



Application for Physical Therapist Assistant Program

PHASE 2 - CLINICAL

Deadline: April 15, 2025

Last Name First Name Maiden Name Middle Name
Telephone Number Cell phone number
Social Security # Alternate phone number
Student ID # Working Email:

Mailing Address Street City State Zip Code

Have you applied to this program before? Yes No Year:

Are you transferring from another college? Yes No

If yes, have you completed all Allegany College of Maryland (ACM) Admission requirements including submission of the following where applicable?

Admission Application to the college. Yes No
High School Transcripts/GED. Yes No
College Transcripts. Yes No N/A
Allegany College Placement Test. Yes No N/A

If transferring, please complete the following information:

Table with 4 columns: Institution(s), Address, Dates of Attendance, Degree or # Credit Hours Completed. Rows 1, 2, 3.

***Official transcripts of credits earned at other institutions need to be sent as quickly as possible. Paper transcripts should be sent to the attention of the Admissions Office. Electronic transcripts should be sent to ACMtranscripts@allegany.edu.

Are you currently enrolled in classes at Allegany College? Yes No
When did you begin taking courses: Semester Year

I certify that all statements given on this application are true and accurate to the best of my knowledge.

APPLICANT'S SIGNATURE DATE

Send Completed Form to: Allegany College of Maryland, PTA Program
12401 Willowbrook Road, SE
Cumberland, Maryland 21502-2596

** see page 2 **



All applications are date stamped when received in our PTA Office. In the event of a tied score, the earlier submission will be selected.

You must also apply to the College in addition to this program application. Apply online at www.allegany.edu

Allegany College of Maryland
PHYSICAL THERAPIST ASSISTANT PROGRAM

EXPECTATIONS

I, _____, have read the Expectations of a Physical Therapist Assistant Candidate.

___ I believe that I comply with all the Expectations and should be considered for the Physical Therapist Assistant Program at Allegany College of Maryland.

___ I believe that I am unable to comply with all the Expectations; however, I wish to be considered for the Physical Therapist Assistant Program at Allegany College of Maryland. I have provided a written explanation of why I believe I do not meet the Expectations as stated.

___ I believe that I am unable to comply with all of the Expectations. I wish to withdraw my request to be candidate for the Physical Therapist Assistant Program. Explanations verbal or written are not necessary.

I understand that if I cannot comply with these Expectations, that it may be cause for my dismissal from the program at any time during my educational process

Signature

Date

Witness

Date

*****YOU MUST HAVE YOUR SIGNATURE WITNESSED*****

This application will not be accepted without witness signature.

EXPECTATIONS

OF A CANDIDATE FOR THE PHYSICAL THERAPIST ASSISTANT PROGRAM

1. CHOOSING A HEALTH CARE PROFESSION

The decision to work in the health care profession should be based on an understanding of various health care professions. Some health professions require working in intense situations with terminally ill or severely injured people. Physical Therapy requires working with all types of patients and various types of environments including, but not limited to rehabilitation centers, hospitals, schools, patient's homes, and outpatient clinics.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program should:

- feel comfortable working with patients with disabilities and, have the desire to help alleviate these disabilities.
- be able to treat and render assistance to all individuals, of all cultures, across lifespan, without prejudice and repulsion.

If unable to meet these expectations, please explain:

2. THE PROFESSION OF PHYSICAL THERAPY

Critical to the selection of a profession is the understanding of what the profession is, and what the profession does. Not everyone is suited to a specific profession.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program:

- knows the basic functions of the profession and agrees with the basic philosophy and practice of Physical Therapy.
- has a basic understanding and agrees with the philosophy of the Physical Therapist Assistant Program at Allegany College of Maryland.
- has a basic understanding of the differences among other allied health professionals and Physical Therapy (Occupational Therapy, Nursing, Social Work, Speech Therapy, etc.)

If unable to meet these expectations, please explain:

3. COMMUNICATIONS WITH OTHER INDIVIDUALS AND GROUPS

In Physical Therapy, the assistant is required to communicate appropriately and build relationships with other individuals of all ages, race, sex, and cultural differences. Therapists are required to communicate in groups. They should have an interest in several subjects in order to converse on a casual and therapeutic basis.

