

Metropolitan Community College – Penn Valley Physical Therapist Assistant Program Application

Accredited by:



ATTENTION

Beginning with the June 10th 2017 application for both PTA programs there is a new requirement for successful application to the PTA Programs. The new requirements are related to reading comprehension.

All applicants, regardless of educational history, must take the “reading comprehension” section of the ACT, Compass or Accuplacer (or Accuplacer ESL) placement test within 3 years of application with scores submitted to the Student Data Center. The Accuplacer can be taken at no cost at any MCC Testing Center. The score may be transferred from another Testing Center as well. If the minimum scores as outlined by MCC student advisement are not attained, an applicant must take and pass Read 100 before their application will be evaluated.

Please contact Alex Johnson, the Penn Valley Health Science PTA student advisor for information regarding placement testing, scores or general college information. Ms. Johnson can be reached at (816) 604-4687 or Alexandra.Johnson@mcckc.edu

All requirements must be met by all applicants before the start of any given application period.

Submit all non-MCCKC official transcripts to the Student Data Center – must be received in Student Data Center (from all colleges and universities you have attended) before the start of any given application period.

Address: Metropolitan Community College
Student Data Center
3200 Broadway
Kansas City, MO 64111

Metropolitan Community College – Penn Valley
PHYSICAL THERAPIST ASSISTANT PROGRAM
APPLICATION PROCEDURE

Application Deadlines:

- **June 10th of each year for the Traditional in Class Program (beginning each Fall semester).**
- **October 1st of each year for the Web Based Program (beginning in the Spring Semester).**

Application Steps:

1. Verify eligibility to apply. Eligible applicants have completed
 - a. One of the following general education requirements:
 - _____ ENGL 101 Composition & Reading (3 credits) (JCCC: ENGL 121, 3 credits)
 - _____ PSYC 140 Psychology (3 credits) (JCCC: PHYC 130, 3 credits)
 - _____ SPDR 100 Fundamentals of Speech (3 credits) (JCCC: SPDR 121, 3 credits)
 - _____ HIST 120, 121, or POLS 136 (3 credits)
 - b. Each of the following with a minimum grade of C, taken within the past 5 years.
 - _____ A biological or Physical Science course (3 credits of 4-6 credits required)**
 - _____ BIOL 150 Medical Terminology (2-3 credits) (HIM 100), JCCC: LC 130, 3 credits)
 - _____ ¹PTHA 151 Introduction to Physical Therapy (2 credits) (offered only at PVCC)
 - c. Coursework with a minimum GPA of 2.5, calculated on courses required for the program.
 - d. Applicants will submit a reading comprehension exam score. For native English-speaking students, this may be an ACT, Compass or Accuplacer reading score below 85 (256 for Accuplacer Next-Gen) a student will need to have taken and passed with a “C” or higher READ 100. The test score must be no more than 3 years prior to the application deadline. For non-native English-speaking students, the cut offs are 18 for the ACT, 86 for the ESL Compass and 110 for the Accuplacer ESL. Non-native English-speaking students below these cut offs will need to take all necessary ESL READ Courses as well as READ 100.

Non MCKC students will need to submit official transcripts to the Penn Valley Student Data Center at 3200 Broadway, Kansas City, MO 64111 to verify scores.

¹Applications received without PTHA 151 completed will be evaluated, but the applicant will be at a disadvantage compared to an applicant will all pre-requisite courses completed.

2. Fill out the student application EXACTLY as directed.

- _____ a. Complete the **Student Application Form**
- _____ b. Arrange for two separate four-hour observations at area physical therapy clinics. One should be at an inpatient facility (hospital, nursing home, rehab facility, skilled nursing) and the other should be an outpatient facility. Have the observed PTA or PT sign the Observation Sheet and return it with your other paperwork. Type a **single, one-page report outlining both your observations** (not one for each). Include what you saw, if your impression of PT has changed and if the experience has influenced your decision to become a PTA. Do not put your name on this one-page paper. Rather, staple it to a cover page on which you have written your name.
- _____ c. Fill out the **Curriculum Checklist** by highlighting those classes you have completed.
- _____ d. Have official transcripts from other schools sent to MCC at the address below:

Student Data Center, 3200 Broadway, Kansas City, MO 64111

Include a student copy of non-MCC transcripts with your application.
- _____ e. Ask two individuals to serve as personal references for you. These individuals should know you professionally: an employment supervisor, a previous instructor or other professional relationship. Have each individual complete the **Reference Questionnaire** and send it directly to our department.

