



GUIDE TO ADMISSIONS AND ACADEMIC POLICIES SELLERSBURG 2018-2019

The Physical Therapist Assistant Program at Ivy Tech Community College, Sellersburg, is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program/institution directly, please call Kim Krueer, PTA Program Chair, at 812-246-3301 ext. 4290 or email kkruer4@ivytech.edu.

Dear Prospective PTA Student,

Thank-you for your interest in our program!

We hope that this Guide to Admissions and Academic Policies is helpful as you work through the PTA Program prerequisite requirements and limited enrollment application process.

Please also refer to information posted on the PTA Bulletin Board outside of the PTA Offices and Lab (Ogle Hall 242 and 245) and plan to attend one of our informational meetings (dates and times available throughout fall and spring semesters). Additional information about our program is also available via the Ivy Tech website: <http://www.ivytech.edu/physical-therapist-assistant/index.html>

We are here to assist in any way possible, please feel free to contact us if you have any additional questions.

Sincerely,

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The content, policies and procedures included in this handbook have been reviewed and approved by the PTA Program Chair and Dean of Health Sciences.

Kim Kruer, MPT
Kim Kruer, MPT PTA Program Chair

6/1/18
Date

Dr. Lacie Couzin
Dr. Lacie Couzin, Dean School of Health Sciences

6/1/18
Date

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**The information contained in the Guide to Admission and Academic Policies is subject to change without notice. Every attempt will be made to keep this guide current and accurate.

Role of a Physical Therapist Assistant (PTA)

Physical therapist assistants (PTAs) work as part of a team to provide physical therapy services under the direction and supervision of the physical therapist. PTAs implement selected components of patient/client interventions (treatment), obtain data related to the interventions provided, and make modifications in selected interventions either to progress the patient/client as directed by the physical therapist or to ensure patient/client safety and comfort.

PTAs assist the physical therapist in the treatment of individuals of all ages, from newborns to the very oldest, who have medical problems or other health-related conditions that limit their abilities to move and perform functional activities in their daily lives.

The physical therapist is responsible for the services provided by the PTA. Physical therapists (PTs) are health care professionals who examine each individual and develop a plan using treatment techniques to promote the ability to move, reduce pain, restore function, and prevent disability. In addition, PTs work with individuals to prevent the loss of mobility before it occurs by developing fitness and wellness oriented programs for healthier and more active lifestyles.

PTAs provide care for people in a variety of settings, including hospitals, private practices, outpatient clinics, home health agencies, schools, sports and fitness facilities, work settings, and nursing homes. PTAs must graduate from a CAPTE accredited PTA program and licensure or certification is required in most states in which a PTA works.

Source: <http://www.apta.org/PTACareers/RoleofaPTA/>

PHYSICAL THERAPIST ASSISTANT PROGRAM OVERVIEW

The Physical Therapist Assistant (PTA) Program prepares students for assistant roles within the profession of physical therapy. It has been designed to give the student a well rounded education, in addition to the technical skills required for a career as a physical therapist assistant.

CURRICULUM:

The PTA program requires five (5) semesters to complete. The curriculum consists of sixty-nine and one half (69.5) required credit hours, including twenty-five (25) general education credits and forty-four and one half (44.5) technical core credits. These 44.5 credits include 30 credits from lecture/demonstration/laboratory classes and 14.5 credits from clinical classes. PTAS 101, PTAS 102, PTAS 103, PTAS 106, PTAS 107, PTAS 201, PTAS 202, PTAS 217, and PTAS 224 include lecture with or without lab. PTAS 115, PTAS 205, and PTAS 215 make up the 14.5 clinical credits, comprising 680 contact hours over 17 weeks. Students must be enrolled in or have successfully completed Anatomy and Physiology I (APHY I), Anatomy and Physiology II (APHY II), English Composition (ENGL 111), Physical Science (SCIN 111), and Introduction to the Physical Therapist Assistant (PTAS 101) prior to making application to the PTA Program.

The curriculum is designed with classroom, laboratory, and clinical experiences in order for students to gain the knowledge and skills necessary to provide physical therapy services in the role of a licensed/certified physical therapist assistant following graduation and passing the National Physical Therapist Assistant Examination.

Please Note:

- The PTA Program credits and/or graduation do not guarantee entry into a Physical Therapist program
- The PTA Program is a full-time program and is currently available at the Sellersburg campus, with most prerequisites (with the exception of PTAS 101) available at other Ivy Tech campuses
- Day classes are available to students throughout the three technical curriculum semesters. The three-week clinical at the end of second technical semester, and the final or fourth technical semester of clinicals are full-time commitments, as these clinical internships require regular eight-hour days, five days per week. Exact hours will correspond to the clinical instructor's work schedule
- Students must take and pass a national licensure examination prior to practicing as a PTA

Students are encouraged to contact the Advising Center, attend regularly scheduled PTA Program general advising/information sessions, or contact the PTA Program office directly for advising purposes to ensure they are placed in all required courses prior to application. Students are encouraged to register VERY early for PTAS 101, ENGL 111, SCIN 111 and APHY 101 and 102, as these classes have limited seating and fill quickly.

DEGREE/ACCREDITATION/LICENSURE:

The Associate of Science (AS) degree is awarded upon successful completion of the required 25 general education credits and 44.5 technical course credits. Ivy Tech Community College, Sellersburg, has been accredited by the North Central Association of College and Schools.

In order for graduates to be able to sit for any state certification or licensure examinations, the Program must be accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) by the time of graduation. The PTA Program is currently fully accredited through CAPTE.

PHYSICAL THERAPIST ASSISTANT PROGRAM OUTCOMES

- Demonstrate critical and creative thinking.
- Recognize and understand cultural and individual differences, in terms of both contemporary and historical perspectives.
- Recognize and understand social, political, civic, and environmental responsibilities relative to our society.
- Apply basic scientific concepts in a variety of settings.
- Communicate effectively in written, oral and symbolic forms.
- Exhibit quantitative literacy.
- Apply ethical reasoning.
- Demonstrate the acquisition and use of information.
- Practice confidentiality, perform within ethical and legal boundaries, practice within the scope of education, and exercise efficient time management in patient care.
- Integrate knowledge of clinical theory by utilizing infection control, assisting the physical therapist, and performing delegated procedures.
- Apply a comprehensive treatment plan developed by a physical therapist.
- Integrate and participate in timely communication, systematic healthcare delivery, and application of knowledge and skills through patient care and education.
- Practice appropriate assessment and measurement techniques to assist the supervising physical therapist in monitoring and modifying the plan of care within the knowledge and limits of practice.
- Demonstrate interaction with patients and families in a manner which provides the desired psychosocial support including the recognition of cultural and socioeconomic differences.
- Demonstrate application of physical therapy skills for other health care providers, patients, and families.
- Design appropriate documentation for relevant aspects of patient treatment.
- Apply the principles of the physical therapy profession to personal and professional growth.