EXPECTATIONS:

A candidate for the Physical Therapist Program:

- must be able to clearly and appropriately communicate, both orally and in writing, with patients, instructors, and staff to give and receive information relevant to the patient; and be able to hear and see accurately to gather information and assess the patient.
- should have some experience working with groups or clubs and would benefit from the role of a leader in a group or club.

If unable to meet these expectations, please explain:

4. APPEARANCE

Physical Therapy is a medically related profession. Often, the medical profession is critical of certain attire for safety and patient care reasons. For example, large and abstract jewelry is a hazard around machinery and patients; personal hygiene (i.e. body, pet, nicotine/vaping odors) or heavy perfumes/cologne are obnoxious or even dangerous to patients who are ill, etc. Furthermore, you are representing the profession even in the classroom; thus, you are expected to dress respectfully. This means no ripped clothes and keeping the 3 B's (breasts, belly, and buttocks) covered at all times unless otherwise dictated by lab procedures.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must dress in accordance with the Physical Therapist Assistant Program at Allegany College of Maryland and the policies of the clinical affiliation sites.

If unable to meet these expectations, please explain:

5. PROFESSIONAL ETHICS

Professional ethics is the rightness and wrongness in relation to performing duties and responsibilities of a profession. The Code of Ethics for the Physical Therapy profession is a public statement of the values and principles used in promoting and maintaining high standards of behavior in Physical Therapy. The Code of Ethics is a set of principles that applies to Physical Therapy personnel at all levels.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program:

- should demonstrate performance at all times that is consistent with the APTA's Standards of Ethical Conduct and Value Based Behaviors. These skills are evaluated on the PTA Student Professionalism Scale. The subcategories are as follows:
 - o Professional Attributes
 - o Work Ethic and Responsibility
 - o Relationships and Interpersonal Competence
 - o Knowledge and Critical Thinking
 - o Internalized Values and Ethical Behaviors
- should be able to develop a sense of rightness and wrongness appropriate to employment in a health care setting and adhere to the profession's ethical documents.

If unable to meet these expectations, please explain:

6. POLICIES AND PROCEDURES

The Physical Therapist Assistant student is responsible for adhering to the policies and procedures of Allegany College of Maryland, the PTA Program, and all organizations they attend for their clinical rotations. More information of these policies can be found in the College Catalog, College Student Handbook, PTA Program Handbook, PTA Program Clinical Education Handbook, other corresponding clinical site documents, etc.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program shall seek knowledge of and abide by all policies and procedures of the college and clinical affiliation sites.

If unable to meet these expectations, please explain:

7. PROFESSIONAL TECHNICAL STANDARDS

Students are expected to demonstrate these professional technical standards* with or without reasonable accommodations.

1. Intellectual-conceptual abilities

Demonstrate the academic ability to absorb a large volume of technically detailed material, synthesize information, and apply data to solve complex clinical problems. Additionally, well-developed study skills, motivation, and personal accountability are essential to acquire information in a limited or accelerated timeframe successfully.

2. Behavior and social attributes

Demonstrate the ability to develop the emotional maturity to approach highly stressful human situations in a calm, safe, and rational manner. Students must display sound ethical integrity consistent with a healthcare professional*.

3. Communication

Demonstrate the ability to communicate accurately with patients, clients, other healthcare professionals and the community in order to elicit and share information, to detect changes in mood and activity, and to establish a therapeutic relationship. Students should be able to communicate effectively and with sensitivity when dealing with patients, clients and all members of the health care team in person, in writing and in all forms of documentation.

4. Observation

Demonstrate sufficient ability to observe demonstrations, clients and/or patients accurately from afar and within close proximity. Visual, auditory, tactile, and olfactory senses may be necessary for observations.

5. Motor capabilities.

Demonstrate sufficient ability and stamina with or without reasonable accommodations to fulfill the customary requirements of the program and the profession. Gross and fine motor skills, as well as, visual, auditory, tactile, and olfactory senses may be necessary to monitor, assess, and respond to patient care situations safely and efficiently.

Alliegany College of Maryland maintains a strong institutional commitment to equal educational opportunities for qualified students with disabilities who apply for admission or who are already enrolled. The technical standards are not intended to deter any candidate for whom reasonable accommodation will allow the fulfillment of the complete curriculum. Students and prospective students who disclose their disabilities will have a confidential review by the Academic Access & Disability Resources Director to determine whether there are any reasonable accommodations or alternative mechanisms that would permit the candidate to satisfy the standards. This process is informed by the knowledge that students with varied types of disabilities have the ability to become successful career professionals. Contact adr@allegany.edu or 301-784-5234 for a confidential consultation.

