



## **Physical Therapist Assistant Program**

### **Associate in Science**

### **Information/Application Packet**

**North Campus**

**4501 Capper Road**

**Jacksonville, Florida 32218**

#### ***Mission Statement***

***The mission of Florida State College at Jacksonville is to provide optimal access to high quality, affordable and relevant degree, career and community education to enhance the lives of our students and the economic development of Northeast Florida.***

#### ***Program Mission Statement***

***The mission for the Associate in Science for the Physical Therapist Assistant program is to create competent, ethical, confident entry-level health care practitioners committed to professional development through life-long learning in a positive, non-discriminatory and supportive learning environment. The program is a balance between theory and practice that enhances the educational experience and provides students with the skills and preparation necessary for employment in the field of Physical Therapy.***

## Accreditation

Florida State College at Jacksonville's PTA program is accredited by the [Commission on Accreditation in Physical Therapy Education](#) (CAPTE). Interested students can learn more about accreditation of physical therapy education by contacting CAPTE.

CAPTE

111 N. Fairfax St.

Alexandria, VA 22314

[www.apta.org/capte/](http://www.apta.org/capte/)

Florida State College at Jacksonville provides equal opportunity for educational opportunities and employment to all, without regard to race, ethnicity, color, national origin, age, religion, disability, marital status, gender, genetic information and any other factor protected under applicable federal, state, and local civil rights laws, rules and regulations. If you have any questions or concerns, you may contact the College's Equity Officer at (904) 632-3321, toll-free (877) 578-6801 or by email at [equityofficer@fscj.edu](mailto:equityofficer@fscj.edu)

Dear Prospective Student,

Thank you for your interest in applying to Florida State College at Jacksonville's North Campus/Nassau Center Physical Therapist Assistant Program! Your decision to pursue a degree in Physical Therapist Assisting is an excellent one and will certainly open the door to many exciting and valuable opportunities in this healthcare field. If you are accepted into the program, we are confident that you will engage in rich academic experiences and will be proud of the progress you make as you aim to complete the program.

Please know that **you** are the most important person to North Campus/Nassau Center employees. Faculty, staff and administrators are dedicated to providing a student-centered campus that is technologically on the cutting edge, responsive to the needs of our students and communities of interest, and committed to documenting successful student outcomes.

Prior to completing this application packet, please carefully review the requirements of your selected program to determine if this is the right choice for you. If you need assistance with making your career choice please visit the Career Development Center or call (904) 766-6679. Note the critical deadlines for submitting the documents, and ensure that all required documentation accompanies the application submission. If you need assistance with any of the information, our program department leaders and student service representatives stand ready and willing to assist!

We wish you luck with the application process. Upon acceptance to any of our programs, I encourage you to stop by and let us personally greet as you either accomplish the fulfillment of any prerequisite coursework or begin your core courses. Clearly, our motto drives our mission as we strive to "change lives....one student at a time." Thank you for giving us the opportunity to make a difference in your future!

With Best Regards,

Dr. Barbara Darby  
Campus President

Dr. Melanie Ferren  
Dean of Career Education

Dr. Neal Henning  
Dean of Career Education

## **Florida State College at Jacksonville**

### **General Information**

Florida State College at Jacksonville is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the baccalaureate and associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call (404) 679-4500 for questions about the accreditation of Florida State College at Jacksonville. The Commission is to be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard.

### **Equal Access/Equal Opportunity**

Florida State College at Jacksonville, hereby reaffirms the principle of equal opportunity for all persons regardless of race, disability, color, ethnicity, national origin, religion, gender, age, marital status or genetic information. Equal opportunity principle applies with regard to employment, delivery of educational programs and services, and all other appropriate areas in which the College is involved.

The College is committed to ensuring that all persons are not subject to discrimination. The complaint of any student, employee or applicant who believes they have experienced discrimination or harassment, including workplace or classroom harassment, discrimination in hiring or admission practices, ADA complaints and other acts of discrimination or harassment can file a complaint through the College's Equity Office.

