DEPARTMENT OF PHYSICAL THERAPY
FLORIDA INTERNATIONAL UNIVERSITY

Class of 2017– Student Handbook
8:30 AM  Registration

9:00 AM  Welcome Remarks – Dr. Ora Strickland, Dean, NWCNHS

9:15 AM  Introductions and General Policies – Dr. Denis Brunt

FACULTY

Dr. Steve Bernstein, Clinical Assistant Professor

Dr. Martha Bloyer, Clinical Assistant Professor, Director of Clinical Education

Dr. Denis Brunt, Professor and Chair

Dr. Bruno da Costa, Assistant Professor

Dr. Leonard Elbaum, Associate Professor

Dr. Inae Gadotti, Assistant Professor

Dr. Marilys Randolph, Associate Professor

Dr. Lisa Roberts, Clinical Assistant Professor

Dr. Colleen Rose-St. Prix, Associate Professor

Dr. Mark Rossi, Associate Professor

Dr. Edgar Vieira, Assistant Professor

STAFF

Ann Tackoor, Office Manager

Nancy Bradbury, Secretary
GENERAL POLICIES AND INFORMATION

Academic warning, probation and dismissal – Graduate School Policy

Warning

A graduate student whose cumulative graduate GPA falls below a 3.0 will be placed on warning, indicating academic difficulty.

Probation

A graduate student on warning whose cumulative graduate GPA remains below 3.0 in the following semester will be placed on probation, indicating serious academic difficulty. The College or School of the student on probation may indicate the conditions which must be met in order to continue enrollment.

Dismissal

A graduate student on probation who’s cumulative and semester GPA fall below a 3.0 will be automatically dismissed from his or her program and the University by the Graduate School. A graduate student will not be dismissed prior to attempting a minimum of 12 hours of coursework as a graduate student.

Dismissal Appeal

A student has ten working days to appeal the dismissal decision. This appeal must be made in writing to the Dean of the University Graduate School. The dismissal from the University is for a minimum of one year. After one year, the student may apply for readmission to the University in the same or a different program, or register as a non-degree-seeking student. Dismissed students who are readmitted or who register as non-degree-seeking students are placed on academic probation.

Department Policy

In addition to the university-wide policy described above, a student will be dismissed from the Physical Therapy program if they receive either:

- a grade below a C in any course
- a grade of C while on academic warning or probation
- a grade of C in any two courses

Students cannot graduate with a cumulative GPA of less than 3.0 in the Physical Therapy Curriculum.
Grading Criteria

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100</td>
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<tr>
<td>A-</td>
<td>87-89</td>
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<td>B+</td>
<td>84-86</td>
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<td>B</td>
<td>80-83</td>
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<tr>
<td>B-</td>
<td>77-79</td>
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<tr>
<td>C+</td>
<td>74-76</td>
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<tr>
<td>C</td>
<td>70-73</td>
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<td>C-</td>
<td>67-69</td>
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<tr>
<td>D+</td>
<td>64-66</td>
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<tr>
<td>D</td>
<td>60-63</td>
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Class Attendance

Consistent attendance at scheduled classes and laboratory sessions is considered a prime indicator of mature and professional behavior and is expected of all students. Failure to follow the attendance policy is grounds for dismissal. If circumstances require a student to be absent, it is the student’s responsibility to notify the faculty member in advance and ask to be excused. The student is held responsible for the material covered during that absence.

Punctuality is a demonstration of professional responsibility and the ability to fulfill a commitment on the part of the student. Arriving late to class or laboratory is disruptive and inconsiderate. If a circumstance requires a late arrival, the student should notify the faculty member in advance.

A student who must leave class before the scheduled ending time should request permission from the faculty member before the beginning of class. The student is held responsible for the material covered during the time the student is not there.

Class Attendance Policy

In accordance with FIU Attendance Policy as stated in the Graduate Catalog, you are expected to be punctual and attend all classes. The PT program has a required attendance policy recognizing medical, family emergencies, or religious days as examples of justifiable excused absences. It is the policy of the Department of Physical Therapy that each unexcused absence may result in a loss of 5% of the total grade in a given course. If a student has 4 or more unexcused absences in a course, they will fail the course.
Professional Behavior

Students must demonstrate professional behavior that conforms to:
Standards of behavior listed in the FIU University Student Handbook

The APTA Code of Ethics www.apta.org/ethics

The State of Florida Physical Therapy Practice Act
http://archive.flsenate.gov/Statutes/Index.cfm?StatuteYear=2013&Tab=statutes&Submenu=1

Cheating and stealing are inexcusable actions that are detrimental to the learning process as well as inconsistent with the development of professional attitudes. Students are expected to establish their own policy for dealing with these actions (should they arise) that reflects professional responsibility and serves as a base for ethical behavior. Those policies are to affect the academic misconduct section of the University’s Rights and Responsibilities of Students.

Students and faculty are expected to mutually respect the privacy and opinions of each other. Consideration for schedules and appointments as well as behavior that does not disrupt the learning process is considered important in the development of physical therapy students.

Students are considered representatives of FIU when in classes conducted by guest lecturers or on field trips and therefore are expected to dress and to behave with consideration for the image they project to the general community.

Disciplinary actions arising from a student's actions will be consistent with University policies and procedures

Dress Code

Students are expected to appear neat and clean in all academic and professional related settings. Footwear must be worn at all times while in our classrooms and labs. Lab Dress: shorts, halters, and T-shirts are to be worn for structured lab activities when specified. Professional dress is required for the clinic, professional activities, and in the classroom for presentations and when there is a guest speaker. For professional dress clothes must be neat and wrinkle free. “Khaki” style pants & polo shirt (shirt MUST be tucked in) with walking shoes are considered appropriate professional dress. It is fine to wear the school department logo shirts and tennis shoes are okay as well, if they are neat and clean.

You should always remember that you are now representing the PT department, PT profession, your class and the health professions. Your physical appearance should reflect pride in who you are what you do and all that you represent. For example, you should not show up at the hospital or rehabilitation center wearing jeans, shorts, or a T-shirt. If you are not dressed appropriately you will be asked to leave. Name tags should be worn at all academic and program sponsored professional activities outside of the classroom.
**Maintenance of Labs**

Students have the main responsibility to see that the teaching labs are properly maintained. The labs are to be cleaned after each class. Therapeutic equipment is to be kept in proper order, and treatment plinths must be cleaned after each use. The room must be kept neat, chairs stacked and cleared, and no clutter. Class officers are asked to organize and oversee the maintenance of the labs.

**Access to Teaching Labs**

Safety is extremely important whenever you are in the department after regular business hours. Always be in groups of two or more. You should keep the outside doors to the labs locked.
There is a need for students in the Departments of Occupational Therapy, Physical Therapy and Communication Science and Disorders to have access to clinical and research laboratory space on the 4th floor of AHC-3. This access is required to provide adequate time and facilities for students to prepare for practical exams and conduct research. Swipe locks have recently been installed to facilitate this process. The following guidelines for use have been approved by the Chairs of Occupational Therapy, Physical Therapy and Communication Science and Disorders.

