

CLINICAL SITE INFORMATION FORM (CSIF)

APTA Department of Physical Therapy Education

Revised January 2006

INTRODUCTION:

The primary purpose of the Clinical Site Information Form (CSIF) is for Physical Therapist (PT) and Physical Therapist Assistant (PTA) academic programs to collect information from clinical education sites to:

- Facilitate clinical site selection,
- Assist in student placements,
- Assess the learning experiences and clinical practice opportunities available to students; and
- Provide assistance with completion of documentation required for accreditation.

The CSIF is divided into two sections:

- Part I: Information for Academic Programs (pages 4-16)
 - Information About the Clinical Site (pages 4-6)
 - Information About the Clinical Teaching Faculty (pages 7-10)
 - Information About the Physical Therapy Service (pages 10-12)
 - Information About the Clinical Education Experience (pages 13-16)
- Part II: Information for Students (pages 17-20)

Duplication of requested information is kept to a minimum except when separation of Part I and Part II of the CSIF would omit critical information needed by both students and the academic program. The CSIF is also designed using a check-off format wherever possible to reduce the amount of time required for completion.



American Physical Therapy Association

**Department of Physical Therapy Education
1111 North Fairfax Street
Alexandria, Virginia 22314**

DIRECTIONS FOR COMPLETION:

To complete the CSIF go to APTA's website at under “**Education Programs,**” click on “Clinical” and choose “Clinical Site Information Form.” This document is available as a Word document.

1. **Save the CSIF on your computer** before entering your facility’s information. The title should be the clinical site’s zip code, clinical site’s name, and the date (e.g., 90210BevHillsRehab10-26-2005). Using this format for titling the document allows the users to quickly identify the facility and most recent version of the CSIF from a folder. Saving the document will preserve the original copy on the disk or hard drive, allowing for ease in updating the document as changes in the clinical site information occurs.
2. **Complete the CSIF thoroughly and accurately.** Use the tab key or arrow keys to move to the desired blank space. The form is comprised of a series of tables to enable use of the tab key for quicker data entry. Use the Comment section to provide addition information as needed.
3. **Save the completed CSIF.**
4. **E-mail** the completed CSIF to each academic program with whom the clinic affiliates (accepts students).
5. In addition, to develop and maintain an accurate and comprehensive national database of clinical education sites, **e-mail** a copy of the completed CSIF Word document to the Department of Physical Therapy Education at kristinestoneley@apta.org.
6. **Update the CSIF on an annual basis** to assist in maintaining accurate and relevant information about your physical therapy service for academic programs, students, and the national database.

What should I do if my physical therapy service is associated with multiple satellite sites that also provide clinical learning experiences?

If your physical therapy service is associated with multiple satellite sites that offer a variety of clinical learning experiences, such as an acute care hospital that also provides clinical rotations at associated sports medicine and long-term care facilities, provide information regarding the primary clinical site for the clinical experience on **page 4**. Complete **page 4**, to provide essential information on all additional clinical sites or satellites associated with the primary clinical site. ***Please note that if the satellite site(s) offering a clinical experience differs from the primary clinical site, a separate CSIF must be completed for each satellite site. Additionally, if any of the satellite sites have a different CCCE, an abbreviated resume must be completed for each individual serving as CCCE.***

What should I do if specific items are not applicable to my clinical site or I need to further clarify a response?

If specific items on the CSIF do not apply to your clinical education site at the time you are completing the form, please leave the item(s) blank. Provide additional information and/or comments in the Comment box associated with the item.

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CLINICAL SITE INFORMATION FORM

Part I: Information For the Academic Program
Information About the Clinical Site – Primary

Initial Date 01/01/2010
Revision Date 03/30/2011

Person Completing CSIF	Bridgit A. Finley, PT, DPT, M.Ed., OCS				
E-mail address of person completing CSIF	bfinley@ptcentral.org				
Name of Clinical Center	Physical Therapy Central				
Street Address	909 Wall St				
City	Norman	State	OK	Zip	73069
Facility Phone	405-579-1600	Ext.	0		
PT Department Phone	405-579-1600	Ext.	0		
PT Department Fax	405-579-1601				
PT Department E-mail	bfinley@ptcentral.org				
Clinical Center Web Address	www.ptcentral.org				
Director of Physical Therapy	Bridgit Finley, PT, DPT, M.Ed., OCS				
Director of Physical Therapy E-mail	bfinley@ptcentral.org				
Center Coordinator of Clinical Education (CCCE) / Contact Person	Jake Shockley, PT, MPT, OCS				
CCCE / Contact Person Phone	405-579-1600/ or cell 405-408-7817				
CCCE / Contact Person E-mail	jshockley@ptcentral.org				
APTA Credentialed Clinical Instructors (CI) (List name and credentials)	Bridgit Finley, PT, DPT, OCS Elizabeth Evans, PT, MPT Jake Shockley, PT, MPT, OCS				
Other Credentialed CIs (List name and credentials)					
Indicate which of the following are required by your facility prior to the clinical education experience:	<input checked="" type="checkbox"/> Proof of student health clearance <input type="checkbox"/> Criminal background check <input type="checkbox"/> Child clearance <input type="checkbox"/> Drug screening <input type="checkbox"/> First Aid and CPR <input checked="" type="checkbox"/> HIPAA education <input type="checkbox"/> OSHA education <input type="checkbox"/> Other: Please list				

Information About Multi-Center Facilities

If your health care system or practice has multiple sites or clinical centers, complete the following table(s) for each of the sites. Where information is the same as the primary clinical site, indicate "SAME." If more than three sites, copy, and paste additional sections of this table before entering the requested information. Note that you must complete an abbreviated resume for each CCCE.

