

Jefferson State Community College

Application for PTA Program Admission

Application Deadline

PTA Program applications must be received by **January 15, 2016 4:00 PM Central**. Submit the packet in its entirety including observation forms.

Eligibility

Students who have completed the requirements and all application procedures prior to the deadline will be considered for admission.

Qualified students are ranked for admission based on a **point system** for items on file at the time of the PTA application deadline. This includes:

(1) Prerequisites - Completion of nine (9) prerequisite courses: BIO 201, BIO 202, ENG 101, PSY 200, PSY 210, MTH 100 or higher level math elective, SPH elective, HUM elective and Medical Terminology by the application deadline. **(2) GPA** - Students must currently possess a cumulative GPA of 2.50 or above on all college credit from all institutions. Students must also complete all required PTA general education courses with a grade of "C" or better with a GPA of 2.50 or above; **(3) ACT** - Students must provide proof of achieving a composite score of 21 or higher on the ACT examination. This must be achieved within three (3) years prior to the deadline. Scores must be included with the application and on file with enrollment services by the deadline; **(4) Observation** - The student must complete 75 hours or more in a physical therapy setting (at least 25 of the 75 hours must consist of exposure to an acute care, inpatient rehab, or skilled nursing facility setting). The hours must be documented on JSCC PTA observation forms and signed by a licensed PT or PTA by the deadline; **(5) Specific coursework** - Grades that are on file at the time of the application deadline for coursework in BIO 201, BIO 202, and MTH Elective are evaluated. **(6) Optional Points:** The program may choose to offer optional pts for specific items, see PTA website.

Application Procedures

(1) Complete an **Application for General Admission** to Jefferson State Community College (JSCC) by the application deadline (hardcopy or via online application process).

(2) Request **official** college transcripts from **all** schools attended to be sent to JSCC Enrollment Services by the deadline for evaluation. To ensure your transcripts have been received and evaluated, please contact Records at records@jeffstateonline.com.

(3) Request **official** ACT scores to be sent to JSCC Enrollment Services by the deadline. For testing info, please call (205) 856-7922.

(4) Submit a completed "Application for PTA Program Admission" by the deadline (including technical standards verification and documented observation hours). Make sure you sign all appropriate forms including the application certification and the application check list. Make copies of your application prior to submission.

(5) Submit the PTA application by the deadline to:

**JSCC PTA Program, GSB 316
4600 Valleydale Rd
Birmingham, AL 35242**

(6) If you need to address course substitution procedures, please contact a PTA Program Advisor prior to the application deadline.

(7) Students considering a request to implement the Health-Related Programs Academic Forfeit Policy must request, in writing, a declaration of academic forfeiture by the deadline. Please refer to the JSCC Catalog and Student Handbook to review qualifying criteria.

(8) Students may need to contact the Alabama State Board of Physical Therapy regarding regulations on licensure if there is a history of treatment for chemical dependency, mental/emotional disorders or due to conviction of a criminal offense.

(9) All PTA Program applicants should begin addressing all financial aid concerns prior to being admitted.

Admission Decision

All applicants will receive a letter notifying them of their status by **March 15, 2016**.

Other Information

Incomplete or late applications will not be accepted or considered for admission to the program

If a student is completing prerequisite courses during Spring of 2016, they may still submit an application for consideration.

Submitting your application to the PTA Program **does not** guarantee admission.

Published guidelines and requirements are subject to change without notice. Updated information about the PTA Program is posted on the [JSCC PTA website](#) as available.

Questions

If you have questions regarding the application process or would like to make an advising appointment, please feel free to contact the dept:

Dr. Vanessa LeBlanc
(205)983-5995

vleblanc@jeffstateonline.com

Accreditation

The Physical Therapist Assistant Program at Jefferson State Community 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: www.capteonline.org.

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Carefully complete the application by filling in all blanks, responding to all questions, and signing the certification. Please print legibly in black ink or type your information.

