



Labette
Community College

PHYSICAL THERAPIST ASSISTANT PROGRAM Application Packet

Admission Criteria

Students interested in the LCC Physical Therapist Assistant Program are admitted to the college on the same basis as other students, but admission to the college does not ensure admission into the PTA program. Selection into the Physical Therapist Assistant Program is based on the following factors:

- High school graduate or equivalent
- COMPASS reading score higher than 75 or ACT score of 17 or above
- GPA of 2.5 (minimum) in general education requirements—send transcripts to LCC Admissions Office
- Satisfactory completion of the HOBET V assessment test
- Three (3) references, one of which should be a current or former employer
- Application essay questions (in your own handwriting)
- Observation hours clinician rating sheets
- Interview with the selection committee
- Submit to a criminal background check (information page included in application packet)
- Upon acceptance—student will present satisfactory physical evaluation, verified by a physician; immunization records; 2-step TB skin test; and CPR certification (for healthcare providers)

All general education courses that satisfy the Associate in Applied Science Physical Therapist Assistant Degree requirements should be completed prior to May 2012.

APPLICATION CHECKLIST

- ◇ Official high school/college transcript(s) sent to LCC Admissions
- ◇ Before March 16, 2012:
 - *Deliver forms to three (3) references and verify they were returned to the LCC PTA Program Office
 - *Pass the HOBET V exam—testing dates can be found at: <http://www.labette.edu/dept/PTA/pta.htm>
 - *Complete observation hours and verify paperwork was received by LCC PTA Program Office
 - *Complete background check online (www.mystudentcheck.com)
- ◇ Deliver/send completed application packet to LCC PTA Program Office by 3/16/12

Labette Community College, PTA Program Office, 200 S. 14th Street, Parsons, KS 67357. For questions about the program, call 620-820-1138 or e-mail lisab@labette.edu.

HOBET V

(Health Occupations Basic Entrance Test)

You must take and pass the HOBET V for your application to be considered complete.

To schedule your test date contact Nancy Newby at 620-421-2755 or nancyn@labette.edu. Test fees must be paid in advance to schedule your exam (\$35).

Before your test date, go to the ATI website to create an account. Use the “Labette CC AH” program tab to set it up. Bring your username, picture ID and password to campus the day of your exam.

HOBET V Study Guide is available to purchase at http://www.atialliedhealth.com/ati_store/

For more information see the “About the HOBET V Assessment Test” page of the application packet.

TO COMPLY WITH THE FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

No copies from the student file will be released once received in the PTA Program Office. Students should keep copies of all materials submitted to the program for their personal education records.

Effective August 4, 2011, Labette Community College has been granted Candidate for Accreditation status by the Commission on Accreditation in Physical Therapy Education (1111 North Fairfax Street, Alexandria, VA, 22314; phone: 703-706-3245; email: accreditation@apta.org). Candidate for Accreditation is a pre-accreditation status of affiliation with the Commission on Accreditation in Physical Therapy Education that indicates that the program may matriculate students in technical/professional courses and that the program is progressing toward accreditation. Candidate for Accreditation is not an accreditation status nor does it assure eventual accreditation.



Labette
Community College

PHYSICAL THERAPIST ASSISTANT PROGRAM Clinical Observation Hours Etiquette

General guidelines for a successful clinical observation experience:

Business casual attire is required—

- Khaki pants (clean and pressed); shirt or blouse (clean and pressed); closed toe shoes (clean)
- No jeans, ripped clothing, open toe shoes, shorts, hats or shirts with writing on them
- All clothing must fit properly without exposure of any inappropriate body part (even when bending over)
- Demonstrate good hygiene practices with long hair pulled back and well groomed facial hair
- Cover tattoos and remove piercings
- Conservative earrings/jewelry

Courtesy to the staff is required—

- You are a guest in their facility, act accordingly
- Be engaged in the process
- No cell phone usage during observation hours
- Be on time
- Display a positive attitude
- Ask questions in a sensitive manner
- Provide an envelope with the PTA Program's address and place appropriate postage on the envelope
- Thank the staff for their time



Labette
Community College

PHYSICAL THERAPIST ASSISTANT PROGRAM

Statement of Confidentiality

I, the undersigned, as a prospective student of the Physical Therapist Assistant Program at Labette Community College, understand that I am assigned to the Physical Therapy Department of _____ for
(Observation Facility)
observation and that all information concerning patients is to be treated as “confidential”. Patient information is NOT to be discussed with anyone outside the confines of the Physical Therapy Department.