PHYSICAL THERAPIST ASSISTANT PROGRAM

MISSION

The Physical Therapist Assistant Program at Ivy Tech Community College, Sellersburg, is an accredited, affordable program to prepare students (regardless of race, gender, religion, national origin, sexual orientation, marital status, age, physical or mental disability, or veteran status), who have the necessary talent and inclination, in an Associate degree curriculum leading to a successful career as a Physical Therapist Assistant. The program seeks to develop dedicated, honest individuals who value excellence, diversity, compassion, human interaction, love of learning and stewardship, and who will serve the larger community of South Central Indiana through provision of rehab services.

VISION

Graduates of the Ivy Tech Physical Therapist Assistant Program will provide the highest level of therapy services to the community and be the employees of choice for healthcare providers.

PHILOSOPHY

The program philosophy of curriculum development includes a commitment to coordinated, sequential learning; delineation of the roles and responsibilities of the physical therapist, physical therapist assistant, and the physical therapy aide; an understanding of the changing nature of the profession and health care in general; and an opportunity for exploration of areas of student interest. Additionally, the program philosophy incorporates a commitment to academic and clinical faculty development, with the purpose of enhancing effectiveness of instruction, refining leadership, teaching effectiveness, and interpersonal skills so that the students are prepared to take their place in the field of physical therapy.

PTA PROGRAM GOALS

The program goal, an extension of the College mission, is to provide students with a quality education, which enables them to be competent physical therapist assistants throughout their careers. The goals are as follows:

1. Graduate competent students into the community who have adopted professional behaviors representative of a physical therapist assistant.
2. Assist students in employment placement before and following graduation.
3. Maintain licensure exam results of graduates equal to or exceeding the national standards.
4. Provide academic and clinical settings, which stimulate student learning.
5. Update, review, or modify curriculum as identified by students, faculty, College administrators, community, and PT/PTA professionals.
6. Maintain state of the art equipment and laboratory facilities.
7. Exemplify and demonstrate the importance of professional membership in the APTA.
8. Ensure that equal educational opportunities are available for all students regardless of race, color, creed, national origin, sexual orientation, age, disability, or marital status.
9. Organize and maintain an advisory committee, which consists of persons who are actively engaged in or support the practice of physical therapy.
10. Maintain equal or greater than the APTA required two-year average 85% passage rate on the National PTA Examination.

CAREER OPPORTUNITIES AND JOB PLACEMENT

According to www.careerinfonet.org, the Physical Therapist Assistant profession has a favorable outlook as of 2016. The projected growth is “faster than average.” In 2016 the reported national median wage was \$27.21/hour and \$56,610 annually, and the reported median Indiana wage was \$27.07/hour; \$53,610 annually. Nationally there were 5470 projected job annual openings and in Indiana there were 120 projected annual job openings. This represents a growth of 41% between 2014 and 2024.

Physical Therapist Assistants are utilized in many different settings of physical therapy including acute (inpatient/hospital), sub-acute (in-patient/rehab), and long-term care (nursing homes), as well as, outpatient in orthopedic, neurological, vestibular/balance, educational, and pediatric services. Home health care is also an option for more experienced physical therapist assistants.

PTA Program students may be assisted with their employment search by Ivy Tech Career Services, as well as, postings online and on the PTA Program bulletin board. Additionally, throughout the program, for assessment in PTAS 224, students complete a professional portfolio, to assist in their access of employment.

Employment for graduates of the Ivy Tech Sellersburg PTA Program is as follows (per available data):

Graduation Year	Percentage of Graduates seeking employment as a PTA that are employed
2015	100%
2016	100%
2017	100%

STUDENT EXPECTATIONS

COMMITMENT/PERSONAL RESPONSIBILITIES:

Students accepted to the PTA Program must be aware of the extensive time, energy, and commitment necessary to be successful in the program. All technical courses are provided on campus. Most courses are provided during the day; however, students have additional expectations that may require extended periods of attendance, such as open lab requirements and practical examinations.

For clinical courses, students are expected to be available Monday through Friday 7:00am to 8:00pm and occasionally on Saturdays in order to attend clinical full time (40 hours/week). Students are expected to align their schedules with assigned clinical instructors. Students are expected to have the necessary transportation for a clinical that may be one to one and one half hours of one-way travel time and potentially in an alternate time zone.

Students are expected demonstrate a commitment to learning, good interpersonal and communication skills, effective use of time, resources and constructive feedback, problem-solving, professionalism, responsibility, critical thinking, and stress management, and to put forth the necessary effort outside of scheduled class time to study and complete assignments. Students must consider these additional needs when preparing for acceptance to the program

WORK STATEMENT:

Students must be aware of the need for excellent time management if working while in school. Students are expected to attend classes as scheduled with other commitments adjusted as needed. Course requirements are not altered for the working student. Students are advised to limit work and other activities. These activities competing with student attention to the program can cause students to fall behind and to be unsuccessful, which may require dismissal from the program.

STUDY TIME:

Considerable study time outside of class is *expected* throughout the program. Students are *expected* to organize their time to include study time to prepare for class, review, and master program information. Students are expected to participate in small and large group study activities and open labs outside the scheduled class periods. Students are provided opportunities through the online communication for each course.

TEST-OUT PROCEDURES:

Policies regarding testing out of courses vary from program to program. A student who wishes to test out of a course should contact the Office of Student Services. A fee is charged for the tests. Points for CLEP or DANTES test out credit are assigned as noted in the PTA Admissions Selection Processes. No PTA courses will be eligible for test-out procedures (See Transfer Students).

BOARD PASSAGE RATE:

After graduating from an accredited education program, the physical therapist assistant candidate must pass a state administered national examination. This examination can be taken through application to any of the states requiring licensure, including the state of Indiana. Board scores are tabulated by the Federation of State Boards of Physical Therapy and percentile rate standings of the program are provided to the college. Students are encouraged to release scores to the college for accreditation and program purposes. The ratings are available for public viewing through the Federation's website.

National exam pass rates for graduates of the Ivy Tech Sellersburg PTA Program are as follows (per available data):

Graduation Year	Percentage of Graduates taking the exam who passed the national examination
2015	100%
2016	100%
2017	100%

U.S. Immigration and Nationality Act

The Indiana Public Licensing Agency (IPLA) has recently taken a position that may preclude visa holding or otherwise undocumented students from sitting for certification/licensure within Indiana. Students should seek their own legal counsel in these matters. The expectations U.S. Immigration and Nationality Act are found in the Federal Regulation 8 of the U.S.C.; Section 1641:

Federal Regulation: 8 U.S.C. Section 1641: The U.S. Immigration and Nationality Act 2018 Amendment

(A) IN GENERAL

Except as otherwise provided in this chapter, the terms used in this chapter have the same meaning given such terms in section 101(a) of the Immigration and Nationality Act [8 U.S.C. 1101(a)].