Applicant Information

Date: _____ Name: _____

J Number: _____ Social Security Number: _____ Date of Birth: _____

Home Address: _____
Number/Street

City _____ State _____ Zip Code _____

Telephone Numbers - Home: _____ Cell: _____

Primary Email Address: _____ JSCC Email: _____

Citizenship: U.S. Other _____

Race – Please Circle (optional): Caucasian Black American Indian Alaskan Native Asian
Pacific Islander Hispanic/Latino Other _____

Employer: _____ Work Phone Number: _____

Employer's Address: _____

Have you previously applied for admission to the PTA Program? (Circle): **Yes** or **No**
Date(s) of previous application: _____

Under what name(s) did you apply? _____

Emergency Contact Information

Person to be notified in case of emergency: _____ Relation to Applicant: _____

Full Address and Contact Phone Number: _____

Other Colleges Attended

List all formal education beyond high school. If any colleges, universities, or schools previously attended are not listed, the student may be subject to dismissal action for falsification of records. Request that all other colleges attended send official transcripts to the Enrollment Services, Jefferson State Community College, 2601 Carson Road, Birmingham, AL 35215. **Official transcripts of all accredited colleges and universities attended must be on file in Enrollment Services by the application deadline.** You may contact the Records office for transcript evaluation by calling (205)856-7704 or by email records@jeffstateonline.com.

Dates To/From	Names of Institutions Attended Including Jefferson State	City and State	Major	Credentials earned (Diploma, Certificate, Degree, Number of Credits)

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PTA General Education Requirements:

List where and when these courses were taken or will be taken.

Course Number	Course Title	Semester Credit Hours Completed	Grade	Semester Taken	Year	College
BIO 201	Human Anatomy & Physiology I (4 u)					
BIO 202	Human Anatomy & Physiology II (4 u)					
ENG 101	English Composition I (3 u)					
PSY 200	General Psychology (3 u)					
PSY 210	Human Growth and Development (3 u)					
OAD 211	Medical Terminology (3 u)					
MTH 100	Intermediate College Algebra (or higher; 3 u)					
Humanities Elective	AAS Humanities and/or Fine Arts Elective (3 u)					
Speech Elective	SPH 106 or 107 (3 u)					

Admission Examination

All applicants must take the admissions test (ACT) to be considered for admission to the PTA Program. **THERE ARE NO EXCEPTIONS.** Request **official** ACT scores to be sent to Enrollment Services at Jefferson State Community College by the deadline. Please submit copies of your ACT scores with the application. If you need information on testing, please visit www.actstudent.org or call one of our testing offices - Jefferson: (205) 856-7896 Shelby: (205) 983-5908 St.Clair-Pell City: (205) 812-2712 or by email testing@jeffstateonline.com.

Date of Exam	Location	Composite Score	Reading Score	Math Score	Science Score	English Score

Purpose and Self-Reflection

On a separate document, please answer the questions below. Please use black ink or type your personal statement. Please answer each question carefully, do not skip any part of this segment.

- What motivating factors have led you to pursue the profession of physical therapy?
- What are specific examples that demonstrate how you are committed to learning, how you interact well with others, how you effectively use constructive feedback, how you can think critically and purposefully, and how you manage stressful situations?

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Optional Activities:

Introduction to PTA

Have you attended an Introduction to PTA Seminar? (Circle) Yes or No

When did you attend? Please write Month/Year _____

Verification of Completion Number (refer to your letter of attendance) _____

Physics or Physical Science

Have you completed a Physics course or Physical Science 112 (3 unit equivalent) with a grade of "C" or higher at an accredited college (with transfer credit to Jefferson State CC)? (Circle) Yes or No

Course name and Prefix: _____

College/University: _____

Semester and Year: _____

Course Grade: (Circle) A B C

PTA 120 Introduction to Kinesiology

Are you **currently** enrolled in PTA 120 Introduction to Kinesiology at Jefferson State CC? (Circle) Yes or No

Course Registration Number (CRN) _____

Instructor: _____

Have you completed PTA 120 Introduction to Kinesiology with a grade of "C" or higher at Jeff State CC? (Circle) Yes or No

Semester and Year: _____

Instructor: _____

Course Grade: (Circle) A B C

Cardiopulmonary Resuscitation (CPR)

Students must have appropriate and current CPR certification before beginning clinical PTA courses. **If you have current CPR certification, please provide copies of the front and back of your CPR card with this application.** You must be certified annually at the Health Care Provider Level or Level "C", including one-rescuer, child, infant, airway obstruction and two-rescuer. This item is not required by the application deadline; however, students must obtain certification by deadlines established by the academic coordinator of clinical education once admitted to the program.