PROCEDURES
1. Students will have access to labs Monday through Friday, 7:30am to 5:00pm.
2. Open lab times will be determined by semester based upon department teaching schedules. Department Chairs will notify class presidents of these open times no later than the end of the first week of each semester.
3. Students may also gain access to labs Monday through Friday after 5:00pm or Saturday, 7:30am to 5:00pm, by adhering to the following procedures:
   a. Swipe cards to access the labs must be checked out from departmental secretaries.
   b. Students will be expected to list the names of those students who plan to use the lab.
   c. Cards must be checked out in the afternoon prior to evening use.
   d. Cards must be checked out on Friday to access the labs on Saturday.
   e. Access to teaching labs will be allowed to students in groups of no less than four.
   f. Lab doors must remain locked at all times.
4. The University and College of Nursing and Health Sciences will assume NO responsibility for loss or damage to any student property or personal injury during unsupervised use of laboratory space.
5. The use of specific equipment may require permission and/or supervision by individual faculty as determined on a case by case basis. Students must consult with the faculty member of record for the course in which the equipment was used for instruction.
6. Students may be denied temporary or permanent access to laboratory space for the following reasons:
   a. University property is found to be damaged or missing. Students will be held responsible for damaged or missing equipment.
   b. Laboratories are left in an untidy state and unwanted items remain following use.
   c. Evidence of food being consumed in lab.
7. This lab access policy will be included in the Student Handbook of respective academic departments.

Physical Therapy –406, 410
Physical Therapy Curriculum

First Year
Fall (16 Credits)

PHT 5174 Analysis of Movement & Function 3
PHT 5174L Analysis of Movement & Function Lab 1
PHT 5523 Dimension of Professional Practice Seminar I 3
PHT 5070 Principles of Diagnostic Imaging 1
PHT 5244C Therapeutic Exercise 3
GMS xxxx Basic Structure of the Human Body 3
GMS xxxx Anatomy of Musculoskeletal System 2

Spring (14 Credits)

PHT 5180 Musculoskeletal Diagnosis & Management I 3
PHT 5180L Musculoskeletal Diagnosis & Management I Lab 1
PHT 5303 Pathophysiology of Disease 3
PHT 6353 Principles of Diagnostic & Pharmacology in PT 3
PHT 5205 Clinical Skills 3
PHT 5205L Clinical Skills Lab 1

Summer (12 Credits)

PHT 5027 Clinical Education Seminar 1
PHT 5181 Musculoskeletal Diagnosis & Management II 3
PHT 5181L Musculoskeletal Diagnosis & Management II Lab 1
PHT 6165 Applied Clinical Neuro Anatomy 3
PHT 6341 Diagnosis & Management of Disease 3
PHT 6341L Diagnosis & Management of Disease Lab 1
### Second Year

#### Fall (12 Credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>PHT 6125</td>
<td>Clinical Biomechanics</td>
<td>3</td>
</tr>
<tr>
<td>PHT 5805</td>
<td>Clinical Internships I (8 weeks)</td>
<td>5</td>
</tr>
<tr>
<td>PHT 5182</td>
<td>Musculoskeletal Diagnosis and Management III</td>
<td>3</td>
</tr>
<tr>
<td>PHT 5182L</td>
<td>Musculoskeletal Diagnosis and Management III Lab</td>
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</table>

#### Spring (14 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>PHT 6127</td>
<td>Advanced Pathologic Movement Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PHT 6164</td>
<td>Neurological Diagnosis &amp; Management II</td>
<td>3</td>
</tr>
<tr>
<td>PHT 6164L</td>
<td>Neurological Diagnosis &amp; Management II Lab</td>
<td>1</td>
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<tr>
<td>PHT 6381</td>
<td>Diagnosis &amp; Management of Cardio-Pulmonary Systems</td>
<td>3</td>
</tr>
<tr>
<td>PHT 6381L</td>
<td>Diagnosis &amp; Management of Cardio-Pulmonary Systems Lab</td>
<td>1</td>
</tr>
<tr>
<td>PHT 6970</td>
<td>DPT Project I</td>
<td>3</td>
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</table>

#### Summer (13 Credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PHT 5373</td>
<td>Advanced Therapy Assessment of the Elderly</td>
<td>3</td>
</tr>
<tr>
<td>PHT 6169</td>
<td>Neurological Diagnosis &amp; Management III</td>
<td>3</td>
</tr>
<tr>
<td>PHT 6169L</td>
<td>Neurological Diagnosis &amp; Management III Lab</td>
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<tr>
<td>PHT 6625</td>
<td>PT Research Methods and Design</td>
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<tr>
<td>PHT 6970</td>
<td>DPT Project II</td>
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### Third Year

#### Fall (14 Credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PHT 6009</td>
<td>Differential Diagnosis in PT</td>
<td>3</td>
</tr>
<tr>
<td>PHT 5505C</td>
<td>PT Constructs in Health Wellness</td>
<td>3</td>
</tr>
<tr>
<td>PHT 6970</td>
<td>DPT Project III</td>
<td>3</td>
</tr>
<tr>
<td>PHT 6817</td>
<td>Clinical Internship II (8 weeks)</td>
<td>5</td>
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</table>
**Spring (14 Credits)**

- PHT 6827  Clinical Internship III (8 weeks)  5
- PHT 6526  Dimensions of Professional Practice Seminar  3
- PHT xxxx  Elective I  3
- PHT xxxx  Elective II  3

**Summer (5 Credits)**

- PHT 6828  Clinical Internship IV (10 weeks)  5

  Comprehensive Examination

  Presentation of Research

***All courses must be taken in sequence***

***Students must pass a comprehensive exam at the end of the program in order to graduate***

*The above curriculum schedule is subject to change.*

**Estimated Additional Expenses Associated with the Physical Therapy Curriculum**

Throughout the physical therapy curriculum students will encounter additional expenses unrelated to tuition and books. To keep students informed and to assist with financial management, the following tentative list has been compiled. Specific required items and associated expenses may change at any given time without notice.

<table>
<thead>
<tr>
<th>Items</th>
<th>Approximate Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large goniometer</td>
<td>$25</td>
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<tr>
<td>Small goniometer</td>
<td>$16</td>
</tr>
<tr>
<td>Reflex hammer</td>
<td>$20</td>
</tr>
<tr>
<td>Blood pressure kit</td>
<td>$60</td>
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<tr>
<td>Thermometer</td>
<td>$10</td>
</tr>
<tr>
<td>Massage lotion/oil</td>
<td>$20</td>
</tr>
<tr>
<td>Name tag</td>
<td>$20</td>
</tr>
<tr>
<td>Lab jacket</td>
<td>$45</td>
</tr>
<tr>
<td>PT clipboard</td>
<td>$25</td>
</tr>
<tr>
<td>Linens for lab</td>
<td>Varies depending on items</td>
</tr>
<tr>
<td>PT shirts</td>
<td>Varies depending on items</td>
</tr>
</tbody>
</table>
APTA Student Kit includes:

APTA Member: $89.95
Non Member: $144.95

APTA Link:  http://iweb.apta.org/Purchase/ProductDetail.aspx?product_code=SM-3&L=0

- Omron brand Sprague rappaport type stethoscope
- Omron brand sphygmomanometer
- penlight (new!)
- Buck hammer
- bandage scissors
- 6" and 8" goniometers
- retractable tape measure
- Thera-Band® Resistive Exerciser
- A Quick Reference to Common Tests & Measurements in Physical Therapy booklet
- ballpoint pen
- skin marker

