the clinical director in conjunction with the clinical instructor and/or student and will be facilitated by the clinical director. Confidential records will be maintained of all communications.

Course Withdrawal Policy:

In keeping with college policy as stated at [Terminations, Drops and Withdrawals](#), (P/PR 4.31) a student may withdraw from this course between the third and the thirteenth week of the regular semester. The course will remain part of the student's schedule and will appear on their official transcript.

Because this course is only offered in the fall semester, students who withdraw from this class will no longer be able to continue in the PTA major. Students may be considered for acceptance back into the program with the next cohort of students. See section 1.25 of the PTA Program Manual for additional details.

Early Termination of a Clinical Experience:

The Penn College PTA Program Clinical Director, with input from the clinical site CCCE and/or clinical instructor may choose to have early termination of a student's clinical experience if the student is demonstrating unsatisfactory clinical performance or poses a safety threat at the clinical site. This decision will be based on written warnings and disciplinary action with input from the CCCE and/or clinical instructor. If at all possible, the clinical director will meet in person with the student and the clinical instructor. Final decision to terminate a clinical experience will be made by the PCT PTA clinical director.

Clinical instructors must keep the clinical director informed of any potential or observed problems. Documentation of the unsatisfactory performance episodes, safety issues, and/or professional behavior issues are a requirement. **If it is felt that a student needs to be removed from a clinical experience, please notify the clinical director immediately.**

Clinical Reassignment:

If a student is not able to complete the required hours for a clinical education experience, an alternate clinical experience may be provided. Possible reasons for this include:

1. Family crisis
2. Health status
3. Conflict with the clinical instructor
4. Insufficient patients at a clinical site to provide an adequate clinical experience

The clinical director and PTA program director will decide whether a student is eligible for a clinical reassignment on an individual basis. A student is permitted just one opportunity to be considered for a clinical reassignment during participation in the PTA program.

Program Dismissal due to Purposeful or Reckless Behavior during Clinical Education:

The School of Health Sciences utilizes an investigation algorithm to determine student culpability and resulting sanctions for incidents occurring within patient-care settings. As noted in the investigation algorithm, certain behaviors are mapped directly to program dismissal with no option for remediation or deceleration. These are **conscious** behaviors that are carried out with the intent to do harm or with knowing disregard for substantial and unjustifiable risk to self or others. Within the PTA program, *examples* of such behaviors include the following:

Disregard to patient confidentiality

Fabrication and/or falsification in any documents/communications pertaining to patient care

Students charged with these types of behaviors will face immediate removal from all patient-care settings while the investigation is underway, as explained in the [Penn College Health Sciences' Investigation Algorithm](#).

Grading System and Procedures:

All clinical experiences are graded on a *Satisfactory/Pass or Unsatisfactory/No-Pass* basis. The APTA PTA Clinical Performance Instrument (CPI) is completed by the clinical instructor, but the clinical instructor does not make the final determination of *Satisfactory/Pass or Unsatisfactory/No-Pass* grade. Students are required to meet the basic competencies in a satisfactory manner as outlined below. The student must also complete all assignments made by the clinical instructor at the facility, have satisfactory attendance for the clinical experience as outlined in the PTA program policy, provide in-service at the two full-time experiences, and submit all entries for the Self-Reflection Journal. The student must pass all clinical education experiences in order to meet the requirements for graduation.

This decision for *Satisfactory/Pass or Unsatisfactory/No-Pass* is a professional judgement based on the following:

1. "Significant Concerns" identified by the clinical faculty If one or more "significant concerns" are identified on the final evaluation, the student may receive an *Unsatisfactory/No-Pass* grade for the clinical experience.

2. Problems or concerns raised by the student and clinical faculty during the clinical experience that have not been effectively resolved.
3. How the problems in #2 affected patient care and safety as well as the student's chances of performing at entry-level by graduation
4. Whether the problems in #2 fit a pattern of problems that were evident during the student's academic coursework and/or prior clinical experiences.
5. Clinical director consultation with the student, CI, CCCE, and PTA Director
6. The uniqueness or complexity of the clinical site
7. Whether or not all outcomes on the course syllabus have been met (such as expected professional behavior levels).

The Final decision as to whether or not a student passes the clinical education experience is made by the PCT PTA clinical director. If the clinical director determines that there is a question about whether a student's performance is acceptable, the clinical director consults with the PTA faculty and PTA program director for further consideration.

If a student is required to repeat a clinical education experience, details about site, length, and objectives will be determined by the clinical director.

