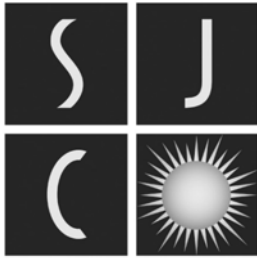


SAN JUAN COLLEGE
Physical Therapist Assistant Program
4601 College Blvd., HHPC 55335
Farmington, NM 87402
www.sanjuancollege.edu/pta
Phone (505) 566-3425
Fax (505) 566-3767

INSTRUCTIONS FOR THE APPLICANT

All of the following materials must be received before August 1st:

- Contact the Admissions Office for a **San Juan College Application for Admission** or apply online at www.sanjuancollege.edu. Declare your major as **V-PPTA** on the San Juan College Application.
 - San Juan College
Admissions Office
4601 College Blvd.
Farmington, NM 87402
(505) 566-3300
 - Send **ONE** official transcript from **EACH** college or university and each high school to the San Juan College Admissions Office.
- Send the **PTA Program Application** to:
 - PTA Program
San Juan College
HHPC 55335
4601 College Blvd.
Farmington, NM 87402
- Send the **Clinical Observation Form** to the PTA Program.
- Send the **Letters of Recommendation Forms in the PTA Program Application to THREE recommenders**. Verify that the recommenders have sent the completed Letter of Recommendation to the PTA Program before August 1st.
- E-Mail** the Testing Center at San Juan College at testingcenter@sanjuancollege.edu to schedule the Admissions Exam before July 31st. **The Admissions Exam will be the HOAE Exam for applicants applying before August 1, 2010. The Admissions Exam will be the HOBET Exam for applicants applying after August 1, 2010.** If an applicant chooses to retake the Admissions Exam, the applicant can only retake the exam once per semester, must wait a minimum of 45 days from the previous test date, and repay the testing fee. The PTA Program applies the highest score received, before August 1, towards the selection criteria.
 - Testing Center
San Juan College
4601 College Blvd
Farmington, NM 87402
(505) 566-3139 or (505) 566-3329
(testingcenter@sanjuancollege.edu)
- Verify that all **application materials** have been received by the PTA Program before August 1st.



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PTA PROGRAM - APPLICATION FOR ADMISSION

I am applying for the: On-Campus Program Online Program

I plan to start the program in:

Check One	Admissions Exam Deadline:	Application Deadline:	Decision Date:	Program Start Date:
<input type="checkbox"/>	July 15, 2010	August 1, 2010	Mid-December 2010	January 2011
<input type="checkbox"/>	July 15, 2011	August 1, 2011	Mid-December 2011	January 2012
<input type="checkbox"/>	July 15, 2012	August 1, 2012	Mid-December 2012	January 2013

I understand that the PTA Program Application, the Admissions Exam Score, 3 Letters of Recommendations, and the Clinical Observation Form must be received by the PTA Program **before August 1st**. Applicants are ranked based on the following selection criteria: GPA in the Prerequisite Courses (65%), Admissions Exam Score (20%), Letters of Recommendations (15%), New Mexico Resident Credit (5%) and a Re-Applicant Credit (1%) for applicants re-applying due to being previously placed on a waiting list to enter the program. **The Admissions Exam will be the HOAE Exam for applicants applying before August 1, 2010. The Admissions Exam will be the HOBET Exam for applicants applying after August 1, 2010.**

Each program accepts 20 applicants every year. I realize the decision about my acceptance cannot be made until the fall semester grades for all applicants have been posted in **mid-December**.

 Signature of Applicant

 Date

CONTACT INFORMATION

 Last Name First Legal Name Middle Name Maiden Name

_____/_____/_____
 Date of Birth

 Last FOUR digits of your SS#

 Preferred First Name (if different)

 Current Street Address Apartment Number or P.O. Box

 City State Zip

CONTACT INFORMATION

Permanent Street Address (if different) Apartment Number or P.O. Box

City State Zip

() Daytime Telephone () Evening Telephone () Cellular Telephone

Email

EMERGENCY CONTACT INFORMATION

Emergency Contact Relationship to Applicant City State

() Daytime Telephone () Evening Telephone () Cellular Telephone

EDUCATIONAL BACKGROUND

High School Name City State Graduation Date / GED Score

College / University Name City State

Dates Attended Degree (if applicable) Major (if applicable)

College / University Name City State

Dates Attended Degree (if applicable) Major (if applicable)

WORK EXPERIENCE

Name of Employer Supervisor () Phone Number Dates of Employment

Job Title Reason for Leaving

CLINICAL OBSERVATION

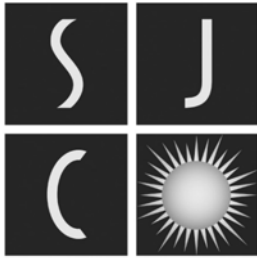
All applicants must complete **5 hours** of clinical observation in any type of physical therapy setting such as a hospital, skilled nursing facility, out-patient facility, etc. This requirement is designed to give the applicant a better understanding of the role of the physical therapist assistant. Applicants who currently work in a physical therapy setting may complete all 5 hours at that facility.