(b) Qualified alien:

For purposes of this chapter, the term "[qualified alien](#)" means an alien who, at the time the alien applies for, receives, or attempts to receive a [Federal public benefit](#), is—

- (1) an alien who is lawfully admitted for permanent residence under the Immigration and Nationality Act [[8 U.S.C. 1101](#) et seq.],
- (2) an alien who is granted asylum under section 208 of such Act [[8 U.S.C. 1158](#)],
- (3) a refugee who is admitted to the United [States](#) under section 207 of such Act [[8 U.S.C. 1157](#)],
- (4) an alien who is paroled into the United [States](#) under section 212(d)(5) of such Act [[8 U.S.C. 1182\(d\)\(5\)](#)] for a period of at least 1 year,
- (5) an alien whose deportation is being withheld under section 243(h) of such Act [[8 U.S.C. 1253](#)] (as in effect immediately before the effective date of section 307 of division C of [Public Law 104–208](#)) or section 241(b)(3) of such Act [[8 U.S.C. 1231\(b\)\(3\)](#)] (as amended by section 305(a) of division C of [Public Law 104–208](#)),
- (6) an alien who is granted conditional entry pursuant to section 203(a)(7) of such Act [[8 U.S.C. 1153\(a\)\(7\)](#)] as in effect prior to April 1, 1980; [[1](#)] or
- (7) an alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980).

DIVERSITY STATEMENT

Ivy Tech Community College is committed to a diverse and inclusive educational environment that extends beyond tolerance to respect and affirms human difference. Therefore, diversity, as defined by Ivy Tech, includes, but is not limited to, differences in race, ethnicity, religious beliefs, regional and national origin, color, gender, sexual orientation, socioeconomic status, age, disability, and political affiliation. By encouraging free and open discourse, providing educational opportunities within and outside its classrooms, and intentionally recruiting and retaining a diverse assembly of students, faculty and staff, the college endeavors to graduate culturally literate individuals who will make positive contributions to a local, national, and global society.

NON-DISCRIMINATION AND EQUAL OPPORTUNITY POLICY

Ivy Tech Community College provides open admission, degree credit programs, courses and community service offerings, and student support services for all persons regardless of race, color, creed, national origin, religion, gender, sexual orientation, physical or mental disability, age or veteran status. The College also provides opportunities to students on the same non-discriminatory opportunity basis. Persons who believe they may have been discriminated against should contact the campus affirmative action officer, Human Resources Administrator, or Dean of Student Affairs. Ivy Tech Community College is an accredited, equal opportunity/affirmative action institution. For further information please refer to the Code of Student Rights and Responsibilities.

DISABLED STUDENTS

A form describing essential functions performed by physical therapist assistants is provided in the PTA Program Application Packet. Students are required to demonstrate proof of performance of these essential functions or demonstrate ability to perform with reasonable accommodations prior to making application to the PTA program. This will be addressed in the PTAS 101 course.

Support Services will aid disabled students with career planning, financial aid, personal counseling, and placement. The College staff works with the Department of Vocational Rehabilitation and other service agencies to assist physically and psychologically impaired students through available local community resources. For more information please contact Lisa Goldberg, Assistant Director of Disability Services. Confidentiality is guaranteed. Her office is located in Pfau Hall G22F (Testing Center). She may be reached via phone (812-248-2655) or e-mail (lgoldberg@ivytech.edu).

DUE PROCESS / COMPLAINTS OUTSIDE DUE PROCESS

The PTA Program will follow the Ivy Tech Student Grievance Policy as outlined in the Student Code of Rights and Responsibilities for student concerns. Complaints or concerns may be communicated from outside parties who are not normally covered under the college grievance policy or normal channels of due process. Such outside parties may include, but are not limited to, clinical affiliates, employers, former graduates, and the general public. For complaints outside normal due process, the complainant must submit the concern to the PTA Program Chair in writing within 30 days of the event. The Program Chair will be responsible for investigating the concern, including gathering necessary information from involved parties. The PTA Program shall not intimidate or take retaliatory action against any complainant or a relative of such a person who makes a complaint report in good faith and without malice. Upon completion of the investigation, the Program Chair will communicate the results to the complainant and implement appropriate actions, if any, which occur as a result of the investigation. Confidentiality of involved parties will be maintained at all times per Federal law, Ivy Tech, and PTA Program policy. The program chair will maintain records of the complaint, investigation, and resulting actions for a minimum of 3 years following the written submission of the original complaint.

TRANSFER STUDENTS

A transfer student is defined as a PTA student in good standing, (see program policy), desiring a transfer from an APTA recognized CAPTE accredited program. A student wishing to transfer who is not in good standing with their current educational institution, as defined by Ivy Tech PTA Program policy, will not be considered. Transfer eligibility will be determined on a case by case basis. Due to varying course sequencing and semester content between PTA programs, this may require the student repeat content. Additionally, the student will be required to demonstrate competency and safety of all content within transferable courses, commensurate with Ivy Tech PTA Program criteria prior to a final transfer decision.

FINANCIAL AID

Ivy Tech Community College offers various types of financial assistance to students who need assistance to continue their education. The Office of Financial Aid will help with information concerning student aid programs. Eligibility for most of the financial aid at Ivy Tech Community College is based upon demonstrated need of the student. In addition students must also: 1) be accepted for admission to the College in an eligible program, 2) be at least a half-time student, and 3) maintain satisfactory standards of progress. For further information on any financial aid or standards of progress, please refer to the Financial Aid Office or the Ivy Tech Community College website. Some agencies providing financial aid to students require periodic progress and attendance reports. Students are responsible for obtaining the appropriate form. Only the course instructor or the instructor's designee will sign the form.

CRITERIA FOR ADMISSION

The components of the application are assigned a numerical score. Scoring is standardized and nondiscriminatory. Admission decisions will be based on the following criteria:

1. Test of Essential Academic Skills (TEAS). This is a standardized test that can be taken in the testing center on campus. It will be worth up to 15 points.
2. Grade in Introduction to the Physical Therapist Assistant. It will be worth up to 30 points.
3. Grade in Anatomy and Physiology I. It will be worth up to 15 points.
4. Grade in Anatomy and Physiology II. It will be worth up to 15 points.
5. Grade in English Composition. It will be worth up to 10 points.
6. Grade in Physical Science. It will be worth up to 10 points.

ADMISSIONS CRITERIA SCORING

Scoring is standardized and is nondiscriminatory to the fullest possible extent. Admission decisions are based on numerical scores assigned to the completed application. Students will be objectively evaluated on a numerical scoring basis of 95 points based on points assigned for each criterion. An explanation for the scoring values of each of the criteria follows. In addition students must maintain a cumulative GPA of 2.5 to apply to the program.

Courses must be completed by the end of the spring semester of application to count in the point system for the following fall admission.

1. **Grade for PTAS 101 – Introduction to the Physical Therapist Assistant**

The PTAS 101 course is very important. It not only allows the student to become more familiar with the demands of the field, but it gives the faculty the opportunity to observe the student in a hands-on lab situation. This score is worth up to 30 points. A minimum grade of 78% in both lab and lecture is required for admission to the program.

Final Percentage Grade in PTAS 101 x 30 = Points Awarded

2. **Grade for APHY 101 – Anatomy and Physiology I**

This is given weight to reflect the base of knowledge for the PTA curriculum. This score is worth up to 15 points.

