

SYLLABUS PART II
EDISON STATE COMMUNITY COLLEGE
Health Sciences Department
PTA 130 Clinical Practicum I
3.0 CREDIT HOURS
(3 - Lab 1:7 ratio)

Instructor: Erynn Hanford, BA Wittenberg University 1994, PTA Clark State Community College 1998, MSHAPI Northeast College of Health Sciences 2022; will be instructing the indicated in-person content, instructing the online assignments and will be coordinating the clinical placements. Sara Young, MPT College of Mount St Joseph 2003, DPT College of Mount St Joseph 2008, DHSc University of Indianapolis 2024; will be instructing the indicated in-person content.

Office: 109 – Erynn; 108 - Sara

Phone: 937-778-7817 – Erynn; Sara 937-381-1517

E-mail: chanford@edisonohio.edu; syoung4@edisonohio.edu

Office Hours: Please call or contact me to make an appointment if you would like to meet. Please be patient when you e-mail me. I may not be able to return your e-mails right away, but will try to return e-mails within 2 working days of the receipt of your e-mail.

Class Schedule: 2-week, on campus session M, T, W, Th from 8:30 – 11:35; 6-week full-time clinical experience; online assignments each week.

This syllabus is a guideline for the class progression; however, it is subject to change. All Readings and Homework must be completed prior to the next class period. Assignments/Projects/ Skill Checks/ Quizzes are listed on the class period where these are due or scheduled.

Students must successfully complete this course with a grade of a “C” or better to remain and progress in the PTA program. A cumulative score of 218 or better (midterm and final) on the CPI must be obtained to successfully complete the clinical portion of this course.

Text

Required:

Martin S, Kessler M: Neurologic Interventions for Physical Therapy, 4th ed.; Elsevier, 2021, or 5th ed, 2026.

Recommended:

Bellew, J: Michlovitz’s Modalities for Therapeutic Intervention, 7th ed., F.A. Davis, 2022.

Lippert LS: Clinical Kinesiology and Anatomy, 7th ed., F. A. Davis, 2023.

Lippert LS, Duesterhaus Minor MA: Laboratory Manual for Clinical Kinesiology and Anatomy, 5th ed., F. A. Davis, 2023.
 Norkin CC, White DJ: Measurement of Joint Motion: a guide to goniometry, 5th ed F.A. Davis, 2016
 O’Sullivan, SB: Physical Rehabilitation, 8th ed., F.A. Davis, 2024.
 Pierson FM, Fairchild SL: Principles & Techniques of Patient Care, 5th ed., Saunders, 2013.

E-Mail

You are required to use your Edison email account for the CPI training and other correspondences.

Other Resources:

www.apta.org - American Physical Therapy Association
www.otptat.ohio.gov – Ohio OT, PT and AT Licensure Board
www.ohiopt.org – Ohio Chapter of the APTA

Weekly Schedule of Topics

WEEK	TOPIC/Happening This Day	READINGS Read Prior to Class	Due on This Date	Homework (Due the following class unless otherwise pecified)
1A	Manual stretching, PROM, AAROM review (Erynn)	C Ch. 15		Due Tues Discussion Board post
1B	Massage (Erynn)		Discussion Board post	Due Wed Discussion Board responses
1C	Progressions, regressions and advanced spinal stabilization exercises (Erynn)		Discussion Board responses	
1D	Massage and more quiz Acute Care Intro (Erynn)			Due Fri Discussion Board replies
2A	Motor Control and Basic PNF Skilled intervention review (Sara)	M/K Ch 3 M/K Ch 10 (p. 294-307)		Motor Control Homework Basic PNF Homework
2B	Motor Control and PNF Quiz Basic Neuroanatomy Neuro treatment cases (Sara)	M/K Ch 2 (18-23)	Motor Control Homework Due Basic PNF Homework Due	Basic Neuroanatomy Homework