Ms. Lisa Moore currently serves as the College's Equity Officer and Title IX Coordinator, who ensures compliance with federal, state and local laws prohibiting discrimination and sexual harassment.

Anyone who believes they have been subject to discrimination or harassment can complete and submit the [equity intake form](#) or contact:

#### [Lisa Moore](#)

Executive Director, Employee Relations and College Equity Officer  
501 W. State Street, 4th Floor  
Jacksonville, Florida 32202

[equityofficer@fscj.edu](mailto:equityofficer@fscj.edu) (confidential)  
(904) 632-3221 (confidential)  
(904) 632-3326

#### [Anita Bozic](#)

Employee Relations Coordinator  
501 West State Street  
Jacksonville, Florida 32202

[equityofficer@fscj.edu](mailto:equityofficer@fscj.edu) (confidential)  
(904) 632-3221 (confidential)  
(904) 632-3167

## **GENERAL PROFESSIONAL INFORMATION**

**Industry Information:** Physical Therapy is a dynamic profession involved in restoring, maintaining, and promoting physical function, wellness and fitness, and quality of life. The Physical Therapist Assistant (PTA) is a skilled technical health care provider who works under the direction and supervision of a Physical Therapist (PT) in the assessment, treatment and prevention of physical disability resulting from injury, disease, pain, birth defects and other health related conditions. The PT evaluates the patient/client and develops a plan of care. The PTA, working as a member of the rehabilitation team, assists in implementing the treatment program according to the plan of care. Typical duties of the PTA include training patients/clients in exercise, ambulation and activities of daily living; conducting treatment using specialized equipment; administering therapeutic physical agents such as heat, cold and electrical stimulation; assisting in the performance of tests and measurements; and observing and reporting patient responses and changes in condition to the PT. Interested students can learn more about the profession of physical therapy and the role of the physical therapist assistant by contacting the American Physical Therapy Association at 1-800-999-APTA (2782) or by visiting their website at [www.apta.org](http://www.apta.org)

**Program Information:** The PTA program at Florida State College at Jacksonville is a two year associate in science degree\* program. It is located on the North Campus which houses all Florida State College at Jacksonville health programs. The program is divided into two phases; a pre-technical or preparatory phase and a technical phase.

**Jobs:** PTAs work in a variety of settings including acute care hospitals, inpatient and outpatient rehabilitation centers, sports medicine and orthopedic clinics, home health agencies, school systems, pediatric clinics, nursing homes, corporate or industrial health centers education and government agencies. According to the U.S. Department of labor 2008-09 Occupations Outlook Handbook, the demand for PTAs is expected to grow by 29% between 2006 and 2016. For current salary information in Florida, please visit [www.bls.org](http://www.bls.org).

Upon completion of coursework, Florida State College at Jacksonville does not guarantee employment or salary in a given field of study. Any jobs mentioned are given as examples of potential employment.

# Physical Therapist Assistant Program Course Requirements

## General Education Courses/Required Prerequisite Courses (16 credits):

<b>PRE-TECHNICAL PHASE COURSES</b>		<u>Credit Hours</u>
BSC 2085C	Human Anatomy & Physiology I	4
ENC 1101	English Composition I	3
MAC 1105	College Algebra	3
<b>OR</b> Higher		
HUM xxxx	Humanities	3
DEP 2004	Human Growth and Development	3
<b>OR</b>		
PSY 1012	General Psychology	3

## **TECHNICAL PHASE COURSES**

PHT 1000	Introduction to Physical Therapy	3
PHT 1200C	Basic Patient Care	5
PHT 1120C	Kinesiology	3
*BSC 2086C	Human Anatomy & Physiology II	4
PHT 1300	Pathological Conditions	3
PHT 2252C	Musculoskeletal Physical Therapy	5
PHT 2220C	Physical Agents and Mechanical Modalities	4
*PHY 1020C	Physics for Liberal Arts	4
PHT 2801L	Physical Therapy Clinical Practice I	4
PHT 2253C	Neuromuscular PT	5
PHT 2282C	Cardiopulmonary & Integumentary PT	3
PHT 2224C	Therapeutic Exercise	2
PHT 2931	Trends in Physical Therapy	2
PHT 2810L	Physical Therapy Clinical Practice II	6
PHT 2820L	Physical Therapy Clinical Practicum III	6

\*It is recommended that BSC 2086C and PHY 1020C be completed prior to the beginning of the technical phase of the PTA program. All general education courses must be completed prior to enrolling in the third semester of the technical.