GUIDELINES FOR CLINICAL OBSERVATION

1. **Call clinical sites in your area.** Explain that you are applying to a PTA Program and that you would like to observe either a PT or a PTA at their facility.
2. **Dress appropriately.** Follow the professional dress code of the facility. No shorts, jeans, t-shirts, hats, sandals, excessive perfume, or body piercings. Slacks, polo shirt, and tennis shoes are acceptable.
3. **Be punctual.** Make sure that you know who, when, and where you will be meeting. Please call to cancel if you are unable to make the appointment.
4. **Maintain confidentiality.** Never mention a patient's name, medical diagnosis, or treatment plan outside of the facility. This is a HIPAA (Health Insurance Portability and Accountability Act) violation. Do not ask personal questions about the patient during physical therapy treatment. The PT or PTA may choose to share relevant information with you before or after the treatment session.
5. **Thank the clinician.** Thank the clinician for allowing you to observe their facility. Remember that this is **observation only** and that you are not allowed to assist with any treatment due to liability issues.

**CLINICAL OBSERVATION
PHYSICAL THERAPY FACILITIES IN THE FOUR CORNERS AREA**

Type of Facility	Name of Facility	Contact Person	Phone
Hospital	Northern Navajo Medical Center	PT Department	(505) 368-7105
Hospital (Every other Monday, only)	San Juan Regional Medical Center	Julie Chota, PT	(505) 330-2199
In-patient Rehabilitation	SJRMC Rehabilitation Hospital	Lisa Kothe, LPTA	(505) 327-3422
Nursing Home	Cedar Ridge Inn	PT Department	(505) 324-2130
Nursing Home	Life Care Center	PT Department	(505) 326-1600
Nursing Home	San Juan Manor	PT Department	(505) 325-2910
Out-patient	Select Rehabilitation	PT Department	(505) 326-0761
Out-patient	Physical Therapy Sports of New Mexico	Sid Mosiman, PT	(505) 334-9616
Out-patient	SJRMC Outpatient	PT Department	(505) 327-3422
Out-patient	Therapy One	Greg McManus, PT	(505) 326-0064
Out-patient	Special K Therapy	Kim Noyes, PT	(505) 326-2460
School	Central Consolidated Schools	PT Department	(505) 368-5163
School	Farmington Public Schools	Mona Blagg, PT	(505) 599-8617



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LETTER OF RECOMMENDATION

Applicant's Name: _____

To the Applicant:

I hereby waive my right to access this letter of recommendation. This letter will remain confidential to encourage the recommender to provide a candid assessment. I understand that a personal letter of recommendation from a friend or family member is unacceptable.

Applicant's Signature _____

Date _____

To the Recommender:

The above named person is applying to the Physical Therapist Assistant Program at San Juan College. This letter must be received by the PTA Program **before August 1st**.

How long have you known the applicant? _____

In what capacity have you known the applicant? _____

Please rank this applicant in relation to others that you have known in a similar capacity.

Generic Abilities*	Outstanding	Excellent	Good	Average	Poor
Commitment to Learning					
Interpersonal Skills					
Communication Skills					
Effective Use of Time					
Use of Constructive Feedback					
Problem-Solving					
Professionalism					
Responsibility					
Critical Thinking					
Stress Management					

**Developed by the Physical Therapy Program, University of Wisconsin-Madison May et al. Journal of Physical Therapy Education. 9:1, Spring 1995.*

Please discuss the characteristics that will make the applicant a competitive candidate for the PTA Program at San Juan College. Do not attach additional documentation.

