

Prospective Student Handout



Physical Therapist Assistant Program



Campus Address: 11125 Equity Drive #100
Houston, Texas 77041

Phone: 713-778-0778

Program Director: Dana Dichiara, PT, DPT

Clinical Director: Lucero Andrade, PTA, BESS

Campus Director: Greg Garrett
Associate Director: Olga Hardeman

Medical Career Specialists:

Gerry Carmichael
Donovan Gamble
Sylvia Garza
Josie Pilarte
Ashley Stonestreet

The Physical Therapist Assistant
Program page on:

<https://pmi.edu/on-campus-programs/associate/physical-therapist-assistant/>

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Welcome

Dear Physical Therapist Assistant Candidate,

Thank you for your interest in the Physical Therapist Assistant (PTA) Program at Pima Medical Institute (PMI). At PMI, students will learn techniques that will help improve mobility, relieve pain and prevent or limit permanent physical disabilities of patients suffering from injuries or disease.

Physical therapist assistants work under the direction and supervision of licensed physical therapists with patient rehabilitation. They work with people of all ages and abilities, and in a variety of settings. They help people rehabilitate from devastating injuries, manage chronic conditions, avoid surgery, minimize prescription drug use, and create healthy habits. Physical therapist assistants are patient, resourceful, empathetic and tactful in order to help patients and their families understand their treatments and adjust to rehabilitation. They also need a moderate degree of strength because of the physical exertion required in assisting patients with treatment.

As a prospective student we would like to provide you with some information regarding the program. The institutional academic catalog and addendum provide general PMI information and may be accessed electronically through the [PMI website](#). However, this guide includes information specific to the program, including program goals/objectives, admission requirements, licensing information, program outcomes, clinical affiliations and clinical related requirements, and the anticipated schedule.

We are pleased with your interest in the program and look forward to working with you to meet your future career goals. Please review the information provided in this guide and contact us if you have any questions.

Sincerely,

Dana Dichiaro, PT, DPT
Physical Therapist Assistant Program Director

Admissions Requirements

Admissions Overview:

Prospective students must satisfy the admissions requirements (e.g., proof of high school graduation or equivalent) and meet the program's entrance exam requirements:

- minimum score of 20 on the Wonderlic[®] exam*
- minimum of 80% (24 out of 30 points) on the Math test*

**Note: An average is calculated for multiple attempts in a 12-month period for cut score calculations*

Once the candidate has met the initial requirements, the candidate will qualify for an interview with the program director through their medical career specialist. The following items are required to earn points in the interview process and all documents must be provided prior to the scheduled time of interview.

- Calendar for Success for Semester I, IV, and Clinicals ([Appendix A](#))
- Experience Verification ([Appendix B](#))
- Professional Resume
- College transcripts OR proof of post-secondary degree completion OR relevant military training
- Writing Sample

Following the interview, the program director will combine the Wonderlic, Math, and Interview scores to determine eligibility. Based on the candidate's total score, one of the following statuses will be identified:

- Accepted: meets the minimum score (90+ points on interview, Wonderlic and Math combined)
- Accepted-Waitlist: meets the minimum score, but there are no seats available in the next program start date
- Unconfirmed: did not meet the initial minimum score, but will be invited back to perform an additional learning activity to determine eligibility (75-89 points on interview, Wonderlic and Math combined)
- Denied: did not meet the cut score OR qualify for the additional learning activity (<75 points on interview, Wonderlic and Math combined)

Areas Evaluated During Interview:

- Basic observations (e.g., punctuality, attire, etc.).
- Preparation and knowledge of the profession (personal research on the profession different from what is communicated at admissions)
- Preparation for meeting the demands of the program (e.g., considerations for time commitment, study time, clinical expectations, etc.).
- Communication Skills (oral and written)
- Professionalism



Interview Hints:

- Be on time
- Demonstrate good personal hygiene and dress appropriately (if you are not sure what appropriate attire is, ask your Medical Career Specialist)
- Come prepared
- Research the profession

Transfer Credits:

Students may be eligible to receive transfer credit for successfully completed equivalent coursework or life experience. Students must submit a Credit Transfer request before starting the program. Please refer to the transfer credit policy in the catalog for eligibility requirements.

About Pima Medical Institute

PMI Mission Statement:

“Our mission is to improve the quality of people’s lives by providing the best value in medical career education.”

Why Pima Medical Institute?

Pima Medical Institute (PMI) has been providing quality education and support for the success of our students for 50 years. PMI has programs on sixteen campuses across seven states. Here, students learn and grow in a safe environment while obtaining real life experience for their successful future careers. Our staff and faculty work diligently to ensure each student has the resources they need to have a successful career. Our students’ success is our top priority.

Student Support:

PMI supports the students in their education, but also in their personal lives. The Career Services department assists students with professional development throughout their program, job search, resume writing, and interview techniques. The Financial Services department provides resources to address student questions regarding available funding sources, options to finance school expenses, and guide students through the application process for funding sources. The Student Services department assists students with guidance to be successful and provides various campus and community resources. For more information on these departments, please refer to the catalog.

