

Navarro College
Physical Therapist Assistant Program



2024 Application Packet



Dear Applicant,

Thank you for your interest in physical therapy as a career and in the Physical Therapist Assistant program at Navarro College. We appreciate your interest and look forward to serving your educational needs.

The material included in this packet will describe the admissions process to the Navarro College Physical Therapist Assistant program and contains all the forms needed for application to the program.

This five-semester program leads to an Associate in Applied Science Degree (A.A.S.) and helps to prepare the graduate to take the National Physical Therapy Examiners (NPTE) examination to become a physical therapist assistant (PTA). Graduates must meet additional requirements for state licensure.

Admission to the PTA Program is a separate procedure from admission to Navarro College. Applicants must meet all admission criteria for Navarro College before submitting an application to the PTA Program. Positions in this program are limited. Admission to the PTA program will be made on the applicant's ranking through a point system.

Applications will be accepted beginning April 1, 2024 and must be postmarked no later than August 31, 2024.

If you have questions about the Physical Therapist Assistant program, or the admissions process please contact the Health Professions Department at (972)923-5121 or email patricia.binger@navarrocollege.edu. Again, thank you for your interest in physical therapy as a career. We look forward to working with you.

Sincerely,

Physical Therapist Assistant Program Faculty

ADMISSION PROCESS

PRIOR TO APPLICATION TO THE PTA PROGRAM

The following documents need to be on file with Navarro College PRIOR TO application into the PTA Program:

1. Documentation demonstrating acceptance into Navarro College.
2. Separate transcripts from other colleges and universities or GED/High School diploma must be submitted and verified as received by the Registrar's office.

APPLICATION TO THE PTA PROGRAM

The applicant will complete and submit an application portfolio no later than **August 31, 2024** for acceptance into classes for Spring 2025. The application portfolio MUST contain the following completed items (*use this as your checklist for your application*):

- ✓ Evidence of admission to Navarro College (i.e. acceptance letter or NC transcripts)
- ✓ Completed Physical Therapist Assistant Program application.
- ✓ Completed Observation Form with a minimum of 40 hours from two (2) different settings, including a combination of inpatient and outpatient hours (10 hours must come from an inpatient setting including: acute, rehab, sub-acute, skilled nursing, etc...)
 - a. *Does NOT include paid position hours (i.e. Rehab Tech)*
- ✓ Two (2) reference letters obtained from references that can attest to the student's character, other than the PT/PTA that the potential student observed under and cannot be related to the student. Examples include: previous instructor, pastor, etc..
- ✓ Evidence of completion of all pre-requisite course work. (highlighted on unofficial transcripts)
- ✓ Completed Core Curriculum/Related Requirements Course Table
 - Attach copies of transcripts from other colleges/universities previously or currently enrolled
 - Official copy **NOT** required
 - *Must have a minimum of a 2.5 GPA in core courses and a minimum of a "C" on all Core Curriculum courses to apply.*
- ✓ Copy of national background check
 - Go to www.directscreening.com
 - Order National Background Check – National Search (\$16.95)
- ✓ Completed and signed immunizations documentation.
- ✓ Completed Navarro College Physical Therapist Assistant Information session (virtual or in-person, provide date of completion on PTA Application)

*****Points will be awarded for core curriculum courses (non PTHA courses) taken and completed by August 2024. No points will be awarded for core courses taken during the Fall 2024 semester.**

Bring or mail all documentation to the Physical Therapist Assistant Department located on the second floor of Building 2 on the Midlothian Campus of Navarro College, Office 215 or Office 213 (Attn: PTA Program – Sarah Austin) 899 Mount Zion Road, Midlothian, TX 76065). If mailed, must be postmarked by deadline listed above.

Within 30 days of application deadline, all completed applications will be reviewed. Points will be totaled by PTA faculty for each applicant based on the Applicant Entrance Criteria Worksheet. The

highest total point applicant sets the mark for ranking. Applicants will be numbered in descending order based on point total. If two or more applicants tie for total points, GPA will be used as a tiebreaker with the higher GPA ranked higher.