Positive Attributes:

Negative Attributes:

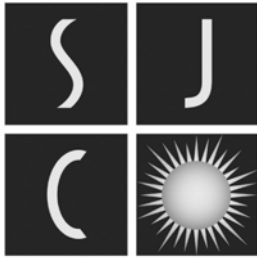
Overall, I rate this applicant as:

- Outstanding (Top 1%)
- Excellent (Next 5%)
- Good (Next 10%)
- Average (Next 25%)
- Poor (Next 50%)
- Unacceptable (Remaining %)

Signature	Printed Name	Date
Title	Organization	() Phone Number
Street Address	Apartment Number or P.O. Box	
City	State	Zip

This Letter of Recommendation must be received by the PTA Program before August 1st. Please mail this letter to:

San Juan College
Physical Therapist Assistant Program
4601 College Blvd., HHPC 55335
Farmington, NM 87402



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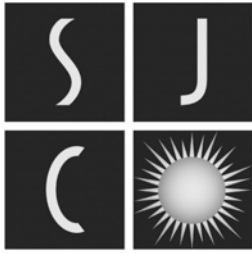
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<hr/>		
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SELECTION PROCESS

Each PTA Program accepts 20 students every year. Applicants are ranked based on the following criteria:

Criteria	Possible Points
GPA of Prerequisite Courses	65
Admissions Exam	20
Letter of Recommendation	5
Letter of Recommendation	5
Letter of Recommendation	5
New Mexico Resident Credit (per SJC Admissions Policy)	5
Re-Applicant Credit	1
Total	106

FINANCIAL AID

Financial Aid is available for students who qualify:

Financial Aid
 San Juan College
 4601 College Blvd.
 Farmington, NM 87402
 (505) 566-3323

PROGRAM COST

The tables below provide a detailed breakdown of the costs associated with each program.

On-Campus Program				
Semester	Resident Tuition	Non-Resident Tuition	Program Fee	Textbooks (Approximately)
Spring Semester	\$448	\$980	\$150	~\$750
Summer Semester	\$192	\$420	\$150	~\$150
Fall Semester	\$416	\$910	\$150	~\$75
Spring Semester	\$416	\$910	\$150	~\$0
Total	\$1472	\$3220	\$600	~\$975
Online Program				
Semester	Resident Tuition	Non-Resident Tuition	Program Fee	Textbooks (Approximately)
Spring Semester	\$224	\$490	\$250	~\$500
Summer Semester	\$224	\$490	\$250	~\$250
Fall Semester	\$192	\$420	\$250	~\$150
Spring Semester	\$224	\$490	\$250	~\$75
Summer Semester	\$192	\$420	\$250	~\$0
Fall Semester	\$416	\$910	\$250	~\$0
Total	\$1472	\$3220	\$1500	~\$975

*Students participating in the Online Program are responsible for transportation and lodging associated with the on-campus portion of PTA lab courses. Students are required to be at San Juan College approximately one week per PTA lab course toward the end of the semester. Online students are also responsible for additional fees related to printing course material and obtaining a proctor for the PTAP exams.

**Students in both programs are also responsible for immunizations, goniometer (\$20), gait belt (\$10), transportation on clinical rotations, and lodging on clinical rotations (if necessary).

Estimated PTA Program Cost	
On-Campus Program (Includes Tuition, Fees & Books for 4 Semesters)	
Resident	~\$3050
Non-resident	~\$4800
Online Program (Includes Tuition, Fees & Books for 6 Semesters)	
Resident	~\$3950
Non-resident	~\$5700

The Estimated Cost of the PTA Program includes tuition, program fees, and textbooks for the PTA Program. This estimate does not include the cost associated with prerequisite courses.

Tuition for residents is \$32 per credit hour. Tuition for non-residents is \$70 per credit hour. The PTA Program charges a non-refundable program fee of \$150 per semester for the On-Campus Program and \$250 per semester for the Online Program.

Upon graduation, the student may have some of the following expenses related to licensure. The fees are variable depending whether or not the student completes the recommended exam preparation course and practice exam. Also, the licensing fee charged by the state varies depending on the state. All fees related to licensure are the student's responsibility.

Licensure Expenses	
~\$210	PTA Licensure Exam Preparation Course (<i>Recommended</i>)
~\$90	PEAT Exam (Practice Exam & Assessment Tool) (<i>Recommended</i>)
~\$370	National Physical Therapist Assistant Licensing Exam
~\$55	Thompson Prometric Testing Center Fee
~\$ 135	New Mexico Licensing Fee (License fees vary by state.)

NON-DISCRIMINATION POLICY

San Juan College provides all individuals an environment free of discrimination due to race, color, creed, religion, ancestry, nationality, disability, sex, or sexual preference. The college complies with all laws relating to equal opportunity: Title VII of the Civil Rights Act of 1964, Executive Order 11246 as amended by 11375, section 504 of the Vocational Rehabilitation Act of 1973 for the physically and mentally challenged, and Title IX and subsequent revisions of the Educational Amendments of 1972. San Juan College is an Equal Employment Opportunity/Affirmative Action institution. Questions should be directed to the Affirmative Action Officer at 566-3215. In accordance with the Americans with Disabilities Act, the information in this publication will be made available in alternative formats upon request to Student Services. Call (505)566-3436 for assistance.