## Physical Therapist Assistant Program Course Sequence

All Physical Therapist Assistant courses must be taken in sequence or with the permission of the Program Director. Students must achieve a "C" average in all the Physical Therapist Assistant courses prior to graduation from the program. No Physical Therapist Assistant course may be repeated more than twice including or excluding the original enrollment. Any withdrawals or re-enrollments must be approved by the Program Director. Enrollment into the professional phase of the program will typically occur in the summer term.

### Prerequisites/General Education Requirements:

BSC 2085C Human Anatomy & Physiology I	4
ENC 1101 English Composition I	3
MAC 1105 College Algebra	3
<b>OR Higher</b>	
HUM xxxx Humanities	3
DEP 2004 Human Growth and Development	3
<b>OR</b>	
PSY 1012 General Psychology	

### Summer

PHT 1000 Introduction to Physical Therapy	3
PHT 1200C Basic Patient Care	5
PHT 1120C Kinesiology	3
*BSC 2086C Human Anatomy & Physiology II	4

### Fall

PHT 1300 Pathological Conditions	3
PHT 2252C Musculoskeletal Physical Therapy	5
PHT 2220C Physical Agents and Mechanical Modalities	4
*PHY 1020C Physics for Liberal Arts	4

### Spring

PHT 2801L Clinical Practice I	4
PHT 2253C Neuromuscular PT	5
PHT 2282C Cardiopulmonary & Integumentary PT	3
PHT 2224C Therapeutic Exercise	2

### Summer

PHT 2931 Trends in Physical Therapy	2
PHT 2810L Physical Therapy Clinical Practice II	6
PHT 2820L Physical Therapy Clinical Practicum III	6

\*It is recommended that BSC 2086C and PHY 1020C be completed prior to the beginning of the technical phase of the PTA program. All general education courses must be completed prior to enrolling in the third semester of the technical.



## **APPLICATION AND ADMISSION PROCESS:**

Students are accepted into this program every year beginning in the spring.

Application is a two-step process. You must first make **general** application to Florida State College at Jacksonville (FSCJ). This can be done at any FSCJ campus, and there will be a one-time \$25 fee. After applying to FSCJ and completing the necessary prerequisites, you may then apply *specifically* to the Physical Therapist Assistant program. This limited access program is open to applicants regardless of race, religious affiliation, sex or age. Applicants must meet the Florida State College at Jacksonville admissions eligibility requirements (See college website for information) and must have completed all prerequisites in order to be considered for admission.

***All applicants should contact a campus admissions office to see if they need to take the College Placement Test and for other admissions requirements.***

**The Application Deadline is the close of business, February 15<sup>th</sup>,** for admission to the program for the summer term, unless it falls on a weekend, then it will be the close of business on the Monday immediately following. Applicants will be required to have a drug screen and background check performed prior to entrance into the program.

## **ADMISSION CRITERIA**

The following are minimum requirements for admission to the Physical Therapist Assistant Program:

1. Acceptance to Florida State College at Jacksonville as a college credit student with all required admission documents received by the Registrar.
2. Completion of any testing requirements and necessary follow-up.
3. Completion of any required college preparatory courses.
4. At time of admission, overall GPA of 2.00 or higher.
5. At time of admission, a grade of C or higher in all prerequisite courses.
6. Submission of Health Occupations Test (HOT) scores.
7. Completion of 20 hours of observation in two different physical therapy departments **(10 hours in an in-patient setting and 10 hours in an out-patient setting)**.
8. Completion of the following prerequisite courses prior to admission in the program:

General Prerequisites:

- ENC 1101: English Composition I
- BSC 2085C: Human Anatomy and Physiology I
- DEP 2004: Human Growth and Development
  - **OR**
- PSY 1012 General Psychology
- Humanities
  - (Refer to A.S. General Education Requirements in the catalog)

Mathematics (one course):

- MAC 1105: College Algebra
  - Or any higher math course

## **ADDITIONAL PROGRAM REQUIREMENTS**

These additional admission requirements are to be completed **after provisional acceptance** into the program:

1. Health physical
2. Documentation of required immunizations
3. Ten-panel Drug screening
4. Florida Department of Law Enforcement (FDLE) background check
5. Advanced Cardiac Life Support will need to be completed by the start of final semester of the program.