Students will be notified within 30 days as to their status in the PTA Program. A correct and current Navarro College email is ESSENTIAL in the notification process, **as this is how students will be informed of their acceptance into the PTA program**. The applicant must reply within 72 hours/3 days to ensure their position in the program. Students selected for admission into the PTA program will be required to attend a mandatory orientation at a date to be determined.

PROGRAM GENERAL INFORMATION

ACCREDITATION

The Physical Therapist Assistant Program at Navarro College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>.

LOCATION

Physical therapy courses are offered on the Midlothian campus of Navarro College. Some PTHA courses may be offered in hybrid format with the lecture portion of the course completed via distance education and the lab portion completed on campus.

ADMISSION

A new class is admitted into the Physical Therapist Assistant Program each year. The program accepts a maximum of 23 students.

PROGRAM COURSES

PTA courses are offered in a set sequence. Once admitted into the program, the student must progress through the curriculum as designed. This means a student may not “jump ahead” in the curriculum and take advanced physical therapist assistant program courses. ALL pre-requisite coursework MUST be completed prior to admission. Core courses not completed prior to acceptance into the PTA Program are the student’s responsibility to schedule around PTA courses.

GRADES

The PTA program will follow the grading system as listed below: A = 100%-90% B = 89.9%-80% C = 79.9%-75% D = 74.9%-60% F = 59% or below. Students must earn a “75” or above in all PTA coursework in order to progress in the program. A grade of 70 or above must be obtained in all other academic core courses in the PTA degree plan.

CRIMINAL BACKGROUND CHECKS

Navarro College Physical Therapist Assistant program is committed to ensuring public safety and protection by requiring criminal background checks. A student who does not have a clear criminal history record is required to meet with the PTA Program Director prior to entry into the PTA Program to discuss the implication of the criminal record on his/her progression in and completion of all requirements of the curriculum. A felony conviction may affect a graduate's ability to sit for the FSBPT Licensure Examination or attain state licensure.

IMMUNIZATIONS/PHYSICAL HEALTH EXAMINATION/CPR CERTIFICATION

All immunizations and an annual Tuberculosis (Tb) test must be completed prior to the first day of classes.

CPR certification course, offered by Navarro College, is required for all PTA students prior to the first day of class.

Each student must undergo a physical health examination by a certified Health Professional once admitted into the program. Please note, the health examination requires the student to read the "Performance Standards" located in the handbook, beforehand, and both the student and the health professional must sign the form indicating the ability to perform as described and/or any limitations which may be present.

The responsibility for maintaining current health testing and immunizations, including costs, are the responsibility of the student.

DRUG SCREEN

The Navarro College Physical Therapist Assistant Program Director reserves the right to institute random drug screens during the PTA student's enrollment in any PTA class, lab, clinical setting or College sponsored activity. The student will be responsible for any cost involved in a random or required (by any clinical education facility) drug screen. Failure to comply with the drug screen or to pay for the drug screen will result in dismissal from the PTA Program.

LIABILITY INSURANCE

Students will be required to have limited liability insurance and pay a predetermined fee to the Cashier's Office of Navarro College annually so that Navarro College can secure the limited liability insurance coverage. Students may wish to purchase additional liability insurance.

OBSERVATION FORM

PRE-PHYSICAL THERAPIST ASSISTANT

Potential PTA Student Name: _____

Facility Name: _____

Type of Setting: (Please circle those that apply)

ACUTE REHAB SUB-ACUTE SKILLED NURSING HOME HEALTH SCHOOL OUTPATIENT

<u>Dates of Observation</u>	<u># Of Hours</u>	<u>Printed Name of Clinician</u>	<u>Clinician's Phone #</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL HOURS OBSERVED:			_____

CLINICIAN TO COMPLETE REMAINDER OF THIS FORM:

Please help evaluate this potential PTA student by completing the following:

	YES	NO
1.) Courteous when establishing appointment time for clinical visit	_____	_____
2.) Punctual in attendance for clinical observation	_____	_____
3.) Respectful of clinician's time and schedule	_____	_____
4.) Appropriate attire worn during observation	_____	_____
5.) Demonstrated interest in the clinical setting	_____	_____
6.) Asked appropriate questions of clinician.	_____	_____
7.) Exhibited respect and courtesy toward clinicians, patients and others.	_____	_____
8.) Demonstrated positive and appropriate interpersonal skills.	_____	_____
9.) Demonstrated true interest in the physical therapy profession.	_____	_____
10.) HIPPA compliant and observed clinical site policies and procedures.	_____	_____

CLINICIANS: Please provide comments about this individual and their potential for success in the physical therapist assistant program at Navarro College. When completed, please enclose, in a sealed envelope, with your signature across the seal and return it to the student as part of his/her application.