_____f. Sign the Policy & Permission Statements and return.

**Note, that while only 3 hours of science is required for application a minimum of 4 hours is required to graduate in addition to Medical Terminology and Anatomy & Physiology.

3. Return the completed application by June 10th for the Traditional Program and October 1st for the Web-Based Program to the following address:

Physical Therapist Assistant Program
Attn: Dr. Randy Leighton
3444 Broadway
Kansas City, MO 64111-2764

Please mail or hand deliver your application to the Suite 410 at the Health Science Institute.

4. Qualified applicants will be notified by email or phone of an interview within 2 weeks of the application deadline. Those accepted to the program will be notified of a mandatory orientation and enrollment session to be scheduled in July for the land-based program and in October for the web-based program.
5. Applicants should be aware: The PTA program includes 720 hours of clinical experience at four different clinical sites over 18 weeks. Students may be required to drive within a radius of 70 miles to travel to the clinical rotations and must have reliable transportation.

Metropolitan Community College – Penn Valley
Physical Therapist Assist Program - Curriculum Checklist

Name: _____ Student ID#: _____

Please consult the Program Coordinator, Randy.Leighton@mckc.edu for any changes in curriculum sequencing.

PROGRAM PREREQUISITES			Hours	Grade	Hours Earned	Grade Point
ENGL	101	*Composition & Reading I (JCCC: ENGL 121, 3 Cr)	3			
		Any biological or physical sciences course. (Students planning to take BIOL 109 to satisfy A&P will need to take Intro to Cell Biology or CHEM 105, 5 Cr) (JCCC: CHEM 122, 5 Cr)	4 - 6			
BIOL	150	Medical Terminology (JCCC: LC 130, 3 Cr)	2			
PTHA	151	³ Introduction to Physical Therapy	2			
TOTAL			10			
FIRST SEMESTER						
BIOL	109	¹ Anatomy & Physiology (with lab)	4 – 6			
PSYC	140	*General Psychology (JCCC: PHYC 130, 3 Cr)	3			
COMM	100 or 102	*Fundamentals of Speech (JCCC: SPDR 121, 3 Cr)	3			
PTHA	152	Physical Therapy Fundamentals I	4			
PTHA	160	Medical Diseases	2			
TOTAL			18			
SECOND SEMESTER						
HIST / POLS		** ⁴ American Institutions (HIS 120, 121 or POLS 136	3			
EMTP	100	² Basic Emergency Patient Care	1			
PTHA	153	Kinesiology	4			
PTHA	154	Applied Neurology	2			
PTHA	159	Orthopedic Pathology	2			
PTHA	161	Physical Therapy Fundamentals II	4			
PTHA	162	Clinical Immersion (40 hours of clinical experience)	1			
TOTAL			17			
THIRD SEMESTER						
PTHA	155	Rehabilitation	4			
PTHA	158	Therapeutic Exercise	4			
PTHA	164	Pediatrics & Gerontology	2			
PTHA	171	Clinical Seminar	2			
PTHA	170	Clinical Education I (3 weeks full-time)	3			
FOURTH SEMESTER						
PTHA	272	Clinical Education II (14 weeks full-time)	12			
TOTAL			12			
TOTAL PROGRAM CREDIT HOURS			72			

See next page for key to superscripts

Reading Comprehension Score: ACT, Compass or Accuplacer: _____

*General education courses can be sequenced in any manner, but should be completed prior to the third semester. SPDR 102 will also be accepted.

¹For MCC students: BIOL 109 Anatomy & Physiology **OR** HLSC 108, **OR** the combination of BIOL 110 and 210 will meet the requirement.