The Program Director will provide information regarding the completion of these additional admission requirements with the letter of acceptance to each student prior to beginning of summer class.

## **PROCESS FOR SELECTION OF QUALIFIED APPLICANTS**

Admission to the professional phase of the PTA program is on a selective basis. Students who have met the criteria outlined in the Application Process and who submit completed applications by the deadline, with all required application material, will be awarded points based on Categories I, II, and III in this packet, including general education pre-requisite course grades, HOT Test Scores, and completion of volunteer hours. Bonus points are also awarded for successful completion of Human Anatomy and Physiology II, Physics for Liberal Arts, and 1 year of PT related work experience, as a tech or aide.

The 30 highest-ranked students will be offered a seat in the technical phase of the PTA program, and will be notified by mail within three to four weeks of the application deadline and student must accept by a date certain. In the event of forfeiture, the next highest-ranked student may be notified of acceptance. Applicants who are not awarded one of the available seats, but who wish to seek admission to the technical phase of a future class, will have to submit a new application. Documentation submitted with the original application packet **must be re-submitted**.

## **RANKING AND SELECTION PROCESS**

All applicants meeting the admission criteria will be ranked in descending order utilizing a point system described on the sample point system" form found in this information/application packet. Students will be selected from this ranked list until all available seats are filled.

Students selected for a seat will have a specified time to notify the program that they are accepting the seat. Failure to notify the Program Office as indicated will result in forfeiture of the seat. The next eligible applicant on the ranked list will be offered the seat.

This process is repeated for each new group of applicants. The program does not maintain or carry-over a waiting list once all available seats are filled.

**POINT SYSTEM FOR SELECTIVE ADMISSIONS**

**CATEGORY I**

GRADES IN FIVE REQUIRED PREREQUISITE GENERAL EDUCATION COURSES

MAXIMUM POINTS POSSIBLE IN CATEGORY I: 100

The applicant's GPA from the following five prerequisite courses will added for a total possible of 100 points.

**EXAMPLE OF CATEGORY I POINT CALCULATIONS**

<u>COURSE</u>	<u>GRADE</u>	<u>POINTS</u>
MAC 1105	B	15
<b>OR</b>		
Higher		
ENC 1101	C	10
DEP 2004	A	20
<b>OR</b>		
PSY 1012		
HUM	B	15
BSC 2085C	A	<u>20</u>
<b>Total</b>		80 points

Scoring A = 20 points, B = 15 points, and C = 10 points

\*It is recommended that BSC 2086C and PHY 1020C be completed prior to beginning the technical phase of the PTA program. **ALL** general education courses must be completed prior to enrolling in the third semester of the technical.

**CATEGORY II**

**HOT Admission Assessment Exam**

**Maximum Points Possible In Category II: 100**

The average of the percentile scores achieved on the Revised PSB Health Occupations Aptitude Examination is used to award points.

**EXAMPLE OF CATEGORY II POINT CALCULATIONS**

Verbal 76, Arithmetic 62, Nonverbal 80, Academic Aptitude 73, Spelling 59, Reading Comprehension 86, Natural Sciences 68, Vocational Adjustment 93

Average of above scores = 75

\*Total Category II Points            75

\*The preceding example is for illustrative purposes only. Total category II points will vary based on the actual percentile rank achieved in each section.