Signature of Clinician:

Thank you for your support of the NC PTA program and for allowing this potential student to observe. Please contact Sarah Austin, Program Director at (972)775-7270 with any questions, concerns or comments.

CURRICULUM REQUIREMENTS

ASSOCIATE IN APPLIED SCIENCE The Physical Therapist Assistant program provides the basic knowledge and skills required of an entry-level physical therapist assistant into the workforce. Upon satisfactory completion of this curriculum, the student will be awarded an Associate in Applied Science degree and will be eligible to sit for the national licensure examination. The Texas Board of Physical Therapy Examiners is the official licensing agency.

Major course requirements (PTHA courses) must be taken in sequential order at the advisement of the Program Director or program faculty. This means a student may not “jump ahead” in the curriculum and take advanced physical therapist assistant courses. A grade of “75” (per PTA grading scale) or better is required for satisfactory completion of all PTHA courses and a grade of “C” or better is required for all academic courses (per Navarro College grading scale).

1.) PREREQUISITE COURSES	14 HOURS
BIOL 2401 Anatomy & Physiology I	4
BIOL 2402 Anatomy & Physiology II	4
ENGL 1301 Composition I	3
MATH 1342 Elementary Statistics	3
2.) CORE CURRICULUM/RELATED REQUIREMENTS	6 HOURS
PSYC 2314 Lifespan Growth and Development	3
PHIL 1301 or 2306 Intro to Philosophy or Intro to Ethics	3
3.) MAJOR COURSE REQUIREMENTS (cannot be completed until admitted into the program)	46 HOURS
PTHA 1409 Introduction to Physical Therapy	4
PTHA 1413 Functional Anatomy	4
PTHA 1325 Communication in Health Care	3
PTHA 1321 Pathophysiology for PTA	3
PTHA 2409 Therapeutic Exercises	4
PTHA 1431 Physical Agents	4
PTHA 2205 Neurology	2
PTHA 2301 Essentials of Data Collection	3
PTHA 1260 PTA Clinical I	2
PTHA 2431 Management of Neurological Disorders	4
PTHA 2535 Rehabilitation Techniques	5
PTHA 2360 PTA Clinical II	3
PTHA 2361 PTA Practicum	3
PTHA 2239 Professional Issues	2

TOTAL 66 HOURS

CORE CURRICULUM/RELATED REQUIREMENTS TABLE

NAVARRO COLLEGE PHYSICAL THERAPIST ASSISTANT PROGRAM

Course Name and Number	College Name	Semester & Year	Final Grade
BIOL 2401 Anatomy & Physiology I			
BIOL 2402 Anatomy & Physiology II			
ENGL 1301 Composition I			
MATH 1342 Elementary Statistics			
PSYC 2314 Lifespan Growth and Development			
PHIL 1301 Introduction to Philosophy or PHIL 2306 Introduction to Ethics			

Complete the table above. Please highlight all courses on transcripts where the courses were completed. Attach copies of transcripts to this form.

APPLICANT ENTRANCE CRITERIA WORKSHEET

NAVARRO COLLEGE PHYSICAL THERAPIST ASSISTANT PROGRAM (COMPLETED BY FACULTY)

Applicant's Name: _____

Date: _____

Total Score: _____

1. GPA – Overall grade point average

GPA 4.0	= 5
GPA 3.5 to 3.9	= 3
GPA 3.0 to 3.4	= 2
GPA 2.5 to 2.9	= 1

Section 2 Score: _____

2. Physical therapy observation hours - (40 hours minimum, combination of inpatient and outpatient, with minimum of 10 hours from acute, rehab, or sub-acute)

