Metropolitan Community College-Penn Valley
Physical Therapist Assistant Program Application

Accredited by:

CAPTE
Commission on Accreditation in Physical Therapy Education
Applications are due June 10th for entry into the land based program and October 1st for the web-based program.

Application Steps:

1. Verify eligibility to apply. Eligible applicants have completed
   A. One of the following general education requirements:
      ___ ENGL 101 Composition and 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 135,136,137 (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)
      ___ BIOL 150 Medical Terminology (2 credits) (JCCC: LC 130, 3 credits)
      ___ __PTHA 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

1 Applications 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.

2. Fill out the student application EXACTLY as directed.
   ___ A. Complete the Student Application Form
   ___ B. Arrange for two 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 supervising therapist sign the Observation Sheet and return it with your other paperwork. Type a one page report outlining your observations. 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, indicating your grade for the course as well as the number of credit hours earned.
   ___ 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 and permission statements and return.

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
   Health Science Institute, MCC-Penn Valley
   3444 Broadway
   Kansas City, MO 64111-2764

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.

Revised June 2015
Metropolitan Community College is committed to a policy of nondiscrimination on the basis of age, color, creed, disability, marital or parental status, national origin, race, religion, or gender in admissions, educational programs or activities, and employment, as specified by federal laws Title IX of the Education Amendments of 1972, Titles VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1997, the Americans with Disabilities Act, and state laws and regulations.

Metropolitan Community College-Penn Valley
PHYSICAL THERAPIST ASSISTANT PROGRAM
STUDENT APPLICATION

(Ms./Mr.) _____________________________________________________________________
Last                                   First                     MI

Mailing Address ___________________________________________________________
Street
City                                State                        Zip

Name(s) that will appear on previous educational records if different from above:

Last                                   First                     MI

Permanent Address ___________________________________________________________
Street
City                                State                        Zip

Home Phone ______________________    Work Phone ______________________

Cell Phone _________________________    Email Address ______________________
(Please indicate preferred number for contact with an *)

MCC Student ID Number ____________

Name of person to be notified in case of emergency ________________________________
Phone ______________________   Relationship______________________________

Academic Record
High School (Dates attended and graduation date or date GED received)

All Colleges Attended*:
Name of College                City/State        Dates Attended     Degree Received

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

*use back if necessary
Work Experience:
In chronological order, beginning with most recent, describe your duties in detail in the space allowed. Specifically note any experience in the medical field. Include dates of your employment along the frequency of employment. (For example: 40 hours/week for 6 months)

________________________________________________________________________________
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Volunteer Experience:
Please note any volunteer experience you have in the medical field. Identify the nature of the volunteer experience as well as the dates and total hours of the experience.

________________________________________________________________________________
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This college does not discriminate on the basis of race, color, national origin, sex, age or disability in admission or access to, or treatment of employment in its programs and activities-MCC-PV provides a range of services to allow persons with disabilities to participate in educational programs and activities. If you desire support services for the application process or course work, contact the Access Counselor at (816) 604-4089 to request assistance, or call TDD at (816) 604-4383.

Revised June 2015
Metropolitan Community College-Penn Valley
Physical Therapist Assistant Program

Curriculum Checklist

Name: _________________________________  Student ID#: _______________________

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

<table>
<thead>
<tr>
<th>PROGRAM PREREQUISITES</th>
<th>Hours</th>
<th>Grade</th>
<th>Hours Earned</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101 *Composition &amp; Reading I (JCCC: ENGL 121, 3 Cr)</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Any biological or physical sciences course. (students planning to take Biol 109 to satisfy A&amp; P will need to take Intro to Cell Biology or CHEM 105, 5 Cr)</td>
<td>4-6</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>BIOL 150 Medical Terminology (JCCC: LC 130, 3 Cr)</td>
<td>2</td>
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<td></td>
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<tr>
<td>PTHA 151 Introduction to Physical Therapy</td>
<td>2</td>
<td></td>
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<tr>
<td><strong>TOTAL</strong> 10</td>
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</tbody>
</table>

**FIRST SEMESTER**

| BIOL 109 Anatomy & Physiology with lab | 4-6 | | | |
| PSYC 140 *General Psychology (JCCC: PHYC 130, 3 Cr) | 3 | | | |
| SPDR 100 *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 | **American Institutions (HIST 120, 121 or POLS 135, 136, 137) | 3 | | |
| EMTP 100 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 | | | |
| **TOTAL** 15 | | | | |

**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
*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 145.)

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 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 will need to enroll in POLS 153-MO Constitution to earn their A.A. S. degree.
PHYSICAL THERAPIST ASSISTANT PROGRAM
Addendum to Curriculum Checklist

1. History or the American Institutions requirement must be completed at an accredited Missouri College. This is true for all students, including those attending through JCCC. Students who have completed History at an institution outside the State of Missouri may enroll in a 1-credit hour course POLS 153 (which will satisfy the Missouri Constitution requirement).

