

OKLAHOMA CITY COMMUNITY COLLEGE
PHYSICAL THERAPIST ASSISTANT PROGRAM
ADVISORY COMMITTEE
APRIL 24, 2007

ATTENDANCE

Brenda Breeding, Professor of Biology - OCCC
Jennifer Ball, PT – Director/Professor - OCCC
Olivia Feagins, PT – Jim Thorpe
Vicky Davidson, PT – Professor – OCCC
Allie Klinger, PTA – PTS Healthcare
Chris Kenney, PT – Integris
Carrie Doerksen, PT – Therapy in Motion
Jeanie Haney, PTA – Deaconess
Brenda Harrison, Associate V. P, Academic Affairs – OCCC
Cristiana DiStefano, PTA – Deaconess Rehab
Tiffany Jackson-Ponder, PTA Student

I. Welcome & Introductions

Olivia Feagins welcomed everyone and called the meeting to order. Introductions were made.

II. Approval of 2/20/07 Minutes

Copies of the previous minutes were reviewed and a correction was made on Michele Dershem's place of employment to read Manor Care. The minutes were then approved.

III. College Update/Division Update

- **New construction (projected to move in fall of 2008)**
Dr. Aquino and Dr. Cobble were attending a meeting in Chicago, so Jennifer Ball advised that the projection for completion is still Fall 08 with the first classes to start in Fall 09, unless the weather postpones it.

Drug testing requirements, investigative reports

Beginning in the Fall 07 the students of the Division of Health Professions will be required to have a random drug test. The official statement was presented in the meeting. The policy is one strike and you're out of the program. The policy has been adopted because of the requirements of the clinical sites and this was not a policy of the school. As a general rule the program will use the site that is the strictest and have the student be compliant to its standards. There will be only one random test per student for the entire program unless the student breaks from the program. Legal is looking into the procedure if someone is suspected of drug use. The student will pay for the tests in their fees and the cost will be \$40.00. The student will be notified at several levels such as at orientation, in the course catalog and in the prospective student letter. If the student is absent then he or she will have the test on another random date. This policy will take effect with Fall 07 for the new class that begins Spring 08. If the student tests positive for a drug he or she must provide a prescription for it or it will result in termination from the program. Two background checks, the OSBI and the Extensive Background Investigative are required to enter the program and to date a negative hit that would deter entry into the program has not occurred in the PTA Program.

-Approval of terms of service for Committee

Jennifer asked if the terms of service for the Committee were acceptable and the ones present agreed. They also initialed by their names and terms.

Dr. Harrison commented that the budget had been finalized the best it can be since they have not had rulings from the state yet. She welcomed Jennifer Ball as the new director and thanked Vicky Davidson for filling in.

IV. Program Update

-Faculty activities/update

Theresa Guerrero is teaching Lifespan this spring and Theresa and Mark Brown will be returning to teach for the PTA program in the fall. Jennifer will be attending a self study workshop this summer to make sure the PTA is on track for the site visit.

-Class of 2007: see below

Tiffany Jackson-Ponder won the leadership award for SPTAO and Jennifer presented it to her. Tiffany Jackson-Ponder reported that the pinning was in the final stages and the invitations had been sent out. Vicky Davidson reported the students are finishing their clinicals.

-Class of 2008: preparing for first clinical this summer

Vicky Davidson said that the class of 2008 has all been placed in their clinicals. The majority of this class have worked as technicians and that is the largest numbers ever in the PTA program in one class.

-Class of 2009: had 75 applicants, 70 qualified

There were 70 qualified students and the first round of acceptance letters has been sent out for notification. They have not decided on the actual class yet since all have not replied. There were 80 qualified applicants last year and the highest preference points were 16 and the lowest being 14.

V. Mission Statement Update

The mission statement's format remained basically the same to stay consistent with the college's mission statement but the committee wanted to add something about globalization and ethics in a simple statement. The suggestions from the last meeting were reviewed and changes were made accordingly. After discussion the new mission statement was approved, with the exception of re-naming the Program Goals (Ends). The decision was that the sequence would be changed to number two being first then number three then number four and finally number one in that sequence. They agreed to take out the will from this statement (will produce successful graduates) making the statement stronger since will implies that they will not do it. This goes in the student hand book and follows along with the college's admission and philosophy. Another statement was revised from "to provide comprehensive learning experience that meets the needs of the central Oklahoma area", to just say Oklahoma area.

VI. Admissions Procedure

Vicky Davidson and Jennifer Ball reviewed the preference points and found problems assigning the points from the clinical experience and revised the Clinical Work Experience form converting from days to hours. This will make it easier to calculate the preference points since 500-1000 hours is considered $\frac{1}{4}$ to $\frac{1}{2}$ time and 2040 hours is fulltime. The student is responsible for setting up the times for the observation hours if they do not work. They can acquire hours either by working or by observing a physical therapist. The form must be filled out by a certified Physical Therapist and the student is to attach it in a sealed envelope to their application. The form was changed to bold some of the key instructions for clarity. Jennifer asked the committee to please look at it and see if it would be clear.

Another question came up on what constituted working in a clinical setting. Some had worked in a clinical setting as receptionists but was really involved, coding, billing, and communicating with the patients and their families and understood the profession. The discussion concluded that the form should define the duties the employed person performed along with their title. The form should have a slash between the job title and job duties so they can put one or the other or both. Vicky Davidson had seen a one page form with multiple places for the people observing to sign but no ranking. She felt the ranking was important since the form says they must have successfully fulfilled their observation.

There are several other ways to get the preference points and they are listed on the application. The updates will be revised on the webpage.

VII. CAPTE update

Jennifer Ball is in the midst of the self study and will be attending the class to ensure what comes next.

The plans are to have the self study ready to submit to Dr. Cobble in October 2007 then on to Dr. Aquino to finalize and mail to the board in January 2008. The site visit will be in April 2008 and site team will want to speak with some of the committee members, graduates, current students and clinical instructors. The committee recommended that Trish Bilsik in the Department of Social Sciences was a very good general education instructor to speak for the program.

There may be a need to call more than one meeting in the fall, but otherwise the meetings will resume to once a quarter.

Jennifer Ball thanked everyone for their help.

VIII. Announcements/Comments/Other

-Pinning: Saturday, May 11, 2003 @ 6 pm in the theater

Saturday May 11th was not the correct date, it is actually Friday the 11th at 6pm and the year is 2007.

Mark Brown will be a guest speaker at the Pinning ceremony.

Vicky Davidson commented that during a PAC committee meeting she had asked if they could use personal email addresses for people that were on a committee and Dr. Sechrist approved. This was in light of the new rule that all correspondences to students must be by OCCC email address only.

Olivia Feagins asked if there were any other announcements.

A discussion on soft skills followed.

Vicky Davidson suggested that next year during the clinical instructor meeting that they have a round table and explain to the students the objectives of the clinicals. It was also suggested the objective be put in writing for the students. They talked about the possibility of sending out a form every two weeks to the clinical sites for supervisors to evaluate the students earlier to help deter any problems.

Olivia Feagins asked if there was any other announcement and there was a motion to close by Jennifer Ball.

The next meeting will be announced when the date has been established.

**THANK YOU FOR YOUR PARTICIPATION &
SUPPORT!!**