A = 15 pts B = 10 pts C = 5 pts D = 1 pt

3. **Grade for APHY 102 – Anatomy and Physiology II**

This is given weight to reflect the base of knowledge for the PTA curriculum. This score is worth up to 15 points.

A = 15 pts B = 10 pts C = 5 pts D = 1 pt

4. ***Grade for ENGL 111 – English Composition**

Accurate and legible documentation of clinical tests and therapy performed is an important duty of a physical therapist assistant. This score is worth up to 10 points.

A = 10 pts B = 8 pts C = 5 pts D = 1 pt

*Points for credit received by CLEP or DANTES test out = 10 points

5. ***Grade for SCIN 111 – Physical Science**

Physical concepts and theories pertaining to current applications and trends in physics and chemistry are important tools for the physical therapist assistant to understand in order to apply various treatment techniques and procedures. This score is worth up to 10 points.

A = 10 pts B = 8 pts C = 5 pts D = 1 pt

*Points for credit received by CLEP or DANTES test out = 10 points

6. **Test of Essential Academic Skills (TEAS)**

This is a standardized test. This score is worth up to 15 points. Make arrangements to take this test early as each campus administers the test on a unique schedule.

“Adjusted Individual Total Score” percentage score X 15 pts

METHOD OF EVALUATION/GRADING SCALE

Students will be evaluated through lecture and laboratory, examinations, assignments, projects, clinical performance, and professionalism. The grading scale for all courses in the PTA program is:

100 – 93%	A
92 – 87%	B
86 – 81%	C
80 – 78%	D
77% and below	F

Any problems or areas of weakness noted by faculty may require counseling and/or remedial work. Per PTA Program Policy regarding safety and competency, any student not demonstrating competency in a laboratory skill will not be permitted to continue with subsequent coursework until competency is demonstrated. If a student is unable to demonstrate competency following remediation the student will be withdrawn from the class. Students must achieve 78% in both lecture and laboratory portions of classes to successfully pass the course.

CRIMINAL BACKGROUND CHECKS AND DRUG SCREEN

The Ivy Tech Community College School of Health Sciences requires Criminal Background Checks and Drug Screens for all School of Health Science students who will participate in clinical education.

All students accepted into the PTA program will be required to complete a Criminal Background Check and Drug Screen, provided by an outside vendor, at the student's expense, within 60 days of receipt of the letter of acceptance into the PTA program. Completion of the screen is a condition of acceptance into the program. Screens must also be completed every year thereafter as a condition of continuing in the program. Failure to do so, by the assigned deadline each year will result in forfeiture of the student's spot in the program.

A clinical facility may request a copy of the background check records. The facility may also require a student to complete an additional background check. The Criminal Background Check and Drug Screen will be conducted once per calendar year, at a minimum. The college, PTA program, and clinical agencies reserve the right to request more frequent testing, in accordance with college policy.

Before you seek employment as a physical therapist assistant in Indiana, you must take and pass the certification exam administered under the direction of the Indiana Health Professions Bureau. The possibility exists that a person who has been convicted of a crime may not be certified as a health practitioner in the State of Indiana. The Indiana Health Professions Bureau may choose to deny a person convicted of a crime the opportunity to sit for the certification examination even if they have satisfactorily completed the Ivy Tech Community College Associate of Science degree.

CURRICULUM PHYSICAL THERAPIST ASSISTANT ASSOCIATE OF SCIENCE+ (EFFECTIVE FALL 2017)

PREREQUISITES - 15 CREDITS

*PTAS 101	Introduction to the Physical Therapist Assistant	3
**APHY 101	Anatomy and Physiology I	3
**APHY 102	Anatomy and Physiology II	3
**ENGL 111	English Composition	3
**SCIN 111	Physical Science	3

Introduction to the Physical Therapist Assistant (PTAS 101), Anatomy and Physiology I & II (APHY 101, APHY 102), English Composition (ENGL 111), and Physical Science (SCIN 111) are prerequisites necessary to apply for the PTA Program. The remaining general education core classes are required for graduation, but not for application to the program. However, they must be successfully completed prior to the Spring semester when the student will enter the terminal clinical education portion of the program.

**GENERAL EDUCATION CORE - 25 CREDITS (INCLUDES APHY 101, 102, SCIN 111, ENGL 111)

**APHY 101	Anatomy and Physiology 1	-
**APHY 102	Anatomy and Physiology II	-
COMM 102	Intro to Interpersonal Communications	3
	OR	
COMM 101	Fundamentals of Public Speaking	3
**ENGL 111	English Composition	-
MATH 136	College Algebra	3
PSYC 101	Introduction to Psychology	3
**SCIN 111	Physical Science	-
SOCI 111	Introduction to Sociology	3
IVYT 101	First Year Seminar	1

*TECHNICAL CORE – 44.5 CREDITS (INCLUDES PTAS 101)

*PTAS 101	Introduction to the Physical Therapist Assistant	-
PTAS 102	Disease, Trauma and Terminology	3
PTAS 103	Administrative Aspects of the PTA	3
PTAS 106	Treatment Modalities I	5
PTAS 107	Kinesiology	5
PTAS 115	Clinical I	2.5
PTAS 201	Treatment Modalities II	3
PTAS 202	Interventions for Special Populations	2
PTAS 205	Clinical II	6
PTAS 215	Clinical III	6
PTAS 217	Treatment Modalities III	5
PTAS 224	Current Issues and Review	1

+TOTAL DEGREE = 69.5 CREDITS (GENERAL EDUCATION CORE + TECHNICAL CORE)

+The College and PTA Program reserve the right to revise these requirements at any time.

PTA PROGRAM TECHNICAL CORE CURRICULUM SCHEMA (EFFECTIVE FALL 2017)

PREREQUISITES – 15 CREDITS (PRIOR TO APPLICATION) CREDITS

APHY 101	Anatomy & Physiology I	3
APHY 102	Anatomy & Physiology II	3
ENGL 111	English Composition	3
PTAS 101	Introduction to the PTA	3
SCIN 111	Physical Science	3

****The following courses are the Technical Core Courses required by the PTA Program in the sequence they must be taken.**

****Successful completion as outlined in PTA Program Policy and syllabi for each course is required prior to progression within the Technical Curriculum.**

****Any General Education Courses required by the Program that are not completed prior to entering the program will need to be added to this schedule.**

FIRST FALL SEMESTER (TECHNICAL SEMESTER I)**

PTAS 107	Kinesiology	5	(weeks 1-16)
PTAS 106	Treatment Modalities I	5	(weeks 1-16)

FIRST SPRING SEMESTER (TECHNICAL SEMESTER II)**

PTAS 102	Diseases, Trauma & Terminology	3	(weeks 1-12)
PTAS 103	Administrative Aspects of the PTA	3	(weeks 1-12)
PTAS 201	Treatment Modalities II	3	(weeks 1-12)
PTAS 115	Clinical I (3 weeks)	2.5	(weeks 13-16)

SECOND FALL SEMESTER (TECHNICAL SEMESTER III)**

PTAS 202	Treatment Interventions for Special Populations	2	(weeks 1-16)
PTAS 217	Treatment Modalities III	5	(weeks 1-16)

SECOND SPRING SEMESTER (TECHNICAL SEMESTER IV)

PTAS 205	Clinical II (7 weeks)	6	(weeks 1-7)
PTAS 215	Clinical III (7 weeks)	6	(weeks 8-14)
PTAS 224	Current Issues and Review	1	(weeks 15-16)

GENERAL EDUCATION

COMM 102 - INTRODUCTION TO INTERPERSONAL COMMUNICATION 3 credits
Focuses on the process of interpersonal communication as a dynamic and complex system of interactions. Provides theory, actual practice, and criticism for examining and changing human interactions in work, family, and social context. Includes topics such as perception, self-concept language, message encoding and decoding, feedback, listening skills, conflict management, and other elements affecting interpersonal communication.