Clinical Education Requirements-More information will be provided at a later date and during Clinical Education Seminar

- CPR $50
- HIV/DV/Medical Errors $60
- Basic Background Check $59
- Basic Drug Screen $37
- Employment Verification $30
- Fingerprinting $57-$90
- Health Insurance Varies depending on policy
- PPD (TB test)* $15
- Physical Exam Personal MD – varies
- FIU Health Center Fees
  - Physical Exam for Internship Fee* $25
  - Phlebotomy Fee* $7.50
  - No Show Fee* $10

- Immunizations
  - Titers for Varicella/Rubella/Rubeola* $50
  - Mumps Titer $55
  - Hepatitis B Surface Antibody* $16
  - Varicella Vaccine* $90 each dose
  - Tetanus (Tdap)* $45
  - MMR Vaccine* $65
  - Hepatitis B Vaccines* $70 each dose

*Based upon the most current FIU Health Center pricing.  http://healthservices.fiu.edu/services-provided/index.html
DPT PROJECT

You have three semesters of DPT project. You will be assigned to a faculty member to assist in their research. Please remember that there is no assigned time for this course so please work closely with your faculty mentor to make sure you are available when requested. *Plan your work around the course and not the course around your work.* The culmination of this research experience will be a paper formatted for publication and an oral/poster presentation of your work. "Students should plan on spending an average of 9 hours per week during the three terms."

Graduation

Students must apply for graduation in accordance with University-wide procedures.

The Chair, or his or her designee, will support the application if the student shows evidence of the ability to complete their program of studies by the graduation date applied for.

Informed consent relative to participation in instructional activities.

Students are required to participate in lecture-demonstrations, laboratory classes, clinical observation, and participation in clinical treatments as part of their training to become physical therapists. Many of these activities may pose more than a trivial risk to student’s physical and/or mental health and comfort.

Students should expect to come into close physical contact with fellow students as well as wear clothing that maximizes exposure while maintaining modesty.

Faculty will obtain informed consent from students before they participate in any class-related activity associated with a reasonable risk of psychological and/or physical injury.

Beyond this, it is expected that students will:

- Make themselves aware of the indications and contraindications of each procedure being practiced
- Immediately stop any procedure that is causing a fellow student physical or psychological discomfort.
- Inform the supervising faculty member if they are unable to complete the laboratory procedure for any reason

Informed Consent relative to participation in research

Students who participate in research involving the use of human subjects must adhere to the letter and the spirit of University-wide regulations, including the requirement for obtaining informed consent from subjects.
Health Insurance

FIU students are not required to have personal health insurance coverage. However, DPT students are required to have personal health insurance coverage while on clinical affiliations. You are personally responsible for all of your health care expenses. As a student health care practitioner, exposure to infectious pathogens and injury are potential hazards. Neither the university nor any of the clinical affiliations are responsible for any medical expenses that may occur while enrolled in this program. It is wise to have appropriate insurance coverage in case of illness, accident or injury.

Student Parking

All currently enrolled students will pay a Parking & Transportation Access Fee each semester. It will appear on the Student Fee Schedule and cannot be waived. The Parking & Transportation Access Fee entitles students to an original decal. These fees will be assessed as follows:

- Fall Semester $90.55 (tax included)
- Spring Semester $90.55 (tax included)
- Summer Semester A, B, or C $84.44 (tax included)

All decals must be permanently affixed to the outside of the vehicle on the left side either on the rear bumper, or the outside of the rear window. All decals are valid until the expiration date indicated on the decal. [http://parking.fiu.edu/DecalsPermits/Pages/StudentsandAlumni.aspx](http://parking.fiu.edu/DecalsPermits/Pages/StudentsandAlumni.aspx)
Integrative/Comprehensive Exam Policy and Procedure

In an effort to improve student academic performance (and the first time pass rate) a policy has been established which clearly outlines procedures the department will follow to:

- Identify students at risk
- Install remediation plans
- Provide integrative exams during the first two years of the curriculum
- Provide comprehensive exams and practice licensing exams during the third year of the program.

An integrative exam is defined as one that utilizes a case study approach involving questions from multiple course final exams. The integrative exam serves as the final exam for each course and should contribute at least 40% to the final grade. Students earning a composite score of 72% or less on the integrative exam will be expected to participate in remediation sessions. Students will have an integrative exam at the end of the Fall and Spring semester of their first year and at the end of the Spring and Summer semester of their second year.

A comprehensive exam is one developed by an entity outside of the University and prepares the student for the licensure exam. Students will take comprehensive exams in the Fall, Spring, and Summer semesters of their final year. The first and final comprehensive exams are preceded by a refresher course. Attendance is mandatory as stipulated in the clinical education syllabi for PHT 6817, 6827, and 6828. Students who do not achieve an average score of 60% on the second and third comprehensive exam (PEAT 1 and PEAT 2) will be required to establish a plan of study in preparation for the fourth and final comprehensive examination at the end of their final semester. This plan of study will be based on areas of weakness identified by the PEAT summary.

Students must achieve a score of 70% to pass the final comprehensive exam. Students are allowed to retake the final comprehensive examination on one occasion only. Students who do not pass the final comprehensive exam will not be permitted to graduate on time and be required to attend remediation sessions during the fall semester in preparation for the January licensing exam.

Created/Implemented: 4/1/14
Successful completion of any academic program requires the provision of timely feedback regarding any potential obstacles (exam results, semester GPA, etc.) to that process. Student success is measured by several parameters:

1. Maintenance of at least minimum graduate semester GPA (see Grad School Policies)
2. Passing scores on all integrative and comprehensive examinations
3. Graduation
4. Passing scores on the licensure examination

You are receiving this letter because you have been identified as being at risk due to your performance in the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Exam Grade</th>
<th>Final grade</th>
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At risk status means that due to unsatisfactory or borderline academic or clinical performance you may potentially:

- Fail one or more courses
- Fail to progress (see PT Program Policies)
- Fail to graduate on time

The purpose of receiving this letter is to initiate retention procedures to assist you with successful completion of this degree program. These procedures are designed to both identify specific academic weaknesses that are contributing to your current status and target these weaknesses with activities designed to improve your academic performance. It is the student’s responsibility to develop a remediation plan and learning contract with the assistance of relevant faculty. If you would like the faculty to consider existing extenuating circumstances, please submit a Show Cause letter (see attached). These retention procedures may entail any or all of the following:

- Meeting with the Director of Student Development
- One on one remediation visits with relevant faculty members
- Establishment of learning contracts
Visits to the Center for Academic Success (which may include any or all of the following):

(1) Diagnostic Exams in reading and/or math:
   a. Reading Plus
   b. ACT Engage

(2) Study Skills Series
   a. Reading comprehension strategies
   b. Note-taking strategies
   c. Graphic Organizers
   d. Study Guides/Exam Guides

☐ Leave of absence
☐ Other___________________________________________________

It is important that you understand that this is a concerted effort by the faculty and administration to ensure success in the program and on the licensure examination. These efforts will require the utilization of additional human and financial resources and as such must be taken very seriously. As such we expect the following from you:

- Professional behavior with all members of the FIU community. More specifically, punctuality and attendance at all scheduled meetings.
- Open communication and active participation with all diagnostic and intervention activities
- Recognition of the need for information that provides quantitative feedback of this process for example, scores on the licensure examination, etc.

