

Physical Therapist Assistant Program





Engage Your Future:

Restore Ability.
Build Relationships.
Change Lives.



ALLEGANY COLLEGE of MARYLAND
ENGAGE YOUR FUTURE

FOR MORE INFORMATION OR TO REGISTER FOR CLASSES, VISIT US AT **WWW.ALLEGANY.EDU**

ABOUT THE PROFESSION



Physical Therapy is a profession with a long history, and exciting present, and an unlimited future. Physical Therapy professionals include Physical Therapists (PT) and Physical Therapist Assistants (PTA). Physical Therapy is a profession concerned with 1) management and enhancement of movement dysfunction; 2) restoration, maintenance, and promotion of patient function, wellness, and quality of life; and 3) prevention of impairments, functional limitations, and disabilities associated with disease or injury. The goal of this program is to prepare individuals with basic and applied knowledge and skills needed to practice as a Physical Therapist Assistant (PTA) in a variety of settings. Physical Therapist Assistants provide patient care and treatment under the supervision of a Physical Therapist.

Patient Population Includes:

Any age with a variety of orthopedic issues (e.g. muscle, joint, and bone injuries); neurological disorders (e.g., stroke, spinal cord injury); cardiovascular disease; integumentary disorders (e.g., wound care); and other pathologies.

Workplace Settings Includes:

Home health care, schools, hospitals, rehabilitation centers, nursing homes, private practice, out-patient clinics, sports medicine facilities, hospices, emergency care centers, physician's offices, traveling, etc. Some of these employment opportunities may be managed or even owned by a Physical Therapist or Physical Therapist Assistant.

Interventions Includes:

Adequate knowledge and skill in professional *communication, data collection, and treatment interventions*. The PTA will be required to communicate with other healthcare professionals and the client in order to provide optimal care. Data collection may include: the completion of standardized tests for sensation, joint range of motion, muscle strength and tone, functional mobility, balance and coordination, etc. Treatment intervention may include: integumentary health (e.g., sensory integration and wound care), functional mobility and adaptive equipment training, manual therapy (e.g., massage and soft tissue mobilization), postural & body mechanics education, therapeutic strength and endurance exercises, airway clearance activities, and the application of various modalities (e.g., hot/cold agents, electrotherapeutic agents, ultrasound, hydrotherapy, traction, laser, compression, etc.) for the control of pain and inflammation, strengthening of muscles, enhancement of motor control, and/or wound care.



PROGRAM INFORMATION – *1+1 Program*

The Physical Therapist Assistant Program has been designed as a 1+1 program with two related but distinct phases (Phase I and Phase II). Phase I consists of 28 general education college credits which can be completed in one to multiple years. However, it is required that the Biology coursework is completed within five years prior

to application to phase II (unless otherwise waived by the PTA Program Director). It is recommended that all other prerequisite coursework is completed within five years prior to applying to Phase II. Admittance to Phase I requires only that the student be accepted to the college as a pre-PTA student. Phase II, also known as the Clinical Phase, consists of 42 credits and is highly specialized with a rigorous curriculum. This phase can only be taken at the Cumberland campus and runs 12 consecutive months from August to August. Admittance to Phase II is selective and based in part on proven academic success of the first phase, observation experience, an essay, and a professional interview.

The 1+1 design allows the student the ability to:
1. Complete Phase I at his/her own pace.
2. Acquire familiarity with college level demands prior to the clinical phase.
3. Accommodate outside commitments during Phase I.
4. Complete Phase I at a different institution if necessary without the need to relocate.
5. Gain a specialized career education in only 12 months after earning a different degree (i.e. associates, bachelor's, and/ or master's degree) provided the prerequisite courses were successfully completed during the previous degree.

PHASE I – *Pre-PTA*

If you plan to take Pre-PTA coursework at ACM, you must apply for and be accepted by the College. You will be assigned an advisor and this person will help coordinate your progression through this portion of the program. Progression may be as a full- or part-time student and all academic activities are planned with your advisor. All Phase I coursework must be completed before or during the spring semester of which the Phase II deadline falls in order to be considered for acceptance into Phase II. **Completion of Phase I coursework does not guarantee acceptance into Phase II of the PTA program.**

It is absolutely essential that the admissions guidelines published below are strictly followed without exception. Failure to meet prerequisite requirements, application dates, etc., could disqualify a student from consideration. It is the responsibility of the student to ensure all steps are followed correctly.