WEEK	TOPIC/Happening This Day	READINGS Read Prior to Class	Due on This Date	Homework (Due the following class unless otherwise pecified)
2C	Neuroanatomy Quiz CVA overview and CVA treatment (Sara)	M/K Ch 11	Basic Neuroanatomy Homework Due	CVA Homework
2D	CVA Quiz CVA treatment cases Skill check Neuro Gait (Sara)		CVA Homework Due	
3 Clinic Week 1	Journal entry is the results of the discussion of your goals with your CI. See BB for further information SOAP notes – 3 please Weekly progress notes			Weekly journal entry - <i>Tuesday</i> SOAP notes - <i>Wednesday</i> Weekly progress notes- <i>Friday</i>
4 Clinic Week 2	Discussion Board post. Journal entry is regarding the color profile. See BB for further information SOAP notes – 3 please Weekly progress notes			DB – <i>Monday initial post. See Bb</i> Weekly journal entry - <i>Tuesday</i> SOAP notes - <i>Wednesday</i> Weekly progress notes- <i>Friday</i>
5 Clinic Week 3	Discussion Board – See Bb Journal entry – PT/PTA relationship. See Bb			DB – <i>Monday, initial post. See Bb</i> Weekly journal entry - <i>Tuesday</i>

WEEK	TOPIC/Happening This Day	READINGS Read Prior to Class	Due on This Date	Homework (Due the following class unless otherwise pecified)
	SOAP notes – 3 please Weekly progress note			SOAP notes - <i>Wednesday</i> Weekly progress notes- <i>Friday</i>
6 Clinic Week 4	Student midterm evaluation See Bb Scope of practice paper – see Bb Weekly progress note			Paper – <i>Monday</i> Weekly progress notes- <i>Friday</i>
7 Clinic Week 5	Discussion Board – See Bb Journal entry – How did you do? See Bb Weekly progress note			DB – <i>Monday initial post</i> Weekly journal entry - <i>Tuesday</i> Weekly progress notes- <i>Friday</i>
8 Clinic Week 6	Discussion Board – See Bb Journal entry. Refer to BB for further information Weekly progress note End of the clinical paperwork – See Bb			DB – <i>Monday initial post</i> Weekly journal entry - <i>Tuesday</i> Weekly progress notes- <i>Friday</i>

Evaluation Methods:

Clinical practicum experience within this course will be graded by the ACCE based on input from the clinical instructor(s) and the facility CCCE. The clinical instructor(s) will evaluate the student with the PTA: Clinical Performance Instrument provided from the College.

Additional assignments are as follows:

Homework (4 @ 2 points each)	=	8 points
Skill Checks (3 @ 10 points each)	=	30 points
Quizzes (4 @ 5 points each)	=	20 points
Clinic letter and phone call	=	25 points
Clinic goals	=	25 points
SOAP notes 3 weeks @ 5 points each	=	15 points
Weekly Journal Entries 5@ 5 points each	=	25 points
Weekly progress notes 6 @ 5 points each	=	30 points
Discussion board 5@ 10 points each	=	50 points
Return of all paperwork	=	25 points
Papers 1@ 15 points	=	15 points
Clinic CPI final *	=	220 points
 Total Points	=	 488 points

*** Skill Checks contain critical elements of performance (see below); are essential for the safety of the patient in treatment and will be graded for a total of 5-10 points. A Fail Grade at any Skill Check will require the Student to re-take the failed skill check. A total of 2 attempts will be allowed. If a retake of a skills check is required, the student will receive 78% of that skills check's value. Passage of all skill checks is required for passage of the course. Skills Checks will be treated with the seriousness of lab practical's with the demonstration of the critical skills.

**** The CPI contains critical elements of performance, and are essential for the safety of the patient in treatment. Passage of 80% of all criteria is required for passage of the course at the level of Intermediate.***

Critical elements are those aspects of physical therapy which affect the safety of the client's physical, psychosocial and/or spiritual well-being. These elements must be adapted for clients who are in a variety of clinical settings. Any action or inaction which does not meet established standards of care, thus seriously threatening the client's wellbeing, is a failure to provide safe patient care.

Students are responsible for knowing and successfully performing the critical elements specific to each clinical course. In the event of an infraction of any one critical element, the student will be counseled about the behavior, and the incident will be documented. Repeating the same infraction will result in the student failing the clinical experience. In the event of (3) infractions of unrelated critical elements, the student will fail the clinical experience.