Name of Clinical Site	PTC of Newcastle				
Street Address	3699 N.W. 32 nd				
City	Newcastle	State	OK	Zip	73065
Facility Phone	405-387-5520		Ext.		
PT Department Phone	Same		Ext.		
Fax Number	405-387-5404	Facility E-mail			
Director of Physical Therapy	RaeAnn Thomas, PT, DPT, OCS		E-mail	rthomas@ptcentral.org	
CCCE	Same		E-mail		

Name of Clinical Site	PTC of Pauls Valley				
Street Address	34637 Airline Road				
City	Pauls Valley	State	OK	Zip	73075
Facility Phone	405-238-7000		Ext.		
PT Department Phone	Same		Ext.		
Fax Number	405-238-7005	Facility E-mail			
Director of Physical Therapy	Kahn Nirschl, PT, DPT, OCS		E-mail	knirschl@ptcentral.org	
CCCE	Same		E-mail		

Name of Clinical Site	PTC of Stillwater				
Street Address	1514 W. Hall of Fame				
City	Stillwater	State	OK	Zip	74078
Facility Phone	405-744-1359		Ext.		
PT Department Phone	Same		Ext.		
Fax Number	405-744-1360	Facility E-mail			
Director of Physical Therapy	Ken Scheacher		E-mail	kschaecher@ptcentral.org	
CCCE	Same		E-mail		

Clinical Site Accreditation/Ownership

Yes	No		Date of Last Accreditation/Certification
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is your clinical site certified/ accredited? If no, go to #3.	
		If yes, has your clinical site been certified/accredited by:	
<input type="checkbox"/>	<input type="checkbox"/>	JCAHO	
<input type="checkbox"/>	<input type="checkbox"/>	CARF	
<input type="checkbox"/>	<input type="checkbox"/>	Government Agency (eg, CORF, PTIP, rehab agency, state, etc.)	
<input type="checkbox"/>	<input type="checkbox"/>	Other	
		Which of the following best describes the ownership category for your clinical site? (check all that apply)	
		<input type="checkbox"/> Corporate/Privately Owned <input type="checkbox"/> Government Agency <input type="checkbox"/> Hospital/Medical Center Owned <input type="checkbox"/> Nonprofit Agency <input type="checkbox"/> Physician/Physician Group Owned <input checked="" type="checkbox"/> PT Owned <input type="checkbox"/> PT/PTA Owned <input type="checkbox"/> Other (please specify)	

Clinical Site Primary Classification

To complete this section, please:

- A. Place the number 1 (1) beside the category that best describes how your facility functions the majority ($\geq 50\%$) of the time. Click on the drop down box to the left to select the number 1.
- B. Next, if appropriate, check (\checkmark) up to four additional categories that describe the other clinical centers associated with your facility.

<input checked="" type="checkbox"/>	Acute Care/Inpatient Hospital Facility	<input type="checkbox"/>	Industrial/Occupational Health Facility	<input type="checkbox"/>	School/Preschool Program
<input checked="" type="checkbox"/>	Ambulatory Care/Outpatient	<input type="checkbox"/>	Multiple Level Medical Center	<input type="checkbox"/>	Wellness/Prevention/Fitness Program
<input type="checkbox"/>	ECF/Nursing Home/SNF	<input type="checkbox"/>	Private Practice	<input checked="" type="checkbox"/>	Other: Specify
<input type="checkbox"/>	Federal/State/County Health	<input type="checkbox"/>	Rehabilitation/Sub-acute Rehabilitation		

Clinical Site Location

Which of the following best describes your clinical site's location?

- Rural
- Suburban
- Urban

Information About the Clinical Teaching Faculty

ABBREVIATED RESUME FOR CENTER COORDINATORS OF CLINICAL EDUCATION

Please update as each new CCCE assumes this position.

NAME: Jake R. Shockely, PT, MPT, OCS		Length of time as the CCCE: 1 year	
DATE: (mm/dd/yy) 04/19/2011		Length of time as a CI: 3 years	
PRESENT POSITION: Physical Therapist, Physical Therapy Central (Title, Name of Facility)		Mark (X) all that apply: <input checked="" type="checkbox"/> PT <input type="checkbox"/> PTA <input type="checkbox"/> Other, specify	Length of time in clinical practice: 4 years
LICENSURE: (State/Numbers) Oklahoma/PT 4482, Texas/PT 1775049	APTA Credentialed CI Yes <input type="checkbox"/> No <input type="checkbox"/>	Other CI Credentialing Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Eligible for Licensure: Yes <input type="checkbox"/> No <input type="checkbox"/>		Certified Clinical Specialist: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Area of Clinical Specialization: Orthopedics			
Other credentials:			

SUMMARY OF COLLEGE AND UNIVERSITY EDUCATION (Start with most current): Tab to add additional rows.