Tape copy of front
of CPR card here

Tape copy of back
of CPR card here

Health/Hospitalization Insurance

Students must have in-force Health/Hospitalization insurance. **If you have current insurance, please provide copies of the front and back of your Health/Hospitalization Insurance with this application.** This item is not required by the application deadline; however, students must obtain Health/Hospital insurance by the first week of PTA school once admitted to the program.

Tape copy of front
of Insurance card here

Tape copy of back
of Insurance card here

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Technical Standards

Becoming a physical therapist assistant requires the completion of a technical education program that is both intellectually and physically challenging. In the interest of student and patient safety, applicants possessing certain limitations may be requested to demonstrate abilities to perform clinical procedures and skills prior to or after admission to the PTA program. Students should be able to demonstrate abilities to perform procedures and skills safely, effectively, and without potential endangerment to self, other students, faculty, patients or other health care workers. Medical examination records and/or statements from physicians or other appropriate medical professionals may be required to assist in evaluating a student's ability to fully participate in the learning activities and responsibilities of the PTA program. If a student is unable to demonstrate abilities to perform procedures or skills safely, effectively, and without potential endangerment, the student may be denied admission or progression in the program. Program faculty will make the final determination regarding an applicant's eligibility for participation in program activities.

Prospective students who have questions or who would like to discuss specific accommodations should make an inquiry with the director of the physical therapist assistant program.

Directions - Please read carefully and complete pages 5-7 as part of the application:

1. Read each standard and the examples of behavioral criteria for each. Criteria listed are representative examples only of required behaviors and are not comprehensive.
2. Respond in the appropriate column that you either fully meet the criteria (100%) or are unable to fully meet the criteria (less than 100%). **Please initial the appropriate column**
3. If you respond **LESS than 100%** to any standard, you will need to schedule an appointment with the Physical Therapist Assistant Program Director, Vanessa LeBlanc by calling 983-5995 to discuss your situation.
4. This form must be completed and on file with the Physical Therapist Assistant Program Director. Please turn in pages 5-7 as part of the application.

Physical Therapy is considered a strenuous profession. In order to perform as a physical therapist assistant the student should meet the listed standards sufficiently to:

Technical Standards	Examples of Criteria	Able to meet standard 100%	Unable to fully meet standard
Cognitive and critical thinking abilities:	<ol style="list-style-type: none"> 1. Make clinical judgments 2. Comprehend new knowledge and apply it in PTA practice 3. Analyze situations and identify cause-effect relationships 4. Organize, problem-solve and make appropriate decisions 5. Meet competency requirements of the Alabama Board of Physical Therapy 6. Compute mathematical problems 7. Operate a computer 	 	
Interpersonal abilities:	<ol style="list-style-type: none"> 1. Interact purposefully and effectively with others 2. Establish rapport with patients, caregivers, others 3. Interchange ideas in a group 4. Perceive emotions displayed by others 5. Display emotions appropriate to the setting 6. Convey sensitivity, respect, tact, and a mentally healthy attitude in interpersonal relationships 	 	