A. Students who attend ACM for Pre-PTA courses must successfully complete:
   - Application to the College;
   - ACM Placement tests (English, Reading, Math, and Biology);
   - Requirements as per the PTA Application Process Student Checklist

B. Students who complete Pre-PTA courses at another institution must successfully complete:
   - Application to the College;
   - Submission of official college transcripts to be sent to ACM;
   - Transfer Evaluation to be completed by ACM;
   - Requirements as per the PTA Application Process Student Checklist.

Note: please allow 3 weeks for processing and evaluation of your transcript.

Check with the College Admissions Office for details, needed forms, and information. All students must submit an application to the college and meet all requirements before they can register for courses.

PHASE I COURSEWORK / PHASE II PREREQUISITE COURSES

Coursework required for Pre-PTA is listed below. Students must take these courses or agreed upon equivalents as coordinated by their advisor.

Courses	Total Credits
English 101 or 102	3
Mathematics 109 or Math Elective	3
① Biological Science 121	4
① Biological Science 201	4
Psychology 101	3
Psychology 203	3
Speech 101	3
Medical Terminology	3
Introduction to PTA	2
Total	28

Sample Schedule

Summer	Fall Course	Credits	Spring Course	Credits
ENG/Reading Placement Test	English 101 or 102	3	Math 109 or Math Elective	3
Math Placement Test	Medical Terminology	3	Speech 101	3
	Psychology 101	3	Psychology 203	3
*A & P Placement Test	① Biology 121	4	① Biology 201	4
	PTA 101	2		
	Total	**15**		**13**

① Students may elect to take both Biological Science 207 and 208 in place of both Biological Science 121 and 201. If the student's long-term goal is to obtain a four-year degree, then it is recommended that the student take Biological Science 207 and 208.

① Bio121 is nontransferable and offered only at ACM during the fall semester. Biological Science 201 is a combined 207/208 Anatomy & Physiology course and may or may not be transferable.

**Please note the following prerequisites:*
Bio121 Prerequisite: Appropriate Placement scores or a grade of "C" or better in Reading 93, Biological Science 93, and Mathematics 90. The student may be asked to successfully complete an Anatomy and Physiology Placement Examination.
Bio207 Prerequisite: Biological Science 93 with a "C" or better or Biological Science 100, 101, 109, or 121 or satisfactory score on Anatomy and Physiology Placement Examination and appropriate Placement scores or a grade of "C" or better in Reading 93 and Mathematics 90.

PTA Application Process Student Checklist

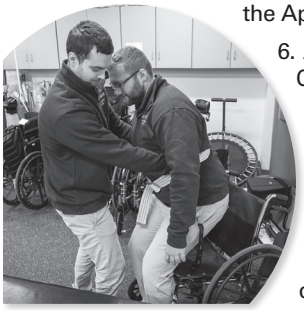
ALL of the requirements for application into Phase II of the Program must be submitted to the PTA department by the April 15th DEADLINE of the year in which the student is applying. These requirements include SUCCESSFUL completion of a(an):

1. Application to the College
   (go online at www.allegany.edu)
2. Application to the PTA Program – Phase II
   a. Including reading and signing off on understanding the Program Expectations.



b. Notice: it is to your advantage to submit the application form early. The observation forms do not need to be submitted with the application, but must be submitted prior to the April 15 deadline.

3. Transcript which includes evidence that all Phase I prerequisite coursework was complete:
   a. Before or during the spring semester of which the deadline falls.
   b. Within 5 years for all biology prerequisites, unless waived by the program director.
   c. With a "C" or better in each course.
   d. With a minimum GPA of 2.5 for required coursework.
   e. If transferring from another institution, the student should: 1) consult early with the Admission's Office to determine if specific courses will transfer; 2) allow three weeks for processing of transcript(s); 3) if enrolled in classes during the spring of which the deadline occurs, assure all transcripts are official and sent to the attention of ACM's Admissions Office immediately upon completion of the spring semester, and notify the PTA Program Director when the transcript(s) have been sent. See college website for details on how to send acceptable transcripts.
4. Observation Evaluation Forms which includes evidence that:
   a. All hours were performed within the year of application.
   b. A minimum of 40 hours were conducted with a licensed physical therapist or physical therapist assistant.
   c. Twenty (20) hours were conducted in a hospital/long term care setting and 20 hours were conducted in an outpatient setting.
   d. A different therapist signed off on the inpatient observation form than the outpatient observation form.
   e. All forms were submitted or mailed directly to the College PTA Program by the supervising PT in a confidential manner.
   f. Notice: Students may opt to do another rotation for an additional 20 hours if they feel they did poorly in a rotation. Additional hours need to be in the same setting in which they felt they may have performed poorly. The average of all rotations will be calculated towards the final score.
5. Reflective Assignment from both inpatient and outpatient observations. Reflective assignments can be submitted separate from application but prior to the April 15 deadline.



