

# **CLINICAL EXPERIENCES**



**DEPARTMENT OF PHYSICAL THERAPY**

## TABLE OF CONTENTS

Clinical Experiences .....	3
Clinical Experiences 2nd Year .....	3
Clinical Experiences 3rd Year .....	3
Clinical Site Selection .....	4
Assignments .....	4
Evaluations .....	5
Absences .....	5
Dress and Appearance .....	6
Holidays .....	6
Health Information .....	6
Professional Liability Insurance .....	7
CPR Certification .....	7
Financial .....	7
Autobiography .....	8
Additional Ideas and Suggestions .....	8

## CLINICAL EXPERIENCES

Clinical experiences are a crucial component of the UND-PT curriculum. These experiences meld the academic information with the “hands-on” clinical experience. The clinical component of the UND-PT curriculum is comprised of:

1. two nine-week clinical affiliations (fall semester of the second year in the professional program)
2. two nine-week clinical affiliations (spring semester of the third year in the professional program); these clinical experiences are intended to be focused on the students’ “area of interest”

Clinical experiences are set up by the Director of Clinical Education (DCE). Students are asked to study the clinical affiliation files in the Conference Room to familiarize themselves with the approximately 220 available clinical affiliation sites. Determination of the student’s particular clinical affiliation sites will take into consideration student preference, availability of the clinical site, student’s state of residency, and previous clinical experiences to ensure maximal diversity of experience. The DCE is responsible for contacting the sites and securing the clinical experiences.

### CLINICAL EXPERIENCES - 2<sup>nd</sup> YEAR

These clinical affiliation arrangements will be started in late November, at which time students will be asked for tentative affiliation selections. This early selection will allow time for the DCE to work out possible conflicts and attempt to secure additional clinical spots, where necessary. These are tentative selections. Confirmation letter will not be sent out until mid to late January. This extended time is to allow students the opportunity to alter selections following the one-week clinical experience. However, in late January, once the confirmation letters are sent out, affiliation selections will **not** be altered.

Selection of these affiliations includes the following:

1. large hospital (more than five therapists)
2. small hospital or outpatient center
3. one area of interest which may include but is not limited to pediatrics, geriatrics, sports medicine, or general outpatient clinic.

### CLINICAL EXPERIENCES - 3<sup>rd</sup> YEAR

Selection of “final affiliations” is implemented in the spring semester of the second year. Selection options include rehabilitation and an area of interest. Please refer to PT: 552: Clinical Internship II Options for more specifics.

## GENERAL INFORMATION

### CLINICAL SITE SELECTION:

1. A file is available in the Conference Room on each clinical site. The files are alphabetized according to state, city, then facility. The files contain information sent by the facility, previous student evaluations of the clinical affiliation, and a CCIF (Clinical Center Information Form) which is a brief overview of the site.
2. Consider the following criteria when selecting your sites: finances, travel distances, quality of the learning experience, your short- and long-term goals, previous experience, spouse and/or family commitments. Once a site is confirmed, changes will not be made.
3. Students from the ND pool must do at least one clinical affiliation in the state of ND.
4. Students from WICHE states are strongly encouraged to do at least one clinical affiliation in their home state.

### ASSIGNMENTS:

1. The DCE is responsible for assignment of students for clinical experiences and for official contact and correspondence with the clinical education center. Students are not to contact a clinic concerning establishing an affiliation or changing scheduled clinical rotations. Once the clinical experience is officially established, the student should feel free to contact the Clinical Coordinator of Clinical Education (CCCE).
2. The student is responsible for knowing the hours, where, and to whom he/she reports for each facility. The student is responsible to travel to and from each clinical site, and for room and board while at the clinical site (a few clinical sites do offer housing; at these sites, the DCE will assist in contacting the facility to secure housing).
3. You are responsible for arranging housing. The assistance that clinical sites offer for housing arrangements is variable. Some facilities offer housing and will make arrangements for the student, others will send a list of recommended housing options for which the student is responsible to contact and set up, and some expect the student to secure their own housing. The DCE is available to assist you with housing arrangements. Housing arrangements should be secured at least six weeks in advance of your clinical experience.
4. The student is to be prompt for all scheduled affiliation assignments (e.g., clinics, demonstrations, rounds, in-service programs, etc.). All hours of assigned clinical education must be completed.

## EVALUATIONS:

Clinical evaluation forms will be sent to the clinical sites prior to your arrival. You will also receive a form prior to the start of your clinical experience. The DCE will review the evaluation criteria with you prior to your leaving campus. Students should be familiar with the criteria for evaluation prior to their clinical experiences.

Evaluation forms for you to evaluate the Clinical Facility and the Clinical Instructor (CI) will be sent to you at each affiliation site. At the end of each clinical experience, the evaluation forms are to be discussed with the CI, signed, and returned to the DCE. If you are unable to discuss the evaluations with the CI, please contact the DCE prior to the end of the clinical rotation.

The following forms should be signed and submitted to the DCE immediately following each experience: your self-evaluation, the Clinical Instructor evaluation of you, Student Clinical Performance Instrument, Student Evaluation of Clinical Affiliation, and Student Evaluation of Clinical Supervisor. Evaluation forms should be postmarked no later than the day after the last day of the clinical rotation. Credit will not be given for PT 520 or PT 552 without meeting the above requirement. Evaluations should be mailed to:

Dr. Beverly Johnson, PT  
Director of Clinical Education  
Department of Physical Therapy  
School of Medicine & Health Sciences  
P. O. Box 9037  
Grand Forks, ND 58202-9037

## ABSENCES:

1. In case of illness during a clinical rotation, you must notify the DCE at UND-PT, and either the CI or CCCE at the beginning of the work day.
2. Absences for more than one day per affiliation must be made up on weekend days or by extending the time. Make-up time will be arranged by the DCE and the CCCE.
3. Attendance at professional conferences during week days should be cleared through the DCE. The DCE in cooperation with the CCCE may be able to make arrangements for the student to attend the conference during the clinical rotation.
4. Additional time between clinical experiences must be cleared through the DCE prior to the start of the clinical experience.
5. Absences due to funerals or for personal reasons must be approved by the DCE. The DCE in cooperation with the CCCE will assist with arrangements on an individual basis.