Institutional Accreditation:

PMI is accredited through the Accrediting Bureau of Health Education Schools (ABHES). ABHES contact information is listed below:

Accrediting Bureau of Health Education Schools (ABHES)
6116 Executive Blvd., Suite 730,
North Bethesda, MD 20852
P: 301.291.7550
E: info@abhes.org
W: www.abhes.org

About the Profession

Profession Description:

Physical therapy helps patients who are recovering from injuries and illnesses to improve movement and function. PTAs provide treatments under the direction and supervision of a licensed physical therapist. As a PTA, you may work with athletes who are recovering from a sports-related injury, an infant who is struggling to reach developmental milestones, or help a patient who is learning to walk again after back surgery. Graduating students may be able to work in hospitals, rehabilitation centers, home health, outpatient clinics, or school systems.

Profession Requirements:

To work as a physical therapist assistant in the United States, you must graduate from a Commission on Accreditation in Physical Therapy Education (CAPTE)- accredited PTA program and pass a national exam to obtain licensure or certification in most states.

State Requirements:

To practice as a PTA in Texas, one must pass the National Physical Therapy Examination for Physical Therapist Assistants and obtain a Texas license. More information regarding Texas licensure requirements may be found on the Texas Board of PT Examiners website:

<https://ptot.texas.gov/apply-for-a-license/>.

Professional Association Involvement and Community Service:

The philosophy of the program is to foster a desire for life-long learning and dedication to the physical therapy profession as well as the community. Students are expected to participate in at least 2 professional association activities, such as attending association meetings or conferences while in the program. Students are also expected to complete at least 8 hours of community service prior to graduation.

Licensure/Certification:

Each state has established independent requirements and fees for a physical therapist assistant to practice.

Meets Licensure Requirements	Notes
All States	Graduates of PMI PTA programs are eligible to apply to take the National Physical Therapy Examination for Physical Therapist Assistants (NPTE-PTA) which is administered by the Federation of State Boards of Physical Therapy (FSBPT).

About the Program

Program Description:

The PTA program prepares students to become integral members of the physical therapy healthcare team under the supervision of a licensed physical therapist. The framework of this curriculum includes information in anatomy and physiology, kinesiology, diseases and conditions, medical terminology, physical therapy interventions and data collection skills, treatment plans, administrative procedures, and ethics and laws governing the practice of physical therapy.

Upon successful completion of the program, the graduate will receive an [Choose an item.](#) Degree. Graduates are eligible to apply to take the National Physical Therapy Examination for Physical Therapist Assistants (NPTE-PTA).

Program Mission Statement:

The Mission of the PTA Program at Pima Medical Institute is to prepare competent, ethical, entry-level Physical Therapist Assistants to work under the supervision of a Physical Therapist.

Program Philosophy:

The PTA Program at Pima Medical Institute believes an education in the profession of physical therapy brings with it certain responsibilities as well as many rewards. The philosophy and practice of the institution and the program is to educate our graduates and to foster a desire for life-long learning and dedication to the physical therapy profession.

It is the responsibility of the faculty to offer a quality educational experience. However, the students must accept responsibility for their learning. The faculty, students, and graduates must represent their chosen field with strong ethics and respect for human rights. In addition, they must be willing to grow with their profession to provide continued excellence in client care. This involves a personal commitment to self-directed learning, an awareness of changes occurring in the health care environment, and communication with the health care team and their professional organization.

Program Goals and Objectives:

The PTA program has developed its mission, goals, and expected outcomes to align with the mission of Pima Medical Institute and specific to the professional community that it serves. The program and curriculum are dynamic to meet the continuously changing needs of the community and physical therapy profession. The goals of the PTA program and associated expected outcomes include the following:

- 1. The program will provide qualified faculty and sufficient resources necessary to implement a comprehensive curriculum reflective of current physical therapy practice.**

EXPECTED OUTCOMES:

- a. The program will provide the staff, resources, and support necessary for student success

Expected Levels of Achievement:

- i. Students will indicate overall faculty ratings $\geq 3/5$ on End of Course Survey
 - ii. Students will indicate overall clinical education program ratings $\geq 70\%$ on the Student Evaluation of Clinical Experience Survey
 - iii. Students will indicate overall program ratings $\geq 3/5$ on the Exit Survey.
 - iv. Responding graduates will indicate overall program ratings $\geq 3/5$ on the Graduate Survey.
 - v. Faculty members will indicate overall program ratings $\geq 3/5$ on the annual Program Faculty Satisfaction Survey
- b. The program will provide a curriculum which meets the needs of the profession, community, and employers.