OR

COMM 101 – FUNDAMENTALS OF PUBLIC SPEAKING 3 credits
Introduces fundamental concepts and skills for effective public speaking, including audience analysis, outlining, research, delivery, critical listening and evaluation, presentational aids, and use of appropriate technology.

ENGL 111 - ENGLISH COMPOSITION: STRATEGIES FOR INQUIRY 3 credits
Designed to develop students' abilities to think, organize, and express their ideas clearly and effectively in writing. This course incorporates reading, research, and critical thinking. Emphasis is placed on the various forms of expository writing such as process, description, narration, comparison, analysis, persuasion and argumentation. A research paper is required. Numerous in-class writing activities are required in addition to extended essays written outside of class.

MATH 136 – COLLEGE ALGEBRA 3 credits
Presents an in-depth study of functions, quadratic, polynomial, radical, and rational equations, radicals, complex numbers, absolute value equations and inequalities, rational fractions and exponential and logarithmic functions.

PSYC 101 - INTRODUCTION TO PSYCHOLOGY 3 credits
Surveys behavior and cognitive processes as they affect the individual. The course focuses on biological foundations, learning processes, research methodologies, personality, human development, social, personality, and abnormal psychology.

SOCI 111 - INTRODUCTION TO SOCIOLOGY 3 credits
Introduces students to the major theoretical paradigms of the science of human society, including fundamental concepts, descriptions, and analysis of society, culture, socialization processes, social institutions, social change, social stratification and the application of this understanding to everyday living.

VYT XXX – First Year Seminar 1-3 credits

LIFE AND PHYSICAL SCIENCES

APHY 101 - ANATOMY AND PHYSIOLOGY I

3 credits

Develops a comprehensive understanding of the close inter-relationship between anatomy and physiology as seen in the human organism. Introduces students to the cell - which is the basic structural and functional unit of all organisms - and covers tissues, skeleton, muscular and nervous systems as an integrated unit. Includes labs.

APHY 102 - ANATOMY AND PHYSIOLOGY II

3 credits

Continues the study of the inter-relationships of the systems of the human body. Introduces students to the study of the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems. Includes labs.

SCIN 111 - PHYSICAL SCIENCE

3 credits

Introduces physical concepts and theories pertaining to current applications and trends in physics. Basic concepts in chemistry, earth science and astronomy will also be illustrated. Emphasis concepts and applications.

HEALTH SCIENCES

PTAS 101 – INTRODUCTION TO THE PHYSICAL THERAPIST ASSISTANT 3 credits
Explores the history and concepts of physical therapy, physical therapist assisting and rehabilitative medicine. Introduction to the fundamentals of patient care including universal precautions; body substance isolation; OSHA guidelines; patient assessment including vital signs; body mechanics; and patient handling with applications of physics principles. Includes preparation of patients, treatment areas and equipment.

PTAS 102 - DISEASES, TRAUMA AND TERMINOLOGY 3 credits
Explores diseases and trauma which necessitate physical therapy for the client. Medical terminology, anatomy, physiology, psychology, and physics related to these conditions are discussed, along with instrumentation, implants and fixation devices. Provides students with the opportunity to explore their own reaction to illness and disability, and to discuss how to recognize patients' and families' reactions to illness and disability.

PTAS 103 - ADMINISTRATIVE ASPECTS OF THE PHYSICAL THERAPIST ASSISTANT 3 credits
Addresses the legal and ethical aspects of physical therapist assisting, standards of practice and patient care along with charting, documentation, report writing, patient history procurement, record-keeping, charges, insurance information, including diagnostic and procedure coding, third party reimbursement, Medicare, Medicaid, electronic claims and patient rights, including American Disabilities Act Policy and architectural barriers identification. Discusses current issues in health care provision. Explores patient, family, and professional communication techniques, body language and electronic communication as well as techniques in patient teaching. Includes performing within limitations of scope of skills, basic principles of levels of authority and responsibility, planning, time management, supervisory process, performance evaluations, policies and procedures.

PTAS 106 - TREATMENT MODALITIES I 5 credits
Continues concentration on the fundamentals of patient care including universal precautions, assessment of vital signs, body mechanics and patient positioning. Includes lectures, demonstrations and simulated patient problems in the laboratory portion of the course. Studies new techniques in depth, such as gait training, gait device selection, goniometry range of motion exercises and measuring. Introduces various modalities including hydrotherapy, thermo-therapy, massage, traction and intermittent compression techniques. Safety factors are emphasized in both the lectures and the laboratories. The laboratory provides the setting for the practice and implementation of theories and techniques of PTAS 106. Students practice assessments and treatment methods on themselves and one another under the guidance and supervision of the laboratory instructor.

PTAS 107 - KINESIOLOGY 5 credits
Introduces the physical therapist assistant student to the science of kinesiology. By definition, kinesiology is the study of movement. Studies human movement and brings together the fields of anatomy, physiology, physics and geometry. Prerequisite knowledge of skeletal and muscular anatomy and physiology is necessary. Class will consist of equal parts of lectures, demonstration and student participation in locating, observing and palpating various bony prominences and musculatures. Much of kinesiology requires independent study to memorize origin, insertion, action and innervations of all muscles. The knowledge gained in this course is an integral part of the student's background preparation for the practice of physical therapy.