It is our shared belief that most obstacles can be overcome with focused and strategic attention to the cause of these threats. The receipt of this letter should herald a school related lifestyle change that, with faculty support, will ensure success or prevent continued student financial investment in a career trajectory that may not be appropriate.

______________________________________________  ______________________________
Dr. Colleen Rose - St. Prix                Dr. Denis Brunt
Director of Student Development             Chairperson
1. **ADA Requirements**

   The Department makes every effort to comply with the letter and spirit of the Americans with Disabilities Act.

   Students with disabilities are encouraged to work with FIU’s Disability Resource Center ([http://drc.fiu.edu/](http://drc.fiu.edu/)) to develop a request for reasonable accommodations that would allow for successful completion of the Clinical Education component of their program.

   We encourage students to give consent to share their request with potential clinical instructors several months before beginning an internship, and we will encourage clinical instructors to provide the requested accommodations. However, clinical instructors are affiliated with, but not employed by, FIU, and we cannot require that they comply with the request.

   Therefore, we cannot guarantee that students with disabilities will be able to complete the clinical internship program in a timely manner.

2. **Scheduling and Attendance**

   Beginning and ending dates for internships are set by the FIU Director of Clinical Education (DCE) in consultation with clinical internship sites’ Center Coordinator of Clinical Education (CCCE).

   The daily and hourly schedule is completely at the discretion of the CCCE or clinical instructor, and may not coincide with the University schedule.

   Absence or tardiness may be considered excused if they occur in compliance with the customary practices of the clinical instructor (CI).

   Any unexcused absence and/or tardiness are sufficient cause for a **Failing grade**.

   Excused absences of up to 2 days will be made up at the discretion of the CI.

   Excused absences of greater than 2 days may result in anIncomplete “I” grade, a Failing “F” grade, a remedial assignment including additional internship service, or some other type of make-up assignment, based on the discretion of the CI and the DCE. In case of conflict between the CI and the DCE, the opinion of the DCE will prevail.

   *In the case of excused absence due to illness, the CI may require documentation of illness and suitability for return to internship.*
3. **Supervision**

Students must be supervised by a licensed physical therapist at all times when in contact with patients/clients.

4. **Non-academic requirements prior to beginning a clinical internship**

Students must meet the non-academic requirements of the CNHS prior to beginning an internship. Requirement details and the deadline to submit proof of the requirements will be announced by the DCE on a yearly basis. Deadlines for submission will be set by the DCE.

The requirements include, but are not limited to:

A physical examination by a qualified health care practitioner *(RN/ARNP/Physician/PA)*

- Laboratory tests for communicable diseases
- Immunization for selected diseases or declination form authorized by a qualified health care practitioner
- Health insurance
- Current CPR certification
- Completion of the minimum education re: HIV/AIDS as mandated by the State of Florida Physical Therapy Practice Act
- Completion of the minimum education re: Bloodborne pathogens as mandated by the State of Florida Physical Therapy Practice Act
- Completion of the minimum education re: medical errors as mandated by the State of Florida Physical Therapy Practice Act
- Completion of the minimum re: domestic violence as mandated by the State of Florida Physical Therapy Practice Act
- A background check that documents a history of moral, ethical, and legal behavior.
- Laboratory screening for evidence of illicit drug use.
- An employment history
- Other tests or evaluations as required by an internship site.

FIU uses American DataBank/Complio to complete and track all requirements accessible at the following website: [https://fiu.complio.com/Login.aspx](https://fiu.complio.com/Login.aspx)
5. **Student Malpractice Insurance**

FIU carries professional liability protection for specified medical professions. This policy insures all physical therapy students of the State of Florida, State University System. The limits of coverage are $1,000,000 - 3,000,000 (each person limit and total limit).

FIU also carries international liability insurance for students interning abroad.

6. **Assignment of Clinical Internships**

Each student, over the three 8-week and one 10-week full time internships, must have experience in the following settings:

- Outpatient Orthopedic physical therapy setting
- Acute care inpatient hospital setting
- Subacute or inpatient rehabilitation hospital with neuro emphasis
- Elective setting

Students should be given the opportunity to work with a diverse group of patients with respect to age, gender, ethnicity, race, national origin, socio-economic status, primary diagnosis, and severity of disability.

Students are not allowed to select internship sites in which they have been employed or are well known by the staff, or where family members are employed.

**Students are assigned to internship by the DCE.**

*Assignments will be based on*

- *student preferences,*
- *the objectives of the internships,* and
- *the resources available to the department.*

A lottery will be used to assign the internship placement.

Changes in assignments may be required due to circumstances beyond the control of the DCE, who will make reassignments based on the objectives of the internship, and in consultation with the student.

Assignment to, and timely completion of, clinical internship courses is partially dependent upon circumstances beyond the control of the department. Every effort will be made to avoid disruption of the student's plan of studies and minimize additional costs, but this cannot be guaranteed.

All assignments can be made throughout Miami-Dade or Broward counties, regardless of the student's current address. The program will make every effort to assign
internships within Miami-Dade or Broward counties, but cannot guarantee that this will be possible. Students who are unable to travel outside of these counties may not complete their internship coursework in a timely manner.

Internship 1 should be completed within the State. Out of state affiliation approval for internships 2-4 will be at the discretion of the DCE and faculty based on the student’s professional behaviors, academic standing and previous clinical performance at the time of the request.

7. Transportation, Housing and Financial Responsibility

FIU has no resources to assist students with housing or travel costs associated with internships. Obtaining these resources is the responsibility of the student.

8. Dress Code

Specific guidelines for dress and personal appearance are at the discretion of the CI. At minimum, students are expected to wear a nametag identifying them as an FIU PT student, slacks, closed shoes, and shirt with collar.

9. Communication

Communication between the student, the CCCE, CI, Faculty Supervisor and DCE are the responsibility of the student.

Students should communicate information about their internship during the first week, the approximate mid-point, and the final week of each internship.

Specific forms and/or instructions for this purpose may be distributed by the DCE, and completed by deadlines as distributed.

Failure to follow instructions relative to communication is reasonable cause for a failing grade.

10. Academic Requirements to Begin an Internship

Students must ensure that their registration for an internship is complete before entering the clinic.

*FIU’s Graduate School’s Policies and Procedures will be followed in determining if a student meets the academic requirements to enroll in a professional course.*

Complete all prerequisites with a grade of “C” or better for the level of internship they will be starting (or a grade of “P” in any prerequisite clinical experience)

Enroll in required co-requisite courses

Demonstrate professional behavior that conforms to the APTA Code of Ethics, the Professional Behaviors for the 21st Century (Formerly Generic Abilities) and standards
listed in the Florida International University Student Handbook, and the physical therapy licensure requirements of the State of Florida.

11. **Grading**

All clinical internships will be graded as Pass/Fail by the DCE/Supervising Faculty. Specific criteria to receive a grade of “P” will be outlined in the syllabus for each clinical affiliation. An Incomplete “I” grade will only be given in accordance with the FIU’s Graduate School’s Policies and Procedures.

The principal instrument for grading is the *Physical Therapist Clinical Performance Instrument (CPI)*, 2006.