Professional Technical Standards were approved 3/19/2021

*Refer to Professional Technical Standards/Program Guidelines/Course Syllabi/College Student Handbook

If unable to meet these expectations, please explain:

8. SPECIFIC PHYSICAL REQUIREMENTS

Be free of contagion and possess sufficient physical stamina with or without reasonable accommodations and possess mental stability to fulfill the requirements of the program and the customary requirements of the profession to competently perform the technical activities that are a critical part of the program curriculum and profession.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must be able to:

- work for 8 – 12 hours performing physical tasks requiring physical energy without jeopardy to patient and student safety.
- establish and work toward goals in a consistently responsible, realistic manner.
- be able to carry out skills as listed in the Minimal Required Skills of the Physical Therapist Assistant Document put forth by the APTA. See www.apta.org for more details. These skills include but are not limited to having functional visual, auditory, tactile, olfactory senses and motor skills which must be adequate to monitor, assess, and respond to a patient's health needs. In addition, a student must be able to reach, manipulate and operate the equipment necessary to work with patients/clients. A candidate must also be able to guard, move, transfer, ambulate and manipulate a patient/client as necessary to perform didactic and clinical assignments. This may include, but is not limited to, being able to lift approximately 50 pounds.

If unable to meet these expectations, please explain:

9. RESPONSE TO EMERGENCY SITUATIONS

Health care professionals frequently engage in emergency situations. CPR and other emergency/first aid training are required of Physical Therapist Assistants.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must be able to:

- respond and demonstrate appropriate judgment in emergency situations.
- complete a course in Cardiopulmonary Resuscitation for the Health Care Provider/ Basic Life Support and remain current with certification.
- complete a course in Emergency/First Aid Training and remain current with certification.

If unable to meet these expectations, please explain:

10. CRIMINAL BACKGROUND CHECK

PTA Program clinical sites require receipt of the results of a criminal background check before accepting a student for clinical rotations and may not accept a student with a criminal record. The PTA Program contracts with an independent agency to perform criminal background checks and the cost of the service is included as a course fee in the first semester of Phase II of the program. The results of the criminal background check are reported to the PTA program director and will be shared only with the clinical coordinator within the PTA program and the clinical site. If a student has any criminal history, he or she may not be able to complete clinical rotations. As clinical rotations are an integral part of the PTA curriculum, the student may also not be able to complete the program. In addition, a criminal history must be reported to the Federation of State Boards of Physical Therapy (FSBPT) by the student and may prevent the student from becoming certified and licensed to practice physical therapy. Graduates of the program are eligible to sit for the certification

examination administered by Federation of State Boards of Physical Therapy (FSBPT), 124 West Street South, Third Floor, Alexandria, VA 22314, www.fsbpt.org , Phone: 703-299-3100.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program should:

- have a clean criminal record.
- understand that during enrollment in the program, any official change, or the initiation of any governmental proceeding affecting the information revealed by the initial criminal background check must be reported immediately to the director of the program.

If unable to meet these expectations, please explain.

11. DRUG TESTS

The clinical sites may require a drug test at any time prior to or during Phase II. The cost for this test is the responsibility of the student. The results of the drug test are reported to the PTA program director and will be shared with the clinical coordinator within the PTA program and the clinical site. If a student has a positive drug test, he or she may not be able to complete clinical rotations and, may be dismissed from the program. In addition, a positive drug test must be reported to the Federation of State Boards of Physical Therapy (FSBPT) and/or the state in which you seek licensure and may prevent the student from becoming certified and licensed to practice physical therapy. Graduates of the program are eligible to sit for the certification examination administered by FSBPT, 124 West Street South, Third Floor, Alexandria, VA 22314, www.fsbpt.org, Phone: 703-299-3100.

Please note: A positive drug test for marijuana falls under having a positive drug test. Also, it may be possible that taking over-the-counter hemp-derived products such as CBD oil can yield a positive drug test. Any positive drug exam may lead to inability to attend clinical rotation, dismissal from the program, and/or inability to sit for the board exam.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must:

- have a clean drug test.
- understand that during enrollment in the program, any official change, or the initiation of any governmental proceeding affecting the information revealed by the initial drug test must be reported immediately to the director of the program.