INSTITUTION	PERIOD OF STUDY		MAJOR	DEGREE
	FROM	TO		
University of Oklahoma Health Sciences Center	'04	'07	Physical Therapy	M.S.
University of Oklahoma	'01	'04	Allied Health Studies	B.S.

SUMMARY OF PRIMARY EMPLOYMENT (For current and previous four positions since graduation from college; start with most current): Tab to add additional rows.

EMPLOYER	POSITION	PERIOD OF EMPLOYMENT	
		FROM	TO
Physical Therapy Central	PT, CCCE	04-06-11	Current
Select Physical Therapy	PT, CI	06-11-07	03-16-11
Home Care Rehab	PT	10-15-10	04-04-11

CONTINUING PROFESSIONAL PREPARATION RELATED DIRECTLY TO CLINICAL TEACHING RESPONSIBILITIES (for example, academic for credit courses [dates and titles], continuing education [courses and instructors], research, clinical practice/expertise, etc. in the **last three (3) years**): Tab to add additional rows.

Course	Provider/Location	Date
NAIOMT – Level I Differential Diagnosis	Jim Meadows, PT, FCAMT (42 CEU)/TWU-Dallas, TX	February, 2008
NAIOMT – Level II Upper Quadrant	Michael Lucido, PT, FAAOMPT (42 CEU)/TWU-Dallas, TX	Sept/Nov, 2008
NAIOMT – Level II Lower Quadrant	Michael Lucido, PT, FAAOMPT (42 CEU)/TWY-Dallas, TX	Feb/March, 2009
NAIOMT – Level II Thoracic	Michael Lucido, PT, FAAOMPT (14 CEU)/TWU-Dallas, TX	June, 2009
NAIOMT – Level II Peripheral Joint Manipulation	Michael Lucido, PT, FAAOMPT (21 CEU)/TWU-Dallas, TX	July, 2009
NAIOMT – Level III: Advanced Upper Quadrant	Jim Meadows, PT, FCAMT (42 CEU)/TWU- Dallas, TX	Sept/Oct, 2009
NAIOMT – Level III: Advanced Lower Quadrant	Kathy Stupansky, PT, FAAOMPT (42 CEU)/TWU-Dallas, TX	March, 2010
NAIOMT – Symposium	Jim Meadows, PT, FCAMT Erl Pettman, FCAMT (14 CEU)/ Medical City -Dallas, TX	Nov, 2010
Evidence Based Practice: Examination and Intervention for the Cervical Spine	Joshua Hays, PT, DPT, OCS (13.5 CEU)/Select Physical Therapy, Irving TX	January 2010
Spinal Manipulation for Physical Therapists	Michael Lucido, PT, FAAOMPT (18.5 CEU)/Select Physical Therapy – Tampa, FL	December 2010
Ethics and Medicare	PTcourses.com (2CEU)/online	May 2009
Texas Consortium Clinical Instructor Certification Course: Part I and Part II	Loretta Dillon, PT, DPT (8 CEU)/TWU – Dallas, TX	March, 2009
Evidence Based Practice for Chronic Low Back Pain	James Beazell, MS, PT, OCS,ATC (12 CEU)/Select Physical Therapy-Irving TX	March 2009
Proprioceptive Neuromuscular Facilitation I	Linda Costello, PT, FOC (28 CEU)/Select Physical Therapy – Mckinney Tx	May 2008

CLINICAL INSTRUCTOR INFORMATION

Provide the following information on all PTs or PTAs employed at your clinical site who are **CI**s. **For clinical sites with multiple locations, use one form for each location and identify the location here.** Tab to add additional rows.

Name followed by credentials (e.g., Joe Therapist, DPT, OCS Jane Assistant, PTA, BS)	PT/PTA Program from Which CI Graduated	Year of Graduation	Highest Earned Physical Therapy Degree	No. of Years of Clinical Practice	No. of Years of Clinical Teaching	List Certifications KEY: A = APTA credentialed. CI B = Other CI credentialing C = Cert. clinical specialist List others	APTA Member Yes/No	L= Licensed, Number E= Eligible T= Temporary	
								L/E/T Number	State of Licensure
Bridgit Finley	University of Oklahoma	1994	PT, OCS	13	13	APTA Credentialed CI OCS DPT	Yes	PT2234	Okla.
Casey Kirkes	Langston University	2009	DPT	2	1		Yes	PT4223	Okla.
Elizabeth Evans	University Of Oklahoma	2008	MPT	3	1	APTA Credentialed CI	Yes	PT4113	Okla.
Susan Fain	University of Oklahoma	1977	PT	3	0		Yes	PT4209	Okla.
Jake Shockley	University Of Oklahoma	2007	MPT OCS	4	3	Credentialed CI OCS	Yes	PT4482 PT1175 049	Okla. Texas