I understand that disregard for the above statements or any violation on my part will jeopardize my acceptance into the Labette Community College Physical Therapist Assistant Program.

Applicant Signature

Date



Labette
Community College

PHYSICAL THERAPIST ASSISTANT PROGRAM
Application (p.1)

Name _____ SS# _____
Last First Middle Maiden

LCC Student ID# _____

Any other last names used _____ Home Phone _____

Mailing Address _____ Cell Phone _____
Street/P.O. Box City State Zip

Work Phone _____

Physical Address _____ Date of Birth _____
Street/P.O. Box City State Zip

E-Mail Address _____ Male Female

U.S. Citizen Yes No County of Residence _____

Ethnic Background: Native American African American Asian American Caucasian American International Other

Next of kin Name _____ Relationship _____
 or for emergency notification

Address _____ Phone _____
Street City State Zip

Employed by _____ Phone _____

EDUCATIONAL BACKGROUND

Are you a high school graduate? If yes, year graduated _____
 Yes No

If no, do you have a high school Equivalent (GED)? Yes No If yes, year graduated _____

Have you ever attended or applied to any PTA program? Yes No

If yes, give name and location of school: _____

Dates attended: _____ Reason for leaving: _____

 High School: _____

 College(s): _____

 Degrees Earned: _____

 Degrees Earned: _____

 Degrees Earned: _____

 Degrees Earned: _____

Please indicate the year, grade and college of the following courses you have completed or mark an X in the "Currently Taking" box.

Course	Year	Grade	Currently Taking	College Initials
Program Prerequisites				
A & P (with lab)				
English Comp I				
Fund. of Speech				
Applied Math OR Int. Algebra				
Gen. Psychology				
Dev. Psychology				
Comp. Elective				
Medical Term.				



Labette
Community College

PHYSICAL THERAPIST ASSISTANT PROGRAM
Application (p.2)

I certify that all information contained in this application is true and correct to the best of my knowledge.

WORK EXPERIENCE (within the last ten years)

Employment Dates

Type of Work	Name of Employer	Location	From	To	Reason for Leaving

Have you ever been cited for Academic Dishonesty? YES NO If yes, explain:

Have you ever been convicted of a misdemeanor or felony? YES NO If yes, explain:

Please submit copies of documentation of the disposition of charges. Be advised that any adverse results from a background check may disqualify you from admittance to some of the program's clinical sites and therefore keep you from successfully completing the program.

Signature: _____ Date: _____

IF ANY INFORMATION CONTAINED HEREIN IS FOUND TO HAVE BEEN FALSIFIED, THIS APPLICATION WILL BE WITHDRAWN AND APPLICANT WILL BE ASKED TO WITHDRAW FROM THE SCHOOL.

A statement of race and financial status is used only for the statistical information required on state and federal forms. Applicants are advised that disclosure of their social security number, date of birth, and information regarding conviction of crimes/infractions is required information for certification requirements as set forth by CAPTE, and not used to determine a student's eligibility for the PTA Program.

Labette Community College does not discriminate on the basis of race, color, religion, national origin, sex, age, or qualified handicapped in its education programs, activities, recruitment, admissions, or employment as required by Titles VI, VII, IX, and section 504 of the Rehabilitation Act of 1973. Inquiries should be directed to: Vice President of Student Affairs, Labette Community College, 200 South 14th Street, Parsons, KS 67357. Telephone (620) 421-6700 extension 1264.

For Office Use Only

Entrance Exam Fee Received _____ Date received _____

ABOUT THE HOBET V ASSESSMENT TEST...

HOBET is a multiple-choice assessment of basic academic knowledge in reading, mathematics, science and English and language usage. Schools use this assessment to determine readiness for an allied health program and to ensure your success. The objectives assessed on the HOBET exam are those which allied health educators deemed most appropriate and relevant to measure entry level skills and abilities of allied health students.

[Be prepared to succeed on the HOBET](#)

1) [HOBET V Study Manual:](#)

Official HOBET V resource specifically written to address each objective that could potentially be addressed on the HOBET V exam including Reading, Mathematics, Science and English and Language Usage. Each study guide comes with two additional paper/pencil practice tests with rationales for correct answers.