60 hours, Bonus	= 5
50 hours, Bonus	= 3
40 hours, Required	= 1

3. Completion of pre-requisites:
 - a. Completion of BIOL 2401: Anatomy & Physiology I

With a grade of "A"	= 5
With a grade of "B"	= 3
With a grade of "C"	= 1

Applicant's Score: _____

 - b. Completion of BIOL 2402: Anatomy & Physiology II

With a grade of "A"	= 5
With a grade of "B"	= 3
With a grade of "C"	= 1

Applicant's Score: _____

 - c. Completion of ENGL 1301: Composition I

With a grade of "A"	= 5
With a grade of "B"	= 3
With a grade of "C"	= 1

Applicant's Score: _____

 - d. Completion of MATH 1342: Elementary Statistics

With a grade of "A"	= 5
With a grade of "B"	= 3
With a grade of "C"	= 1

Applicant's Score: _____

4. Completion of core course (excluding pre-requisites):
 - a. Completion of PHIL 1301 or 2306: Intro to Philosophy or Intro to Ethics

With a grade of "A"	= 3
With a grade of "B"	= 2
With a grade of "C"	= 1

Applicant's Score: _____

- b. Completion of PSYC 2314: Lifespan Growth and Development
- | | |
|---------------------|-----|
| With a grade of "A" | = 3 |
| With a grade of "B" | = 2 |
| With a grade of "C" | = 1 |
- Applicant's Score: _____
5. Previous healthcare work experience (paid or unpaid – should be noted in application)
- | | |
|-----|-----|
| Yes | = 2 |
| No | = 0 |
6. Completion of prior college degree
- | | |
|--------------------|-----|
| Master's degree | = 3 |
| Bachelor's degree | = 2 |
| Associate's degree | = 1 |
| No prior degree | = 0 |
7. TSI (Texas Success Initiative) Complete:
- | | |
|-----|----|
| Yes | =4 |
| No | =0 |

TOTAL SCORE (maximum of 45 pts): _____

APPLICATION FOR ADMISSION

NAVARRO COLLEGE PHYSICAL THERAPIST ASSISTANT PROGRAM

899 Mount Zion Rd.

Midlothian, TX 76065

(972)775-7270

APPLICATION DEADLINE: AUGUST 31, 2024

MAIL OR DELIVER APPLICATION TO THE ABOVE ADDRESS.

Please print legibly in blue or black ink.

Student ID #: _____

Name: _____
Last Name First Name Middle

Address:

Phone Numbers: Cell () _____ - _____

Navarro College Email address*: _____

*MANDATORY: NOTIFICATIONS WILL BE MADE VIA EMAIL. PLEASE ENSURE ADDRESS IS CORRECT AND LEGIBLE.

Status of application (Check one field)

- _____ Entry (first application)
_____ Re-entry (previously in the program)
_____ Transfer from another PTA program

Note: If transfer is checked above, identify source of transfer credit:

Have you ever submitted an application to any other allied health program? ____ Yes ____ No

If yes, what program: _____

Name of school: _____

Dates attended: _____

Degree earned or reason for withdrawing: _____

PLEASE READ CAREFULLY BEFORE INITIALING:

_____ I understand that the presence of an offense on my criminal history record may interfere or negate progression in the PTA program, and that I may not be eligible for PTA licensure in the state of Texas and/or certification by the National Board for Physical Therapist Examiners.

_____ I understand that the program for which I am applying may require extended travel for clinical assignments in the early morning, late evening, and/or Saturdays. I am prepared to meet this requirement.

_____ I have read and understand the conditions for admission to the Physical Therapist Assistant Program at Navarro College. I understand that failure to complete all steps of the application process will cause me to be ineligible for admission into the PTA Program.

_____ I understand I must first be accepted into Navarro College prior to submitting an application to the PTA program. I understand positions in the PTA program are limited and acceptance into Navarro College does not guarantee acceptance into the PTA program.

_____ I acknowledge points will be awarded for courses taken and completed prior to the application deadline. No points will be awarded for courses taken after this time period or not completed.

_____ I understand that if accepted for admission to the program, I will be required to attend a mandatory orientation prior to the start of the first semester. Should I fail to attend the orientation session, I acknowledge that I will not be eligible to enroll in program courses and will forfeit my position in the program.

_____ I understand that should I be completing non-PTHA courses after acceptance into the PTA program, I must maintain a grade of C (70) or above or forfeit my position in the PTA program.