Expected Levels of Achievement:

- i. Clinical sites will indicate overall program ratings $\geq 3/5$ on the *Clinical Instructor Evaluation of the Clinical Education Program* survey
- ii. Responding employers will indicate overall ratings $\geq 3/5$ on the *Employer Survey*
- iii. 85% of graduates will pass the *NPTE* for PTAs
- iv. 90% of graduates will be employed within 6 months of licensure.

2. The program will promote lifelong learning, professional development, and social responsibility.

EXPECTED OUTCOMES:

- a. The program will ensure the continued professional development of faculty.

Expected Level of Achievement:

- i. 100% of faculty members will complete the requirements of their annual performance reviews.

- b. The program will promote faculty service to the institution, profession, and/or community

Expected Levels of Achievement:

- i. 100% of faculty will be members of the APTA
- ii. 100% of faculty members will complete the service requirements of their annual performance reviews.

- c. The program will promote student participation in professional association and community service activities while in the program.

Expected Levels of Achievement:

- i. 100% of students will participate in 2 professional association activities prior to completion of the program
- ii. 100% of students will complete 8 hours of community service prior to completion of the program

- d. The program will promote graduate participation in professional development activities.

Expected Level of Achievement:

- i. 80% of responding graduates will report professional association involvement and/or participation in professional development activities on the *Graduate Survey*

3. Students/ graduates will demonstrate the knowledge and skills necessary for entry level practice as PTAs.

EXPECTED OUTCOMES:

- a. Students will demonstrate entry level competence in clinical skills.
Expected Level of Achievement:
 - i. 90% of students will achieve entry level rating on the *CPI* during their final clinical practicum
- b. Graduates will pass the NPTE for PTAs.
Expected Level of Achievement:
 - i. 85% of graduates will pass the *NPTE for PTAs*
- c. Graduates will secure employment as PTAs.
Expected Level of Achievement:
 - i. 90% of graduates will be employed within 6 months of licensure.

4. The faculty will deliver curricular content reflective of best practices in the physical therapy profession utilizing effective methods.

EXPECTED OUTCOMES:

- a. Faculty members will demonstrate contemporary expertise in the content they teach
Expected Level of Achievement:
 - i. 100% of faculty members will complete the contemporary expertise requirements of their annual performance reviews.
- b. Faculty members will demonstrate effectiveness in teaching and student evaluation
Expected Levels of Achievement:
 - i. Students will indicate overall faculty ratings $\geq 3/5$ on End of Course surveys.
 - ii. Annual performance reviews of faculty will indicate overall ratings $\geq 3.5/4.0$.
- c. Faculty members will engage in ongoing professional development to enhance knowledge of contemporary physical therapy practice and pedagogy.
Expected Level of Achievement:
 - i. 100% of faculty members will complete the professional and instructional requirements of their annual performance reviews.

Program Accreditation:

Commission on Accreditation in Physical Therapy Education (CAPTE)

3030 Potomac Ave., Suite 100

Alexandria, Virginia 22305-3085

P: (703) 706-3245



E: accreditation@apta.org

W: <http://www.capteonline.org>

The PTA Program at PMI is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave, Suite 100, Alexandria, Virginia 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the [campus location] PTA program directly, please call (520) 326-1600 or email pimaptatucson@pmi.edu

CAPTE Program Outcomes for [2024 reporting year (which is calculated on a 2 year average for cohort years Jan 1-Dec 31 of 2022 and 2023) [Click or tap here to enter text.](#)

- Graduation Rate: 88.46%
- First Time Exam Pass Rate: 82.98%
- Ultimate Licensure Exam Pass Rate: 97.87%
- Employment Rate: 97.73%

Curriculum

The PTA program is presented over a period of 75 weeks. This period is divided into five (5) 15-week semesters consisting of 946 (991*) clock hours spent in the classroom and laboratories. Clinical Practicum experiences consist of 640 clock hours spent in clinical facilities at 40 hours per week. There is a one-week recess between semesters.

*Las Vegas campus only

Course Descriptions:

Please refer to the [Academic Catalog and Catalog Addendum](#) for the course descriptions.

Program Outline and Delivery Method for Each Course:

Course #	Course	Theory	Lab	Extern	Credits	Delivery Method
						G: On-ground H: Hybrid O: Online
CMT 100	Medical Terminology	15	-	-	1.0	H
BIO 100	Anatomy & Physiology I	45	30	-	4.0	G
PTA 110	Introduction to Physical Therapy	30	15	-	2.5	G
MTH 100	Math & Physics Applications	45	-	-	3.0	H
CCM 135	Communications for the Health Professions	45	-	-	3.0	G
CLE 120	Law & Ethics	15	-	-	1.0	H
Semester I Total		195	45	-	14.5	-

Course #	Course	Theory	Lab	Extern	Credits	Delivery Method
						G: On-ground H: Hybrid O: Online
HST 205	Nevada History and US Constitution*	45	-	-	3.0	n/a
PTA 115	PTA Techniques	30	30	-	3.0	G
BIO 109	Anatomy & Physiology II	45	15	-	3.5	G
PTA 106	Fundamentals of Disease	60	-	-	4.0	G
PTA 107	Growth & Development	30	-	-	2.0	H
PTA 125	Introduction to Kinesiology	15	15	-	1.5	G
Semester II Total		180	60	-	14.0	-