Two JCCC options are available:

- Option 1 – BIOL 144 Human Anatomy & Physiology (5 cr) **AND** BIOL 145 Human Anatomy/Physiology – Dissection (1 cr) NOTE: BIOL 144 must be taken before BIOL 15)
- Option 2 – BIOL 140 Human Anatomy (4 cr) **AND** BIOL 225 Human Physiology (4 cr)

NOTE: CHEM 122 and BIOL 140 must be taken before BIOL 225

²CPR Certification will not exempt you from this class. This course is only offered to students accepted into the PTA program and cannot be taken out of sequence.

³Applications received without PTHA 151 completed will be evaluated, but the applicant will be at a disadvantage compared to an applicant with all pre-requisite courses completed.

⁴Students graduating from a Missouri College are mandated by the state to have education in Missouri history and governance. Students who have taken their US History course outside of MO may need to enroll in POLS 153-MO Constitution to earn their A.A.S. Degree.

PHYSICAL THERAPIST ASSISTANT PROGRAM
Addendum to Curriculum Checklist

1. Biology coursework more than five (5) years old is non-transferable towards attainment of the Physical Therapist Assistant Program degree, but is not required for application.



Dear Director of Physical Therapy:

As part of the application process at the Metropolitan Community College – Penn Valley, prospective physical therapist assistant students are required to spend four hours in a clinical setting observing physical therapy. The student is to complete this form and submit to the Physical therapist Assistant Coordinator at MCC – Penn Valley.

Thank you for your assistance and time in allowing the student to make an informed decision regarding physical therapy as a career path.

Respectfully,

Randy Leighton
Education Coordinator
Physical Therapist Assistant Program
Health Science Institute, #410I
816.604.4808
Randy.Leighton@mcckc.edu

Student's Name: _____

Facility where observation was completed: _____

Facility Address: _____

Student's Signature: _____

Supervising PT's Signature: _____

Dear Director of Physical Therapy:

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Student's Name: _____

Facility where observation was completed: _____

Facility Address: _____

Student's Signature: _____

Supervising PT's Signature: _____



Physical Therapist Assistant Program REFERENCE QUESTIONNAIRE

This form is to be completed by a Work Supervisor who has knowledge of the applicant's integrity, dedication and communication skills.

Applicant: _____

Last
First
MI

To the evaluator: the above individual is applying for admission to the Physical Therapist Assistant Program at MCC-Penn Valley. **Once you have completed this reference questionnaire, seal the envelope and sign over the seal.** Mail to: MCC-Health Science Institute, Physical Therapist Assistant Program, 3444 Broadway, #410H, Kansas City, MO 64111.

Please rate the applicant on the following: (If unable to assess, please leave blank.)

1 IS THE LOWEST, 10 IS THE HIGHEST

	1										10
Communicate effectively	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Interacts effectively with co-workers	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Interacts effectively with clients	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates initiative & self-discipline	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Utilizes constructive criticism	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates appropriate self-confidence	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates non-judgmental behavior toward others	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates flexibility for unexpected events	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Shows consideration for others	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Follows instructions well	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Is punctual	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates good time management skills	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Appears well-groomed & dresses appropriately	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates ability to evaluate own strengths & weaknesses	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Exhibits good judgement	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Exhibits tact	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Handles stressful situations	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Behaves ethically	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Attends regularly	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]

Relationship to Applicant: _____ Name: _____

**Physical Therapist Assistant Program
REFERENCE QUESTIONNAIRE**

This form is to be completed by a Work Supervisor who has knowledge of the applicant's integrity, dedication and communication skills.

Applicant: _____
Last First MI

To the evaluator: the above individual is applying for admission to the Physical Therapist Assistant Program at MCC-Penn Valley. **Once you have completed this reference questionnaire, seal the envelope and sign over the seal.** Mail to: MCC-Health Science Institute, Physical Therapist Assistant Program, 3444 Broadway, #410H, Kansas City, MO 64111.

