

# SYLLABUS - PT 780: CLINICAL EDUCATION 4

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## Course Information

### DESCRIPTION

Students practice full-time for sixteen weeks under the direction of licensed physical therapists who serve as clinical instructors (CI).

Some students will be placed in the same facility for the entire 16 weeks. Others will spend 8 weeks at each of two different facilities .

Students may complete the program's requirement for a rural practice experience during PT 780.

### CREDIT HOURS

Spring Semester: 8 credits

### DIRECTOR OF CLINICAL EDUCATION (DCE)

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Email and voice mail are the preferred methods for communicating with me during clinical rotations. Voice mail messages left on my office phone are automatically forwarded to me via email.

### PREREQUISITES

Students are required to have proof of meeting all health requirements, including health insurance coverage, immunizations, and CPR certification. Students must meet all requirements

outlined in the Division's policy, which is available at:

<http://medicine.hsc.wvu.edu/pt/Education/Clinical-Education/Policies/Immunizations-and-Health>

Each clinic site will receive a letter attesting that the student is in good academic standing and has met all the program's health, immunization, and screening requirements. If a clinic site requires documentation to verify the student's records, the student is responsible for providing those records from their CertifiedBackground account.

In addition, some clinical sites may require additional screenings or immunizations (eg. repeated background checks, fingerprinting, or drug screens). It is the student's responsibility to identify any additional requirements, the process for completion, and assuring the results are directed to the appropriate individual at the clinic site. Information regarding additional requirements can be found on the student's confirmation forms, in the clinic site information forms housed in the program office, and/or by calling the clinical education site in advance.

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## Expected Learning Outcomes

Upon completion of the first 8-weeks (March 3, 2017), the student will be ***capable*** of:

- managing new patients or patients with complex conditions, requiring CI supervision less than 25% of the time
- independently managing patients with simple conditions
- consistently performing simple tasks, requiring only occasional cueing for skilled examination/intervention tasks and clinical reasoning.
- managing 75% of a full-time caseload.

Upon completion of the second 8-weeks (April 28,2017), the student will be ***capable*** of:

- functioning without guidance or clinical supervision managing patients with simple or complex conditions.
- consistently performing skilled examinations, interventions, and clinical reasoning
- Consults with CI and others in resolving unfamiliar or ambiguous situations
- managing 100% of a full-time physical therapist's caseload

## OBJECTIVES

With CI supervision as noted above, the student:

1. Practices in a safe manner that minimizes risk to patient, self, and others
2. Demonstrates professional behavior in all situations

3. Practices in a manner consistent with established legal and professional standards and ethical guidelines
  4. Communicates in ways that are congruent with situational needs
  5. Adapts delivery of physical therapy services with consideration for patients' differences, values, preferences, and needs.
  6. Participates in self-assessment to improve clinical and professional performance
  7. Applies current knowledge, theory, clinical judgment, and the patient's values and perspective in patient management
  8. Determines with each patient encounter the patient's need for further examination or consultation by a physical therapist or referral to another health care professional
  9. Performs a physical therapy patient examination using evidence-based tests and measures
  10. Evaluates data from the patient examination (history, systems review, and tests and measures) to make clinical judgments
  11. Determines a diagnosis and prognosis that guides future patient management
  12. Establishes a physical therapy plan of care that is safe, effective, patient-centered, and evidence-based
  13. Performs physical therapy interventions in a competent manner
  14. Educates others (patients, caregivers, self, students, other health care providers, business and industry representatives, school systems) using relevant and effective teaching methods
  15. Produces quality documentation in timely manner to support the delivery of physical therapy services
  16. Collects and analyzes data from selected outcome measures in a manner that supports accurate analysis of individual and patient and group outcomes
  17. Participates in the financial management (budgeting, billing and reimbursement, time, space, equipment, marketing, public relations) of the physical therapy service consistent with regulatory, legal, and facility guidelines.
  18. Directs and supervises personnel to meet patients' goals and expected outcomes according to legal standards and ethical guidelines.
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## Course Materials

**CPIWeb:** [http://cpi2.amsapps.com/user\\_session/new](http://cpi2.amsapps.com/user_session/new)

At midterm of each rotation, the student will perform a self-assessment using the web-based APTA Clinical Performance Instrument (CPIWeb) portal. The CI will complete an assessment of the student using the same tool. The student and CI will then meet to discuss these ratings. The DCE may, as needed, consult with the student and CI by phone or in person if questions or problems arise.

At the end of the rotation, the student and CI will each complete the CPIWeb again, review them, and consult with the DCE if necessary. Students' self-assessments must be completed and "signed off" by the CI and the student on or before the last day of each rotation.

<b>CPIWeb Evaluation Schedule</b>			
		<b>8 Week Rotations</b>	<b>16 Week Rotations</b>
Rotation 1	Midterm*	February 3	March 3
	Final	March 3	April 28
Rotation 2	Midterm*	March 31	n/a
	Final	April 28	
*Dates of midterm evaluations may vary based on clinical caseloads/schedule.			

