

Angelo State University
College of Nursing and Allied Health
Department of Physical Therapy

Report of Onsite/Phone Visit

Clinical Center: _____

Site Representative: _____

City, State _____

Person completing visit: _____ Date _____

Type of visit: Site _____ Phone _____

Current Site Information

Date of most recent Clinical Site Information Form (CSIF) _____

Date of last contract renewal _____

Staff Interaction (Inter and Intra-departmental)

	Yes	No	N/A
In your opinion, is there a good working relationship between			
Physical therapists			
PT's and nursing			
PT's and occupational therapists			
PT's and speech pathologists			
PT's and social workers			
PT's and PTA's			
PT's and support staff			
PT's and physicians			

Comments:

Staff Development:

How often does your staff attend continuing education courses?

How does the facility support this?

Provides funds ___ Yes ___ No

Provides release time ___ Yes ___ No

Does your facility have a policy on in-service training? ___ Yes ___ No

If so, what is the policy?

Are students encouraged to

Attend in-service training? ___ Yes ___ No

Provide an in-service? ___ Yes ___ No

Does your administration support post-professional study?

Provides funds ___ Yes ___ No

Provides release time ___ Yes ___ No

Other (please specify) _____

What is the average length of employment in your facility?

___ ≤ 1 yrs. ___ 1-2 yrs. ___ 3-5 yrs. ___ 6-8 yrs. ___ 9-10 yrs. ___ ≥ 10 yrs.

Professional Activities

Are staff members encouraged to be active in the profession at the local, state and/or national level?
 Yes No

Are professional dues paid?
 Fully paid Yes No
 Partially paid Yes No
 Not paid Yes No

Comments:

Have any staff members held office or positions on committees?

Have any staff members presented posters or made professional presentations?

Support of Clinical Education

What is your department's philosophy towards students?

How does your administration demonstrate support of staff participation in clinical education activities?

Does your department demonstrate support of clinical education through any of the following ways?

	Yes	No
In-services		
Clinical education conferences		
Clinical Instructor training		

Who provides the clinical instructor training (if provided)?

Who funds clinical instructor training?

Is the productivity requirement different for a PT acting as a CI for a student?

Is there a productivity requirement for a student? Yes No If yes, what is it?

What criteria do you use to select your CI's? Check all that apply

- Number of years of experience
- Mandatory (everyone is required to be a CI)
- Volunteers
- Demonstrated clinical skill and/or professional behavior
- Other (please specify) _____

Who evaluates the CI? Check all that apply

- Student
- Center Coordinator of Clinical Education (CCCE)
- Supervisor

Does this evaluation affect the overall performance review of the CI? Yes No

Opportunities for the Student

Which of the following management practice opportunities can you provide for the student? (Check all that apply)

- Quality Assurance
- Reimbursement
- Scheduling
- Use of supportive personnel

Do students have the opportunity to participate in any of these scholarly activities at your facility? (check all that apply)

- Journal Club
- Literature review
- Case study
- Research

Are students included in staff meetings? Yes No

Do you practice any of the collaborative models of clinical education? Yes No

- 2:1 (2 students to 1 clinical instructor)
- 3:1 (3 students to 1 clinical instructor)
- job sharing CI's
- other

Comments

Would you like to know more about and/or try any of the collaborative models?

Is there a written student policy manual? Yes No

(It usually includes objectives, learning experiences, administrative procedures, patient care procedures, ethical standards, incident reports, personnel policies, emergency procedures, and note-writing system)

Is there a written anti-discrimination policy at your facility? Yes No

If so, can we assume that it applies to students? Yes No

What level student is your facility able to accommodate?

- First clinical rotation
- Second clinical rotation
- Third (final) clinical rotation

Student Evaluation

What methods are used to evaluate student performance?

- Verbal feedback
- Written assessments
- Self assessment
- Clinical logs
- Other (specify) _____

When do you feel it is necessary to contact the ACCE regarding a student performance situation?

Do you have a procedure in place to manage students who are not meeting clinical objectives?
 Yes No

Is that procedure in writing? Yes No
 Do you share it with the student? Yes No

What is the procedure?

CCCE Role

What are your responsibilities as the CCCE in your facility?

Does administrative support given by the facility include appropriate:

- a. Financial support Yes No
- b. Relief from patient care Yes No
- c. Relief from other administrative duties Yes No
- d. Other _____ Yes No

Have you attended any training program(s) for CIs/CCCEs? Yes No

Do you discuss objectives with the student? Yes No

Do you provide orientation for the student? Yes No

Do you act as a consultant during the student evaluation process? Yes No

How do you handle/intervene problem situations between the student and the CI?

As the CCCE, what is the level of your involvement with the student?

- Yes No Direct observation
- Yes No Indirect observation
- Yes No Consultative meetings
- Yes No Daily
- Yes No Weekly
- Yes No Midterm
- Yes No Exit interview
- Yes No Other _____

Clinical Assignments

How do you prioritize requests to take students from a program in a given year?

How do you determine the number of students you will accept?

Can you commit to taking students 1 to 1.5 years in advance? Yes No

Are you willing to be contacted at the last minute when another placement cancels?
 Yes No

Under what circumstances would you cancel a student rotation?

How much notice would you give the educational program if you had to cancel the placement?

When would you drop a program from your affiliation list?

Interviewer Impressions

The philosophy, administration, staff, space, learning opportunities, etc., of this facility is compatible with Angelo State University Physical Therapy Program. Yes No

I recommend this site for these reasons:

I do not recommend this site for these reasons:

Areas of concern:

Comments:

Signature: _____

Date: _____

Adapted from the form used by St. Louis University. That form was developed from the Standards for Clinical Education – APTA and Clinical Education Guidelines and Assessments.