Please rate the applicant on the following: (If unable to assess, please leave blank.)

1 IS THE LOWEST, 10 IS THE HIGHEST

	1									10
Communicate effectively	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Interacts effectively with co-workers	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Interacts effectively with clients	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates initiative & self-discipline	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Utilizes constructive criticism	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates appropriate self-confidence	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates non-judgmental behavior toward others	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates flexibility for unexpected events	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
shows consideration for others	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Follows instructions well	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Is punctual	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates good time management skills	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Appears well-groomed & dresses appropriately	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Demonstrates ability to evaluate own strengths & weaknesses	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Exhibits good judgement	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Exhibits tact	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Handles stressful situations	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Behaves ethically	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
Attends regularly	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]

Relationship to Applicant: _____

Name: _____

Metropolitan Community College – Penn Valley
Physical Therapist Assistant Program
Informed Consent Page

Student Printed Name: _____

Program Policies:

1. The program is time consuming and it would be difficult for an individual to work more than 24 hours/week after the first academic semester.

2. The program required a commitment to attendance and study time that is generally more rigorous than many other courses of study.
3. The program has a set of policies that include, but are not limited to the following:
 - a. Students must earn a minimum grade of 75% or greater in the laboratory and lecture portions of a class in order to successfully pass the course. If a student does not earn a 75% in either lecture or lab portions of a course, the student would not be allowed to continue program at that time and a meeting with the Program Coordinator must be arranged. The result of this meeting may result in remediation or the necessity to re-apply for entry into the program.
 - b. Students must physically demonstrate minimum competency on certain skills to pass a course.
 - c. Students will be expected to perform physical therapy procedures on one another in a safe manner.
 - d. The program has attendance policies that include point deductions for tardiness and absences.
 - e. Students must adhere to clinical guidelines of affiliated health care institutions that will require students to undergo criminal background checks. Individuals with felony convictions or class "A" misdemeanors may be unable to complete clinical rotations or obtain employment in certain health care settings. For more information on criminal background checks see the Prospective Student Packet.
 - f. Students will be required to undergo a drug screen at their own cost to participate in clinical rotations and may be dismissed from a clinical as a result of a positive drug screen.
 - g. Students may be exposed to blood and body fluids on clinical rotations, however, the risk should be minimal if standard precautions are observed.
 - h. Students will be required to show proof of current vaccination and/or titer results and undergo a physical examination prior to clinical rotations. Students may be required to undergo certain vaccinations in order to advance to the clinical portion of the program because of current hospital policy.
 - i. A copy of the all Physical Therapist Assistant Program policies is available on-line at <http://mcckc.edu/physicaltherapy> under Physical Therapist Assistant Program.

I have read and agree to abide by the policies of the Physical Therapist Assistant Program.

Signature: _____

Date: _____

Metropolitan Community College – Penn Valley
Drug-Free Workplace, Campus & Community
Drug Screen Policy

MCC – Penn Valley is committed to maintaining high standards in all programs including allied health and nursing education and practice. Safe practice includes efficient, reliable and unimpaired student performance at all times including in the classroom and in a clinical setting. Being under the influence of drugs or alcohol poses serious safety and health risks not only to the user, but also to all persons who come in contact with the user. Students are required to perform all education related activities in appropriate mental and physical condition.

MCC – Penn Valley has adopted the Federal Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act Amendments of 1989. The policy is one of zero tolerance. Together with the college’s Drug-Free policy, the Code of Student Conduct imposes prohibited conduct and possible disciplinary action. If in violation of these policies, students subject themselves to disciplinary actions up to and including suspension or expulsion from the college and its programs.

Clinical facilities are committed to providing a safe environment in order to protect its patients, residents, employees and visitors; to provide the highest level of service; and to minimize the potential for accidents and injuries. Therefore, many of the clinical contracts between MCC – Penn Valley and hospitals, clinics and other facilities have a component requiring drug screening for allied health and/or nursing students. The clinical site might require that an MCC – Penn Valley allied health and/or nursing student complete and pass a drug screen prior to being admitted into the facility as a student. Additionally, some clinical facilities require random drug testing during the duration of a clinical rotation. Refusal to submit to a drug screen or testing positive can make a student ineligible to participate in clinical training.