If unable to meet these expectations, please explain:

12. TRANSPORTATION

Be physically and academically prepared to participate in clinical assignments which occur at different times in a variety of geographic locations. TRAVEL AND TEMPORARY RELOCATION ARE A STRONG POSSIBILITY. If the student partakes in a home health clinical setting for their clinical experience, the student must drive themselves to the client's home. If the student rides in the same vehicle as their clinical instructor, that student will assume all financial responsibility if an accident were to occur.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must:

- be responsible for his/her own transportation to and from all clinical affiliations and didactic courses.
- be responsible for the cost of traveling, food, as well as housing, if necessary, when attending didactic courses and clinical rotations.

If unable to meet these expectations, please explain:

13. INSURANCE

It is required by the PTA Program that students be covered by medical insurance before practicing in the clinical setting, as this is NOT provided by the College. Students are responsible for their own health insurance. Personal health insurance information is available at the ACM Business Office located in Room 162 of the College Center building.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must:

- Purchase health insurance prior to the start of Phase II of the program and maintain coverage throughout the duration of Phase II of the program.

If unable to meet these expectations, please explain:

14. RIGORS AND SCHEDULE OF THE PROGRAM

Phase II of the PTA Program includes the professional coursework and is only available at the Cumberland Campus of ACM. Students should plan for full-time school for 12 consecutive months (fall and spring semester both with a possible 2-week early start followed by a summer session) from August to August not counting orientation days. It is the student's responsibility to be prepared for approximately 40 hours per week of class, lab, clinic, and travel time. This portion of the curriculum is very intense and does require a substantial commitment of time and effort. Students are required to successfully complete both written and practical (hands-on) examinations throughout the curriculum. Phase II course work must be completed with a "C" or better with the student having maintained an overall 2.5 GPA, or the student will not be able to proceed in the program.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must:

- Expect 2 to 3 orientation days in the summer prior to the August start. (Typically the end of June and the end of July.)
- Prepare for a full-time commitment to 12 consecutive months of coursework.
- Review the rigors of the program.

If unable to meet these expectations, please explain:

15. OTHER REQUIREMENTS

It is required by the PTA Program that students review the [PTA Program Booklet](#) which list post acceptance requirements. These requirements include items (i.e., physical examination, satisfactory health record including immunizations, liability insurance, uniform, etc.). A listing of the approximate cost is also provided on the Program website under the [Cost to Students](#) tab.

EXPECTATIONS:

A candidate for the Physical Therapist Assistant Program must:

- Review the post acceptance requirements and purchase necessary items prior to the start of Phase II of the program.

If unable to meet these expectations, please explain:

Expectations for Completing Observation Hours

When you are completing your observation hours as part of the admission requirements for the PTA program, it is important to remember that you are representing your future, Allegany College of Maryland, and the Physical Therapist Assistant Program. It is also important to remember that you are a guest of the facility and the therapist you are shadowing is taking time out of his or her very busy schedule to accommodate you. With those facts in mind, the following is a list of expectations:

1. **Be punctual.** A busy therapist can't wait around for you to show up late to the facility.
2. **Communicate with your therapist.** If something happens and you can't make it for your scheduled hours, notify the therapist that you won't be there.
3. **Dress appropriately.** No jeans, pajama or yoga pants, no tank tops or low-cut, no T-shirts or sweat shirts, no open-toe shoes or high heels, no dangly earrings or necklaces. Appropriate attire for most facilities would be khakis or dress slacks with a polo or button-down shirt, khakis or dress slacks and a nice blouse or sweater. Make sure your clothing is neat and clean.
4. **DO NOT bring a cell phone into the clinical area.** Cell phones should remain on silence in your purse or backpack, or remain in your vehicle while you are observing.
5. **Avoid strong odors and wearing strong perfumes, lotions, or colognes.** If you are a smoker, avoid having a cigarette right before entering a clinical area. Many of the clients you will be coming in contact with have respiratory issues and/or allergies and these strong odors could cause them distress. A person becomes immune to their own smell. Have an impartial individual tell you if you have an offensive odor.
6. **Observe confidentiality.** As a student observer, you are bound by confidentiality laws. You may not discuss details or names of clients with anyone outside the facility.
7. **Be respectful of all therapists, aides, secretaries, and clients that you come in contact with while observing.** Address them as Dr., Mr., Mrs., Ms., respectively, until they have given you permission to use their first names. It is appropriate and expected to ask questions, but make sure you are asking them in a respectful manner. Make sure if you are asking your therapist questions about a particular client, that you do it out of earshot of other clients.
8. **Be attentive and show interest.** Behaviors such as sleeping or excessive talking about unrelated topics are not efficient use of anyone's time. Ask if there is anything you can do to make daily operations better, and carry out these tasks accordingly. It is to your benefit to understand the daily rewards and challenges of the job in order to fully understand the mutual benefits of this career choice.