Clinical Instructors

What criteria do you use to select clinical instructors? (Mark (X) all that apply):

<input type="checkbox"/>	APTA Clinical Instructor Credentialing	<input type="checkbox"/>	No criteria
<input checked="" type="checkbox"/>	Career ladder opportunity	<input type="checkbox"/>	Other (not APTA) clinical instructor credentialing
<input checked="" type="checkbox"/>	Certification/training course	<input type="checkbox"/>	Therapist initiative/volunteer
<input checked="" type="checkbox"/>	Clinical competence	<input checked="" type="checkbox"/>	Years of experience: Number:
<input type="checkbox"/>	Delegated in job description	<input type="checkbox"/>	Other (please specify):
<input checked="" type="checkbox"/>	Demonstrated strength in clinical teaching		

How are clinical instructors trained? (Mark (X) all that apply)

<input checked="" type="checkbox"/>	1:1 individual training (CCCE:CI)	<input type="checkbox"/>	Continuing education by consortia
<input type="checkbox"/>	Academic for-credit coursework	<input type="checkbox"/>	No training
<input checked="" type="checkbox"/>	APTA Clinical Instructor Education and Credentialing Program	<input type="checkbox"/>	Other (not APTA) clinical instructor credentialing program
<input checked="" type="checkbox"/>	Clinical center inservices	<input type="checkbox"/>	Professional continuing education (e.g., chapter, CEU course)
<input type="checkbox"/>	Continuing education by academic program	<input type="checkbox"/>	Other (please specify):

Information About the Physical Therapy Service

Number of Inpatient Beds

For clinical sites with inpatient care, please provide the number of beds available in each of the subcategories listed below: (If this does not apply to your facility, please skip and move to the next table.)

Acute care		Psychiatric center	
Intensive care		Rehabilitation center	
Step down		Other specialty centers: Specify	
Subacute/transitional care unit			
Extended care		Total Number of Beds	

Number of Patients/Clients

Estimate the average number of patient/client visits **per day**:

INPATIENT		OUTPATIENT	
	Individual PT		Individual PT
	Student PT		Student PT
15-20	Individual PTA		Individual PTA
	Student PTA		Student PTA
	PT/PTA Team		PT/PTA Team
20-50	Total patient/client visits per day		Total patient/client visits per day

Patient/Client Lifespan and Continuum of Care

Indicate the frequency of time typically spent with patients/clients in each of the categories using the key below:
 1=(0%) 2=(1-25%) 3=(26-50%) 4=(51-75%) 5=(76-100%)

Click on the gray bar under rating to select from the drop down box.

Rating	Patient Lifespan	Rating	Continuum of Care
2	0-12 years	1	Critical care, ICU, acute
2	13-21 years	1	SNF/ECF/sub-acute
4	22-65 years	1	Rehabilitation
2	Over 65 years	1	Ambulatory/outpatient
		1	Home health/hospice
		2	Wellness/fitness/industry

Patient/Client Diagnoses

1. Indicate the frequency of time typically spent with patients/clients in the primary diagnostic groups (bolded) using the key below:

1 = (0%) 2 = (1-25%) 3 = (26-50%) 4 = (51-75%) 5 = (76-100%)

2. Check (✓) those patient/client diagnostic sub-categories available to the student.

Click on the gray bar under rating to select from the drop down box.

(1-5)	Musculoskeletal		
2 <input checked="" type="checkbox"/>	Acute injury	4 <input checked="" type="checkbox"/>	Muscle disease/dysfunction
1 <input checked="" type="checkbox"/>	Amputation	4 <input checked="" type="checkbox"/>	Musculoskeletal degenerative disease
3 <input checked="" type="checkbox"/>	Arthritis	3 <input checked="" type="checkbox"/>	Orthopedic surgery
1 <input type="checkbox"/>	Bone disease/dysfunction	<input type="checkbox"/>	Other: (Specify)
1 <input type="checkbox"/>	Connective tissue disease/dysfunction		
(1-5)	Neuro-muscular		
1 <input type="checkbox"/>	Brain injury	3 <input type="checkbox"/>	Peripheral nerve injury
2 <input type="checkbox"/>	Cerebral vascular accident	1 <input type="checkbox"/>	Spinal cord injury
2 <input type="checkbox"/>	Chronic pain	1 <input type="checkbox"/>	Vestibular disorder
1 <input type="checkbox"/>	Congenital/developmental	<input type="checkbox"/>	Other: (Specify)
1 <input type="checkbox"/>	Neuromuscular degenerative disease		
(1-5)	Cardiovascular-pulmonary		
1 <input type="checkbox"/>	Cardiac dysfunction/disease	2 <input type="checkbox"/>	Peripheral vascular dysfunction/disease
2 <input type="checkbox"/>	Fitness	<input type="checkbox"/>	Other: (Specify)
1 <input type="checkbox"/>	Lymphedema		
1 <input type="checkbox"/>	Pulmonary dysfunction/disease		
(1-5)	Integumentary		
1 <input type="checkbox"/>	Burns	<input type="checkbox"/>	Other: (Specify)
1 <input type="checkbox"/>	Open wounds		
2 <input type="checkbox"/>	Scar formation		
(1-5)	Other (May cross a number of diagnostic groups)		
1 <input type="checkbox"/>	Cognitive impairment	1 <input type="checkbox"/>	Organ transplant
1 <input type="checkbox"/>	General medical conditions	2 <input type="checkbox"/>	Wellness/Prevention
2 <input type="checkbox"/>	General surgery	<input type="checkbox"/>	Other: (Specify)
1 <input type="checkbox"/>	Oncologic conditions		