12. **Early Termination of an Internship by the DCE**

The CCCE, CI, Supervising Faculty or DCE may terminate an internship at any time, and assign a Failing “F” or an Incomplete “I” grade if there is evidence of inadequate performance, including unprofessional workplace behavior (as described by the CPI), poor skill performance, inadequate clinical judgment, and/or any behavior that puts a patient, colleague or the student him- or her-self at risk. The decision of the DCE is final.

*Refer to the college grievance procedures if there are any concerns.*

There is no credit for partial time served in an internship that must be terminated due to inadequate performance.

13. **Facility policies & procedures**

It is the student’s responsibility to obtain and/or inquire about the facilities “Policies and Procedures”. The student is expected to adhere to all policies and procedures of the clinical facility. Failure to comply with facility policies and procedures may result in early termination of an internship and a Failing grade.

14. **Establishment and Maintenance of Affiliation Agreements**

The DCE has the overall responsibility for establishing and maintaining affiliation (internship) agreements.

There must be an updated, signed affiliation agreement between a clinical education site and the University prior to a student beginning an internship at that site.
15. **Termination of Affiliation Agreements**

The DCE shall take action to terminate an affiliation agreement if there no longer exists a mutually beneficial relationship with a clinical facility, the DCE will terminate the affiliation agreement. The clinical facility will be informed of the intent to terminate the agreement and will be provided with the rationale for the decision in writing.

A clinical facility may request termination of the affiliation agreement. The guidelines for termination of an agreement by a facility are outlined in the individual affiliation agreement.

16. **Confidentiality of Student Records**

Confidentiality of Information and records relating to student performance in clinical internship courses shall be maintained in adherence to the same rules that govern any other student records.

17. **International Internships**

If affiliation agreements are in place, students may complete one of the four Clinical Internship courses in another country. International affiliation approval will be at the discretion of the DCE and faculty based on student’s performance at the time of the request. Policies and Procedures related to International Clinical Education Experiences from the Office of Education Abroad for FIU will be followed. ([http://educationabroad.fiu.edu/](http://educationabroad.fiu.edu/)).

18. **In-service Presentation**

Each student is required to complete an in-service or project during two out of four full-time clinical education courses, unless declined by the CI. If a facility requires the completion of an in service even if the student has met the 2/4 requirement for FIU, they must follow the decision of the CI/facility. Details will be in the individual course syllabi.

19. **Assignments and Paperwork Requirement**

Failure to submit documentation by the stated due date cited in Clinical Education syllabi is cause for a Failing grade.

20. **Physical Therapy Students with Communicable Diseases**

Physical therapy students with communicable diseases or conditions have an ethical obligation to abstain from specific professional activities over which they cannot sustain an acceptable level of risk of transmission to the patient. Failure to exercise precautions recommended by Centers for Disease Control and Prevention, the Occupational Health and Safety Administration, or other authoritative body is cause for a failing grade and/or dismissal from the program.
21. Incident Report

If a student is involved in any incident in which there is potential for a professional liability action to be filed, the student must:

- Immediately notify the CCCE and/or CI of the incident.
- Immediately notify the DCE of the incident.
- Provide the DCE with a copy of any incident reports (if available) that are completed. In the event that a copy of the incident report is not available for the student to provide to the DCE, the student must document the incident and include the date, time, location and details to the best of their knowledge and submit this information to the DCE. If the student receives any document notifying the student of a compensable event, the student must furnish a copy of the document to the DCE.

22. INJURIES to the student

Students are responsible for the management and costs incurred if they are injured during a Clinical Internship. They must follow the procedures requested by the facility and contact the DCE as soon as possible. Absences will be handled as stated in Section 2 and may require documented proof of ability to return to the clinical affiliation.

If a student is injured during the internship timeframe, but not at the facility, absences will be handled as stated in Section 2 and may require documented proof of ability to return to the clinical affiliation.

Neither the clinical site nor FIU has any responsibility for the injury.

10:15 AM  FIU University Health Services

The mission of University Health Services is to provide access to quality health care to the University community and to encourage healthy lifestyles through health promotion, education, mentorship and research. The clinical and health educational services complement the academic mission of the institution by working with University faculty, departments, and community agencies to expand access to health-related resources. We strive to be proactive based on the changing needs of our community.  http://healthservices.fiu.edu/index.html

10:40 AM  FIU Counseling and Psychological Services Center

The center provides a variety of psychological services in response to student’s needs in a warm and caring environment. Services foster the student’s academic potential by enhancing personal development and emotional well-being.  http://counselingservices.fiu.edu/default.aspx REMOVE THIS LINK - DOESN’T WORK EITHER

The new link is  http://counselingservices.fiu.edu/
Directors, Advisors and Staff of the Office of Student Services in the College of Nursing and Health Sciences are here to help you! The goal is to help you achieve academic and personal success while attending FIU. The office is a one stop resource for information regarding CNHS courses, extra-curricular activities, university services, and academic policies. [http://cnhs.fiu.edu/student-resources/index.html](http://cnhs.fiu.edu/student-resources/index.html)

The police department takes a community-oriented approach. They strive to maintain an environment where everyone feels safe and secure. This requires a cooperative and collaborative effort between all members of the university community. As seen throughout the University, they too value diversity and strive to treat everyone with respect and dignity. The police department is committed to providing fair and impartial law enforcement service. [http://police.fiu.edu/](http://police.fiu.edu/)

NWCNHS IT provide technology services to faculty and staff such as computing equipment setup, software installations, website photography & video recording, hardware repairs, printer installations, computer repairs, SharePoint access, virus removal, classroom audio visual assistance, video conferencing assistance, building card access, digital displays content, website updates, document scanning & storage, computer lab reservations and many other services. [http://cnhs.fiu.edu/tektown/](http://cnhs.fiu.edu/tektown/)

PTSA is a dynamic, non-profit organization dedicated to educate fellow FIU students and the public about Physical Therapy as a health care profession. Our endeavor is to provide elective services to the community, maintain a liaison between the members, physical therapy department and the FIU community and promote affiliation with the APTA.

American Physical Therapy Association

Keys to Success in the DPT Program

Adjournment
Appendix I

CNHS Student Clearance Procedures

Criminal Background Checks and Drugs Testing

To be approved for privilege of placement in clinical facilities, students must complete and pass criminal background checks and drug testing conducted in accordance with CNHS requirements. Students may be required to undergo more than one criminal background check and/or drug test. Criminal background checks and drug testing information will be released to the Office of the CNHS Associate Dean for Academic Affairs or designee. The Associate Dean or designee will review the results of the CNHS student’s criminal background checks and/or drug test. If a student’s criminal background check and/or drug test is flagged it may result in non-approval for assignment to clinical facilities and may prevent the student from completing the program and/or from attaining the appropriate licensing/certification.

Students must disclose all arrest, charges, or convictions before admission to the CNHS and during program progression. Students must inform the program director or designee in writing of being convicted of or charged a criminal offense or a subject of any criminal proceeding within 48 hours of its occurrence or pending criminal conviction.

Clinical agencies and professional licensing/certification boards may required students/applicants to provide background checks and/or drug test results directly to them.

Expenses associated with background checks and drug testing is the responsibility of the student.

Students must sign and submit to the program director or designee the CNHS Consent and Release and Attestation forms.