6. Advising meeting with the PTA Program Director or Clinical Coordinator within 6 months (recommended by the end of the fall semester) prior to the April 15th deadline to be sure the file is complete. This meeting may be via face-to-face, phone, or e-mail at the discretion of the Program Director.
7. Social media footprint that is clean and professional or non-existent.
8. Health Manpower paperwork (optional). You may qualify if you live in Maryland but not in Allegany County.

This form can be obtained from and returned to the Admissions Office.

It is the student's responsibility to assure all application requirements are submitted to the PTA Program prior to the application deadline. If all of the above are met by the April 15th deadline, you will be notified by mail or via ACM email of an interview and essay time and date.

Interviews and essays are usually conducted in May and applicants are notified via mail by **June 15th** whether or not they are accepted into the program. Upon acceptance into the program, you will be required to attend two prescheduled, full-day, mandatory PTA orientations in the summer and an Allied Health/ Professionalism Seminar. There will also be items to submit in the summer. See Post-Acceptance Requirements for more details.

SCORING THE PTA APPLICATION – *Evaluative Criteria*

All PTA applications will be evaluated on the numerical scale below.

Grade: A= 4 points; B= 3 points; C= 2 points

Core Courses	Grade	Credit	Points	Equated Points	Total Points
Eng 101 or 102	___ x	3 =		*points based on correlated GPA from grid below.	30
Math Elective	___ x	3 =			
Bio 121 or Bio 207	___ x	4 =			
Bio 201 or Bio 208	___ x	4 =			
Total		14	___/14= ____GPA	_____/30	

Core GPA	Equated Points
2.50 - 2.74 =	5
2.75 - 2.99 =	10
3.00 - 3.29 =	15
3.30 - 3.50 =	20
3.51 - 3.79 =	25
3.80 - 4.00 =	30

General Course	Grade	Credits	Points	Equated Points	20
Speech 101	____ X	3=		*points based on correlated GPA from grid below.	
PSY 101	____ X	3=			
PSY 203	____ X	3=			
MDAA 110	____ X	3=			
PTA 101	____ X	2=			
Total		14	___/ 14= ___ GPA	_____/ 20	

GPA	Equated Points
2.50 - 2.74 =	3
2.75 - 2.99 =	6
3.00 - 3.29 =	9
3.30 - 3.50 =	12
3.51 - 3.79 =	16
3.80 - 4.00 =	20

Observation Hours	Points	10
Listening Skills	2	
Verbalization	2	
Interest	2	
Behavior	2	
Professionalism	2	
Total Points	10	

Must complete with a 70% or higher and be recommended.

Essay Response	Points	10
Spelling/Grammar/ Punctuation	5	
Content/Format/Coherence	5	
Total Points	10	

Interview	Points	30

Must complete with a 70% or higher.

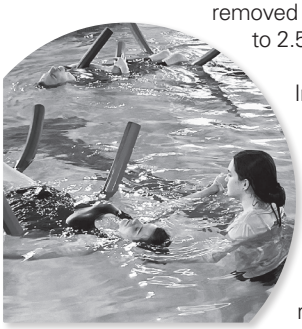
Total Points 100

PHASE II – *Clinical*

ACCEPTANCE

Admission to the Clinical Phase (Phase II) of the Program is competitive and completion of all requirements does not guarantee admission. Acceptance is based on Evaluative Criteria as described above. Feel free to contact the Physical Therapist Assistant Program for answers to any additional questions about the application process.

NOTE: If a student's overall GPA drops below the required 2.5 in a required Pre-PTA course, the student will lose his/her ranking based on the above criteria/dates and be removed from the qualified list until the student's overall GPA returns to 2.5 or better and he/she makes up the unacceptable grade.



Interviews and essays are typically conducted in May each year. Notification for acceptance for Phase II will be mailed no later than **June 15**. Qualified applicants not selected will be notified as alternates and are encouraged to re-apply for admission the following year. Applications do not carry over from year to year. Students must submit an application for each year they wish to be considered. This includes performing 40 more volunteer hours and resubmitting the reflective assignments, and essay.

POST ACCEPTANCE REQUIREMENTS

Phase II of the PTA Program includes the professional coursework and can only be taken at the Cumberland Campus of ACM. Students should plan for full time school for 12 consecutive months (fall and spring semester both with a possible 2-week early start followed by a summer session) from August to August not counting orientation days. It is the student's responsibility to be prepared for approximately 40 hours per week of class, lab, clinic, and travel time. This preparation should include travel to a variety of clinics all over the region and may require temporary relocation. Transportation and the cost involved are solely the responsibility of the student. This portion of the curriculum is very intense and does require a substantial commitment of time and effort. Students are required to successfully complete both written and practical (hands-on) examinations throughout the curriculum. Phase II course work must be completed with a "C" or better with the student having maintained an overall 2.5 GPA, or the student will not be able to proceed in the program.