Hours of Operation

Facilities with multiple sites with different hours must complete this section for each clinical center.

Days of the Week	From: (a.m.)	To: (p.m.)	Comments
Monday	7:00	7:00	
Tuesday	7:00	7:00	
Wednesday	7:30	7:00	
Thursday	7:00	7:00	
Friday	7:00	7:00	
Saturday	Closed		
Sunday	Closed		

Student Schedule

Indicate which of the following best describes the typical student work schedule:

- Standard 8 hour day
- Varied schedules

Describe the schedule(s) the student is expected to follow during the clinical experience:
 The Therapists work a split shift to accommodate the needs of early morning and after work patient care needs. The schedule is approximately 40-45 hours a week. We are flexible with travel and holidays schedules and CE courses for students.
 Some days you will come in early and leave early or come in late and stay late. A typical afternoon shift would be 11-7 pm and morning shift would be from 7am-3pm.

Staffing

Indicate the number of full-time and part-time budgeted and filled positions:

	Full-time budgeted	Part-time budgeted	Current Staffing
PTs	3	2	5
PTAs	0	0	0
Aides/Techs	0	8	8
Others: Specify			

Information About the Clinical Education Experience

Special Programs/Activities/Learning Opportunities

Please mark (X) all special programs/activities/learning opportunities available to students.

<input type="checkbox"/>	Administration	<input type="checkbox"/>	Industrial/ergonomic PT	<input type="checkbox"/>	Quality Assurance/CQI/TQM
<input checked="" type="checkbox"/>	Aquatic therapy	<input type="checkbox"/>	Inservice training/lectures	<input checked="" type="checkbox"/>	Radiology
<input type="checkbox"/>	Athletic venue coverage	<input type="checkbox"/>	Neonatal care	<input type="checkbox"/>	Research experience
<input checked="" type="checkbox"/>	Back school	<input type="checkbox"/>	Nursing home/ECF/SNF	<input type="checkbox"/>	Screening/prevention
<input type="checkbox"/>	Biomechanics lab	<input type="checkbox"/>	Orthotic/Prosthetic fabrication	<input checked="" type="checkbox"/>	Sports physical therapy
<input type="checkbox"/>	Cardiac rehabilitation	<input type="checkbox"/>	Pain management program	<input checked="" type="checkbox"/>	Surgery (observation)
<input type="checkbox"/>	Community/re-entry activities	<input type="checkbox"/>	Pediatric-general (emphasis on):	<input type="checkbox"/>	Team meetings/rounds
<input type="checkbox"/>	Critical care/intensive care	<input type="checkbox"/>	Classroom consultation	<input type="checkbox"/>	Vestibular rehab
<input type="checkbox"/>	Departmental administration	<input type="checkbox"/>	Developmental program	<input type="checkbox"/>	Women's Health/OB-GYN
<input type="checkbox"/>	Early intervention	<input type="checkbox"/>	Cognitive impairment	<input checked="" type="checkbox"/>	Work Hardening/conditioning
<input type="checkbox"/>	Employee intervention	<input checked="" type="checkbox"/>	Musculoskeletal	<input type="checkbox"/>	Wound care
<input type="checkbox"/>	Employee wellness program	<input checked="" type="checkbox"/>	Neurological	<input type="checkbox"/>	Other (specify below)
<input type="checkbox"/>	Group programs/classes	<input type="checkbox"/>	Prevention/wellness		
<input type="checkbox"/>	Home health program	<input type="checkbox"/>	Pulmonary rehabilitation		

Specialty Clinics

Please mark (X) all specialty clinics available as student learning experiences.

<input checked="" type="checkbox"/>	Arthritis	<input checked="" type="checkbox"/>	Orthopedic clinic	<input type="checkbox"/>	Screening clinics
<input type="checkbox"/>	Balance	<input type="checkbox"/>	Pain clinic	<input type="checkbox"/>	Developmental
<input type="checkbox"/>	Feeding clinic	<input type="checkbox"/>	Prosthetic/orthotic clinic	<input type="checkbox"/>	Scoliosis
<input type="checkbox"/>	Hand clinic	<input type="checkbox"/>	Seating/mobility clinic	<input checked="" type="checkbox"/>	Preparticipation sports
<input type="checkbox"/>	Hemophilia clinic	<input type="checkbox"/>	Sports medicine clinic	<input type="checkbox"/>	Wellness
<input type="checkbox"/>	Industry	<input type="checkbox"/>	Women's health	<input type="checkbox"/>	Other (specify below)
<input type="checkbox"/>	Neurology clinic				

Health and Educational Providers at the Clinical Site

Please mark (X) all health care and educational providers at your clinical site students typically observe and/or with whom they interact.