2) [HOBET V Online Practice Assessments:](#)

The online assessment has 150 questions, patterned after the original HOBET V exam and is designed to give a sense of what to expect in both content and format.

3) [HOBET V Study Package:](#)

Includes the HOBET V online practice assessment and the HOBET V Study Manual at a discounted price.

It is recommended that you take the online practice test when you are just starting to prepare for the HOBET V test. After taking the practice test, you will be provided with a score report that will highlight a list of topics to review based upon your performance on the practice test. These topics will be linked to information sources within the HOBET V Study Manual. Then after reviewing those topics, you should take the HOBET V practice test again to check for improvement.

Shop for [HOBET Prep](#) Products.

NOTE: The HOBET V is a proctored exam given at LCC. You must register and pay the \$35 testing fee at the DA Program office to be scheduled for the exam. There are only a few opportunities to take the test before the program application deadline, and a passing grade is required for your application to be considered complete. Contact Nancy Newby at 620-421-2755 or nancyn@labette.edu for more information.

The study guides listed above are reported (by students) to be effective tools in assisting you with achieving a passing score. You can right-click on any item in blue to be linked to the ATI Allied Health website.



INSTRUCTIONS FOR OBTAINING YOUR BACKGROUND CHECK FOR CLINICAL EDUCATION PROGRAM

Labette Community College PTA Program

The hospitals associated with our clinical education program require background checks on incoming students to insure the safety of the patients treated by students in the program. You will be required to order your background check in sufficient time for it to be reviewed by the hospital prior to starting your clinical rotation. A background check typically takes 3 normal business days to complete.

The background checks are conducted by PreCheck, Inc., a firm specializing in background checks for healthcare workers. Your order must be placed online through StudentCheck.

Go to www.PreCheck.com and click on the **LOGIN** link at top right corner; then click the **StudentCheck** button, then select the option listed as **Students**.

Complete all required fields and hit Continue to enter your payment information. The payment can be made securely online with a credit or debit card. You can also pay by money order, but that will delay processing your background check until the money order is received by mail at the PreCheck office. **Texas** residents will pay **\$52.50** and **New Mexico** residents will pay **\$52.02**. Residents in **all other states** will pay **\$48.50**. For your records, you will be provided a receipt and confirmation page of your background check order placed through PreCheck, Inc.

PreCheck will not use your information for any other purposes other than a background check. Your credit will not be investigated, and your name will not be given out to any businesses.

If you need assistance, please contact PreCheck at StudentCheck@PreCheck.com.

FREQUENTLY ASKED QUESTIONS:

- How long does the report take to complete? Most reports are completed within 3 business weekdays.
- Do I get a copy of the report? Yes. Log into www.mystudentcheck.com and select students. Click on "here", put in your SSN and DOB. If your application is complete, then you click on the application number to download and print a copy of your report. This feature is good for 30 days after submittal.
- Does PreCheck need every street address where I have lived over the past 7 years? No. Just the city and state.
- I have been advised that I am being denied entry into the program because of information on my report and that I should contact PreCheck. Where should I call? Call PreCheck's Adverse Action hotline at 800-203-1654. Adverse Action is the procedure established by the Fair Credit Reporting Act that allows you to see the report and to dispute anything reported.
- I have a criminal record. What should I do? Disclose the crime on your application.



Labette
Community College

PHYSICAL THERAPIST ASSISTANT PROGRAM

Please contact us if you have any questions...

Lisa Bradley
Physical Therapist Assistant Program Director
620-820-1138
lisab@labette.edu

Trudy Hansen
Physical Therapist Assistant Program Clinical Coordinator
620-820-1187
trudyh@labette.edu

Nancy Newby
Title III Project Assistant
620-421-2755
nancyn@labette.edu

Nicholas Allen
Title III Project Director
620-421-2959
nicholasa@labette.edu

FAX: 620-421-2888

Labette Community College does not discriminate on the basis of race, color, religion, national origin, sex, age, or qualified handicapped in its education programs, activities, recruitment, admissions, or employment as required by Titles VI, VII, IX, and section 504 of the Rehabilitation Act of 1973. Inquiries should be directed to: Vice President of Student Affairs, Labette Community College, 200 South 14th Street, Parsons, KS 67357. Telephone (620) 421-6700 extension 1264.