Students’ criminal background and drug testing information will be place in secure, locked files within the Office of the Associate Dean or designee. Only the CNHS Associate Dean and her/his designees who assist in the review procedure will have access to the information.

Given a positive background check, the flagged incident will be reviewed by program director designee and/or Associate Dean. The student may be asked to provide additional information regarding the incident prior to a decision being made. This clearance decision will be made based on a number of factors, to include but not limited to: agency requirements, date of conviction, nature of conviction, number of similar convictions, the relationship the conviction bears to professional and ethical duties and responsibilities in clinical facilities, completion of debt to society, and successful efforts in rehabilitation. If a student cannot be placed in one or more clinical agencies, that student may not progress in the program and, thus, the student will be dismissed from the program.

If a drug test is positive, the student will be given one additional opportunity to take a drug test within five days of receipt of the initial positive test. Students must report ALL medications being taken on the drug test form. The student will not be allowed to attend a clinical site unless the second drug test result is negative or cleared. If the second drug test is positive the student will be dismissed from the program.
Grievance

If a student wished to appeal the final clearance decision made by the program director, the following appeal process will be implemented.

1. A student MUST make a written appeal to the Chair of the CNHS Student Affairs Committee within 10 working days of program director’s decision. The written appeal should include the nature and condition of the grievance and a summary of effort to resolve the issue identified. The written appeal must be a hard copy signed by the student grievant and date stamped and signed by recipient. E-mail is not acceptable. Within ten working days of the receipt of the written appeal, the CNHS Student Affairs Committee will meet to hear the student’s appeal. At the discretion of the committee, the student may be asked to meet the committee.

2. At least 75% of the committee in favor of the student is needed to reverse the initial decision made by the program director. The CNHS Student Affairs Committee will provide a written decision to the student (via certified mail to the address on record) and program director of the appropriate program within 10 working days of the meeting.

3. A student may make a written appeal to the Associate Dean for Academic Affairs of the CNHS within 10 working days of the receipt of the written decision. The written appeal must be a hard copy signed by the student grievant and date-stamped and signed by recipient. E-mail notification is not acceptable. Within ten working days of receipt of the written appeal, the Associate Dean for Academic Affairs will meet with the student in an attempt to resolve the grievance. The Associate Dean for Academic Affairs will provide a written decision to the student (via certified mail to address on record) and program director of the appropriate program within ten working days after this meeting.

4. A student may make a written appeal to the Dean of the CNHS within 10 working days of the receipt of the written decision. The written appeal must be a hard copy signed by the student grievant and date-stamped and signed by recipient. E-mail notification is not acceptable. Within twenty working days of receipt of the written appeal, the Dean will meet with the student in an attempt to resolve the grievance. The Dean will provide a written decision to the student (via certified mail to address on record) and program director of the appropriate program within ten working days after this meeting. The Dean’s decision is final.

(Adapted from: Department of Nursing, School of Health and Human Services, University of New Hampshire and University of Wisconsin-Milwaukee Risk Management Program)
Offenses directly related to being “unsuited” for direct patient care include but are not limited to:

1. Violent Crime
2. Criminal sexual conduct in the third degree
3. Assault and battery of a high and aggravated nature
4. Unlawful neglect of a child or helpless person by a legal custodian
5. Child, elder and/or spouse abuse
6. Abuse or physical or mental injury to client or patient
7. Lewdness or indecent exposure
8. Possession, sale, and/or distribution of illegal substances
9. Administering or attempting to administer poison
10. Unlawful and malicious tampering with a human drug product or food
11. Any fraudulent practices including but not limited to Medicare/Medicaid fraud or perjury
12. A criminal offense similar in nature to above listed crimes committed in another jurisdiction or under federal law.

Suggested time limitations (from date of conviction to date of background check) for selected crimes related to the above offenses or any related to patient care when making decisions:

- Felony: 10 years
- Gross misdemeanor: 5 years
- Misdemeanor: 5 years

Based on circumstances related to the offense, the background check may be cleared upon CNHS Associate Dean’s/Committee’s/or Dean’s approval.

(Suggested by Steven Milam, J.D., School of Medicine, University of Washington; Congruent with Florida Board of Nursing guidelines, 2007)

**Guidelines for Drug Test Clearance**

The Drug Test will include screening for: amphetamines, barbiturates, benzodiazepines, cocaine, marijuana, methadone, opiates, phencyclidine, and propoxyphene.

There may be instances when a student has been prescribed medications that include some of the above controlled substances, for example: Benzodiazepines may be prescribed for seizures disorders and are found in antidepressant medication. Amphetamines can be found in ADD or ADHD medication and weight loss products. Barbiturates may be found in medications for sleeplessness, anxiety, tension and seizure disorders. Propoxyphene is found in pain medication.

If any of the above substances are found and the student did not identify they were taking medications with these products in them on the form submitted at the time of the drug test, the student MUST submit and explanation from a physician and submit to another drug test. No placements will be approved without a physician’s explanation and passing on the subsequent screening.
Senate Bill 1986

Important Notice for Initial Licensure Applicants and Renewals:

Section 456.0635, Florida Statutes

Important Notice for Initial Licensure Applicants and Renewals:
Effective July 1, 2012, Section 456.0635, Florida Statutes, provides that health care boards or the department shall refuse to issue a license, certificate or registration and shall refuse to admit a candidate for examination if the applicant:

1. Has been convicted of, or entered a plea of guilty or nolo contendere to, regardless of adjudication, a felony under Chapter 409, F.S., (relating to social and economic assistance), Chapter 817, F.S., (relating to fraudulent practices), Chapter 893, F.S., (relating to drug abuse prevention and control) or a similar felony offense(s) in another state or jurisdiction unless the candidate or applicant has successfully completed a drug court program for that felony and provides proof that the plea has been withdrawn or the charges have been dismissed.

Any such conviction or plea shall exclude the applicant or candidate from licensure, examination, certification, or registration, unless the sentence and any subsequent period of probation for such conviction or plea ended:

   For the felonies of the first or second degree, more than 15 years from the date of the plea, sentence and completion of any subsequent probation;

   For the felonies of the third degree, more than 10 years from the date of the plea, sentence and completion of any subsequent probation;

   For the felonies of the third degree under Section 893.13(6)(a), F.S., more than 5 years from the date of the plea, sentence and completion of any subsequent probation;

2. Has been convicted of, or entered a plea of guilty or nolo contendere to, regardless of adjudication, a felony under 21 U.S.C. ss. 801-970 (relating to controlled substances) or 42 U.S.C. ss. 1395-1396 (relating to public health, welfare, Medicare and Medicaid issues), unless the sentence and any subsequent period of probation for such conviction or pleas ended more than 15 years prior to the date of the application;

3. Has been terminated for cause from the Florida Medicaid program pursuant to s. 409.913, F.S., unless the candidate or applicant has been in good standing with the Florida Medicaid program for the most recent 5 years;

4. Has been terminated for cause, pursuant to the appeals procedures established by the state or from any other state Medicaid program, unless the candidate or applicant has been in good standing with a state Medicaid program for the most recent 5 years and the termination occurred at least 20 years before the date of the application;


NOTE: This section does not apply to candidates or applicants for initial licensure or certification who were enrolled in an educational or training program on or before July 1, 2009, which was recognized by a board or, if there is no board, recognized by the department, and who applied for licensure after July 1, 2012.