HEALTH SCIENCES (continued)

- PTAS 115 - CLINICAL I 2.5 credits
Requires the student to perform in a clinical environment with patients, using applications of theory and techniques of PTAS 106, under the guidance of a registered physical therapist.
- PTAS 201 - TREATMENT MODALITIES II 3 credits
Reviews joint structure, muscle origins, insertions, innervations, actions and physiology. Covers normal and abnormal gait, joint replacement, and postural correcting exercise along with treatment principles and therapeutic exercises for the neck, back, and peripheral joints. Discusses general exercise principles and progression of the orthopedic patient through an exercise program. Addresses appropriate applications of principles of physics and kinesiology.
- PTAS 202 – TREATMENT INTERVENTIONS FOR SPECIAL POPULATIONS 2 credits
Reviews musculoskeletal, integumentary, and vascular systems and diseases and disorders including anatomy, physiology, data collection strategies, and treatment implementation. Covers normal and abnormal gait with review of orthotic recommendation, fit, and training and prostheses recommendation, fit, and training following vascular and/or traumatic amputation. Reviews the application of therapeutic exercise for special populations related to vascular and integumentary system disorders. Discusses general exercise principles and progression for special populations.
- PTAS 205 - CLINICAL II 6 credits
Requires the student to perform in a clinical environment with patients using applications of theories and techniques of PTAS 207 under the guidance of a registered physical therapist.
- PTAS 215 - CLINICAL III 6 credits
Requires the student to perform in a clinical environment with patients using applications of theory and techniques of PTAS 217 under guidance of a registered physical therapist.
- PTAS 217 - TREATMENT MODALITIES III 5 credits
An in-depth approach to therapeutic exercise as performed by the physical therapy assistant. Covers basic anatomy and physiology of the central and peripheral nervous systems and activities of daily living. Includes exercise physiology and neurophysiology and advanced principles and procedures of therapeutic exercise appropriate for cardiopulmonary, cardiovascular, orthopedic and neurologic conditions, stroke, spinal cord and peripheral nerve injuries. Discusses prevention measures, specialized techniques and the utilization of specialized therapeutic equipment and correlates them to exercise applications. Addresses appropriate applications of kinesiology and principles of physics. Provides practice and implementation of theories and techniques of PTAS 106 and PTAS 207 in the lab setting.
- PTAS 224 - CURRENT ISSUES AND REVIEW 1 credit
Teaches sources of physical therapy research and discusses the recognition of roles and responsibilities of physical therapy assistants. Requires completion and presentation of an independent project. Includes a comprehensive review of the course to prepare the student for certification exam.¹⁷

**FREQUENTLY ASKED QUESTIONS CONCERNING THE
PHYSICAL THERAPIST ASSISTANT PROGRAM
AT IVY TECH COMMUNITY COLLEGE SELLERSBURG CAMPUS**

I have just received notification that I have been admitted to College. How soon will my PTA classes start?

The letter you received was to notify you of admission to Ivy Tech Community College at Sellersburg. All candidates for admission to the PTA Program must follow the 2-step admission process outlined in this Guide to Admissions and the PTA Program Application Packet. Please note that admission to the College does **not** constitute acceptance to the PTA Program, nor will it guarantee such acceptance in the future.

I think I want to be a PTA. What is the first step I should take to be more certain?

Your decision to be a physical therapist assistant may have occurred after helping a family member at home or after assisting patients within a health care setting, either on a voluntary or professional basis. Whatever your motivation, make certain that you are well informed about physical therapy, the job responsibilities, the physical and personal requirements, as well as understanding something about the difficulty of the curriculum and mandatory licensure exam. Please also refer to information posted on the PTA Bulletin Board outside of the PTA Offices and Lab (Ogle Hall 245; 242) and plan to attend one of our program information meetings (dates and times available throughout fall and spring semesters). Additional information about our program is also available via the Ivy Tech website: <https://www.ivytech.edu/physical-therapist-assistant/index.html>

In addition, you may find other brochures or materials published by the American Physical Therapy Association (apta.org) to be helpful. Of course, you may be able to hear a lot about the field if you are acquainted with physical therapy professionals or other health care workers. If you have considered well your motivation and ability, then start by signing up for the required five prerequisite courses, APHY 101, APHY 102, ENGL 111, SCIN 111, and PTAS 101.

If I am interested in being a PTA, what do I need to consider before applying to the PTA Program?

Consider what you want out of your life and whether this is currently a good time to make an investment in yourself and your education. Also consider that a PTA student-clinician has important responsibilities when working within a health care setting, and occasionally some incremental risks. Becoming a physical therapist assistant takes a lot of time and hard work, which you may find burdensome if you have many additional work or family responsibilities. Good planning and honest self-appraisal are essential for you to make the right decision.

Why do I have to take Basic Skills classes?

Ivy Tech Community College is committed to helping students succeed. Ivy Tech has found that individuals who have no deficiencies in basic skills areas are far more effective at achieving their educational and work objectives. If you are interested in the PTA Program, take the time to address any problems you may have in reading, writing and mathematics. Students who need additional work in these areas will have a difficult time managing the course load required by the Physical Therapist Assistant Program. Even a well prepared student is likely to be overwhelmed by the breadth and difficulty of the material covered by the Program. A student poorly prepared in Basic Skills may not be capable of successfully completing the required course work to enter the PTA Program. **Basic Skills courses for MATH and ENGL must be taken prior to or in conjunction with ENGL 111.**

I'm concerned about financial aid. What should I do?

Contact the Financial Aid Office. The staff is available to advise and assist all students with application procedures.

Can I continue to work and be in the Program?

Yes, however, some students may find it difficult to work and complete the necessary course work. During the spring semesters, students are involved in clinicals for 40 hours per week, and will not be able to work, except perhaps during the weekends.

This sounds like what I want. Do I have a good chance of starting the PTA Program next semester?

No, you will first have to complete the required five prerequisite courses. You must maintain at least a 2.5 GPA in these courses to apply to the PTA Program. The class size is limited, as a result, no student can be guaranteed admission to the PTA Program, and all applications are subject to deadlines.

I have already taken Anatomy and Physiology I (APHY 101) and Anatomy and Physiology II (APHY 102). Will those courses apply for the PTA Program?

Yes, not only are these part of the core curriculum, but they are prerequisites for application to the PTA Program. Other courses which transfer include Introduction to Psychology (PSYC 101), Introduction to Interpersonal Communication (COMM 102), Fundamentals of Public Speaking (COMM 101) College Algebra (MATH 136), Introduction to Sociology (SOC 111) and English Composition (ENGL 111). Many programs in the College include these as well as other General Education courses for completion of degree requirements. If you have taken these courses at other colleges, it is important to submit an official transcript to the registrar's office so they may evaluate your course for transfer.

How do I find out about graduation rates and licensure exam pass rates?

Information regarding graduation rates, employment rates of program graduates, and pass rates of program graduates on the state licensure exam is available on the Ivy Tech website as well as through program documents such as the Guide to Admissions and Academic Policies and Student Handbook

Why is PTAS 101, Introduction to the PTA, one of the five prerequisite courses?

This is for several reasons. The first reason is to enable potential PTA students to become more familiar with the demands of the curriculum and the field of PTA to decide if it is a good career choice. The second reason is to provide the PTA faculty the opportunity to observe the student in a hands-on lab situation, and to assess the applicant's aptitude, demeanor, initiative, ability to be a team player, dependability and communication skills, all of which are essential to a successful PTA..

Should I be concerned if I receive a poor grade in the prerequisites?

For a number of reasons, you should be concerned: (1) A bad grade will be reflected in the increased weighting of the grades in the admission process. (2) There is a need for a strong basic knowledge of this material for all the subsequent technical courses in the PTA Program, so a weakness in this area can affect comprehension throughout the curriculum. (3) Students generally do better in areas they enjoy, so a poor grade in these subjects may indicate a lack of interest or aptitude. Again, self-evaluation is a critical tool in assessing your career decision

Can I take the General Education classes without being admitted to the PTA Program?