Course #	Course	Theory	Lab	Extern	Credits	Delivery Method
						G: On-ground H: Hybrid O: Online
PTA 200	Kinesiology	30	45	-	3.5	G
PTA 201	Rehabilitation I	30	30	-	3.0	G
PTA 205	Therapeutic Exercise	45	30	-	4.0	G
PTA 210	Clinical Practicum I	-	-	80	1.5	-
Semester III Total		105	105	80	12.0	-

Course #	Course	Theory	Lab	Extern	Credits	Delivery Method
						G: On-ground H: Hybrid O: Online
PTA 207	Therapeutic Exercise II	30	30	-	3.0	G
PTA 202	Rehabilitation II	38	30	-	3.5	G
PTA 211	Clinical Practicum II	-	-	280	6.0	-
Semester IV Total		68	60	280	12.5	-

Course #	Course	Theory	Lab	Extern	Credits	Delivery Method
						G: On-ground H: Hybrid O: Online
PTA 204	Administrative Procedures	30	-	-	2.0	H
PTA 208	Special Topics	45	21	-	3.5	H
PTA 209	PTA Seminar	32	-	-	2.0	G
PTA 212	Clinical Practicum III	-	-	280	6.0	-
Semester V Total		107	21	280	13.5	-
Program Totals		655	291	640	66.5	(On-ground or Hybrid)
*Las Vegas Program Total		700	291	640	69.5	(On-ground or Hybrid)

Skills Competencies and Lab Completion:

The program requires students to pass all respective lab skill competencies and laboratory practical examinations in order to successfully complete the PTA courses and proceed to the clinical practicum courses. Please refer to the technical standards section for general physical and behavioral requirements.

**The sample list of the Skill Competency requirements is below. The list is subject to change based on accreditation guidelines. **

Competency	Semester	Course
Positioning/Draping	1	PTA 110
Neuromuscular Electrical Stimulation (NMES)	2	PTA 115
Gait Assessment	3	PTA 200
Transfers	3	PTA 201
Lower Extremity or Lumbopelvic Stretching	3	PTA 205
Upper Extremity Thoracic Strengthening and ROM	4	PTA 207
Balance and Coordination	4	PTA 202
Pulmonary Interventions	5	PTA 208

*Skills competency requirements are subject to change at any time.

Clinical Practicum Requirements:

The clinical practicum provides students the opportunity to apply the knowledge and skills learned in the program. Students are expected to obtain a variety of experiences to achieve the required competencies and clinical course work. The program provides three clinical practicums as stated below:

- Clinical Practicum I (80 hours) in Semester III (2 weeks)
- Clinical Practicum II (280 hours) in Semester IV (7 weeks)
- Clinical Practicum III (280 hours) in semester V (7 weeks)

The clinical practicum is generally at least 40 hours per week; schedules may vary according to the clinical site and specific schedule of the clinical instructor. Students are expected to attend all scheduled hours; absences may prevent the student from progressing through the program or may require the student to make up that time prior to graduation (which could delay graduation).

Availability of sites during each clinical practicum course may vary; although the program will do its best to accommodate the student's preferences, there is no guarantee that any specific site will be available at the time of the scheduled practicum. The student is responsible for transportation and housing costs associated with long distance clinical practicum assignments.

Professional Performance Standards:

Professional Performance Standards (PPS) is a required component of the course grade for all courses in on-ground or hybrid program (if applicable). The PPS is used to simulate standard expectations in preparation for clinical practicums and future employment in the profession. Percentage points are subtracted from an initial 100% as incidences occur throughout the course. The PPS standards include but are not limited to the following: attendance, dependability, responsibility, professional dress, and professional attitude and communication.

Grades:

Course grades are recorded as letters and percentages. PMI does not award pass/fail grades as the final grade or award extra credit. Grades are posted in the PMI learning management system, and students can view their grades at any time during their enrollment. Final grades are posted in the PMI Student Portal. Please refer to the Academic Catalog for additional grading policies and procedures.

Program Progression and Requirements:

Students must pass all skill competencies and laboratory practical examinations requirements for successful completion of PTA courses and initiation of clinical practicums. All courses in the curriculum must be successfully completed (minimum of 77%) to qualify for graduation.

PMI Recognized Holidays:

PMI observes the following holidays and campuses are usually closed. Refer to the Academic Catalog for additional information.