<input checked="" type="checkbox"/>	Administrators	<input type="checkbox"/>	Massage therapists	<input type="checkbox"/>	Speech/language pathologists
<input type="checkbox"/>	Alternative therapies: List:	<input type="checkbox"/>	Nurses	<input type="checkbox"/>	Social workers
<input type="checkbox"/>	Athletic trainers	<input type="checkbox"/>	Occupational therapists	<input type="checkbox"/>	Special education teachers
<input type="checkbox"/>	Audiologists	<input type="checkbox"/>	Physicians (list specialties)	<input type="checkbox"/>	Students from other disciplines
<input type="checkbox"/>	Dietitians	<input type="checkbox"/>	Physician assistants	<input type="checkbox"/>	Students from other physical therapy education programs
<input type="checkbox"/>	Enterostomal /wound specialists	<input type="checkbox"/>	Podiatrists	<input type="checkbox"/>	Therapeutic recreation therapists
<input type="checkbox"/>	Exercise physiologists	<input type="checkbox"/>	Prosthetists /orthotists	<input type="checkbox"/>	Vocational rehabilitation counselors
<input type="checkbox"/>	Fitness professionals	<input type="checkbox"/>	Psychologists	<input type="checkbox"/>	Others (specify below)
<input type="checkbox"/>	Health information technologists	<input type="checkbox"/>	Respiratory therapists		

Availability of the Clinical Education Experience

Indicate educational levels at which you accept PT and PTA students for clinical experiences (**Mark (X) all that apply**).

Physical Therapist		Physical Therapist Assistant	
First experience: Check all that apply. <input type="checkbox"/> Half days <input checked="" type="checkbox"/> Full days <input type="checkbox"/> Other: (Specify)		First experience: Check all that apply. <input type="checkbox"/> Half days <input checked="" type="checkbox"/> Full days <input type="checkbox"/> Other: (Specify)	
Intermediate experiences: Check all that apply. <input type="checkbox"/> Half days <input checked="" type="checkbox"/> Full days <input type="checkbox"/> Other: (Specify)		Intermediate experiences: Check all that apply. <input type="checkbox"/> Half days <input checked="" type="checkbox"/> Full days <input type="checkbox"/> Other: (Specify)	
<input checked="" type="checkbox"/> Final experience		<input type="checkbox"/> Final experience	
<input checked="" type="checkbox"/> Internship (6 months or longer)			
<input checked="" type="checkbox"/> Specialty experience			

	PT		PTA	
	From	To	From	To
Indicate the range of weeks you will accept students for any single full-time (36 hrs/wk) clinical experience.	8 wks	18 wks	3wks	8 wks
Indicate the range of weeks you will accept students for any one part-time (< 36 hrs/wk) clinical experience.	8 wks	18 wks	4 wks	8 wks

	PT	PTA
Average number of PT and PTA students affiliating <u>per year</u> . Clarify if multiple sites.	5-10	2

Yes	No		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is your clinical site willing to offer reasonable accommodations for students under ADA?	

What is the procedure for managing students whose performance is below expectations or unsafe?
 Each student will have time with their CI at the first of the affiliation to sit down and discuss specific learning objectives/challenges. The CI have practiced and taught for many years and are able to work at different levels and provide different learning experiences for each individual students. Students are provided a written manual, and 1 on 1 time with their CI. Students will observe clinical practice, will have procedures explained to them and then will get to complete the tasks.

This site and the physical therapists place a strong emphasis on differential diagnosis, manual therapy and clinical reasoning. All of the physical therapists have advanced degrees (MPT or DPT) and three have their orthopedic clinical specialist. Physical Therapy Central is a network partner with Evidence in Motion and has several of the physical therapists in a residency and fellow programs.

Students will be emailed a student intern packet to review before their schedule internship at the clinic.

Please see our web site for more information: www.ptcentral.org

Box will expand to accommodate response.

Answer if the clinical center employs only one PT or PTA.

Explain what provisions are made for students if the clinical instructor is ill or away from the clinical site.

The student will work with another CI in the clinic. Usually another PT comes to the facility to cover the clinic if the original CI is on vacation or gone from the clinic.

Box will expand to accommodate response.

Clinical Site's Learning Objectives and Assessment

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Does your clinical site provide written clinical education objectives to students? If no, go to # 3.
		2. Do these objectives accommodate:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• The student's objectives?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• Students prepared at different levels within the academic curriculum?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• The academic program's objectives for specific learning experiences?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• Students with disabilities?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Are all professional staff members who provide physical therapy services acquainted with the clinical site's learning objectives?