Yes. Any student may enroll in these classes and transfer them later after acceptance into the PTA Program.

Is there anything I can do if my GPA is below a 2.5?

You might consider taking enough courses to bring up your GPA. Only students with a GPA of 2.5 or above may be admitted to the PTA Program.

What is the admission process if I want to be in the PTA Program?

Students are admitted to the PTA Program after completing all the steps in the 2-step admission process. The first step is to be admitted to Ivy Tech Community College. Second, the student needs attend a program information session or meet with an academic advisor. Third, a completed application with all required supporting documents must be available for review at the PTA Office by the appropriate application deadline. The process of making application to the PTA program is discussed in detail in the PTAS 101 course and on the 2-step admission process sheet.

When are students selected for the PTA Program?

Applications for the PTA Program will be due each March 31st for the new PTA class to begin each fall. If March 31st falls on a weekend, holiday or school closure day, the application deadline will fall to the next active business day when the school is open. Applicants are notified of their admission status in June.

Is there a waiting list?

No. A waiting list for admission is not maintained. If you are not accepted to the PTA Program it is your responsibility to reapply for the next academic year should that be your desire.

What must be done to be considered for the PTA Program?

(1) The applicant must have a transcript documenting completion of the required courses (2) The applicant must have maintained a 2.5 GPA to be considered. (3) The applicant must either transfer equivalent courses or have completed/be enrolled in the six hours of required Anatomy and Physiology, three hours of English Composition, and three hours of Physical Science at Ivy Tech. (4) The student must have completed PTAS 101, or be currently enrolled. (5) There should be documentation that the applicant has no basic skills deficiencies or that any such deficiencies have been satisfactorily addressed. The Performance Essentials form will be signed by the applicant verifying their ability to perform the work required of a PTA student-clinician. This form will accompany the application packet. (6) The application packet will be distributed in the PTAS 101 course. If you have previously taken PTAS 101, but are just now making initial application to the program, contact the PTA Program office or visit the Sellersburg PTA Program link on the Ivy Tech website for an application.

How important is a student's grade point average in the selection process?

Grades are important, since they are one measure of a student's foundational knowledge. A concern for people and a genuine love of learning are also primary considerations, along with professionalism, good collaborative and communication skills, and self-discipline.

I lift weights. Will that strengthen my application when you score my performance essentials form?

No, the performance essentials form is not scored. The form is designed to acquaint you with the fact that there are actual physical requirements to effectively perform the job duties of a physical therapist assistant. You need to assess your ability to meet the standards which will be applied in the clinical phase of the Program and throughout your working career. Perfect health, while desirable, is not expected. Nevertheless, documentation that you have made an honest appraisal of your physical abilities is reflected by your signature on the form.

My doctor advised me that I have a disability. Can I still be a PTA?

Your working as a PTA will depend upon the nature and severity of your disability. Your disability may not interfere with your performance of the physical tasks outlined in the performance essentials form. Every PTA applicant must demonstrate proof of performance of the essential tasks listed in the “Essential Functions of a PTA” form. If there is difficulty in performing these tasks, you may request **in writing** that the PTA Program Chairperson consider making reasonable accommodations for your limitations. Additional reasonable accommodations may be made for individuals who require assistance for their learning or sensory-related disabilities with documentation of formal diagnosis and treatment for the disability. Accommodations must not delete or change the nature of fundamental components of the task.

What if I'm admitted to the Program and then can't start? Can I delay my admissions?

This will be handled on a case by case basis.

What if I'm not admitted to the PTA Program?

The first thing you should do is spend time in self-reflection, evaluating your abilities and career decision. If you feel strongly about pursuing a PTA career, you may apply the subsequent year. In this case, it would be advisable to contact the PTA Program chair about strengthening your application.

Why do I have to take a communication class to be a physical therapist assistant?

Strengthening your oral and written communication skills is extremely important for your future interactions with patients, families and various health care professionals. Lectures and demonstrations on communication styles and strategies, individual and cultural diversity, conflict management, and assertiveness skills are presented. Participation in patient interviews, community work groups, and case studies deepens the student's understanding of the role played by interpersonal and communication skills in the workplace.

Why is there an emphasis on students actively instructing peers? Why do we discuss various teaching techniques?

Proper instruction regarding patient exercises and other therapeutic procedures represents such an important aspect of physical therapy that efforts must be made to scrupulously assess and develop each PTA student's skills in patient-related training. Students should be able to explain and discuss a patient's condition, treatment, and return to the community, whether on a one-on-one basis or as part of a group. It should be noted that the competencies which enable someone to be a good teacher can be taught and reinforced over a period of time. Required basic competencies include: good interpersonal skills; clarity of self-expression; appropriate nonverbal expression; and the ability to critically analyze and verbalize pertinent objective data. These and related competencies are explored through multi-dimensional assessments of students (self-assessments and evaluations from faculty).

How will the classroom phase of the Program prepare me to deal with patients?

There will be discussions of various issues of professional conduct and patient confidentiality. Subsequently, there will be presentations of clinical cases in class, usually ex-patients who have chronic conditions or who exemplify certain clinical conditions. Students will also be trained through role-playing and other mock clinical situations on the correct procedures for interacting with patients and writing documentation.

Will the classroom phase of the Program prepare me for the role of student-clinician?

Yes, in addition to role-playing of clinical situations and practice in interacting with actual patients, a series of class projects and clinical problems will reinforce skills in effectively collaborating with peers in the classroom. The ability of clinicians to work well as teams is critical to the delivery of physical therapy services in the health care setting.

I have heard that I will have to wear shorts and a halter top (for females) for some of the labs. Is there some way that I can be exempted from this requirement?

No, this requirement is absolute for two reasons. First, you need to be able to see and/or feel the anatomical region that you are studying. Second, you must learn to be at ease with the human body to work effectively with patients. If you feel or show embarrassment, this will make patients uncomfortable and lessen your effectiveness as a PTA. Professional conduct regarding lab attire is essential.

Is there an honor code?

Yes, there is an honor code. The honor system requires a student to be honest throughout their education and report any knowledge of cheating by others. Cheating will subject the student to disciplinary action as outlined by College policy and can result in dismissal. Although honor codes work best when they have had a long tradition behind them, we are putting forth a special effort to establish this system. Learning to live with these principles will be necessary not only as a student, but throughout a subsequent career as a clinical professional. This difficult obligation is a necessity for a self-regulating professional who must inspire public confidence and trust. In addition, the proof of the Program's quality will be measured in the clinics. Any breach of ethics, willful failure to comply with policies and procedures, marked indifference to the welfare of others, or blatantly unprofessional conduct may result in disciplinary action, which may result in dismissal from the program.

Do I have to join in the student APTA organization or participate in activities such as PTA Club or student recruiting?