- New Year’s Day
- MLK Jr Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day (and the Friday after)
- Christmas Day

Anticipated Schedule:

Class Days and Times

2022 Dates	Semester Begin	Semester End
Semester I	9/24/25	1/20/26
Break	1/21/26	1/27/26
Semester II	1/28/26	5/12/26
Break	5/13/26	5/19/26
Semester III	5/20/26	9/01/26
Clinical Practicum I	8/17/26	8/28/26
Break	9/02/26	9/08/26
Semester IV	9/09/26	12/22/26
Clinical Practicum II	11/02/26	12/18/26
Break	12/23/26	1/05/27
Semester V	1/06/27	4/20/27
Clinical Practicum III	2/15/27	4/02/27

Projected Costs

Projected Costs:

Students should be aware of all the costs associated with the program. For the most current information on tuition costs, textbooks, uniforms, and other fees related to enrollment, refer to the [campus catalog addenda](#). All prices are estimated and fees are subject to change without notice.

Potential Additional Fees:

The following are some potential additional fees associated with the program.

Students are responsible for purchasing khaki slacks for classroom attire, solid black tank tops and solid black gym shorts as lab attire, as well as any specific uniforms required by their assigned clinical facility.

Uniforms:

All students are required to wear a PMI uniform. Students are provided uniforms at the start of the program and may purchase additional uniforms if needed. Clinical facilities may require alternate uniforms at the expense of the student.

Clinical Expenses:

Students are responsible for all associated costs to clinical practicum assignments. This may include: housing, transportation, background check, drug screen, immunizations, physical examinations, and orientation costs. Refer to Potential Additional Fees (above) for estimated costs.

Licensure/Certification Testing:

The cost of the National Physical Therapy Examination is \$485 plus an additional testing site fee of \$85. The cost of Texas licensure for PTAs is \$125.

Financial Aid:

The Financial Aid department provides assistance with the financial aid process. A student finance advisor will meet with prospective and enrolled students on an individual basis to determine eligibility and assist with the application process. Information regarding financial assistance opportunities is located in the academic catalog.

Professionalism

Professional Behavior:

Students are expected to demonstrate professional behavior in the classroom and at clinical sites. Professional behavior includes, but not limited to:

- Using behavior and language that demonstrate respect for all persons, including other students, faculty, staff, patients, families, and co-workers.
- Treating all persons equally without regard to religion, race, sex, sexual preference, marital status, age, beliefs, disability, or cultural differences.
- Being prompt and ready for all learning experiences.
- Keeping all patient, clinical facility, and other student information confidential.
- Dressing appropriately.
- Taking care of school and facility property.
- Following all instructions and policies and procedures.
- Refraining from disorderly conduct, horseplay, and sexual harassment.
- Not accepting gifts from patients.
- Not engaging in any illegal or unethical acts.

Dress Code:

At PMI, students are required to adhere to the institutional dress code policy. These requirements apply to all students while in attendance at school, clinical settings, volunteer activities, and PMI-affiliated field trips. If a student does not, it may result in the student being sent home to change. For more information on the dress code refer to your program director.

Academic Integrity:

PMI expects all enrolled students to demonstrate academic honesty in the performance of their academic work. Any violations could result in immediate termination.

Violations of “Academic Integrity” include, but are not limited to, the following:

- Plagiarizing (presenting as one's own the ideas, the data, and/or the works of another);
- Inventing data or information in the preparation of assignments except when such invention is expressly authorized
- Intentional misrepresentation (Attestations or signing of any document as it relates to the program, school, or clinic; verbal or written statements that are not accurate)
- Misconduct that applies to communication, behavior, messages, online postings toward faculty, peers, other students, clinicians, patients, and/or anyone else connected with the program director and/or school.

Additional Policies

Background Check/Drug Screen:

As part of the enrollment process, every prospective student must sign a Criminal Background Disclosure and Advisement form. Enrolled students are required to complete a background check prior to starting the program.



Any misdemeanor or felony conviction may impact a student's ability to progress through the program, attend clinical rotations, graduate, obtain a license, and/or obtain employment in the field of study. Most clinical sites require a copy of the background prior to starting the practicum or they may require students to obtain a separate background check. If a clinical site requires their own background check, it often runs through a different agency and may include expanded parameters, meaning information not shown in the background check used by PMI may appear on the alternate background check.

In addition to the background check, some programs may require students to complete a drug screen prior to starting the program, during the program, and/or prior to attending clinical externships. Any student who has concerns should speak with the program director.

Non-Discrimination:

In compliance with Title IX of the 1972 Education Amendments, the Equal Employment Opportunity Act of 1972, Title VII of the Civil Rights Act of 1964 as amended, and Section 504 of the Rehabilitation Act of 1974, it is the policy of PMI not to discriminate against any person on the basis of race, color, religion, creed, national origin, sex, age, marital or parental status or disability in all of its educational and employment programs and activities, its policies, practices and procedures.