## **DRESS AND APPEARANCE:**

Students are expected to use discretion and good judgment in their personal appearance and grooming. The goal is to present a professional appearance and maintain a safe environment for both the student and the patient.

1. Professional dress for females consists of dress slacks or skirt and conservative top. (Low cut, close fitting, or short tops which do not go below the waistline are unacceptable.) Males should wear shirt and tie and dress slacks. It is much easier for a clinician to tell you to dress down than to look more professional.
2. UND-PT name tag should be worn at all times during your clinical experiences, unless otherwise specified by the CI.
3. Footwear should be professional. Tennis shoes, hiking boots, and clogs are unacceptable. White leather athletic shoes are acceptable in many clinics. Socks or hosiery must be worn.
4. If jewelry is worn, it must be plain and simple.
5. Avoid strong perfumes or shaving lotions when in the clinic. Olfactory sense is often enhanced when ill.

## **HOLIDAYS:**

While on clinical experiences, students follow the holidays observed by the facility; these may not be the same as UND holidays. For example, the day after Thanksgiving is not typically a holiday at most clinical sites. You will be expected to report to the clinic if it is not an observed holiday.

## **HEALTH INFORMATION:**

1. It is the student's responsibility to maintain continuous health insurance coverage during clinical affiliations. Submit a copy of your health insurance care to the DCE. For information on policies available to students, contact Student Health Services on campus (777-4500).
2. Students must either obtain Hepatitis B Vaccine or sign a Hepatitis B Vaccine Waiver prior to clinical experiences. Information to assist you in the decision to obtain the vaccine or not will be presented in PT 309: Medical Sciences I and PT 314: Introduction to Patient Care Techniques. The immunization is available at Student Health Services at the cost of approximately \$120 for the three-dose series.

3. The student will provide current medical/immunization records as follows:
  - a. Evidence of immunity to rubeola (red measles) as demonstrated by one or more of the following:
    - 1) Physician documentation of two doses of live measles vaccine on or after the first birthday;
    - 2) Documentation of physician diagnosed measles;
    - 3) Laboratory evidence (blood titer) of immunity to measles; and/or
    - 4) A date of birth that is before January 1, 1957.
  - b. Evidence of immunity to rubella as demonstrated by:
    - 1) Laboratory evidence (rubella titer) of immunity/ or
    - 2) Documented immunization with live virus vaccine on or after the first birthday.
  - c. Evidence of the absence of tuberculosis as demonstrated by a negative Mantoux test within the year preceding entrance into the clinical facility. In the event that the Mantoux test is positive, students will be required to provide documentation of having received a negative chest x-ray after the positive Mantoux test. The DCE will schedule group times when a Mantoux test will be given at Student Health Services at no charge to the student.

### **STUDENT PROFESSIONAL LIABILITY INSURANCE:**

The UND School of Medicine and Health Sciences provides professional liability insurance for UND-PT students while on their clinical experiences.

### **CPR CERTIFICATION:**

CPR Certification is required while on clinical experiences. The student will be responsible for obtaining CPR Certification at his/her own expense.

### **FINANCIAL:**

1. Payment of tuition is required for all clinical course work.
2. For those students receiving financial aid, forms are available to show expenses above and beyond normal. Alyson White is available to assist you in completing these forms. For Fall Semester experiences, the forms should be sent to Financial Aid by July 1<sup>st</sup>. For Spring Semester affiliations, the deadline is September 15<sup>th</sup>.

## **AUTOBIOGRAPHY:**

A student biography will be sent to the clinical coordinator at your clinical site prior to your arrival. The Director of Clinical Education, Bev Johnson, will mail this information along with the evaluation forms at least three weeks prior to the start of your clinical experiences.

## **ADDITIONAL IDEAS AND SUGGESTIONS:**

- Two weeks prior to the start of your clinical experience, send a short letter or note. Include phone number and address at which you may be reached if any additional information needs to be relayed. Acknowledge information sent from the school and any other information you would like to share. **KEEP IT SHORT!**
- If you receive information from a clinical site, send a note of recognition of receipt. Be sure to send back any requested information as soon as possible.
- Following your clinical experience, send a thank-you or appreciation note.
- This is your learning experience. Respect the knowledge of the experienced clinicians. If you are not receiving feedback or supervision necessary for learning, ask questions.

Clinical rotations are an extremely important aspect of your professional program. These experiences can be very exciting and rewarding. While on your clinical experiences, you are not only representing yourself, but also your classmates and UND-PT. In the past, due to the excellent quality of students, the reputation of UND-PT students has been good to excellent. This has allowed us to maintain numerous and quality affiliation sites. I trust that we can continue to build on that reputation.

Occasionally problems and/or concerns do arise during clinical experiences. Remember, we at UND-PT are here to assist you. If you have any questions or concerns, please contact:

1. Director of Clinical Education: Bev Johnson  
Work (701) 777-3871  
Home (701) 772-8375  
e-mail: [bjohnson@medicine.nodak.edu](mailto:bjohnson@medicine.nodak.edu)

or if unavailable, contact:

2. Department Chair: Tom Mohr  
Work (701) 777-2831  
Home (701) 772-0149  
e-mail: [tommohr@medicine.nodak.edu](mailto:tommohr@medicine.nodak.edu)