Additional renewal questions for Renewing Practitioners required after July 1, 2012.
Additional renewal questions for Renewing Facilities required after July 1, 2012
Additional questions for Initial Practitioner Applicants required after July 1, 2012
Additional questions for Initial Facility Applicants required after July 1, 2012

Appendix II

Consent and Release Authorization Form

I authorize The Florida International University Board of Trustees, by and on behalf of Florida International University (hereinafter “Florida International University”), and clinical facilities and training sites, whether in or outside the State of Florida, to receive criminal background check, drug testing, and health reports on me in conjunction with my status as a student requesting placement in clinical facilities and training sites. It is my responsibility to keep the clinical requirements current for each semester. I should keep all original documents and be prepared to show them each semester if requested by the assigned health care facility. It is possible that participation at a particular facility may necessitate additional screening or that additional screening may be required during the course of the program (this may incur an additional cost at that time).

I further authorize Florida International University to release the criminal background check, drug testing, and health reports to clinical facilities and training sites to which I am assigned for clinical education. I understand that any statements that I have placed in my records commenting on contested information contained in the records listed above will be released along with the records to which they relate.

I further authorize the clinical facilities and training sites to share any information they have regarding my participation in the clinical training program at their site in connection with the applicable Affiliation Agreement with Florida International University. This information may include, but is not limited to, any of my student records as defined under the Family Education Rights and Privacy Act, to the extent applicable. I release the applicable clinical facility(ies) and training site(s) and their respective officers, employees, agents, contractors, and other representatives from any liability or damage in connection with their release of the information noted in this provision to The Florida International University.

I understand agencies may refuse me access to clients/patients based on information contained in the reports and that their criteria may differ from the criteria of the Nicole Wertheim College of Nursing and Health Sciences.

I release the Nicole Wertheim College of Nursing and Health Sciences, Florida International University, the Florida International University Board of Trustees, the Board of Governors, the State of Florida, and their trustees, officers, directors, employees and agents from any liability or damage in connection with the release of criminal background check, drug testing and health information.

I understand that I have the right to respond in writing to the information and to pursue an appeal of a negative decision made by the Dean of the Nicole Wertheim College of Nursing and Health Sciences or her/his designee.

As a condition of participating in the Program, I shall abide by the terms of this statement and notify the University of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 894, Florida Statutes, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 48 hours after such conviction.

__________________________
Student Signature

__________________________
Panther Number

__________________________
Student Name (Print)

__________________________
Phone Number

__________________________
Date

__________________________
Email

Check Program

BSN      MSN     CRNA     RN-BSN     FEP-MSN

OT        PT      CSD      AT        HSA
Appendix III

Attestation Form

I___________________________________ attest to the following (select one of the following):

_____ I have not been charged with, or convicted of, a criminal offense nor have I become the subject of any criminal proceedings in any manner whatsoever.

_____ I have disclosed in writing to the program director or designee any charges or convictions that I have been the subject of, and any instance in which I have been the subject of any criminal proceeding.

Furthermore, I attest that I am a student in good standing at Florida International University. I understand that I must inform the program director or designee in writing within 48 hours if at any time I am convicted/charged with a criminal offense, have become the subject of any criminal proceedings or if I am no longer considered a student in good standing at Florida International University.

I understand agencies may refuse my access to clients/patients based on information contained in my background screening reports or my status as a student at Florida International University. Agencies criteria for students may differ from the criteria of the Nicole Wertheim College of Nursing and Health Sciences.

I release Florida International University, the Florida International University Board of Trustees, the Board of Governors, the State of Florida, and their trustees, officers, directors, employees and agents from any liability or damage in connection with the release of criminal background check.

If at any time during the course of my participation in a NWCNHS program I am either arrested, charged, or convicted, I must disclose such an event to the program director or designee in writing regardless of the nature or the seriousness of the offense for which I am arrested, charged, or convicted no later than 48 hours after such an event. Failure to do so may result in my dismissal from the program.

___________________________________
Student Signature

___________________________________
Student Name (Print)

______________________________
Date

______________________________
Department/Program of Study

______________________________
Panther Number

Rev 2/2014
Appendix IV

Student Health Care Coverage

All students enrolled in the DPT program must carry personal health care insurance to cover medical costs in case of illness, accident, or injury while on clinical affiliations. Students are at risk for exposure to infectious diseases when affiliating in hospitals and clinics. Students are at risk for injury when performing patient transfers, performing sharp wound/burn debridement, and in other patient care activities.

Students enrolled at FIU are not considered employees of the University so health care coverage by the University is not provided for students in class, labs, or in the clinic.

Please complete the information below:

_____ I have been advised of the importance of and necessity for personal health care insurance.

_____ I am covered under (check one):

_____ Parent’s policy _____ Spouse’s Policy _____ Individual Policy

Name of insurance company: ____________________________________________

Name of agent or agency: ____________________________________________

Telephone number: ____________________________________________

Policy number: ____________________________________________

Group number or name: ____________________________________________

Expiration date: ____________________________________________

If not presently covered:

_____ I understand that I am personally responsible for all health care expenses while enrolled in the DPT program and that I will obtain health insurance for all clinical affiliations.

I certify that the above information is true. I am required to notify the Chairman of the Department of Physical Therapy should my health insurance change.

Print Name: __________________________

Signature: __________________________  Date: __________________________
Appendix V

INFORMATION RELEASE FORM

Florida International University – Department of Physical Therapy

The Department of Physical Therapy receives requests from members of the medical community and/or fellow students with respect to employment and contact information. Federal law protects your right to privacy; The Department of Physical Therapy cannot release your name and/or contact information without your permission (unless otherwise specified by federal regulations).

NAME: _________________________________________________________

EMAIL: _________________________________________________________

PHONE #: _______________________________

I give permission to the Department of Physical Therapy to release my name, address, email and phone number to other students or medical community members that inquire about my whereabouts. In turn, the Department of Physical Therapy may use the above information at their sole discretion for academic, cultural, and financial purposes. I understand I am not obligated to respond to any of these requests. Such decisions are solely my responsibility.

____________________  ______________________
Student Signature                  Date
Appendix VI

Photo Release Form

I hereby grant permission to Florida International University, Department of Physical Therapy to use my photograph on its World Wide Web site or in other official university printed publications without further consideration, and I acknowledge the university’s right to crop or treat the photograph at its discretion. I also acknowledge that the university may choose not to use my photo at this time, but may do so at its own discretion at a later date.

I also understand that once my image is posted on FIU’s website, the image can be downloaded by any computer user on or off campus. Therefore, I agree to indemnify and hold harmless from any claims the following:

- Board of Governors, State University System of Florida
- State of Florida
- All Employees, Florida International University

*FIU reserves the right to discontinue use of photos without notice.*

Name: __________________________________________

Date:  __________________________________________

Address: ________________________________________

_______________________________________________

Phone #: _________________________________________

Signature: ________________________________________
Appendix VII

Informed Consent/ Lab Release Form

Student to Act as Simulated Patient

I understand that, as part of the academic and clinical education process, I am required to participate in various classes as a simulated patient.

Instructors and other students will have opportunities to demonstrate and practice those skills learned in various classes on my person. These skills include, but are not limited to, a variety of: mobility exercises, therapeutic exercises, testing, and measurements, and physical agents.