Pregnancy:

Students are informed of the potential health risks associated with participation in the program during pregnancy. Pregnant students are not required to report their pregnancy. Following a voluntary disclosure to a school official of a pregnancy, the student has the option to submit a written withdrawal of their declaration of pregnancy. Students who are pregnant should not participate in lab or clinical coursework/activities that:

- Involve the delivery of therapy or drugs that alter the course of pregnancy.
- Include pregnancy as a precaution or contraindication.
- Are contraindicated or restricted by the student's physician or other licensed healthcare provider, including but not limited to lifting restrictions, bed rest, etc.



Students who are pregnant and who are provided physician or other licensed healthcare restrictions that may contribute to or compromise the health of the student and fetus, may impact the student's ability to progress through the program. Pregnant students maintain the right to withdraw from the program. If extended time off is required due to pregnancy, the student may need to withdraw. In the case of withdrawal, the student has the right to re-enroll in the same program, if space is available.

Clinical sites have site specific policies that may prohibit pregnant students or require additional precautions. PMI will work to accommodate students if this occurs but cannot guarantee a reassignment. Students and program faculty are expected to follow all state regulations regarding pregnancy.

Health and Safety

Vaccinations/Immunizations:

Prior to participation in each clinical practicum, students are required to show proof of vaccinations or immunization (i.e., titer). Religious or health exemptions may be accepted by the school, but PMI cannot guarantee clinical practicum sites will accept students who do not have the required vaccinations. Required vaccinations may include, but are not limited to:

- Documentation of immune status to measles, mumps, and rubella. (MMR)
- Results of a TB skin test and/or chest x-ray indicating no active disease if the TB test results are positive.
- Hepatitis B (immunization is recommended, waiver available but will limit placement).
- Diphtheria/tetanus.
- Varicella (chickenpox)
- Titers
- COVID-19 Vaccination
- Flu Vaccination (when applicable)

Clinical sites may also require students to obtain the COVID-19 vaccination in order to participate in the clinical practicum courses. Refusals to obtain any vaccination may delay clinical placement, which may impact the student's ability to progress through the program. Students are expected to successfully complete all clinical practicum courses in order to be eligible for graduation from the program. Please contact the program director and clinical director with any questions.

Health Insurance:

PMI strongly encourages students to seek their own medical and accident coverage from private or public sources. Personal health insurance is the responsibility of the student. Some clinical sites may require students to have medical coverage prior to beginning their clinical course. Affiliated agencies utilized for student clinical experiences are not responsible for health care costs of students who are injured while performing patient care services. Absence of health insurance may limit the student's clinical placement and may delay progression through the program and/or graduation from the program. PMI provides liability insurance in case of injury or harm to others while out on clinical externship.

Universal Precautions/Bloodborne Pathogens:

Students will receive instructions with regard to universal precautions throughout the program. Students receive a formal OSHA training session prior to their first clinical practicum. Information on Universal Precautions is also available in the PMI Bloodborne Pathogens Exposure Control Plan & Infection Control Manual, and the specific protocol in the event a student is exposed to blood or bodily fluids can be found in the Student Handbook. Students

must demonstrate an understanding of, and utilize, universal precautions in all lab and clinical activities.

Infectious Disease:

Students who have been diagnosed with a communicable disease (i.e., mumps, chicken pox, hepatitis, measles, COVID-19, etc.) must notify the student services coordinator or designated campus official. Students may not attend classes or externship while contagious. Based on the infectious disease, clearance requirements for students to return to campus may vary. Students will be notified of what is expected for them to return to campus.

CPR Requirements:

Students are required to maintain current certification in cardiopulmonary resuscitation (CPR) at the healthcare provider level. A copy of current CPR certification must be in the student's file prior to participation in the first clinical affiliation. CPR certification must be current during all clinical practicums.

Technical Standards:

Successful completion of the PTA program at PMI requires that the graduate demonstrate the knowledge, skills, professionalism, work ethic, and other applicable skills and behaviors necessary to safely and competently deliver patient care. Accordingly, applicants and matriculating students must be aware that certain technical standards are required to fulfill the job duties of a physical therapist assistant.

Essential Skills for the Physical Therapist Assistant¹

(From "[31-2021.00 - Physical Therapist Assistants](#)" by the U.S. Department of Labor, Employment and Training Administration (USDOL/ETA). Used under the [CC BY 4.0](#) license.)

Communication (oral and written comprehension, expression, clarity, speech recognition)

- Speak clearly so others can understand you
- Identify and understand the speech of another person
- Ability to communicate information (speaking and writing) so others will understand
- Ability to listen and understand information and ideas presented through spoken words / written sentences

Observation (near and far vision, perception, visualization, problem sensitivity)

- See details at a close range and at a distance
- Ability to imagine how something will look after it is moved around or when its parts are moved or rearranged
- Being aware of others' reactions and understanding why they react as they do

¹ National Center for O*NET Development. 31-2021.00 - Physical Therapist Assistants. *O*NET OnLine*. Retrieved April 9, 2024, from <https://www.onetonline.org/link/summary/31-2021.00>

- Ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing that there is a problem