The therapist you are shadowing has the right to dismiss you from your observation hours at any time for violations of the above expectations, or any other behavior that he or she deems unprofessional or unsafe. In addition, the therapist will be rating you based upon your behaviors. **IF THE PTA PROGRAM RECEIVES TWO UNSATISFACTORY EVALUATION FORMS (SCORES OF 2.5 OUT OF 5, OR LOWER), YOU WILL NOT BE ELIGIBLE TO INTERVIEW FOR THE PROGRAM.**

NOTE: Some clinical sites may require record of immunizations and/or flu shot. Please allow time for completion of requirements

**Allegany College of Maryland PTA Program
INPATIENT Observation Evaluation Form
Student Section**

The student is responsible to fill out the top section of this form

Name _____ I.D# _____ Date _____

Facility Name _____ Total Hours Observed _____

Type of Setting: (i.e. Hospital/Long Term Care) _____

Observation Dates/ Number of hours: (example 04/10/20 8 hrs)

____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs.
____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs.

Please check those patient treatments that you observed.

- | | | |
|--|--|---|
| <input type="checkbox"/> Gait training | <input type="checkbox"/> Neurologic patients predominately | <input type="checkbox"/> Electrical Stimulation |
| <input type="checkbox"/> Functional mobility | <input type="checkbox"/> Orthopedic patients predominately | <input type="checkbox"/> Ultrasound |
| <input type="checkbox"/> Exercises | <input type="checkbox"/> Pediatric patients predominately | <input type="checkbox"/> Massage |
| <input type="checkbox"/> Balance activities | <input type="checkbox"/> Amputee | <input type="checkbox"/> Compression |
| <input type="checkbox"/> Wound care | <input type="checkbox"/> Cancer | <input type="checkbox"/> Laser |
| <input type="checkbox"/> Other(specify): _____ | | |

Supervising Clinician Section

Please rate the student's performance by circling the corresponding number.

Rubric: 0 – Poor 0.5 – Below Average 1 – Average 1.5 – Above average 2 – Excels

Listening Skills 0 _____ 0.5 _____ 1.0 _____ 1.5 _____ 2.0 _____
ignores patient or PT/PTA _____ attentive, responds appropriately

Verbalization 0 _____ 0.5 _____ 1.0 _____ 1.5 _____ 2.0 _____
painfully shy, over/under speaks _____ verbalizes appropriately, comfortable conversing

Interest 0 _____ 0.5 _____ 1.0 _____ 1.5 _____ 2.0 _____
over/under participates, appears bored _____ enthusiastic, asks questions appropriately

Behavior 0 _____ 0.5 _____ 1.0 _____ 1.5 _____ 2.0 _____
nuisance, over/under socializes _____ polite, helpful

Professionalism 0 _____ 0.5 _____ 1.0 _____ 1.5 _____ 2.0 _____
late, inappropriate dress _____ appropriate dress, punctual
no call, no show, cell phone

TOTAL 10 points

PLEASE MAKE ANY ADDITIONAL COMMENTS ON THE BACK OF THIS FORM.

Thank you for your time and efforts in PTA education!

Printed Clinicians Name, Credentials _____ Clinician's Signature with Credentials _____ Clinician's Phone # _____

It is the student's responsibility to provide you with a college-addressed, stamped envelope.