Course Structure and Calendar:

| WEEK | DESCRIPTION | ASSIGNMENT |
|--------------------------|------------------------------------|--|
| Oct 12 | Clinical Education Preparation Day | Email will be sent to prepare |
| 1 Tues/Thurs | Begin Clinical experience | Request copy of site's mission, philosophy, and vision. Discuss expectations with CI. Assignments: <ul style="list-style-type: none"> • Reflection PLATO Entry • Clinical assignments |
| 2-3 Tues/Thurs | Clinical Experience | <ul style="list-style-type: none"> • Reflection PLATO Entry • Clinical assignments |
| 4 Tues/Thurs | Clinical Experience, MIDTERM | <ul style="list-style-type: none"> • Reflection PLATO Entry • Clinical Assignments • MIDTERM - CPI |
| 5-7 Tues/Thurs | Clinical Experience | <ul style="list-style-type: none"> • Reflection PLATO Entry • Clinical Assignments |
| 8 Tues/Thurs | Clinical Experience, FINAL | <ul style="list-style-type: none"> • Reflection PLATO Entry • Clinical Assignments • FINAL - CPI • All Forms |

Disclaimer:

The instructor reserves the right to modify this syllabus in regard to course policies and procedures issues at any time during the semester with timely notification to enrolled students.

COVID-19 Related Information:

Our commitment to a healthy campus

The COVID-19 pandemic demands that we view our world in a different light. Now, more than ever, we are compelled to honor our institution's core value of a "Community of Respect." As a member of the Penn College Community, I understand my moral and ethical obligation to:

Commit to care for myself

- *Practice good hand-washing behaviors.*
- *Regularly clean all personal and shared spaces.*
- *Wear a face mask.*
- *Regularly wash cloth face masks.*
- *Comply with social-distancing guidelines.*
- *Immediately seek medical advice/attention if I have symptoms of COVID-19.*

Commit to care for others

- *Wear a face mask to protect others.*
- *Encourage others to wear a mask and comply with social-distancing guidelines.*
- *Avoid interacting with others if I have symptoms, or if I may have been exposed to someone with COVID-19.*
- *Follow all quarantine or isolation directives.*

Commit to Care for Our Community

- *I understand that the continuity of our educational environment and mission depends upon every single one of us taking mitigation measures seriously and respecting our fellow campus-community members through necessary actions.*
- *Additionally, I acknowledge that Penn College is a part of a greater surrounding community, and that I also have a responsibility to keep our neighbors safe through my actions.*

We know from existing data that wearing a mask in public can help prevent the spread of COVID-19 in the community. In accordance with PA Department of Health regulations and guidance from the Centers for Disease Control and Prevention (CDC), all Penn College students, and employees who have not provided documentation of COVID-19 vaccination, must be **masked indoors**. Masks **MUST** be worn appropriately (i.e., covering both your mouth and nose).

Individuals are welcome to continue wearing masks on campus, even if they are fully vaccinated, and will be supported in their choice to do so. The College recognizes that individuals have varying degrees of comfort with the changing of mask requirements.

Students who have not provided documentation of COVID-19 vaccination may not attend class or enter College buildings without a mask. This is to protect their health and safety, as well as the health and safety of their classmates, instructors, and the Penn College community. Anyone who has not provided vaccination documentation and is attending class without a mask will be asked to put one on or leave. Students who are unable to wear a mask due to health reasons are required to coordinate necessary accommodations through Disability and Access Resources. We are a community of learners and overt non-compliance places others at risk, and therefore, will be addressed through the Student Code of Conduct.

Faculty may request that students and other visitors to their office space be masked--even if vaccinated. Everyone is encouraged to respect this request as many individuals have varying degrees of comfort with changing masks requirements. If unwilling to accommodate this request, other meeting modalities may be explored to accommodate a student's need.

Attendance is essential for learning and skill development, and the expectation remains that you attend your lectures/labs, except when you are sick or have been exposed to someone who is symptomatic or has tested positive for COVID-19. Before you attend class, you must complete Penn College's daily screening and remind yourself that we **ALL** have a moral and ethical obligation to protect the wellbeing of our community². Therefore, students **are not** to report to lab/lecture if they are demonstrating any COVID-19 symptoms OR if they have been knowingly exposed to someone with COVID-19. If you are unable to report to lecture/lab due to COVID-19 symptoms or exposure risk, you are to contact College Health Services and then communicate with me, via email, informing me that you will not be in class.

To the extent their health permits, students are required to stay current with course materials and remain in communication with me. Students will be permitted to make-up missed assignments/exams when taking required precautionary measures while we all attempt to safely navigate the pandemic.

For the most up-to-date guidance on COVID-19, visit the College's [Continuity of Operations plan](#), which is updated regularly.

Syllabus Sign-Off

After reading the syllabus, fill out this page and upload to the designated drop box in PLATO

Class: PTA 215 Clinical Experience 1A

Semester:

I _____ (print name) have read the syllabus and all documents the syllabus refers to. I understand the entirety of the syllabus including policies, procedures, grading and required outcomes. I do not have any questions or concerns with the syllabus that I have not already brought to the attention of the instructor. All questions or concerns with the syllabus have been answered to my satisfaction.

Commit to care for our community

I understand that the continuity of our educational environment and mission depends upon every single one of us taking mitigation measures seriously and respecting our fellow campus-community members through necessary actions. Additionally, I acknowledge that Penn College is a part of a greater surrounding community, and that I also have a responsibility to keep our neighbors safe through my actions.

Student (Print): _____

Signature: _____

Date: _____