Physical Activity (general physical activities, multi-limb coordination, static and trunk strength, arm-hand steadiness, finger and manual dexterity)

- Ability to coordinate two or more limbs while sitting, standing, or lying down
- Exert maximum muscle force to lift, push, pull, or carry objects
- Keep your hand steady while moving your arm or while holding your arm and hand in one position
- Precisely coordinate movements of the fingers of one or both hands to grasp, manipulate, or assemble small objects
- Ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects
- Ability to walk, bend, stand and reach
- Ability to use your abdominal and lower back muscles to support part of the body repeatedly or continuously over time without "giving out" or fatiguing

Behavioral and Social Attributes (critical thinking, decision making, time management, perpetual speed)

- Considering the relative costs and benefits of potential actions to choose the most appropriate one
- Managing one's own time and the time of others
- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- Quickly and accurately compare similarities and differences

It is the responsibility of the student to contact the Student Services Department if they require a reasonable accommodation for one or more of the technical standards listed. Each PMI campus offers support services for students with documented physical or psychological disabilities.

Appendix A

Calendar for Success:

Directions:

Your schedule will change throughout the PTA program. Please create a weekly Calendar For Success for three different phases of the PTA program. These calendars should outline your life while in PTA school. One weekly calendar should depict your schedule when classes are held solely in the morning, another when classes are held solely in the afternoon, and the last should depict your schedule during full time clinical internships. This is a scored activity so be realistic, thorough, and accurate in indicating the amount of time you plan to spend each day on each task.

You will submit a total of 3 separate weekly calendars with one week per page. Each calendar should fit on **1 page** (i.e. portrait or landscape view is acceptable) and account for each hour of the day and week, Sunday through Saturday. Sample templates are provided on the next pages, however, you may use any electronic format. **Do not submit a handwritten calendar.**

Note- your calendars for success **must** be submitted **prior to the scheduled interview**. Please include your name on your submission and clearly label each semester.

Calendars 1 and 2- (classroom phases)

1. Semester 1, Week 1 (classes are in the morning 8:00-12:30, Mon-Thurs)
2. Semester 4, Week 1 (classes are in the afternoon 12:30-5:00, Mon-Thurs)

Calendar 3- (clinical phase)

3. Semester 3, Week 14 (first week of clinical internship- full time hours. Ex: 7:30am-4:30pm, Mon-Fri)

Schedule items to include in your calendar:

a. Commuting

- Ex. driving to/from campus for class and clinic (assume the commute is between 30-60 mins.)

b. Study time

- Ex. include homework, skill practice, etc.

c. Open Lab times

- Ex. note the times you plan to be in lab outside of class time

d. Work time

- Ex. if you are planning to work, add your anticipated work schedule

e. Sleep hours

- Ex. when you get up/go to sleep

f. Meal times

- Ex. be sure your total time includes time for shopping, meal prep, eating, and clean up

g. Personal/family time

- Ex. personal hygiene, parenting-related activities, etc.

h. Household chores

- Ex. Cleaning, dishes, errands, etc.

i. Class and/or clinical hours

- Ex. As indicated on the example schedule provided

j. Other down time tasks

- Ex. exercise, dating, visiting with family and friends, etc.

See schedule templates on next page. These schedules provide the days and times class and clinical/externship will be held. You are not required to use the templates provided. Please save your document as a pdf, ensuring each calendar fits on one page.

**Schedule to use for Calendar 1:
Semester I / On-campus schedule
(Classes will be 8-12:30pm)**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
5:00am							
5:30am							
6:00am							
6:30am							
7:00am							
7:30am							
8:00am	Class 8am- 12:30pm	Class 8am- 12:30pm	Class 8am- 12:30pm	Class 8am- 12:30pm			
8:30am							
9:00am							
9:30am							
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11:00pm							

**Schedule to use for Calendar 2:
Semester IV / On-campus schedule
(Classes will be 12:30-5:00pm)**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		
5:00am									
5:30am									
6:00am									
6:30am									
7:00am									
7:30am									
8:00am									
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9:00am									
9:30am									
10:00am									
10:30am									
11:00am									
11:30am									
12:00pm									
12:30pm	Class 12:30pm – 5:00pm	Class 12:30pm – 5:00pm	Class 12:30pm – 5:00pm	Class 12:30pm – 5:00pm					
1:00pm									
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Schedule to use for Calendar 3:

Semester III / Full Time Clinical Schedule

(Ex: 7:30am to 4:30pm) Clinical hours may vary, but will consist of 40 hours per week

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
5:00am							
5:30am							
6:00am							
6:30am							
7:00am							
7:30am	Clinical 7:30am - 4:30pm	Clinical 7:30am - 4:30pm	Clinical 7:30am - 4:30pm	Clinical 7:30am - 4:30pm	Clinical 7:30am - 4:30pm		
8:00am							
8:30am							
9:00am							
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11:00pm							

Appendix B

Experience Verification:

The applicant, _____, is applying for admission to the PTA program at PMI. This form documents the completion and verification of the applicant's experience.