I understand that there is some risk of injury resulting from my participation in these skill training classes. I further understand that the College cannot ensure that other students will properly apply skills learned in class nor can the College be held responsible for any pre-existing conditions or injuries that may make me susceptible to injury. If I have any pre-existing conditions or injuries that may make me susceptible to injury from skills training, I will report such conditions or injuries to my instructor, or, if appropriate, to the Disability Resource Center.

In the unlikely event that I become injured it must immediately be reported to the instructor in class. If necessary, appropriate medical intervention and payment for those services are solely my responsibility.

All Physical Therapy students are required to provide their own comprehensive medical insurance coverage.

Student Name: ____________________________________________________________

Student Signature: _______________________________________________________

Date: ______________________________
Technical standards in any job or profession delineate the basic behaviors, skills and attitudes that the student must have to be successful in their program of study as well as in practice. There may be some minor variations from program to program, but a thorough and comprehensive assessment of the skills needed has resulted in the list to follow. This list, then, defines and describes the skill necessary and examples of the behaviors needed to accomplish the skill in question. These behaviors encompass all of the domains of learning: cognitive, psychomotor and affective. Behaviors that help to prepare the student for direct access, expansion of the scope of practice are taken from the APTA adopted document entitled: Professional Behaviors for the 21st Century.

The following performance standards are expected of each student. Readiness to practice successfully requires regular and ongoing evaluation of these standards. Students will be expected to self-assess and incorporate feedback from faculty and clinicians with the knowledge that time and focus are required for perfection of these skills. Failure to demonstrate competency may put a student in jeopardy of failure and can result in dismissal from the program.

<table>
<thead>
<tr>
<th>Performance</th>
<th>Standard</th>
<th>Examples of Necessary Activities (not all inclusive)</th>
</tr>
</thead>
</table>
| VISUAL      | Discern numbers and findings associated with diagnostic instruments and tests. | Discriminate findings on x-rays and other image tests.
Read and interpret written and illustrated material.
Observe skin integrity.
Observe a patient accurately from a distance. |
| MOTOR       | Demonstrate sufficient strength, balance, coordination and freedom of movement to be able to participate in all classroom and clinic activities and provide safe and effective examinations and interventions. | Stand and walk independently while providing care during training and patient simulation.
Climb stairs and negotiate uneven terrains/ramps during training and patient care simulations.
Provide resistance to all parts of the body.
Lift and carry heavy objects.
Guard, move and transfer during patient care simulations. |
| TACTILE     | Possess sufficient fine motor skills to be able to manipulate small objects. | Effectively use palpation, compression, retraction, resistance, auscultation, percussion, and other diagnostic +/or treatment maneuvers.
Measure range of motion at any joint.
Demonstrates full attention during daily class lectures/laboratories and clinic internships. |

Demonstrate sufficient spatial awareness to be able to perform gross motor movements with partners and patients. | Performs manual muscle testing of any muscle. |
<table>
<thead>
<tr>
<th>Performance</th>
<th>Standard</th>
<th>Examples of Necessary Activities (not all inclusive)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The student shall read, write, speak, listen and use media and technology to communicate effectively.</td>
<td>Communicate with patients, family members, physicians, and other health care providers appropriately, effectively and efficiently in non-verbal, verbal and written English.</td>
</tr>
<tr>
<td></td>
<td>Interact with others appropriately and as needed, for productive classroom discussion, respectful interaction with classmates and faculty, and development of appropriate therapist-patient relationships.</td>
<td>Maintains confidentiality of information regarding the physical therapist/patient relationship.</td>
</tr>
<tr>
<td></td>
<td>Acquire, comprehend, interpret, apply, synthesize and evaluate information.</td>
<td>Effectively use and provide feedback for improving personal interaction.</td>
</tr>
<tr>
<td></td>
<td>Integrate these abilities to identify, resolve and prevent problems and make appropriate decisions</td>
<td>Refrain from speaking when others are speaking.</td>
</tr>
<tr>
<td></td>
<td>The ability to recognize and define problems, analyze data, develop and implement solutions, and evaluate outcomes</td>
<td>Comprehend three-dimensional spatial relationships of anatomic structures.</td>
</tr>
<tr>
<td></td>
<td>The ability to interact effectively with patients, families, colleagues, other health care professionals, and the community.</td>
<td>Distinguish the relevant from the irrelevant and demonstrate tolerance for ambiguity.</td>
</tr>
<tr>
<td></td>
<td>The ability to be accountable for the outcomes of personal and professional actions.</td>
<td>Assess the suitability, accuracy and reliability of information.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Uses evidence consistently to support professional decisions.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Recognizes problems and states problems clearly.</td>
</tr>
<tr>
<td></td>
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<td>Uses technology to search for and locate resources.</td>
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<td>Considers consequences of possible solutions.</td>
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<td>Maintains professional demeanor in all interactions.</td>
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<td>Respects differences in personality, lifestyle and learning styles during interactions with all persons.</td>
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<td>Establishes trust.</td>
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<td>Demonstrates punctuality.</td>
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<td>Assumes responsibility for actions.</td>
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<td>Displays awareness of and sensitivity to diverse populations.</td>
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<tr>
<td>Performance</td>
<td>Standard</td>
<td>Examples of Necessary Activities (not all inclusive)</td>
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| PROFESSIONALISM         | The ability to exhibit appropriate professional conduct and to represent the profession effectively while promoting the growth and development of the Physical Therapy profession. | Maintain personal appearance and hygiene conducive to classroom and clinical settings  
Abides by all aspects of the academic program’s honor code and the APTA Code of Ethics  
Demonstrates awareness of state licensure regulations  
Identifies when the input of classmates, co-workers and other healthcare professionals will result in optimal outcome and acts accordingly to attain such input. |
| Use of Constructive Feedback | The ability to seek out and identify quality sources of feedback, reflect on and integrate the feedback, and provide meaningful feedback to others. | Demonstrates active listening skills and assesses own performance  
Actively seeks feedback from appropriate sources  
Maintains two-way communication without defensiveness. |
| Effective Use of Time and Resources | The ability to manage time and resources effectively to obtain the maximum possible benefit. | Comes prepared for the day’s activities/responsibilities  
Determines when and how much help/assistance is needed  
Utilizes effective methods of searching for evidence for practice decisions. |
| Stress Management       | The ability to identify sources of stress and to develop and implement effective coping behaviors; this applies for interactions for: self, patient/clients and their families and members of the health care team. | Recognizes own stressors and recognizes distress or problems in others  
Actively employs stress management techniques  
Maintains balance between professional and personal life |
| Commitment to Learning  | The ability to self direct learning to include the identification of needs and sources of learning; and to continually seek and apply new knowledge, behaviors, and skills. | Prioritizes information needs  
Accepts that there may be more than one answer to a problem  
Reads articles critically and understands limits of application to professional practice |
Appendix IX

Florida International University

Department of Physical Therapy

Doctor of Physical Therapy

Class of 2017

By my signature, I verify that I have received and read the material presented at Student Orientation, including the Physical Therapy Program’s Technical Performance Standards. I acknowledge my responsibility to meet these minimum performance standards as required in this program.

Printed Name

______________________________________________________________

Signature

______________________________________________________________

Date

______________________________________________________________