The cost for a drug screen may be covered by the clinical facility. If not, the student is responsible for the cost.

I understand the policy as outlined above and agree to abide by this policy.

Student’s Signature: _____ Date: _____

Student Name Printed: _____

**METROPOLITAN COMMUNITY COLLEGE – PENN VALLEY
 PHYSICAL THERAPIST ASSISTANT PROGRAM
 PERFORMANCE STANDARDS FOR
 PHYSICAL THERAPIST ASSISTANT STUDENTS**

Student Responsibilities:

Applicant to this program should be aware of the technical standards required for completion of this program. These performance standards are provided to prospective students to assist them in determining whether they will be able to successfully complete the program. It is the policy of MCC – Penn Valley to provide reasonable accommodations for individuals with disabilities. If you need an accommodation due to a disability under the Americans with Disabilities Act, please contact the Access Resource Coordinator at 816.604.4089 or visit the MCC website at www.mcckc.edu/access.html. Two to six weeks advance notice is required for some accommodations.

Upon completion of the Associate Degree in Applied Science in Physical Therapy, the graduate will have met the following standards:

1. Completion of an academically rigorous program, requiring a minimum grade of 75% in both laboratory and lecture components of each Course.
2. Achieved competency of 80% or above in lab competency checks and practical examinations without critical safety errors.

ABILITY	STANDARD	SOME EXAMPLES OF NECESSARY ACTIVITIES
Mobility & Dexterity	Physical ability and fine motor skills to provide safe and effective patient treatment	<ul style="list-style-type: none"> • Assist clients in activities of daily living including bed mobility, transferring from one surface to another and walking with and without assistive devices on levels or stairs using minimum, moderate and maximum assistance. Transport clients in wheelchairs • Physically assist clients in exercise programs. • Apply modalities, therapeutic exercise equipment, prosthetics and braces. • Perform manual techniques such as manual resistance, passive range of motion, massage, CPR, debride and bandage wounds. • Use instruments such as goniometers, strength gauges. • Complete clinical rotations for 8 hours/day, 40 hours/week.
Sensory Ability	Sensory ability sufficient to monitor client status and use	<ul style="list-style-type: none"> • Detect and respond to monitoring alarms, clients

	equipment in order to administer safe and effective patient treatments.	<p>and other health professionals communications.</p> <ul style="list-style-type: none"> • Read dials and monitor equipment, interpret facial expressions, assess the environment and observe changes in patient physical structure and function abnormalities.
Critical Thinking	Cognitive ability to demonstrate effective problem solving skills and clinical judgment.	<ul style="list-style-type: none"> • Prioritize tasks and make appropriate decisions related to situations. • Identify cause-effect relationship to apply safe and effective intervention strategies within the physical therapy plan of care. • Apply information in classroom to clinical setting, adapting the treatment as needed. • Effective manage time.
Interpersonal Skills	Interpersonal abilities to interact with clients, families, groups, team members from a variety of social, emotional, cultural and intellectual backgrounds.	<ul style="list-style-type: none"> • Establish rapport and maintain professional relationships with clients/families and colleagues that optimizes treatment effectiveness.
Communication	Communication abilities for interaction with others orally and in writing.	<ul style="list-style-type: none"> • Comprehend instructions and written documentation. • Instruct client family. • Document progress notes. • Communication with supervising physical therapist and others.
Professional Behavior	Behavior consistent with the standards and core values of the physical therapy profession.	<ul style="list-style-type: none"> • Regular attendance and timeliness. • Ability to self-assess and implement self-improvement strategies. • Attendance at one continuing education meeting. • Completion of one activity to increase public awareness of physical therapy and/or health. • Participation in one community service activity.

Candidates for the Physical Therapist Assistant Program are required to certify that these standards have been provided to them.

Name (please print): _____

Signature: _____

Date: _____