When do the CCCE and/or CI typically discuss the clinical site's learning objectives with students? **(Mark (X) all that apply)**

<input checked="" type="checkbox"/>	Beginning of the clinical experience	<input type="checkbox"/>	At mid-clinical experience
<input type="checkbox"/>	Daily	<input type="checkbox"/>	At end of clinical experience
<input type="checkbox"/>	Weekly	<input type="checkbox"/>	Other

Indicate which of the following methods are typically utilized to inform students about their clinical performance? **(Mark (X) all that apply)**

<input checked="" type="checkbox"/>	Written and oral mid-evaluation	<input checked="" type="checkbox"/>	Ongoing feedback throughout the clinical
<input checked="" type="checkbox"/>	Written and oral summative final evaluation	<input type="checkbox"/>	As per student request in addition to formal and ongoing written & oral feedback
<input checked="" type="checkbox"/>	Student self-assessment throughout the clinical	<input type="checkbox"/>	

OPTIONAL: Please feel free to use the space provided below to share additional information about your clinical site (eg, strengths, special learning opportunities, clinical supervision, organizational structure, clinical philosophies of treatment, pacing expectations of students [early, final]).

Bridgit has received the outstanding Clinical Instructor Award from the University of Oklahoma, Texas Women's University and Oklahoma City Community College. She was the recipient of the prestigious Signe Brunnstrom Award for Excellence in Clinical Teaching from APTA in 2009.

Bridgit has Master level teaching degrees and has taught at the University of Oklahoma and Oklahoma City Community College. She has lectured and taught at the Oklahoma Physical Therapy annual meetings and provides consultations and CE course for local hospitals. Bridgit is currently teaching at the University of Oklahoma HSC physical therapy program in the area of spinal dysfunctions. She is a Fellow in training with Evidence in Motion.

Elizabeth is a graduate of the University of Oklahoma Health Sciences Center. Her interests include outpatient orthopedics and manual therapy. She has significant experience working with post-operative patient populations. She is enrolled in the residency program at Evidence in Motion.

Casey is a recent graduate of Langston University with a Doctorate of Physical Therapy. His interests include orthopedics, manual therapy, and sports. He also is a certified personal trainer through the NSCA.

He is currently a member of the Orthopaedics section of the APTA. He is enrolled in the residency program at Evidence in Motion.

Jake Shockley graduated from the University of Oklahoma Health Sciences Center in 2007. Upon graduating physical therapy school, Jake relocated to Dallas, Texas where he gained 4 years' experience treating spinal and orthopaedic dysfunction. In 2008, Jake entered the North American Institute of Orthopaedic Manual Therapy (NAIOMT) program to become certified in manual/manipulative therapy. He is currently working on level III requirements as a NAIOMT fellowship student and plans to be certified by 2012. To further excel his knowledge in physical therapy Jake earned his Orthopaedic Clinical Specialist (OCS) certification in 2010.

Susan is a graduate of the University of Texas Health Science Center at Galveston. Her interests include outpatient orthopedics, manual therapy and performance-related injuries of musicians. Susan also has a doctorate in flute performance. She is enrolled in the residency program and transitional DPT with Evidence in Motion.

All of the PTC therapists are active in the OPTA and APTA. All of the therapists are encourage to attend a minimum of two continuing education courses each year. And after the course they provide an in-service to the other therapists. Each therapist has completed advanced training in spinal manipulations and manual therapy.

Box will expand to accommodate response.

Part II. Information for Students

Use the check (✓) boxes provided for Yes/No responses. **For all other responses or to provide additional detail, please use the Comment box.**

Arranging the Experience

Yes	No		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Do students need to contact the clinical site for specific work hours related to the clinical experience?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Do students receive the same official holidays as staff?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Does your clinical site require a student interview?	
		4. Indicate the time the student should report to the clinical site on the first day of the experience.	8AM on Monday morning - unless a holiday
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Is a Mantoux TB test (PPD) required? a) one step _____ (✓ check) b) two step _____ (✓ check) If yes, within what time frame?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Is a Rubella Titer Test or immunization required?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	7. Are any other health tests/immunizations required prior to the clinical experience? If yes, please specify:	
		8. How is this information communicated to the clinic? Provide fax number if required.	Email: bfinley@ptcentral.org or fax: 405-579-1600
		9. How current are student physical exam records required to be?	Annual
<input type="checkbox"/>	<input checked="" type="checkbox"/>	10. Are any other health tests or immunizations required on-site? If yes, please specify:	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	11. Is the student required to provide proof of OSHA training?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	12. Is the student required to provide proof of HIPAA training?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	13. Is the student required to provide proof of any other training prior to orientation at your facility? If yes, please list.	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	14. Is the student required to attest to an understanding of the benefits and risks of Hepatitis-B immunization?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	15. Is the student required to have proof of health insurance?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	16. Is emergency health care available for students?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a) Is the student responsible for emergency health care costs?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	17. Is other non-emergency medical care available to students?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	18. Is the student required to be CPR certified? (Please note if a specific course is required).	