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Technical Standards	Examples of Criteria	Able to meet standard 100%	Unable to fully meet standard
Communication abilities:	<ol style="list-style-type: none"> 1. Convey thoughts in verbal and written form in the English language so that they are understood by others 2. Understand printed materials, classroom lectures, instructional, medical or other directives and patient questions/responses presented in the English language 3. Appropriately use the language of medicine and health care in verbal and written communications 4. Teach a concept, test for understanding, and interpret feedback 5. Display appropriate nonverbal communication 6. Discriminate between appropriate and inappropriate nonverbal communication in patients and others 	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
Physical mobility:	<ol style="list-style-type: none"> 1. Maintain balance in any position 2. Move from room to room and/or maneuver in small spaces 3. Extend hands and arms in any direction 4. Move hands/arms and feet/legs coordinately with each other 5. Achieve certification in cardiopulmonary resuscitation at the professional rescuer level 	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
Strength (gross motor skills) and endurance:	<ol style="list-style-type: none"> 1. Stand and walk for 6 hours or more in a clinical setting 2. Position, lift and transfer patients without injury to patient, self, or others 3. Push or pull heavy objects, such as an occupied hospital bed without injury to patient, self, or others 	<p>_____</p> <p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p> <p>_____</p>
Fine motor skills and eye/hand coordination:	<ol style="list-style-type: none"> 1. Manipulate small objects and dials on equipment without extraneous motions, tremors, or jerking 2. Write the English language legibly, using correct grammar and syntax 	<p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p>
Auditory acuity:	<ol style="list-style-type: none"> 1. Communicate effectively with others 2. Monitor and assess patient status (hear weak cries of infants and weak calls for help) 3. Hear high and low frequency sounds such as telephones, monitor alarms, emergency signals 	<p>_____</p> <p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p> <p>_____</p>

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Technical Standards	Examples of Criteria	Able to meet standard 100%	Unable to fully meet standard
Visual acuity:	<ol style="list-style-type: none"> 1. Monitor and assess patient status 2. Discern the full spectrum of colors and distinguish color changes 3. Accurately read numbers and letters in fine print such as would appear on therapy or monitoring equipment in varying levels of light (daylight to very dim light) 4. Read for long periods of time 5. Read cursive writing such as would be found in patients' charts 6. Detect changes in the environment 	 	
Tactile acuity and sense of smell:	<ol style="list-style-type: none"> 1. Discern tremors or vibrations in various body areas 2. Palpate and count pulses 3. Discern physical characteristics (skeletal landmarks and/or changes in body tissues) through touch such as texture, temperature, shape, size and location 4. Smell body and environmental odors such as infected wounds or burning electrical equipment 	 	

Disclaimer

The above statement of criteria is not intended as a complete listing of behaviors required in physical therapy. It is a sampling **ONLY** of the types of abilities needed by the physical therapist assistant student to meet program objectives and requirements. The Physical Therapist Assistant Program or its affiliated agencies may identify additional critical behaviors or abilities needed by students to meet program or agency requirements and therefore reserves the right to amend this list based on the identification of additional standards or criteria for physical therapist assistant students.

Student Verification

Read the declarations below and **mark one option only**. If you are unable to fully meet any criterion at 100%, you will need to make an appointment with the Program Director at (205)983-5995. **Please sign and date below.**

Option 1 I have read the technical standards and to the best of my knowledge I currently have the ability to fully meet these standards.

Option 2 I have read the technical standards and to the best of my knowledge I am currently unable to fully meet the items indicated without accommodations. I am requesting the following reasonable accommodation(s):

Option 3 I have read the technical standards and to the best of my knowledge I am currently unable to fully meet the items indicated without accommodations. I wish to forfeit my placement in the PTA Program should I be accepted.

Student's Name (Print)

Student's Signature

Date

Jefferson State Community College

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Application Certification

Please read all items listed carefully, and then provide your signature confirming your understanding of the application material and procedures/guidelines.