2. Chemistry 105 may substitute for Introduction to Cell Biology (BIOL 100). Those students attending through JCCC should take the JCCC Chemistry (Chemistry 122) class instead of Introduction to Cell Biology.

3. Biology coursework more than five (5) years old is non-transferable towards attainment of the Physical Therapist Assistant Program degree.
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, 410H
816-604-4808
Randy.Leighton@mcckc.edu

________________________________________
Student's Name

________________________________________
Facility where observation was completed

________________________________________
Facility Address

________________________________________
Student's Signature

________________________________________
Supervising PT's Signature

Revised June 2015
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Supervising PT's Signature

Revised June 2015
## 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: ____________________________________________________________

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-Penn Valley, Physical Therapist Assistant Program, Health Science Institute, 410H, 3444 Broadway, Kansas City, MO 64111**

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

<table>
<thead>
<tr>
<th>Category</th>
<th>1 IS THE LOWEST</th>
<th>10 IS THE HIGHEST</th>
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<tbody>
<tr>
<td>Communicate effectively</td>
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</tr>
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<tr>
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Relationship to Applicant | Name

Revised June 2015
Physical Therapist Assistant Program

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Relationship to Applicant: __________________________
Name: __________________________

Revised June 2015
Metropolitan Community College-Penn Valley  
Physical Therapist Assistant Program  
Informed Consent Page

Student Printed Name_____________________________________________________

Prospective Student Information Packet
I have read the Prospective Student Information Packet found on the main MCC-PTA web page.

________________________________________________________________________
Signature Date

Use of Application and Transcript Information
I understand that information provided in the program application and college transcripts will be utilized for purposes of determining eligibility to the program and for academic advising and counseling by program faculty. Information contained within the application will be provided to academic counselors/advisors for purposes of advisement and counseling. Data regarding student demographics is reported to the American Physical Therapy Association in aggregate and without student identifiers. All other uses of student information would require the written permission of the student.

I understand and give permission for use of student information as outlined above.

________________________________________________________________________
Signature Date

Program Admission
I understand that the program capacity is limited and therefore, the application process is competitive. As such, if the number of applicants exceeds the number of positions in the program, the best qualified applicants will be determined based on:

- Academic performance, including but not limited to: calculated grade point average of any course taken towards the degree, grades in Intro to PT and/or biology courses, history of repeated coursework and dropped courses, previous degree attainment, and demonstrated ability to handle a full academic load
- Volunteer or work experience related to health care
- Written paperwork
- References
- Interview

________________________________________________________________________
Signature Date

Revised June 2015
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 requires 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 in the 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://www.mcckc.edu](http://www.mcckc.edu), under Physical Therapist Assistant

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

__________________________  __________________________
Signature                        Date

Transportation and Housing

Students may be required to drive within a 60 mile radius or be placed at a clinical site out of town if needed. Students are responsible for transportation to and from the clinical site. Although many sites are within a 60 mile radius, out of town placement may be necessary. The student will bear all expenses associated with placement (i.e. housing, meals, and transportation).

__________________________  __________________________
Signature                        Date
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-PV 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 – PV 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 – PV 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:
Applicants 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.

<table>
<thead>
<tr>
<th>ABILITY</th>
<th>STANDARD</th>
<th>SOME EXAMPLES OF NECESSARY ACTIVITIES</th>
</tr>
</thead>
</table>
| Mobility and Dexterity   | Physical ability and fine motor skills to provide safe and effective patient treatment. | • 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 equipment in order to administer safe and effective patient treatments | • Detect and respond to monitoring alarms, client’s and other health professionals communications.  
  • Read dials and monitor equipment, interpret facial expressions, assess the environment, and observe changes in patient status that require attention.  
  • Detect patient physical structure and function abnormalities. |
| Critical Thinking | Cognitive ability to demonstrate effective problem solving skills and clinical judgment. | ● 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  
● Effectively manage time |
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Interpersonal Skills</td>
<td>Interpersonal abilities to interact with clients, families, groups, team members from a variety of social, emotional, cultural, and intellectual backgrounds.</td>
<td>● Establish rapport and maintain professional relationships with clients/families and colleagues that optimizes treatment effectiveness</td>
</tr>
</tbody>
</table>
| Communication | Communication abilities for interaction with others orally and in writing | ● 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. | ● 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: _________________________