Generic Abilities*

Generic Abilities are attributes, characteristics or behaviors that are not explicitly part of the profession's core of knowledge and technical skills but are nevertheless required for success in the profession. Ten generic abilities were identified through a study conducted at UW-Madison in 1991-92. The ten abilities and definitions developed are:

Generic Ability	Definition
1. Commitment to Learning	The ability to self-assess, self-correct, and self-direct; to identify needs and sources of learning; and to continually seek new knowledge and understanding.
2. Interpersonal Skills	The ability to interact effectively with patients, families, colleagues, other health care professionals, and the community and to deal effectively with cultural and ethnic diversity issues.
3. Communication Skills	The ability to communicate effectively (i.e., speaking, body language, reading, writing, listening) for varied audiences and purposes.
4. Effective Use of Time	The ability to obtain the maximum benefit from Resources with a minimum investment of time and resources.
5. Use of Constructive Feedback	The ability to identify sources of and seek out feedback and to effectively use and provide feedback for improving personal interaction.
6. Problem-Solving	The ability to recognize and define problems, analyze data, develop and implement solutions, and evaluate treatment outcomes.
7. Professionalism	The ability to exhibit appropriate professional conduct and to represent the profession effectively.
8. Responsibility	The ability to fulfill commitments and to be accountable for actions and outcomes.
9. Critical Thinking	The ability to question logically; to identify, generate, and evaluate elements of logical argument; to recognize and differentiate facts, illusions, assumptions, and hidden assumptions; and to distinguish the relevant from the irrelevant.
10. Stress Management	The ability to identify sources of stress and to develop effective coping behaviors.

*Developed by the Physical Therapy Program, University of Wisconsin-Madison
 May et al. *Journal of Physical Therapy Education*. 9:1, Spring 1995.

Physical Therapist Assistant Essential Functions

For students to be successful in the Physical Therapist Assistant Program, they must possess or obtain the following qualities, abilities, or skills, with or without reasonable accommodation:

- I. Ability to achieve competency level performance in all physical therapy procedures which include, but are not limited to:
 - A. Demonstrate ability to adequately guard patients safely during ambulation activities on level or uneven surfaces, and stairs when the patient is using cane, walker, or crutches.
 - B. Demonstrate ability to safely transfer dependent patients from bed to chair or mat table to chair using minimum, moderate, and maximum assistance techniques (50 pound occasional lifting ability).
 - C. Perform cleaning protocol procedures for sterile technique with all size whirlpools, and a variety of small sized therapy devices.
 - D. Perform wound care techniques on open wounds using gauze, Q-tip, and appropriate dressings, simultaneously (PTA students will not do sharps debridement).
 - E. Communicate effectively to patients by explaining procedures to patients, receiving information from patients and therapists, introducing self and confirming patient's identity, and documenting clear, concise, and accurate notes in the patient's chart.
 - F. Demonstrate ability to apply ultrasound safely, which includes manipulating dials at the same time that the sound head is kept moving on the patient's treatment site.
 - G. Demonstrate ability to manipulate dials, to accurately set intensity, duration, etc. for modality procedures.
 - H. Demonstrate ability to apply graded manual resistance to patient's individual muscle groups for the purpose of determining the patient's strength, or applying exercise techniques for strengthening or stretching all major muscle groups.
 - I. Demonstrate safe and appropriate body mechanics in the process of all patient treatment techniques.
 - J. Demonstrate the ability to set up and perform treatment sessions using laboratory or clinic equipment.
- II. Academic abilities to maintain at least a "C%" on required pre-requisite courses and a 76% on all written exams, papers, and lab exams in the PTA Program.
- III. Ability to handle the stresses of an intensive training program in preparation for the stresses of clinical situations - dealing with dying patients, fast paced clinical situations, psycho-social responses of patients with disabilities, full time academic schedule, etc.
- IV. Ability to apply universal precautions (mask, gown, and gloves) when indicated for patients with potential contagious diseases, with attainment of OSHA and Blood Borne Pathogen certification.
- V. Ability to collaboratively work with all (both male and female) PTA students and with program faculty in the class, lab and clinical setting. This includes participating in lab situations and exams which require the student to "role play" both therapist and patient for common physical therapy clinical conditions.
- VI. CPR and First Aid certification, along with malpractice insurance are offered to students enrolled in the technical portion of the PTA Program (obtained in technical program).

Adopted with permission from Chattanooga State Technical Community College PTA Program (1996).