

Dear Prospective PTA Student:

Thank you for expressing interest in our Physical Therapist Program. I hope the following information will assist you in making a decision about seeking admission to our Program.

The physical therapist assistant is an individual who, upon graduating from an accredited program and passing a licensure examination, is qualified to provide physical therapy services to patients. The physical therapist assistant works under the supervision of a professional physical therapist in a variety of settings including hospitals, extended care facilities, rehabilitation centers, home health agencies, health maintenance organizations, school settings, and outpatient clinics. Our PTA Program has been awarded accreditation by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the Accreditation in Physical Therapy Association (APTA). (703-706-3245, www.apta.org/CAPTE) Graduation from our program allows one to sit for the licensure examination.

Our PTA Program consists of a year of general education and prerequisite courses and a year in the vocational portion of the Program. Since the spaces in the second year of the Program are limited, admission to the College and the completion of prerequisite courses do not guarantee admission to the second year of the Program. Priority will be given in the Admissions Process to Volunteer State Community College students. Contact the Program for information about the criteria for being judged a VSCC student. The following information outlines the procedures to follow up to the point of admission into the second year of the Program.

1. The first step in entering our Physical Therapist Program is making application to Volunteer State Community College. You should submit an application to the Office of Admissions with the required \$10.00 non-refundable application fee. If you have previously attended any colleges, please have an official transcript for each college attended submitted to the Office of Records. In addition, if you have additional copies of your transcripts, bring them the first time you see a PTA advisor.
2. A second application form should be completed and submitted to the Division of Allied Health indicating your intent to enter the Physical Therapist Assistant Program. This application helps us keep you notified of information about the Program. This application **IS NOT** the application to enter the second year of the PTA Program. You may apply for the Program online by downloading the Allied Health Application form at: <http://www.volstate.edu/AlliedHealth/> and clicking on “Forms and Resources.”
3. If you have not previously attended college, the Office of Counseling and Testing will schedule you for testing in the areas of reading, writing, mathematics and algebra. You may be required to take some course work in these areas. An advisor will help you identify

which courses are required. Those who have completed some college work may also be required to complete some of the testing depending on course work already completed.

4. Students required to test and who have not attended school for several years or who feel insecure in one or more of the areas of reading, writing, or mathematics are encouraged to contact a counselor in our New Skills program (ext. 3675) prior to testing. Individual programs for reviewing content areas and for test preparation are available. Several PTA students have reported that the New Skills program contributed to their success.
5. Completing all courses listed under the Fall and Spring semesters of the Freshman Year are identified on the enclosed Semester-by-Semester Sequence is required before the student may sit for the screening interview. Interviews are held only in May of each year with classes to begin in late May. No student will be allowed to sit for the admission's interview unless all required prerequisite course work has been completed with a grade of "C" or better without special approval of the Program Director after consultation with the Program faculty. Students without the required prerequisites will be granted permission to sit for the interview only if there are not enough qualified applicants to fill the class. Students who are enrolled in prerequisite course work in the Spring semester may make application to begin in May of that year. **(If you have a bachelor's degree from an accredited college or university or an associate's degree from a TN Board of Regents College, contact the PTA Program. You may be required to complete fewer prerequisite courses.)**
6. Prerequisite courses do not have to be completed in the order listed in the Semester-by-Semester Sequence. Some prerequisites may be completed at off campus sites, on weekends, or through College-at-Home. Transfer credit from regionally accredited colleges and universities is accepted at the discretion of the Office of Records. Prospective students are advised that transfer credit for PTA 110, Physical Science of the PTA, **is granted only upon approval of the program director**. Prospective students are advised to complete this course at Volunteer State. Students who have completed two semesters of college level physics may with the approval of the PTA Program Director challenge the PTA 110 final examination.
7. **During the Spring Semester, any individual who has the potential of meeting admission's requirements and who wants to be considered for admission to the second year of the Program must submit a completed screening application. That application is due in the Allied Health offices by March 15 of the year in which the applicant will sit for the interview. The application becomes available on the first working day on or after January 1st.**
8. A physical examination is no longer required as part of the Admissions Process. Prior to the day of registration for the Summer Session, any student offered admission to the Program will be required to submit a proof of freedom from tuberculosis through a negative skin test or chest X-ray and immunity to rubella through a rubella titer or through an immunization since 1980. Students must obtain at their expense Hepatitis B vaccine or must decline the vaccination in writing. The admission offer for any applicant failing to meet this requirement may be cancelled; some clinical sites require additional health information and vaccinations.

9. Very few students who are admitted to the PTA Program fail to complete the second year for academic purposes. A few students fail to finish the program because either the program or the field is not as expected.

After all documentation is received, the applicant is scheduled for an interview usually during late April or early May. The interview team will assess the applicant's knowledge of the professions, ability to function in an interview situation, communication skills, and rationale for wanting to enter the PTA Program. The interview and academic record will have approximately equal weight in the admission's decision.