_____ I certify that the statements made by me on this application are true, complete, and correct. I also understand that I am responsible for submitting all requested transcripts and/or other documents for the completion of the application process.

Signature of Applicant

Date

Navarro College shall not discriminate against any person on account of race, color, religion, creed, gender, age, national origin, ancestry, disability, marital status or Veterans status. Navarro College adheres to the policies and procedures as prescribed under ADA-504

IMMUNIZATIONS

Navarro College Physical Therapist Assistant Program

Please have your health care professional review your immunization record/status

Due to the nature of the learning experience and assignments, all PTA students must provide documentation of current immunization status for vaccine-preventable diseases & other testing. Immunizations and testing requirements are based upon recommendations and/or requirements from the following agencies and organizations: (1) clinical education sites; (2) Texas Department of Health; (3) Centers for Disease Control; (4) Texas Administrative Code Title 25, Part 1, Chapter 97, Subchapter B, Rule 97.64. The Texas Administrative Code mandates certain immunizations prior to patient contact. **Students who fail to provide appropriate documentation will not be permitted to register for clinical/practicum clinical education and must withdraw from the program.**

Document must include signature of health care provider and date(s).

Appropriate documentation includes one of the following methods in most cases:

- Copy of official Immunization Record or health care provider immunization forms
- Copy of laboratory (serological) evidence of immunity (titers)

Note: Some clinical agencies may require further documentation/testing or have additional requirements.

Required immunizations 1. Measles (Rubeola) 2. Mumps 3. Rubella (MMR See below) 4. Tetanus/Diphtheria – Td (See below) 5. Hepatitis B series (total of 3) Other recommended vaccines 1. Varicella 2. Meningococcal Required Tests: Tuberculosis (TB) Skin testing – Required annually. If a chest x-ray is necessary, the student must document a negative chest x-ray within the past three (3) years.	
MMR – If you were born on or after January 1, 1957, follow A, B, & C	MMR – If you were born prior to January 1, 1957, follow E, F, G, & H
A. Measles All students born on or after January 1, 1957 must show, prior to patient contact, acceptable evidence of two doses of measles vaccine administered since January 1, 1968 or serological evidence of immunity. There must be 30 days or more between the two doses.	E. Measles All students born prior to January 1, 1957 must show, prior to patient contact, acceptable evidence of one dose of measles vaccine or serological evidence of immunity.
B. Mumps All students born on or after January 1, 1957 must show, prior to patient contact, acceptable evidence of one dose of mumps vaccine or serological evidence of immunity. (Two doses for health care workers as of 2007).	F. Mumps All students born prior to January 1, 1957 must show, prior to patient contact, acceptable evidence of one dose of mumps vaccine or serological evidence of immunity.
C. Rubella All students born on or after January 1, 1957 must show, prior to patient contact, one dose of rubella vaccine or serological evidence of immunity.	G. Rubella All students born prior to January 1, 1957 must show, prior to patient contact, acceptable evidence of one dose of rubella vaccine or serological evidence of immunity.
D. Hepatitis B All students shall receive a complete series of Hepatitis B vaccine prior to the start of direct patient care or show serologic confirmation of immunity to Hepatitis B virus.	H. Hepatitis B All students shall receive a complete series of Hepatitis B vaccine prior to the start of direct patient care or show serologic confirmation of immunity to Hepatitis B virus.
Varicella – Students shall receive two doses of varicella vaccine unless the first dose was received prior to age thirteen. A parent or physician validated history of varicella disease (chicken pox) or varicella immunity is acceptable in lieu of vaccine. A statement from a physician, the student’s parent or guardian, or school nurse must support varicella history.	
Tetanus Diphtheria – Students must document dose of Td vaccine current (within 10 years) through anticipated completion of clinical.	

EXCLUSIONS FROM COMPLIANCE are allowable on an individual basis for medical contraindications, reasons of conscience, including a religious belief, and active duty with the armed forces of the United States (Texas Administrative Code). Requests for exclusion will be handled on an individual basis, and must be presented in a written request prior to the due date for Personal Student Portfolio.

Student Signature

Date

Please provide the following:

MMR Date: _____

Hepatitis B series - 3 Dates: _____

Td Date: _____

Varicella Date: _____