This form must be submitted confidentially or it will be ineligible.
Please sign over the seal and return this form by **April 15th** deadline to:
Allegany College of Maryland, PTA Program, Phone: 301-784-5535
12401 Willowbrook Road, SE, Cumberland, MD 21502-2596

Many facilities require students doing observation hours to have an identification badge. To obtain a badge, contact Jamie Andres at 301-784-5538 or email her at jandres@allegany.edu

**Allegany College of Maryland
Observation Evaluation Form**

<input type="checkbox"/>	I highly recommend	10 out of 10
<input type="checkbox"/>	I recommend	5 – 9.5
<input type="checkbox"/>	I recommend with reservations	under 5
<input type="checkbox"/>	I do not recommend	under 5

Additional Comments:

This form is to accompany the Observation Evaluation Form that has been given to you by the student who is applying for the PTA Program in the upcoming year. It is important that you fill out the form to the best of your ability and honestly. The rubric on page one is provided to aid with consistency across the various clinicians. We strongly encourage communication and constructive feedback from the clinician to the student. If you (as the clinician) feel that the student has performed poorly, we suggest that you recommend to the student that he/she obtain more hours at a different facility. This form should be mailed in a confidential manner using a college-addressed stamped envelope that the student has provided to you. **Please sign your name over the seal.** This envelope should be addressed to: Allegany College of Maryland, Physical Therapist Assistant Program, 12401 Willowbrook Road, SE, Cumberland, MD 21502-2596.

This form will be averaged with at least one other observation site and will count for their admission points.

Dismissal policy from observation hours

The therapist being shadowed has the ability to dismiss the observation student from the facility due to unprofessional behavior which may include, but is not limited to any of the following: texting, sleeping, inappropriate dress including the exposure of the 3 B's (breast, belly or, buttocks), inappropriate body language, lack of punctuality, et al. It is at the discretion of the therapist to determine if the student will be able to return to the facility to complete their volunteer hours.

If you have any questions, feel free to call Karin Savage, Program Director (301) 784-5535 or Jamie Andres, Program Secretary (301) 784- 5538.

Thank you for your time and assistance in this process.

Sincerely,

Karin Savage

Karin E. Savage, PT, DPT

*NOTE: **Observation hours must be completed between April 16, 2024, and April 10, 2025**

INPATIENT Reflective Assignment

Please complete all 10 questions and submit separately to the PTA Program prior to the April 15 deadline.
Allegany College of Maryland, PTA Program, 12401 Willowbrook Road, SE, Cumberland, MD 21502-2596
or email to jandres@allegany.edu.

Please note, the student is responsible for completion of the Reflective Assignment, not the clinician.

1. Describe two different types of treatments you observed. (Refer to the Student Section of the Observation Evaluation Form).

2. Describe two separate types of challenges observed in the clinic.

3. List two main differences between physical therapy and occupational therapy.

4. Describe the difference between the physical therapist, the physical therapist assistant, and the physical therapy aid/technician. If there is no aid/technician, please indicate, "no aid employed."

5. Describe this facility's cell phone policy.

6. What type of documentation system does this facility utilize? Provide name and a brief example of what and/or how they might justify the treatment provided.
7. Describe two of the most essential skills you feel would be needed in a good clinician.
8. Describe two ways you build rapport with the patients and/or staff?
9. Describe how you utilized your time wisely.
10. Do you feel your observation time was a valuable experience? Why or why not?

**Allegany College of Maryland PTA Program
OUTPATIENT Observation Evaluation Form
Student Section**

The student is responsible to fill out the top section of this form

Name _____ I.D# _____ Date _____

Facility name: _____ Total Hours Observed _____

Type of Setting (i.e. private practice): _____

Observation Dates/ Number of hours: (example 04/10/20 8 hrs)

____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs.
____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs. ____/____/____ hrs.

Please check those patient treatments that you observed.

- | | | |
|--|--|---|
| <input type="checkbox"/> Gait training | <input type="checkbox"/> Neurologic patients predominately | <input type="checkbox"/> Electrical Stimulation |
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| <input type="checkbox"/> Other(specify): _____ | | |

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Please rate the student's performance by circling the corresponding number.

Rubric: 0 – Poor 0.5 – Below Average 1 – Average 1.5 – Above average 2 – Excels

Listening Skills 0 0.5 1.0 1.5 2.0
ignores patient or PT/PTA attentive, responds appropriately

Verbalization 0 0.5 1.0 1.5 2.0
painfully shy, over/under speaks verbalizes appropriately, comfortable conversing

Interest 0 0.5 1.0 1.5 2.0
over/under participates, appears bored enthusiastic, asks questions appropriately

Behavior 0 0.5 1.0 1.5 2.0
nuisance, over/under socializes polite, helpful

Professionalism 0 0.5 1.0 1.5 2.0
late, inappropriate dress appropriate dress, punctual
no call, no show, cell phone

TOTAL 10 points

PLEASE MAKE ANY ADDITIONAL COMMENTS ON THE BACK OF THIS FORM.