To insure reliability and validity of student assessment using CPIWeb, all students, clinical instructors, and DCEs are required to complete an online training program prior to using the tool. All students completed this training during PT 741: Professional Roles 2. The DCE will provide instructions to clinical instructors for completing the online training program prior to the student's clinical rotation.

## Course Requirements

### SCHEDULE

Students should refer to **Information > Schedule** in SOLE for a detailed listing dates and deadlines.

### ASSIGNMENTS

**Inservice Presentation:** Each student must complete and turn in **one** in-service project to be completed at one facility. Instructions regarding the submission will be posted for students on SOLE under **Assessment > Assignments**

(If the student is doing two 8-week rotations, the student may choose which facility/rotation for which to complete the inservice assignment. If the student is required by the CI/facility of the

second rotation to complete an in-service, this additional in-service does **not** need to be submitted to the program.

### **Surveys and self-assessments:**

- Students will complete a self-assessment and student profile to be shared with the CI prior to the start of the clinical experience.
- Student Assessment of Clinical Experience survey (in Acadaware) to be completed at mid-term and final of each clinical experience.
- Student Evaluation of Clinical Instructor (in Acadaware) at the conclusion of each clinical experience.

**Students attending the APTA Combined Sections Meeting (CSM):** Students excused from clinic for CSM must attend at least 10 contact hours of educational programming at the conference. These students must submit a transcript of the educational sessions attended. The transcript will be available in March from the *APTA Learning Center* website. It should be uploaded to the *SOLE PT Conference and Membership Tracking* module. In addition, CIs are encouraged to request these students present their in-services on a topic from CSM.

**Students completing their rural rotation requirement:** Students completing their rural assignment during PT 780 must submit complete the Rural Service Learning project assignment. Details and deadlines are listed under **Assessment > Assignments** in SOLE.

## **ATTENDANCE**

PT 780 is a required component of the DPT program. Attendance is expected and required.

Students assigned to a full-time clinical affiliation will adhere to the holiday schedule and inclement weather policies of the facility rather than the University.

**Unscheduled absences:** Any unscheduled absences due to illness or emergencies (eg. family death) must be reported directly to the facility's CCCE or CI by telephone as soon as possible. The student must also notify the DCE by email. If only 1 day is missed and the student is performing well in the clinic, the student will not be required by the DCE to make up the absence. Exceptions will occur if the student is having performance problems and the CI feels the absence jeopardizes the student's ability to meet the performance criteria.

**Excused/Scheduled Absences:** Students are excused from the clinical site if attending an APTA meeting or conference (eg, Annual Conference), a continuing education conference with the clinical instructor or sponsored by the facility, or a scheduled event within the Division of Physical Therapy if geographically feasible. In these cases, the absence must be scheduled in advance and approved by the facility's CCCE and/or the student's Clinical Instructor. Students are not excused for additional travel time between clinical sites, except with prior approval of the facility CCCE and the DCE.

- **Any combination of excused and/or unexcused absences of two days or longer need to be reported to the DCE.**

The DCE in consultation with the CCCE and/or CI will determine if the missed time needs to be made up and the strategies for doing so. Any time where the student has arrived to clinic late OR left early will also be considered when determining whether or not days need to be made up. At no time are students excused for doctor's appointments, job interviews, weddings, athletic events, or other appointments that can be scheduled during out-of-clinic hours. In the event that the student must be absent from the clinic, he/she is required by the Division of Physical Therapy to first call his/her CI, and second to notify the DCE.

**Tardiness:** Students are expected to be on time and prepared for each clinic day. Like absences, tardiness should occur rarely and only under exceptional circumstances. If a student must be late for clinic, the student must contact his/her CI at the earliest possible opportunity, preferably before the start of the work day. Repeated tardiness may impact the student's grade; in these cases, the CI is encouraged to contact the DCE.

**Clinical Instructor Absence:** In the event that the student's CI is absent during the scheduled clinic time, the school requests that arrangements be made for another licensed Physical Therapist to supervise the student. If this is not possible, the student should be notified that he/she should not go to clinic. Students are instructed to never work with patients in a clinical setting without a licensed Physical Therapist on-site to provide supervision. In this case, the school will not require that the student make up this day. If absences exceed one day and if the CCCE/CI feels that additional clinical time is necessary to better evaluate the student's performance, the Division will reserve the right to decide upon the appropriate course of action.

Any questions regarding the absence policy should be directed to the DCE.

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## **Methods of Student Evaluation/Grading**

Grading for Clinical Education 4 is either Pass [P] or Fail [F]. Throughout the course, the student must adhere to all Division and clinical facility policies and the course attendance policy.