Critical elements include:

Physical safety

- 1.Failure to use universal precautions*
- 2.Failure to report all accidents/omissions to the appropriate person*
- 3.Failure to protect the safety of the patient*
- 4.Failure to follow established policy and procedures of the institution/agency*
- 5.Failure to report/record client assessment data*

Psychosocial/spiritual safety

- 6.Failure to provide privacy/confidentiality*
- 7.Failure to respect personal values and/or spiritual beliefs of clients*
- 8.Threatening client by word or action*
- 9.Implying disapproval or disgust of client by word or action*
- 10.Failure to follow student conduct as defined in the conduct section of the PTA student handbook*

Sample critical elements as they relate to the CPI

CPI Criteria	Critical Skill Elements
<i>CPI criteria #1</i>	1,2,3,4,5,6,7,8,9,10
<i>CPI criteria #2</i>	2,3,4,5,6,7,8
<i>CPI criteria #3</i>	1,2,3
<i>CPI criteria #4</i>	2,3,4,5,6,7,8,9,10
<i>CPI criteria #5</i>	6,7,8,9,10
<i>CPI criteria #6</i>	2,3,5
<i>CPI criteria #7</i>	1,2,3,4,5,10
<i>CPI criteria #8,9</i>	1,2,3,4,5,10
<i>CPI criteria #10</i>	2,4,5
<i>CPI criteria #11</i>	1,2,3,4,5

Grading Policy

Number grades will be recorded to the hundredths of a point for homework, quizzes, tests, reports, midterms, and final exams. The final total course point score will be rounded to the closest whole number.

It is expected that students will submit all written assignments on the date and time designated by the instructor. Homework and Written Assignments will NOT be accepted after the designated due date. Graded Assignments will be returned within 10 days of the date the assignment is due.

A Passing grade (78% or 172 points) must be achieved for the clinical portion of PTA 130. A failing grade in the clinical will be reported as a “D” in the course and result in dismissal from the program. Expectations for passing clinicals: ranking of intermediate for Clinical Practicum I, Advanced intermediate for Clinical Practicum II, and Entry Level for Clinical Practicum III for 80% of the criteria.

Grades will be available within one week of taking the exam. No changes in grades will be made after this time.

FINAL GRADE STANDARD

Grade	Percentage	Points
A	93-100	4.0
B	85-92	3.0
C	78-84	2.0
D	70-77	1.0
F	69-below	0.0

Continuation in and graduation from the PTA Program is contingent on the student earning a grade of at least a “C” in each PTA, Physics, and Anatomy and Physiology courses.

Rubrics

A rubric is a scoring guideline used in grading assignments. I have attached in our course site in Blackboard rubrics to help you in writing your research papers and completing your postings/responses to the discussion board. Please take a few minutes to view these documents and make sure you understand how I will be evaluating these assignments. The documents can be found in Course Information >> Rubrics. I’ve attached the files as RTF documents. If you have questions regarding the rubrics please contact the instructor.

Submitting

your

work

For this course, students must submit assignments to the instructor using the required communication technology (e.g., assignment manager, e-mail, discussion board, chat, etc.). The instructor must receive assignments via the appropriate communication technology **by the posted time on Blackboard on the date they are due.**

Turnitin:

If your assignment uses this feature, then you will click on the link at the bottom of the assignment to submit your work. Please follow the directions for the assignment and either type your response or attach your paper. Once you are finished make sure you "submit" your work. You can check to ensure that the assignment was received by looking at "your grades". A red exclamation mark means you have submitted the assignment, and it is waiting to be graded. Once you see a grade you can click on the score to read any comments that the instructor has included.

Late Work: Late assignments are not accepted. A 0 will be given for late postings or responses. If you turned in your work late to your boss, you would not have a job very long... deadlines mean the work must be submitted by that date. Unforeseen circumstances do occur, please notify me as soon as possible and we'll discuss submission of your work.