### **CATEGORY III**

#### **REMAINING APPLICATION POINTS**

#### **MAXIMUM POINTS POSSIBLE IN CATEGORY III: 40**

Applicants can earn additional application points in the following areas:

Completion of Anatomy and Physiology II (A&P II) and Physics for Liberal Arts at the time of application or applicants enrolled in A&P II and Physics at the time of application is worth additional points. (Max 10 points)

Additional points will be given for proof of employment as a PT tech or aide for a minimum of one year. (Max 10 points)

All applicants' overall GPAs must be 2.0 or greater, and the overall GPA will be a factor in the application points for each applicant. (Max 20 points)

#### **SUBMISSION OF APPLICATION**

Complete Physical Therapist Assistant applications must contain the following items. Incomplete applications will not be processed.

1. Completed PTA Program Application Form
2. Original or official college copy of scores from HOT Exam
3. Completed Clinical Experience Verification Forms
4. Copies of all college transcripts (**including Florida State College at Jacksonville**)

NOTE: The Physical Therapist Assistant program is unable to provide applicants with copies of any documentation in their files. Please make and retain copies for your future use prior to submitting to the program. Completed **PROGRAM** applications should be sent to:

Physical Therapist Assistant Program  
FSCJ, North Campus  
4501 Capper Road  
Jacksonville, FL 32218

Candidates will be notified by mail of their status after all completed applications have been reviewed. Information concerning a student's status will not be given over the telephone. NOTE: It is the applicant's responsibility to keep the Physical Therapist Assistant Program leaders informed of any changes in mailing address. Incorrect addresses may delay a candidate's notification or cause the candidate to lose his/her seat.

***ESTIMATED EXPENSE:*** These figures are approximate and subject to change

## **TUITION**

Florida Resident: \$102.88 per credit hour (83 credit hours = \$8,539.04)  
Georgia Resident (Counties of Ware, Glynn, Charlton, Brantley, Camden) \$201.67  
per credit hour (\$16,738.61)  
Non-Florida/Georgia Resident: \$399.27 per credit hour (\$33,139.41)

## **OTHER EXPENSES** (*Fees and other expenses are subject to change without notice.*)

Application fees for Licensure Exam and License	\$295.00
Background check	\$40.00
College application fee	\$25.00
Drug screen	\$26.00
FSCJ name tag	\$6.00
Graduation fees	\$10.00
Physical exam (est. cost)	\$125.00
Textbooks (est. cost)	\$900.00
Uniforms and shoes (est. costs)	\$125.00
BLS/ACLS	\$200.00

## **FINANCIAL AID**

Florida State College at Jacksonville offers many types of financial assistance to students who would otherwise be unable to further their education without such support. Depending on the type of aid, eligibility is based on one or more of the following criteria: financial need of the individual (in the case of dependent students, family need is used), educational costs, academic achievement and availability of funds. Inquiries regarding financial aid should be directed to the [enrollment services/financial aid office](#) on the student's home campus. A student's home campus is his/her point of contact for academic advising, financial aid advising and disbursement of funds.

**Florida State College's Federal School Code is 001484.**

**Remember, it is your responsibility to ...**

- apply early for financial aid assistance; ***do not wait for acceptance into the program before beginning this process;***
- complete a [FAFSA](#) (Free Application for Federal Student Aid) each year; (FAFSAs for the upcoming fall term are available after January 1);
- submit all required forms and documentation to Florida State College; and
- use financial aid for educationally related expenses only.

The entire process takes a minimum of 6 weeks to complete.

## **PERFORMANCE STANDARDS**

The Dictionary of Occupational Titles (DOT) rates the strength demands of a PTA at the medium level. This translates into lifting or exerting a force of 20 to 50 pounds occasionally, 10 to 25 pounds frequently, and 10 pounds or less constantly. In addition, the physical demand ratings of several local employers state that the PTA is required to lift 100+ pounds on an occasional basis. According to the DOT, other physical demands required of the PTA on an occasional basis are climbing, crawling, ability to see within a field of vision, and identify and distinguish colors. Physical demands required on a frequent basis are stooping, kneeling, crouching, reaching, handling, manipulation with fingers, feeling, talking, hearing, near visual acuity and visual accommodation. The PTA is not typically exposed to any unusual or extreme environmental conditions.

NOTE: Students accepted to the program are provided with a list of essential job functions. Applicants may request the list of essential job functions from the program manager.