The degree admissions process at PMI includes:

- Entrance exams- assesses academic aptitude.
- Interview- assesses professionalism, academic background, and preparation and knowledge of the field.

The following items are **NOT** required but are awarded points (5 pts max.) as part of the interview process.

- 1 pt. - If applicant has between 4 and 9 hours of observation in the field of physical therapy.
- 3 pts. - If applicant has completed 10 or more observation hours in physical therapy OR applicant has worked in a health care related profession requiring direct patient care for a minimum of 6 months.
- 5 pts. - If applicant presents with a combination of work experience in health care (min. 6 months) AND physical therapy observation hours in a setting different than employment.

Supervisor Name: _____ Supervisor Phone Number: _____

Name of facility where the physical therapy observation or employment took place:

Address: _____

City: _____ State: _____ Zip Code: _____

*The facility the observation, volunteer work, or employment takes place, cannot be owned, managed or operated by a relative of the applicant.

Check the applicable item:

____ Employment: Length of employment: ____ months/years (circle one).

____ Observation: Length of observation: ____ hours.

The supervisor's signature verifies that the number of hours listed above is accurate.

Supervisor Signature: _____ Date: _____

Provide a list activities or duties that were observed or completed:

Additional Comments:

Appendix C

Additional Supporting Documents:

- Calendar for Success
 - o Please see the instructions for the Calendar for Success in Appendix B.
- Experience Verification
 - o Observation and/or experience in the physical therapy profession are highly recommended and will be awarded points as outlined in the Experience Verification Form in Appendix C.
- Professional Resume
 - o Provide a professional resume which contains all of the following:
 - Contact information
 - Work experience
 - Education
 - Other relevant information (e.g. community service hours)
- Writing Sample
 - o Submit a 1-2 page, typed essay explaining how your **academic** experience and performance have contributed to your ability to be successful in the PMI PTA program, including reflection upon your coursework, academic successes, and academic failures.

*All supporting documents must be submitted to the Medical Career Specialist or Admissions assistant prior to scheduling an interview with the PTA Admissions Committee

Overview of Application Process:

	<u>PTA- Stage One</u>
1. Admissions Meeting	Entrance interview with a Medical Career Specialist, covering the program requirements.
2. Wonderlic Scholastic Level Exam	Achieve a minimum of 20 out of 35 points on an 8-minute timed assessment <ul style="list-style-type: none"> • 4 attempts allowed • Average score used for point calculation
3. Math Test	Achieve a minimum of 24 out of 30 points on an untimed math test <ul style="list-style-type: none"> • 3 attempts allowed • Average score used for point calculation
4. Transcripts	Provide proof of High School completion and official copies of all college transcripts to the Admissions Assistant or Medical Career Specialist. Transcripts are to be sent directly from the academic institution to the Medical Career Special or Admissions Assistant. Scanned or emailed copies from the student will not be accepted.
	<u>PTA- Stage Two</u>
	For Stage II, points are awarded in each of the following categories. All documents should be submitted to the Admissions Assistant or Medical Career Specialist.
1. Calendar for Success	Submit calendar for success. Details provided in the Calendar for Success Instructions- Form A.
2. Observation Hours/Experience Verification	Submit proof of healthcare experience/exposure to the field. Details provided in Experience Verification Form- Form B.
3. Writing Sample	Submit essay on topic specified in Writing Sample and Resume Instructions- Form C.
4. Resume	Submit current resume, including contact information, work experience, educational background, and community service activities. Details provided in Form C- Writing Sample and Resume Instructions.
5. College Transcripts	Provide official copies of all college transcripts. Transcripts should be sent electronically directly to the Admissions Assistant or Medical

	Career Specialist. Scanned or emailed copies from students will not be accepted.
	<u>PTA- Stage Three</u>
PTA Interview	Once all documents have been submitted, applicants will meet with PTA admissions committee for an interview. Interview points are awarded in areas such as communication skills, professionalism, preparation, and knowledge of the profession.
Notification of Acceptance Status	<p>Eligibility for acceptance is based upon candidates' total scores. One of the following statuses will be identified:</p> <ul style="list-style-type: none"> • Accepted (meets cut score) • Accepted- Waitlist (meets cut score, but no seats are available) • Unconfirmed (did not meet initial minimum cut score, but may be invited to perform an additional learning activity to determine eligibility) • Denied (did not meet the cut score or qualify for the additional learning activity) <p>Medical Career Specialists will notify candidates of acceptance status.</p>
	<u>Enrollment Process</u>
Financial Aid	Accepted candidates meet with the Financial Aid Department to learn about financial assistance available.
Enroll	Accepted candidates complete enrollment paperwork upon acceptance.
Background Check & Drug Screen	Each accepted candidate is required to purchase a background check through www.compliancepmi.com and also complete a drug screen. This must be completed before the first day of class.