Discussion Board: Throughout the course you will be researching various aspects of clinical experience and posting a synopsis of your findings to the Discussion Board. Your initial post must be substantive and answer the topic fully (use complete sentences). Make sure the information you post is relevant to the topic and you ***cite additional references***. You should express yourself clearly. In addition, you must reply to 2 of your classmates' postings. The responses must be relevant, and you should attempt to further the discussion by asking for clarification of their posting, suggesting another perspective, or provide data that supports or refutes what another participant has posted. A response of "sounds good" or "good posting" will not be counted toward completion of an assignment.

Papers:

All research papers can be created using Microsoft Word, NotePad, or WordPad (please save the file in Word or WordPad as a RTF file...this will allow all your participants to view your document. The paper should be double-spaced, and you should use Times New Roman for your font. You **MUST** include a reference page using AMA format. Any questions please e-mail the instructor. In the header of your document please include your name.

Policy Statements**Non-discrimination Statement**

Edison serves a diverse community. As such, diversity is an integral and important part of the campus climate and includes male and female students of various ages, religions, learning styles, sexual orientations, ethnicities and cultures. Edison strives to create an environment in which all people are valued and supported; differences are understood and respected; and students are prepared for collaboration in a global community. Edison does not discriminate against students on the basis of race, color, creed, religion, age, sex, marital status, sexual orientation, veteran status, national origin, ancestry, citizenship, or disability

All policies and procedures found in the Edison Student Handbook are applicable to this course. Any student who may need assistance due to a disability should contact the Coordinator of Disability Support Services. (See below for contact info). PTA students are expected to be familiar with the policies of the PTA Program as stated in the Edison Community College [PTA Program Handbook](#) as well as those policies specific to PTA 130S as follows:

ACCOMMODATIONS /ACCESSIBILITY AND DISABILITY SUPPORT SERVICES POLICY

Edison State Community College will make reasonable accommodations for students with documented disabilities. If you believe you may need an accommodation based on the impact of a disability, contact the instructor privately with your self-identification letter. If you do not have a self-identification letter, contact Accessibility and Disability Support Services by emailing accessibilitysupport@edisonohio.edu or by calling 937.381.1548. Accessibility and Disability Support Services is located on the Piqua Campus in Room 160. For additional information, visit the [Accessibility and Disability Services](#) page.

ADVISING SERVICES

Edison State's career pathway advisors are your partners in success. A career pathway advisor is the first advisor that you will meet with once you have made the decision to further your education. Together, you and your career pathway advisor will:

Identify the right academic major to set you on your desired career path.

Identify the courses you'll need to accomplish your academic goals.

Help you develop a student plan tailored to your lifestyle and work schedule.

Prepare you to navigate your first semester at Edison State.

You can find your career pathway advisor and faculty advisor information, including their email address, by logging into MyESCC and clicking on Student Planning. Go to Plan and Schedule and click on the Advising tab. You may also call 937-778-7850 to connect via phone call.

BOOKSTORE SERVICES

The Edison State Bookstore is found online for all your educational supplies including textbooks, access codes, technology, and more! You can access the bookstore here: <https://edisonohio.ecampus.com/>

CAREER AND JOB SERVICES

Our Career and Job Services advisors are dedicated to helping students and alumni advance their professional development as they make career decisions, develop job search strategies, pursue experiential opportunities and secure employment. Career and Job Services also provides career assessments, career information, resume and cover letter help, job postings and resources, tips for interviewing and more. Visit <https://www.edisonohio.edu/Career-and-Job-Services/> for more information.

COMPUTERS

If you are working on campus, computers with internet access are available in the internet café. The Library and Tutoring Center has computers and printers available for your use.

HEALTH AND WELLNESS SERVICES

Health and Wellness Services are available on the Edison State Piqua campus. The program is dedicated to providing resources that promote healthy lifestyle choices for our students, faculty and staff. Contact Darlene Francis RN, BSN at Room 060, Monday-Thursday 10am-3pm, call 937-778-7840, or email dfrancis@edisonohio.edu

LIBRARY SERVICES

The Edison State library is not only a comfortable place to study, we have an expansive collection of online resources available to help you with your research. Check out the library webpage here: <https://www.edisonohio.edu/Library/>. Libguides and short instructional videos are available to help you use these resources and can be found at: <https://libguides.edisonohio.edu/>. Please contact the library staff with any library questions you may have at library@edisonohio.edu, 937-778-7950, or stop in!