Yes	No		Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	a) Can the student receive CPR certification while on-site?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	19. Is the student required to be certified in First Aid?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	a) Can the student receive First Aid certification on-site?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	20. Is a criminal background check required (e.g., Criminal Offender Record Information)? If yes, please indicate which background check is required and time frame.	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	21. Is a child abuse clearance required?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	22. Is the student responsible for the cost or required clearances?	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	23. Is the student required to submit to a drug test? If yes, please describe parameters.	
<input type="checkbox"/>	<input type="checkbox"/>	24. Is medical testing available on-site for students?	NA
		25. Other requirements: (On-site orientation, sign an ethics statement, sign a confidentiality statement.)	

Housing

Yes	No		Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	26. Is housing provided for male students? (If no, go to #32)	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	27. Is housing provided for female students? (If no, go to #32)	
		28. What is the average cost of housing?	700t800
		29. Description of the type of housing provided:	Apartment or house
		30. How far is the housing from the facility?	3-5 miles
		31. Person to contact to obtain/confirm housing:	We will assist with housing and provide contact information.
		Name: Bridgit Finley	
		Address:	
		City: State: Zip:	
		Phone: 405-579-1600 E-mail: bfinley@ptcentral.org	

Yes	No		Comments
		32. If housing is not provided for either gender:	
<input type="checkbox"/>	<input type="checkbox"/>	a) Is there a contact person for information on housing in the area of the clinic? Please list contact person and phone #.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b) Is there a list available concerning housing in the area of the clinic? If yes, please attach to the end of this form.	

Transportation

Yes	No		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	33. Will a student need a car to complete the clinical experience?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	34. Is parking available at the clinical center?	
		a) What is the cost for parking?	0
<input type="checkbox"/>	<input checked="" type="checkbox"/>	35. Is public transportation available?	
		36. How close is the nearest transportation (in miles) to your site?	
		a) Train station?	5 miles
		b) Subway station?	miles
		c) Bus station?	3 miles
		d) Airport?	20 miles
		37. Briefly describe the area, population density, and any safety issues regarding where the clinical center is located. 95,000 college town very safe AND Friendly. Maps can be found on our web site: www.ptcentral.org	
		38. Please enclose a map of your facility, specifically the location of the department and parking. Travel directions can be obtained from several travel directories on the internet. (e.g., Google Maps , Yahoo , MapQuest , Expedia).	

Meals

Yes	No		Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	39. Are meals available for students on-site? (If no, go to #40)	
		Breakfast (if yes, indicate approximate cost)	
		Lunch (if yes, indicate approximate cost)	
		Dinner (if yes, indicate approximate cost)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	40. Are facilities available for the storage and preparation of food?	

Stipend/Scholarship

Yes	No		Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	41. Is a stipend/salary provided for students? If no, go to #43.	
		a) How much is the stipend/salary? (\$ / week)	
<input type="checkbox"/>	<input type="checkbox"/>	42. Is this stipend/salary in lieu of meals or housing?	
		43. What is the minimum length of time the student needs to be on the clinical experience to be eligible for a stipend/salary?	

Special Information

Yes	No		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	44. Is there a facility/student dress code? If no, go to # 45. If yes, please describe or attach.	
		a) Specify dress code for men:	Slacks and polo shirt
		b) Specify dress code for women:	Same
<input checked="" type="checkbox"/>	<input type="checkbox"/>	45. Do you require a case study or inservice from all students (part-time and full-time)?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	46. Do you require any additional written or verbal work from the student (e.g., article critiques, journal review, patient/client education handout/brochure)?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	47. Does your site have a written policy for missed days due to illness, emergency situations, other? If yes, please summarize.	Ask students to make up missed days unless a CE course.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	48. Will the student have access to the Internet at the clinical site?	

Other Student Information

Yes	No		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	49. Do you provide the student with an on-site orientation to your clinical site?	
(mark X below)		a) Please indicate the typical orientation content by marking an X by all items that are included.	
<input checked="" type="checkbox"/>	Documentation/billing	<input checked="" type="checkbox"/>	Review of goals/objectives of clinical experience
<input type="checkbox"/>	Facility-wide or volunteer orientation	<input checked="" type="checkbox"/>	Student expectations
<input type="checkbox"/>	Learning style inventory	<input checked="" type="checkbox"/>	Supplemental readings
<input checked="" type="checkbox"/>	Patient information/assignments	<input checked="" type="checkbox"/>	Tour of facility/department
<input checked="" type="checkbox"/>	Policies and procedures (specifically outlined plan for emergency responses)	<input type="checkbox"/>	Other (specify below – e.g., bloodborne pathogens, hazardous materials, etc.)
<input type="checkbox"/>	Quality assurance		
<input type="checkbox"/>	Reimbursement issues		
<input checked="" type="checkbox"/>	Required assignments (e.g., case study, diary/log, inservice)		

In appreciation...

Many thanks for your time and cooperation in completing the CSIF and continuing to serve the physical therapy profession as clinical mentors and role models. Your contributions to learners' professional growth and development ensure that patients/clients today and tomorrow receive high-quality patient/client care services.