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_



**Physical Therapist Assistant Program (PTA)**

**North Campus**

**Application for Professional Phase of Program**

**Application Deadline**

**February 15<sup>th</sup>**

**INCOMPLETE AND/OR LATE APPLICATIONS WILL NOT BE PROCESSED**

**Instructions for completing application:**

- \_\_\_\_ 1. Type or print legibly in black ink.
- \_\_\_\_ 2. Answer all questions and fill in all blanks.
- \_\_\_\_ 3. Return the following items together:
  - \_\_\_\_ a. Completed PTA Program Application include signed "Core Performance Standards"
  - \_\_\_\_ b. Florida State College at Jacksonville transcript printed from CONNECTIONS (not official).
  - \_\_\_\_ c. Verification of health-related work experience on company letterhead, if applicable.
  - \_\_\_\_ d. Verification of 20 hours of observation.
  - \_\_\_\_ e. Copy of CPR/First Aid Card, if applicable.

**NOTE:** In order to apply to the PTA program, you must have an **overall cumulative GPA of 2.0 or above**, and a **grade of C or better** is required for all PTA program prerequisite courses.



## Physical Therapist Assistant Program Application

(Please type or print all information)

Name: \_\_\_\_\_  
(Last) (First) (Middle) (Maiden)

Social Security #\*: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

*In compliance with Florida State Statute 119.071(5), Florida State College at Jacksonville issues this notification regarding the purpose of the collection and use of Social Security numbers. Florida State College will collect your Social Security Number (SSN) for use for legitimate business purposes which include record identification, state and federal reporting. Providing your SSN on this application means that you consent to the use of your number in the manner described. If you choose not to provide your SSN, you will be provided an alternate identification number. All Social Security Numbers are protected by Federal regulations and are not to be released to unauthorized parties. Read more about the collection of Social Security Numbers in the College Catalog and on the College Web site.*

Current Mailing Address: \_\_\_\_\_

(City, State, Zip, County) \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

\*The use of this information is to submit data as requested by State and Federal Government and Accrediting Agencies. This information is not considered in the admission process and will not be used to discriminate against any applicant.

Will you be transferring college credit courses to Florida State College at Jacksonville?

Yes       No

If you are transferring college credit courses to Florida State College at Jacksonville, you must have all official college transcripts sent directly to:

Florida State College at Jacksonville  
Student Records Office  
940 North Main Street  
Jacksonville, FL 32202

**Note:** In order for the Student Records Office to process your transcripts, you must have been accepted to Florida State College at Jacksonville and have an active student account.

**Florida State College at Jacksonville**  
**Physical Therapist Assistant Program**

**Student Course Completion Worksheet**

**Student Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Overall Cumulative GPA** \_\_\_\_\_

**General Education Requirements**

Area	Course	Term Completed
Communication	ENC1101	
Humanities		
Mathematics		
Social & Behavioral Science	DEP2004 or PSY1012	
Natural Sciences	BSC2085	
Program Specialty	BSC2086C	
	PHY1020C or PHY2053C	
Professional Core	PHT1000	
	PHT1120C	
	PHT1200C	
	PHT1300	
	PHT2220C	
	PHT2252C	
	PHT2801L	
	PHT2224C	
	PHT2301C	
	PHT2253C	
	PHT2810L	
	PHT2820L	
	PHT2282C	
	PHT2931	

Please complete the following table with information about the required prerequisite courses including course number and grade earned. A minimum grade of “C” is required for all PTA prerequisite courses listed below.

If you are transferring college credits to Florida State College at Jacksonville that will be applied to the following prerequisite courses, please indicate the course prefix and number of the course you are transferring, as well as the institution where the course was originally taken and credits granted.