Students who are admitted to the PTA Program are required to complete a minimum of 15 weeks of full time clinical education. Students must commute at their expense up to 80 miles one way. Additionally, effective September 1, 2005, students seeking enrollment in any Allied Health programs requiring participation in clinical training in area hospitals and related clinics/agencies, including Physical Therapist Assistant program, must provide evidence of a passing score on a background check prior to official enrollment into the respective program. Either the failure to provide the required background check results by the due date established or the receipt of anything other than a passing score on the background check will make a student ineligible for enrollment in the respective program. The cost for background check verification will be approximately \$75.00. Please contact program faculty for further information. Students may also be required to complete and successfully pass a drug screening prior to select clinical rotations.

AHC 101 Introduction to Physical Therapy is now a required prerequisite for the PTA Program. This course is appropriate for students who want to explore the physical therapy field and for students who are sure they want to enter the profession as physical therapist assistants or as physical therapists. The course explores the profession, asks the student to define personal career goals, and surveys admissions processes and practices. A mock interview is conducted which may include actual questions used in the VSCC PTA Program admissions interview. We recommend that students preparing for the PTA Program take this course as early as possible in their college career. For students not already enrolled at VSCC, the cost is the tuition and fees for 1 credit hour plus a \$10.00 application fee.

The PTA Program is now located in Building 100 of the VSCC East Campus across the road from the GAP warehouse.

If you are interested in more information about the PTA Program, please call me at 615-230-3336 or 615-230-3332. I will be happy to assist you. You may also want to pursue the PTA website at <http://www.volstate.edu/PTA>.

Sincerely,

Pamela Saladino, Clinical Coordinator
Physical Therapist Assistant Program

VOLUNTEER STATE COMMUNITY COLLEGE
PHYSICAL THERAPIST ASSISTANT PROGRAM
SEMESTER BY SEMESTER SEQUENCE

FRESHMAN YEAR - FALL SEMESTER

MATHEMATICS	MATH 1010 or higher	3 hours
BIOL 2010	Human Anatomy and Physiology I	4 hours
ENGL 1010	English Composition I	3 hours
AHC 115	Medical Terminology	3 hours
CIS 100*	Microcomputer Literacy and Applications	3 hours
AHC 101	Introduction to Physical Therapy	1 hour

TOTAL 17 hours

* Students may also demonstrate computer competency by taking and passing the Computer Competency Exam (CCE).

FRESHMAN YEAR - SPRING SEMESTER

PTA 110	Physical Science for the PTA	2 hours
BIOL 2020	Human Anatomy & Physiology II	4 hours
PSY 101	General Psychology	3 hours
Fine Arts		<u>3 hours</u>

TOTAL 12 hours

Other than BIOL 2010 & 2020, and MATH followed by PTA 110, courses may be taken in any order.

SCREENING INTERVIEWS ONCE A YEAR IN MAY. ALL FALL SEMESTER AND SPRING SEMESTER COURSES AND ALL REMEDIAL AND DEVELOPMENTAL COURSES MUST BE COMPLETED WITH A 'C' OR BETTER PRIOR TO SELECTION SCREENING INTERVIEW.

FRESHMAN YEAR - SUMMER SEMESTER

PTA 250	Medical Conditions for the PTA	3 hours
PTA 210	Fundamentals of PTA	1 hour
PTA 253	Therapeutic Applications I	4 hours
PTA 221	Clinical Anatomy I	<u>2 hours</u>

TOTAL 10 hours

***Completion prior to entering the program is recommended.

SOPHOMORE YEAR - FALL SEMESTER

PTA 222	Clinical Anatomy II	2 hours
PTA 263	Therapeutic Applications II	5 hours
PTA 264	Therapeutic Applications III	5 hours
PTA 265	Therapeutic Applications IV	2 hours
PTA 242C	Clinical Practice I	<u>3 hours</u>

TOTAL 17 hours

SOPHOMORE YEAR - SPRING SEMESTER

PTA 251	PTA Seminar	2 hours
PTA 270	Therapeutic Applications V	4 hours
PTA 243C	Clinical Practice II	<u>8 hours</u>

TOTAL 14 hours

Complaints That Fall Outside Due Process

Complaints that fall outside due process include, but are not limited to, complaints from clinical education sites, employers of graduates, and the general public. All such complaints must be addressed. Some complaints may require an investigation into the situation surrounding the complaint. This is done to ensure a fair and reasonable resolution of the complaint.

Procedures for filing a complaint:

1. The person filing the complaint will send the written complaint to the Program Director within 48 hours of the event. The Program Director will respond to the complaint in writing within five business days of receipt of the complaint.
2. If the complaint is not resolved with the Program Director, then the written complaint should be sent to the Dean of Allied Health within 48 hours of the response. The Dean of Allied Health will respond to the complaint in writing within five business days.
3. If further resolution is required, then the written complaint must be submitted to the Vice President for Academic Affairs. The Vice President will work with all parties to bring resolution to the complaint.

Records of complaints will be maintained by the Program Director for a period of five years.

The complaint policy and procedures are made available to the external community on the program website.