Once admitted into the Clinical Phase (Phase II), students are required to provide proof of:

1. ACM Medical Health Examination Record Form which includes a:
    a. physical examination indicating good mental and physical health;
    b. satisfactory health record, including immunizations;
    c. signature of completion by a licensed, practicing physician, nurse practitioner, or physician's assistant;
    d. signature of the student indicating agreement with their records.
2. American Heart Association Basic Life Support CPR Certification
3. First Aid Certification
4. Health/medical insurance;
5. Liability insurance;
6. APTA Membership (American Physical Therapy Association);
7. PTA uniform purchase (includes professional dress, scrubs, and name badge);
8. Criminal background record check.
    a. If participating in clinical rotations in Pennsylvania, students must also obtain PA Access to Criminal History (PATCH), fingerprinting, and a Child Abuse History Clearance.
    b. During enrollment, any official change or the initiation of any governmental proceeding affecting the information revealed by the required criminal or child abuse background check must be reported immediately by the student to the director of the Physical Therapist Assistant program.
    c. If a student has a criminal background history, he/she can still be admitted to the program. However, he/she may be unable to find clinical site placement or take the licensure examination. It is the responsibility of the student to report criminal background information to the licensure review board prior to sitting for the exam. Students will not be permitted to participate in clinical affiliations until these items have been submitted to the clinical coordinator.
    d. Please note that different clinical sites may require additional information (i.e., fingerprinting, drug tests, etc.).
9. Computer and internet knowledge and access.
10. Ability to have transportation to and from various clinical sites all over the region.

The above phase II post acceptance requirements are the financial responsibility of the student. This cost is beyond tuition, fees, and books. A more detailed list of estimated costs can be found on the PTA Program Website in the PTA Program Handbook under Section III Student Information.

*Fall Semester (15-17 weeks)		Credits
PTA203 Pathology I		2
PTA205 Modalities I		3
PTA202 Procedures		5
PTA209 Clinical Kinesiology		4
PTA213 Clinical I	(**including 96 hours of fieldwork)	2
Total		16

*Spring Semester (15-17 weeks)		Credits
PTA204 Pathology II		2
PTA206 Modalities II		3
PTA208 Rehab		4
PTA210 Ther Exercise		4
PTA214 Clinical II	(**including 120 hours of fieldwork)	2
Total		15

*Summer Semester (10-13 weeks)		Credits
PTA216 Trends (online +2-3 day on campus wrap up at the end of the session)		1
PTA218 Practicum I	(**including 200 hours of fieldwork)	5
PTA219 Practicum II	(**including 200 hours of fieldwork)	5
Total		11

Note: The program may start one to two weeks prior to the college dates for the fall, spring, and summer sessions. Students will return on campus in the summer for the final two to three days of class.
Note: All courses specifically identified by course number are graduation requirements for this program.
*** Total Clinical Time: 616 hours*

APPROXIMATE PTA TIMELINE	
April 15	Application Deadline.
May 1	Notifications of interview & essay date (via e-mail and/or postal)
May 15-31	Interviews conducted.
June 15	Notification of acceptance/declination (via e-mail and/or postal)
June	Orientation 1 (To-Do List)
July	Orientation 2 (Handbook & Intro materials)
Fall semester end date	See college calendar
Spring semester end date	See college calendar
Spring Commencement	Walking ceremony. Note: Official graduation is in August.
Week between spring and summer semesters/sessions	Board review course and mock board exam.
Summer semester start date	See college calendar.
Summer semester end date	See college calendar.
Official graduation date	See college calendar.

All dates (except for application deadline) are approximate and subject to change. If you do not receive notification by the date above, please contact the Program directly at 301-784-5538 or jandres@allegany.edu.

PTA PROGRAM COSTS

Tuition is based on students' residency. There are three tuition rates: in-county, out-of-county, and out-of-state. In addition to tuition, students will be responsible for a registration fee, student fee (cost is based on a per-credit-hour rate), and technology fee. Courses may have associated fees (i.e., course, testing, etc.). Students should check with the ACM Business Office or the current ACM catalog for current rates. PTA students will also have expenses unique to this program. They may include items such as: medical examination and immunization, CPR and First Aid certification fees, health insurance, liability insurance, APTA membership, PTA uniform, criminal background check fee, and travel expenses. A more detailed list can be found on the PTA Program Website.