<b>Required Prerequisite Courses</b>	<b>Course #</b>	<b>Original institution that granted credits</b>	<b>Grade Earned</b>	<b>Courses you are currently taking (include grade to date)</b>
Prerequisites that must be completed with at grade assigned at the time of application.				
English Comp I				
College Algebra or Higher				
Anatomy and Physiology I				
Human Growth & Development <b>OR</b> General Psychology				
Humanities				
Prerequisites that can be completed the semester before the technical phase or during the first semester of the technical phase.				
Anatomy and Physiology II				
Physics for Liberal Arts				

**Prior to submitting your application to the PTA program, it is recommended that you verify that you have completed, and Florida State College at Jacksonville has accepted, all PTA program prerequisites credits.**

## **STUDENTS WHO RECEIVE LETTERS OF ACCEPTANCE TO THE PTA PROGRAM**

Students are notified of their conditional acceptance into the technical phase of the PTA program by mail. It is expected that letters will be mailed within 5-6 weeks of the application deadline. Students who receive conditional letters of acceptance must accept the seat within two weeks. If the student does not accept the seat by the deadline, the seat will be offered to the next highest-ranked candidate on the Alternate List.

### **STUDENTS WHO ARE AWARDED AND FORMALLY ACCEPT PTA PROGRAM CLASS SEATS**

The following must be completed by students who are awarded and formally accept a seat in the PTA program:

#### **1. STUDENTS WHO RECEIVE LETTERS OF ACCEPTANCE TO THE PTA PROGRAM**

Students are notified of their acceptance into the technical phase of the PTA program by mail. It is expected that letters will be mailed within 4-5 weeks of the application deadline. Students who receive letters of acceptance must accept the seat within two weeks. If the student does not accept the seat by the deadline, the seat will be offered to the next highest-ranked candidate on the Alternate List.

### **STUDENTS WHO ARE AWARDED AND FORMALLY ACCEPT PTA PROGRAM CLASS SEATS**

The following must be completed by students who are awarded and formally accept a seat in the PTA program:

1. PTA Program Orientation Session  
Students are required to attend a PTA Program Orientation Session to be held on Florida State College at Jacksonville North Campus. There will be more than one orientation session, and the student will be notified of the time, date, and location of the orientation sessions in the acceptance letter.
2. Student Health Certificate, Immunization History and Hepatitis B Vaccine  
Students must submit a current Student Health Certificate (completed by a physician), immunization history, Varicella titer, and Hepatitis B Vaccine statement.
3. Medical Insurance  
Students are encouraged to carry medical insurance while enrolled in the PTA program. The student is responsible for any and all costs related to their medical needs while enrolled in the program. Information on low cost student plans can be obtained from the Student Activities Office of any Florida State College at Jacksonville campus or the APTA's Student Insurance Division at 1-800-237-0903.
4. Professional Liability Insurance  
Students must be covered by professional liability insurance in order to participate in off campus clinical internships. This is arranged through the College at a cost of \$21 to the student. The fee is paid at a rate of \$7 per course when registering for PHT 2801L, PHT 2810L and PHT 2820L.

5. Criminal Background Checks

Several agencies that serve as clinical education sites for Florida State College at Jacksonville's PTA program require criminal background checks. Since you may be assigned to one of these agencies during a clinical internship, a criminal background check will be required. Drug testing is also required and may be required by some clinical agencies. The background check and drug screen must be completed prior to starting the technical phase of the PTA program. Additional background checks and drug screenings may be required prior to clinical internships.

### **DENIAL OR REQUIRED WITHDRAWAL**

In accordance with Chapter 486.125 of the Florida Statutes, the PTA program reserves the right to deny or delay admission, or require withdrawal of any student, who in the judgment of the department, gives evidence of "being unable to practice physical therapy with reasonable skill and safety to patients by reason of illness or use of alcohol, drugs, narcotics, chemicals or any other type of material, or as a result of any mental or physical condition."

### **RECORD OF CONVICTION OF A CRIME**

The licensing bodies (American Physical Therapy Association and the Florida Department of Health) determine the eligibility of physical therapist assistant program graduates for licensure/registry. If an individual has been convicted or found guilty of a felony, or a crime which directly relates to the practice of physical therapy or the ability to practice physical therapy, he/she may not be eligible for licensure/registry as a physical therapist assistant. In addition, clinical sites which Florida State College at Jacksonville utilizes for PTA program clinical education have the right to not accept a student for clinical internships based on the student's background check and the clinical facilities policies and procedures for clinical education.