- I have read all of the material contained in the PTA application packet and understand the Application. An application packet that is incomplete or does not meet application/program requirements will not be considered for admission.
- I understand that after my application is accepted and verified, it is my responsibility to notify the PTA Program and Enrollment Services immediately of any change in my address, telephone number or status.
- I understand it is my responsibility to: follow proper application procedures, provide transcripts in the required time line, and keep informed on revisions regarding degree requirements, program requirements, progression requirements, selection process, and I will ensure course equivalency by following guidelines established in the student handbook for verification.
- I understand that the general education requirements for the A.A.S. Degree are subject to change with the publication of each year's Jefferson State Community College catalog. Jefferson State Community College reserves the right to make revisions in the PTA program requirements and/or in selection procedures.
- I understand that the PTA program admission policies are based on published college policies, subject to change.
- I understand that if I am notified of being admitted into the program, my failure to submit "Confirmation of Acceptance" or continued interest letter with the Program Director in the allotted time frame constitutes grounds to withdraw my name from the eligibility list.
- I understand that all program students will be required to take a random drug screen and obtain a background check during the Program. Details regarding these procedures will be provided during the orientation.
- According to the Alabama Physical Therapy Practice Act, application to practice as a Licensed Physical Therapist Assistant may be denied if a person has been convicted of a felony or a crime of moral turpitude, or has used drugs or intoxicating liquors to an extent which affects the individual's professional competency. Many other states have similar rules regarding licensure. Questions regarding eligibility for licensure should be directed to the Alabama State Board of Physical Therapy.
- I certify that all information provided in this application is accurate to the best of my knowledge. Once submitted this application packet becomes the property of Jefferson State and cannot be returned. I understand that if I am applying for a scholarship and a copy of my application is required, it is my responsibility to make copies of the application prior to submitting to Jefferson State.

Student's Name (Print)

Student's Signature

Date

Statement of Equal Opportunity

Jefferson State has filed with the Federal Government an Assurance of Compliance with all requirements imposed by or pursuant to Title VI of the Civil Rights Act of 1964 and the Regulations issued thereunder, to the end that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity sponsored by this institution. It is also the policy of Jefferson State to be in accordance with Title IX of the Education Amendments of 1972 which provides that "no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance."

Non-Discrimination Policy

It is the official policy of the Alabama State Department of Postsecondary Education, including postsecondary institutions under the control of the Alabama State Board of Education, that no person in Alabama shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

For Office Use Only: Date Application Received: _____ **Initials:** _____

Technical Standards:

____ Accommodation provided (Explain) ____ Unable to provide accommodation (Explain)

Signature

Title

Date

Jefferson State Community College

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PTA Application Checklist

Please read each item carefully, initial and sign/date the bottom of the form. Submit this form with your application.

_____ I have completed a Jefferson State Community College general admission application and completed general admission procedures.

_____ I have requested all other colleges I have attended to send **official** transcripts to Enrollment Services (Jefferson State Community College, 2601 Carson Road, Birmingham, AL 35215) so that all transcripts are on file for evaluation by the application deadline. I have requested an evaluation of my transcripts by the application deadline.

_____ I have an overall **2.5 GPA** or greater on all college credit and an overall **2.5 GPA** or greater on PTA prerequisite coursework.

_____ I have taken, am enrolled in, or will complete **prior to Summer Semester 2016**: ENG 101, PSY 200, PSY 210, BIO 201, BIO 202, MTH 100, OAD 211(or equivalent), SPH electives and Humanities elective with no grade below "C"

_____ I have taken the ACT with a passing **composite score of 21** or higher. My ACT score was achieved within 3 years of the application deadline.

_____ I have requested my official ACT scores be sent to Enrollment Services by the deadline (Jefferson State Community College, 2601 Carson Road, Birmingham, AL 35215). I have provided a copy with my application.

_____ I have included documentation, signed by a licensed PT or PTA, of **75** hours or more of exposure to physical therapy settings via observation, volunteer work, and/or work experience by the application deadline. **At least 25 of the 75** hours consisted of exposure to an acute care (hospital based), inpatient rehab, or skilled nursing facility setting and completed within one year of the application deadline.

_____ I am eligible for **or** have included proof of CPR certification (copy of both sides of card), less than 2 years old, at the health care provider level (one-rescuer CPR-adult, one-rescuer CPR-infant/child, airway obstruction, and two-rescuer CPR).