Yes, the PTA Program comprises a service learning component and as part of this you will be required to complete one community service activity through the PTA Club each semester you are in the program. There are multiple opportunities of varying involvement provided each semester. This is assessed in your capstone course. Additionally, you will be encouraged to join the APTA in your first year and required in your second year due to the vast resources available to you as you develop your case studies and poster presentations.

How important is professional behavior and attendance?

Professionalism and attendance is vitally important and is expected of each student. If classes are missed, it is the responsibility of the student to make up and review the missed information with classmates. Guidelines and requirements for professionalism, attendance and missed classes are outlined in the student handbook, and syllabus for each class. Requirements for clinical attendance are outlined in the clinical education manual.

Tardiness of 15 minutes at the start of class, or leaving early from class or lab without permission of the instructor will count as an unexcused absence.

Missed examinations must be made up before the next class session. Any extra credit offered to the class during the scheduled exam will be forfeited. A penalty will be assessed from the final grade earned on the exam for taking the exam later than originally scheduled. Requests for taking an exam early must be made directly to the course instructor in a timely manner prior to an absence. The penalty off the exam grade will not be assessed if the student arranges to take the exam early. Exams taken on a date other than that originally scheduled are subject to being administered in an alternative format (i.e. essay, oral, or other).

Any assignment turned in late will receive a zero, but must be completed as part of the course requirement.

Promptness and good attendance are signs of professionalism. Extended absence due to sickness, family death or illness, or other unforeseen situations will be considered on an individual basis by the Program Chair. Typically, a medical leave ordered by a physician is required. A remedial project may be required to make up the missed work, or a leave of absence may be contemplated. Because the curriculum is sequential in nature, the student would need to complete the interrupted course before continuing in subsequent PTAS-prefixed courses.

In such a small group, won't everyone know if I fail a test?

Student confidentiality is of prime importance in the PTA Program. Test scores or other confidential items will be kept in locked filing cabinets in the PTA Program offices. Hopefully, however, you will feel comfortable about seeking out help from others when you are having serious difficulties, since study groups and tutoring of one another could ensure academic success for everyone. A tight-knit group should work together. You all must learn to trust one another in the same way that your patients will need to trust you.

What if I do poorly in a required class?

A grade of 78% or better must be achieved in each of the technical core courses required for the Associate in Science in Physical Therapist Assistant courses. 78 percent and above must be earned in both lecture and laboratory components of the course, not an average of the two.

What if I'm admitted and then receive an "F" in a course?

You will be required to repeat the course. A student may repeat a PTA course only one time. Additionally, any withdrawal made at a time the student is not considered in good standing (passing every PTA course the student is currently enrolled in with a 78 percent or above) is considered an "F" for PTA program purposes. The student will receive a "W" on their report card, but will be unable to continue in the PTA program until the course has been successfully completed. Therefore, the student must wait until the course is offered again, which is the next academic year, before taking any PTA courses. Ability for the student to retake the course will be based on if space is available in that particular course.

If I think an instructor is unfair, is there anything I can do?

Yes, first you should discuss any problems or issues with that instructor. Your issue will be addressed promptly if it is presented in a professional, respectful manner. None of us likes criticism, but most of us will make an effort to correct a problem if it is brought to our attention. If no corrective action is taken or if insufficient changes are made, you can take your problem to your faculty advisor and/or the Chairperson of the Program. If no solution is reached, the student should follow the Ivy Tech student grievance policy. Information is available in the Code of Student Rights and Responsibilities.

Someone told me there was a test you have to take after you finished the Program. Is that true?

Yes. Before you may seek employment as a physical therapist assistant in Indiana, you must take and pass the certification exam administered under the direction of the Indiana Health Professions Bureau. Computerized testing can be arranged at your choice of times. Similar provisions for passing state certification or licensure examinations exist in most states.

The possibility exists that a person who has been convicted of a crime may not be certified as a health practitioner in the State of Indiana. The Indiana Health Professions Bureau may choose to deny a person convicted of a crime the opportunity to sit for the certification examination even if they have satisfactorily completed the Ivy Tech Community College Associate of Science degree.

Ivy Tech Community College cannot guarantee that any student will pass a certification or licensing exam. Your success will be determined by several factors beyond the instruction you are given in the classroom including your test-taking skills, your willingness to study outside of class, and your satisfactory completion of appropriate practice exams. Certification and licensure exam questions are drawn from databases of hundreds of possible questions; therefore, a thorough understanding of the subject matter is required. The goal of Ivy Tech in providing a certification/licensure exam studies class is to assist you in understanding the material sufficiently to provide a firm foundation for your studies as you prepare for the exam.

IVY TECH PHYSICAL THERAPIST ASSISTANT PROGRAM PROJECTED DIRECT EXPENSES*

At Ivy Tech Community College, tuition and fees are updated yearly. These include an in-state and out-of-state fee differential, technology fees, and distance education fees. Up-to-date information can be found at the Ivy Tech Community college website: <http://nwi.ivytech.edu/web/admissions/tuition.html>.

Students are responsible for tuition, books, supplies, and fees for all courses. Additionally, students are expected to secure funds for their uniform, physical examination with immunizations, CPR training, national criminal check, and a physical/drug screening after acceptance into the program (contact information and forms will be provided after acceptance).

* This is an **estimation** of costs. The College reserves the right to revise fees at any time.

**Tuition (69.5 hours at \$140.61 per credit hour)	\$9772.40
***Approximate book cost (technical core)	\$1500.00
Miscellaneous Clinical Education Costs (travel, lodging, etc.)	varies
Total	\$11,272.40 + clin ed costs

** Out of state tuition fees are \$275.08 per credit hour, making tuition total \$19,118.06, and raising the projected expenses to \$20,618.06. www.ivytech.edu/tuition

***Book fees listed above are an estimate for the Technical Core only. General Education Courses require varied books and fees.

ADDITIONAL COSTS:	AMOUNT:
Charge per credit hour for internet based courses	\$20.00
College assessed Technology Fee for all students per semester	\$75.00
Consumable fees, PTAS 224 (Capstone)	\$130.00
Consumable fees, PTAS 101, 106, 207	\$75.00
TEAS testing	\$65.00 - \$130.00
Drug Screen/Background Check	\$211.00
Physical Exam and Immunizations	varies
CPR certification	\$65.00 - \$100.00
Uniform expenses	\$200.00
Scorebuilders Seminar/Online Testing	\$350.00
Student membership in APTA – national dues (required 2 nd year)	\$90.00
FSBPT Exam Fees/Licensure Fees (paid spring of graduation)	\$600.00 + (depending on state jurisdiction)

These items are based upon current costs (summer 2018) and based upon the websites of the appropriate organizations:

Indiana State Licensure: www.in.gov/pla

The Federation of State Boards of Physical Therapy (National PTA Examination): www.fsbpt.org

Prometric (Testing Site): www.prometric.com

Ivy Tech Community College provides open admissions, counseling and placement services for all persons, regardless of race, color, creed, religion, sex, national origin, physical or mental handicap, age or veteran status.