Effective July 1, 2009, pursuant to Section 456.0635, Florida Statutes, health care review boards shall refuse to renew a license, certificate or registration, issue a license, certificate or registration and shall refuse to admit a candidate for examination if the applicant has been convicted or plead guilty or nolo contendere, regardless of adjudication, to a felony violation of: chapters 409, 817, or 893, Florida Statutes; or 21 U.S.C. ss. 801-970 or 42 U.S.C. ss. 1395-1396, unless the sentence and any probation or pleas ended more than 15 years prior to the application, terminated for cause from Florida Medicaid Program (unless the applicant has been in good standing for the most recent 5 years) or terminated for cause by any other State Medicaid Program or the Medicare Program (unless the termination was at least 20 years prior to the date of the application and the applicant has been in good standing with the program for the most recent 5 years). The Florida nursing or allied health licensure or certification application requires disclosure of any criminal history and the disposition of all cases prior to board review. Being convicted of, or having entered a plea of guilty or nolo contendere to, any of the listed felonies in Florida Statute 456.0635 or termination for cause from the statutorily-described Medicaid programs will preclude an applicant from obtaining a nursing or allied health license or certification in the state of Florida. Entry and acceptance into the nursing or allied health program does not guarantee licensure or certification in the State of Florida.

Most clinical agencies require students to undergo drug screen and criminal background checks prior to placement in the agencies for clinical experiences. Students whose drug screening and criminal background checks are deemed unsatisfactory may be denied access to clinical experiences by the clinical agencies. Failure to qualify for and meet clinical requirements at clinical sites may prevent completion of the program. Withdrawal from the program may be necessary if students cannot be placed for clinical experiences

Some practice settings may have additional requirements including health insurance, a volunteer application, references, fingerprinting and background check, drug testing, and/or an interview prior to the start of the clinical experience. The additional requirements are the responsibility of the student, including expenses.

The cost of the background check(s) and drug screen(s) is borne by the student. Additionally, it is the student's responsibility to have all paperwork completed by the program's published deadline.

Florida State College at Jacksonville is a member of the Florida College System and is not affiliated with any other public or private university or college in Florida or elsewhere.

Florida State College at Jacksonville does not discriminate against any person on the basis of race, color, ethnicity, genetic information, national origin, religion, gender, marital status, disability, or age in its programs or activities. Inquiries regarding the non-discrimination policies may be directed to the College's Equity Officer, 501 West State Street, Jacksonville, Florida 32202 | (904) 632-3221 | [equityofficer@fscj.edu](mailto:equityofficer@fscj.edu).

Florida State College at Jacksonville is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the baccalaureate and associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call (404) 679-4500 for questions about the accreditation of Florida State College at Jacksonville. The Commission is to be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard.

**FLORIDA STATE COLLEGE AT JACKSONVILLE  
PHYSICAL THERAPIST ASSISTANT PROGRAM  
CLINICAL EXPERIENCE VERIFICATION FORM for 2015 PTA Applications**

**Criteria:** Prospective students must complete a minimum of 20 hours of observation, volunteer service, and/or work experience in physical therapy in a minimum of two practice settings (one in-patient and one out-patient) with no less than 10 hours in each setting.

**Directions:** Use one form for each setting. You may make copies of this form as needed or obtain additional forms from the PTA Program.

**STUDENT INFORMATION (completed by student)**

Name of Student (printed): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Brief description of your experience at this facility: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**FACILITY INFORMATION (completed by student)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**VERIFICATION BY THERAPIST (completed by PT or PTA)**

This student has (circle one) observed, volunteered, worked in the PT department for a total of \_\_\_\_\_ hours on (date or dates) \_\_\_\_\_

This facility is primarily: \_\_\_\_\_ Inpatient \_\_\_\_\_ Outpatient

PT/PTA Comments: (optional) \_\_\_\_\_

\_\_\_\_\_

PT/PTA Name (printed): \_\_\_\_\_

PT/PTA Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PT/PTA License # \_\_\_\_\_