MENTAL HEALTH SERVICES

College is stressful! Feeling burned out, anxious, frustrated? When challenges arise that you need help dealing with, it's helpful to have someone to talk to. We have established partnerships with many local mental health providers. If you are struggling and need to speak with someone in person, please reach out to Dr. Jessica Chambers, Dean of Student Engagement, at jchambers2@edisonohio.edu. If you are concerned about a student or colleague, please file a CARE Team form <https://www.edisonohio.edu/CARE-Team-Referral-Form/> so that immediate assistance can be given. This link and the CARE Team website can be found under Campus Services on our home page.

STUDENT RESOURCE CENTER AND CHARGER STATION FOOD PANTRIES

Edison State Community College is proud to assist students needing help to obtain basic necessities. The Student Resource Center and Food Pantry is stocked with all kinds of grab-and-go snacks, meal supplies, toiletries, household needs, and community resources. Stop by and check out our Charger Stations in Room 163 at Piqua, in the student lounge at Troy, in the Brooke-Gould Learning Resource Center at Eaton, and in Room 121 (for personal care items) and pantry items in the student lounge at Greenville. If you need additional assistance, please reach out at ResourceCenter@edisonohio.edu or stop in and see Dr. Jessica Chambers in room 160 in Piqua.

TECHNICAL SUPPORT SERVICES

For Blackboard Assignment issues, the Instructor should be the first point of contact

For Log-in or other technology issues:

There are several steps you can follow if you have issues logging in to Blackboard or Office.

During business hours:

Password reset: Log onto office.com with your Edison email and follow the "forgot password" prompts.

Reach out for help during regular business hours (9-5 Monday-Thursday, 9-4 Friday)

email to support@edisonohio.edu

call 937-778-8600 and ask for IT Help Desk

After hours:

Password reset: Log onto office.com with your Edison email and follow the "forgot password" prompts

Go to www.edisonohio.edu into the Resources tab and click "IT Help Desk" then click "Chat".

Call 937-778-7957 and talk to the off-campus Blackboard company to get help

TESTING YOUR FAITH ACT POLICY

Edison State Community College is committed to providing an environment respectful of students' beliefs. Students are permitted to be absent for up to 3 days each semester based on their faith, religion, or spiritual belief system with no academic penalty. Students must complete the Testing Your Faith Act Accommodations Form, <https://www.edisonohio.edu/Registration-and-Records/> and provide a copy to their individual faculty within 14 days from the start of the course. Students may contact Dr. Jessica Chambers, Dean of Student Engagement, jchambers2@edisonohio.edu if they have any questions and the entire policy can be found in the student handbook at <http://stage.edisonohio.edu/digipub/StudentHandbook/index.html>.

TITLE IX STATEMENT - Anti-Discrimination, Harassment and Bullying

It is the policy of the College to maintain a learning environment free from bullying, discrimination, sexual harassment or sexual violence. Title IX federal law protects students, employees and third parties with a relationship to the college.

All Edison State Community College employees are required to report all knowledge of incidents that violate the Title IX policy to the Title IX Coordinator or Deputy Title IX Coordinator immediately. Student and employee confidential consultation is available through the Coordinator of Health and Wellness Services.

Title IX Policy and procedure language as well as contact information for the Coordinator of Health and Wellness, Title IX Coordinator and Deputy Title IX Coordinator can be found at www.edisonohio.edu/TitleIX/.

TUTORING SERVICES

All Edison State students are eligible to receive free tutoring and learning support services through our Tutoring Center. Available services include Edison State tutors, both online and in-person, covering a wide variety of courses including various levels of math and paper reviews, online tutoring through OhioLINK eTutoring, distraction-reduced study rooms, and the use of Tutoring Center resources including subject-specific and general study guides. For more information on tutoring services, visit the Tutoring Center in the Library, email us at tutoringcenter@edisonohio.edu, call 937-778-7959, or visit our webpage at <https://www.edisonohio.edu/tutoring-center/>

ADDITIONAL SUPPORT SERVICES

For additional help, please click the ASSIST tab on Blackboard or the Edison State Student Resources folder within your course.