Thank you for your time and efforts in PTA education!

Printed Clinicians Name, Credentials _____

Clinician's Signature with Credentials _____

Clinician's Phone # _____

It is the student's responsibility to provide you with a college-addressed, stamped envelope.

This form must be submitted confidentially or it will be ineligible.
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**Allegany College of Maryland
Observation Evaluation Form**

<input type="checkbox"/>	I highly recommend	10 out of 10
<input type="checkbox"/>	I recommend	5 – 9.5
<input type="checkbox"/>	I recommend with reservations	under 5
<input type="checkbox"/>	I do not recommend	under 5

Additional Comments:

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Thank you for your time and assistance in this process.

Sincerely,

Karin Savage

Karin E. Savage, PT, DPT

*NOTE: **Observation hours must be completed between April 16, 2024, and April 10, 2025**

6. Describe this facility's cancellation policy.

7. What type of documentation system does this facility utilize? Provide name and a brief example of what and/or how they might justify the treatment provided.

8. Describe two ways you build rapport with the patients and/or staff?

9. Describe how you utilized your time wisely.

10. Do you feel your observation time was a valuable experience? Why or why not?

PTA Application Process * Student Checklist

ALL of the requirements for application into Phase II of the Program must be submitted to the PTA department by the **APRIL 15th DEADLINE** of the year in which the student is applying. These requirements include SUCCESSFUL completion of a(an):

1. **Application to the College** (go online at <https://services.allegany.edu/admissions/application/>)
2. **Application to the PTA Program – Phase II**
 - a. Including reading and signing off on understanding the Program *Expectations*.
 - b. Notice: it is to your advantage to **submit the application form early**. The observation forms and reflections do not need to be submitted with the application, but must be submitted prior to the April 15 deadline.
3. **Transcript which includes evidence that all Phase I prerequisite coursework was complete:**
 - a. Before or during the spring semester of which the deadline falls.
 - b. Within 5 years for all biology prerequisites, unless waived by the program director.
 - c. With a “C” or better in each course.
 - d. With a minimum GPA of 2.5 for required coursework.
 - e. If transferring from another institution, the student should : 1) consult early with the Admission’s Office to determine if specific courses will transfer; 2) allow three weeks for processing of transcript(s); 3) if enrolled in classes during the spring of which the deadline occurs, assure all transcripts are official and sent to the attention of ACM’s Admissions Office immediately upon completion of the spring semester, and notify the PTA program director when the transcript(s) have been sent. See college website for details on how to send acceptable transcripts.
4. **Observation Evaluation Forms** which includes evidence that:
 - a. All hours were performed within the year of application.
 - b. A minimum of 40 hours were conducted with a licensed physical therapist or physical therapist assistant.
 - c. Twenty (20) hours were conducted in a hospital/long term care setting and 20 hours were conducted in an outpatient setting.
 - d. A different therapist signed off on the inpatient observation form than the outpatient observation form.
 - e. All forms were submitted or mailed directly to the College PTA Program by the supervising PT in a confidential manner.
 - f. Notice: Students may opt to do another rotation for an additional 20 hours if they feel they did poorly in a rotation. Additional hours need to be in the same setting in which they felt they may have performed poorly. The average of all rotations will be calculated towards the final score.

******It is the student’s responsibility to set up observation experiences******

5. **Reflective Assignment** from both inpatient and outpatient observations. Reflective assignments can be submitted separate from application but prior to the April 15 deadline.
6. **Advising meeting** with the PTA Program Director or Clinical Coordinator within 6 months (recommended by the end of the fall semester) prior to the April 15th deadline to be sure the file is complete. This meeting may be via face-to-face, phone, or e-mail at the discretion of the Program Director;
7. Social media footprint that is clean and professional or non-existent.
8. Health Manpower paperwork (optional). You may qualify if you live in Maryland but not in Allegany County. This form can be obtained from and returned to the Admissions Office.

It is the student’s responsibility to assure all application requirements are submitted to the PTA Program prior to the application deadline. If all of the above are met by the April 15th deadline, you will be notified by mail of an interview and essay time and date.

(KEEP THIS PAGE FOR YOUR REFERENCE)