### **USE OF THE APTA CLINICAL PERFORMANCE INSTRUMENT (CPIWeb)**

The CI will assess students' clinical performance using CPIWeb. The instrument has 18 performance criteria consistent with the course objectives provided above. Students should be graded on all 18 of the criteria. While the CI evaluates the clinical performance of the student, the DCE makes the final determination of the course grade.

**Significant Concerns:** According to the CPIWeb instrument, *significant concerns* signify the student's performance on one or more criteria is unacceptable for the clinical experience.

If the CI has *significant concerns* at any time during the rotation, the CI should immediately contact the DCE. Ideally, the issue should be documented within CPIWeb as a "Critical Incident Report," which will trigger an immediate alert to the DCE. Alternatively, the CI may contact the DCE directly ([rutzman@hsc.wvu.edu](mailto:rutzman@hsc.wvu.edu) or 304-293-1318). The DCE will assist the CI and student in developing a remedial learning plan and contract.

For significant concerns related to the following "red flag" items, immediate dismissal of the student may be warranted. Any student dismissed by the clinical site and asked not to return will receive a grade of "F" in PT 780.

- Item 1: Safety
- Item 2: Professional Behavior
- Item 3: Accountability
- Item 4: Communication
- Item 7: Clinical Reasoning

### **For students completing one 16-week rotation**

- At midterm (March 3), the student must achieve **Entry Level** performance on the "red flag" CPI Items 1-4, & 7, and have no *Significant Concerns* boxes checked.
- At midterm (March 3), the student must achieve **Advanced Intermediate** performance on CPI Items 5, 6, 8-18, and have no *Significant Concerns* boxes checked.
- At the end of the rotation (April 28), the student must achieve **Entry Level** performance on **all** CPI items, and have no *Significant Concerns* boxes checked.

### **For students completing 8-week Rotations**

- At midterm of Rotation 1 (~February 3) the student must achieve **Advanced Intermediate** performance on the "red flag" CPI Items 1-4, & 7, and have no *Significant Concerns* boxes checked.
- At the end of Rotation 1 (by March 3), the student must achieve **Entry Level** performance on the "red flag" CPI Items 1-4, & 7, **Advanced Intermediate** performance on CPI Items 5, 6, 8-18, and have no *Significant Concerns* boxes checked.
- At midterm of Rotation 2 (~March 31), the student must achieve **Entry Level** performance on the "red flag" CPI Items 1-4, & 7, **Advanced Intermediate** performance on CPI Items 5, 6, 8-18, and have no *Significant Concerns* boxes checked.
- At the end of Rotation 2 (by April 28), the student must achieve **Entry Level** performance on **all** CPI items, and have no *Significant Concerns* boxes checked.

## **FINAL COURSE GRADES**

The final course grade will be determined by

- Timely completion of all [assignments](#)
- Satisfactory scores on the APTA CPI as noted above.
- Consideration by the DCE of comments/feedback from the CI, "significant concerns" and critical incidents reported by the CI, clinical setting environment and complexity, student progress from midterm to final, and congruence between all information (written and verbal) about the student's performance.

In the event that the student fails his/her rotation, the DCE will notify the Division's Academic & Professional Standards committee. Input from the DCE, CI, and CCCE will be solicited, documented, and submitted to the committee. Please refer to the Division's Policy on Academic & Professional Standards. DCE and Committee recommendations will be forwarded to the Chair of the Division of Physical Therapy, who has the final authority as to the future status of the student in the program. **For students completing two 8-week rotations:** BOTH rotations must be successfully completed. It is possible for a student who successfully completes one rotation to fail PT 780 if the subsequent rotation is not also successfully completed.

- **In all cases, timely communication and accurate documentation is imperative. The CI should not wait until the final evaluation to provide feedback to the student or to voice concerns to the DCE. Ongoing, constructive feedback is vital to student success. Please do not hesitate to contact the DCE if performance problems arise or if there are questions regarding the grading criteria.**
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## University Policies

### Academic Integrity

The integrity of the classes offered by any academic institution solidifies the foundation of its mission and cannot be sacrificed to expediency, ignorance, or blatant fraud. Therefore, I will enforce rigorous standards of academic integrity in all aspects and assignments of this course. For the detailed policy of West Virginia University regarding the definitions of acts considered to fall under academic dishonesty and possible ensuing sanctions, please see the West Virginia University Academic Catalog at <http://catalog.wvu.edu/undergraduate/coursecreditstermsclassification/#academicintegritytext>. Should you have any questions about possibly improper research citations or references, or any other activity that may be interpreted as an attempt at academic dishonesty, please see me before the assignment is due to discuss the matter.

### Inclusivity Statement



The West Virginia University community is committed to creating and fostering a positive learning and working environment based on open communication, mutual respect, and inclusion.

If you are a person with a disability and anticipate needing any type of accommodation in order to participate in this class, please advise me and make appropriate arrangements with the Office of Accessibility Services (293-6700). For more information on West Virginia University's Diversity, Equity, and Inclusion initiatives, please see <http://diversity.wvu.edu/>.

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