SEMESTER TUITION, FEES AND OTHER CHARGES

All tuition, fees, and other applicable charges are payable in full to ACM by the first day of the semester in order to avoid finance charges. For courses starting after the beginning of the semester, payment is due on the first day of classes. Payment can be made by cash, check, money order or credit card. Credit card payments can be made any time by phone by dialing 301-784-5380 and following the instructions. The College accepts VISA and Master Card payments. Credit card payments can be made online through our website (http://www.allegany.edu) by clicking on Admissions & Aid and following the instructions.

The student can choose to defer payments throughout the semester. Statements will be sent monthly and a finance charge will be applied to the unpaid balance. Payments deferred in anticipation of an approved scholarship or other approved third party funding, such as financial aid, will not be subject to finance charges. Final payments will be due at the end of the semester.

Based upon the availability of carriers, the College will offer accident insurance to all students at prevailing rates. Students may elect to participate in this group insurance opportunity. Interested students should contact the Business Office.

HEALTH MANPOWER SHORTAGE PROGRAM

Maryland Residents (other than Allegany County) are eligible for In-County Tuition.

The Physical Therapist Assistant Program at Allegany College of Maryland has been designated as a Health Manpower Shortage Program. The Maryland State Department of Health and Mental Hygiene has determined certain health occupations in the state to be in short supply. The Maryland Higher Education Commission has designated educational programs that correspond to these health occupations to be eligible for the Health Manpower Shortage Program. Maryland residents from counties other than Allegany County who register in this eligible program will be charged the out-of-county tuition rate. However, these students may be eligible to receive reimbursement for a portion of the cost difference between the in-county and out-of-county tuition rates. Funding availability for this program is based on funding from the State of Maryland and is thus subject to change each semester. Some restrictions apply. More information can be obtained by contacting the Admissions Office.

FINANCIAL ASSISTANCE

A variety of financial aid services are available through the college. Contact 301-784-5213 for additional information. In addition to tuition subsidies and other special rates, students may qualify for Federal Financial Aid and for Foundation Scholarships.

Please contact:

The Financial Aid Office..... 301-784-5213 or 5400
The ACM Foundation - Scholarship Information..... 301-784-5200
The Bedford County Regional Foundation..... 814-652-9528

HOUSING INFORMATION

The ACM Admission and Registration Office can provide a list of housing resources in the Cumberland area. In addition, Willowbrook Woods residential facility is in close proximity (within walking distance) to the Allied Health Building and campus in general. It is recommended that you inquire about the Housing's policies for early start programs. For more information, call 301-784-5368 or check the web site at: www.allegany.edu

ACCREDITATION

Allegany College of Maryland is accredited by the Middle States Association of Colleges and Schools and by the Maryland Higher Education Commission. The Physical Therapist Assistant program at Allegany College of Maryland is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, VA 22305-3085, telephone: 703-706-3245; email: accreditation@apta.org; website: http://www.capteonline.org. If needing to contact the program/institution directly, please call 301-784-5538 or email jandres@allegany.edu.

Successful completion of this program qualifies a student to apply for an Associate of Applied Science degree in Physical Therapist Assistant and take the state licensing exam. Not until successful completion of this examination can one work as a Physical Therapist Assistant.

Allegany College of Maryland does not discriminate on the basis of federally protected classes of race, color, national origin, religion, sex, age, disability, and veteran/military status in matters affecting employment or in providing access to programs and activities. Allegany College of Maryland recognizes and complies with additional protections for employees and/or pursuant to state law. Additional information is available at https://www.allegany.edu/non-discrimination.

For inquiries related to the application of this statement, the Non-Discrimination policy, Title IX, and ADA/504, please contact:

Dr. Renee Conner, Dean of Student and Legal Affairs, Title IX Coordinator, ADA/504 Coordinator, 301-784-5206 / rconner@allegany.edu

Allegany College of Maryland is required to inform prospective and current students of important College policies. For full details on these key policies, please visit the Allegany College of Maryland website at allegany.edu/policy-mandates.

FOR ADDITIONAL PROGRAM INFORMATION, PLEASE CONTACT:

Melody Kentrus, PT, DPT
Program Director
301-784-5535
mkentrus@allegany.edu

Jeremy Oldham, M. Ed., BS, PTA
Academic Coordinator of Clinical Education
301-784-5537
joldham@allegany.edu

Jamie Andres
Administrative Associate
301-784-5538
jandres@allegany.edu

ALLEGANY COLLEGE
of MARYLAND
ENGAGE YOUR FUTURE

12401 Willowbrook Road, SE
Cumberland, MD 21502-2596
www.allegany.edu