_____ I have submitted proof of health insurance (copy of both sides of card) **or** will have insurance by the start of the program.

_____ **IF APPLICABLE**: I have contacted the Alabama State Board of Physical Therapy regarding regulations concerning treatment for chemical dependency or mental/emotional disorders **or** due to conviction of a criminal offense.

_____ **IF APPLICABLE**: I have contacted Jefferson State Community College Financial Aid office (205) 856-8511 and filed appropriate paperwork to receive financial aid.

_____ **IF APPLICABLE**: Course substitution procedures have been initiated with an advisor before the deadline.

_____ I have retained a copy of the application packet I have submitted (including this form) for my own records.

_____ I have completed and submitted the official Application for PTA Program Admission by the deadline in its entirety and understand that the decisions for admission will be made on or before MARCH 15th.

Student's Name (Print)

Student's Signature

Date

Jefferson State Community College
DOCUMENTATION OF PHYSICAL THERAPY OBSERVATION

Applicant: _____ **J Number or SS:** _____
Applying for Semester Beginning: Summer 2017

Candidates for the Physical Therapist Assistant program at Jefferson State Community College are required to complete **seventy-five (75)** hours of observation/volunteer experience under the supervision of a licensed Physical Therapist or Physical Therapist Assistant **within one year** prior to the application deadline; qualifying hours must be achieved between Jan 1, 2015 and Jan 15, 2016 for the next deadline. **Twenty-five (25)** of these hours must be completed in an inpatient setting. **Applicants must provide Documentation of Physical Therapy Observation (Pages A and B) for each clinical facility in which hours are completed. Documented hours will not be credited without both of these forms.** It is the applicant's responsibility to be sure the form is complete, accurate, and submitted with the JSCC Physical Therapist Assistant Application by the **deadline: January 15, 2016**. Different forms will not be accepted; this form may be reproduced as necessary. Please type or print legibly in black ink.

Facility Name: _____	
Facility Address: _____	
Facility Phone Number: _____	Fax: _____ Contact Email: _____
Supervisor(s): Name of Physical Therapist or Physical Therapist Assistant supervisor of observation (PLEASE PRINT):	
Name: _____	License Number: _____
Name: _____	License Number: _____
Name: _____	License Number: _____
Name: _____	License Number: _____
I VERIFY THAT THE HOURS DOCUMENTED ON THE FOLLOWING PAGE(S) ARE TRUE AND ACCURATE:	
_____	_____
Student Signature	Date

Jefferson State Community College
DOCUMENTATION OF PHYSICAL THERAPY OBSERVATION

Applicant: _____ **J Number or SS:** _____
Applying for Semester Beginning: Summer 2017

The Physical Therapist Assistant program at Jefferson State Community College requires applicants to complete a minimum of **seventy-five (75) hours** of observation/volunteer experience; a minimum of **twenty-five (25) hours** MUST be from an inpatient setting. We suggest the hours documented represent quality observation experiences. Credit should not be given for anything outside of patient care activities (i.e., lunch, administrative duties, organizational orientation, etc.) **Hours of observation must be performed under the supervision of a licensed physical therapist or physical therapist assistant.** Different forms will not be accepted; this form may be reproduced as necessary. Qualifying hours must be achieved between Jan 1, 2015 and Jan 15, 2016

Date	IN Time HR : MIN AM/PM	OUT Time HR : MIN AM/PM	IN Time HR : MIN AM/PM	OUT Time HR : MIN AM/PM	Number of Hours	Type of Experience Observed*	Supervising Therapist (Signature)	Supervising Therapist License Number

Types of Observation Experience*

Inpatient Settings	Outpatient/Other Settings
Acute care hospital Extended care facility Skilled Nursing Facility Rehabilitation unit – inpatient Other: _____	Outpatient clinic Private practice Hospital-based outpatient Rehabilitation unit – outpatient Home Health Sports Medicine/Athletics Pediatrics/Early intervention/School-based program Industrial Medicine/Occupational Health Aquatic Rehabilitation Wellness/Prevention/Fitness Other: _____