Edison State Community College contact information:

Address: 1973 Edison Dr., Piqua, Ohio 45356

Phone: 937-778-8600; 1-800-922-3722

You can locate Edison's college-wide policies electronically through the following links.

Edison homepage: www.edisonohio.edu

Link to the library: www.edisonohio.edu/library

- 🔍 Hours
- 🔍 Borrowing policies
- 🔍 Library catalog
- 🔍 OhioLINK
- 🔍 Books, databases, newspapers, other library materials

Link to the Learning Center: www.edisonohio.edu/learningcenter

- 🔍 A place for study groups to meet
- 🔍 Individual study
- 🔍 Computer lab work
- 🔍 Tutoring assistance
- 🔍 Individual academic counseling

Link to Career Development: www.edisonohio.edu/career

- 🔍 Clarify career goals
- 🔍 Explore educational options
- 🔍 Acquire job search skills

Link to Student Handbook: www.edisonohio.edu/handbook

- 🔍 Policies
- 🔍 Procedures
- 🔍 Where to go for assistance
- 🔍 Computer Use Policy
- 🔍 Academic Dishonesty Policy

CORE VALUES

The Core Values are a set of principles that guide in creating educational programs and environments at Edison. They are communication, ethics, critical thinking, human diversity, inquiry and respect for learning, and interpersonal skills and teamwork. The goals, objectives, and activities in this course will introduce or reinforce these Core Values whenever possible.

Tips for success

1. **Participate!**

Contribute your ideas, thoughts, and comments regarding the subject you are studying with your participants, team mates, and instructor. Your CI and instructor will not be your only resources for learning in your online class...you can learn from your participants as well as they will learn when you share your ideas.

2. **Keep in touch with your online classmates**

Keep your classmates up to date on what you are experiencing in your clinical experience by writing an introductory message; read your participants' messages to get a sense of what they are doing as well. I encourage you to send them email, ask about an interesting hobby someone mentions, or make contact with someone whose interests are the same as yours. Once you have started an online conversation, it quickly becomes an easy and natural way to communicate.

3. **Take the class seriously.**

There will be times that everyone around you is having fun or will want you to play hooky from your class work. Your online course work is just as important as a traditional class so make sure you explain to your family and friends how important it is for you to do well in your studies.

4. **Log into your course site as often as possible.**

You should log into your class at least 4 or 5 times per week. You will want to see what your participants are saying and read the feedback from your instructor. If you log in less frequently you may fall behind and have a hard time catching back up with the discussion board postings, chats, or assignments.

5. **Budget your time**

Online is not easier than the traditional educational process. In fact, many students will say it requires much more time and commitment. Be aware of and keep up with the course schedule. Although these are online courses, they are designed to provide you with a semester schedule of course units, assignments, conferences, etc. These online courses require that you adhere to the course schedule, for you to benefit from the course material and discussions.

6. **Online advantage.**

One of the biggest advantages of an online course is your anonymity. No one will be able to see you and affect how you feel about the

thoughts and ideas you wish to share regarding the subject matter of your course. You can take as much time as you need to compose your thoughts before responding to your participants or instructor.

7. **Be courteous of your participants**

Use proper Netiquette and remember just because you are online and do not meet your fellow participant's in-person they are real people with real feelings.

8. **Having problems...**

Your instructor is limited to what you communicate to him/her. You need to be very specific when you have problems or do not understand something about the materials you are covering. If you are having technical difficulties, or problems understanding something about the course, you **MUST** speak up otherwise there is no way that anyone will know that something is wrong. Also, if you don't understand something, chances are several people have the same question. If another student is able to help you, he/she probably will, and if you are able to explain something to your participants in need, you will not only help them out, you will reinforce your own knowledge about the subject.