

East Carolina University
Department of Physical Therapy
College of Allied Health Sciences

Student Orientation Session
Health Science Bldg. Room 2345
Monday, May 18, 2009 10:00 AM

Welcome and Introductions

Denis Brunt, PT, EdD, Professor and Chair
Bruce C. Albright, PT, PhD, Professor
Leslie Allison, PT, PhD, Assistant Professor
Amy Gross McMillan, PT, PhD, Assistant Professor
Patricia Hodson, DPT, Director of Clinical Education, Clinical Associate Professor
Walter L. Jenkins, PT, DHS, ATC Associate Professor & Associate Chair
Terry Jones, PhD, MS, Assistant Professor
Sue Leach, PT, MS, Clinical Assistant Professor
Jacob Thorp, PT, DHS, MTC, Assistant Professor
Blaise Williams, PT, PhD, Assistant Professor
Kevin Youngs, MPT, Clinical Instructor

Adjunct Faculty

David Edwards, DPT, CareWorks, Greenville, NC
Kandy Houmar, MSc, RN, Department of Exercise and Sports Science
Bob Lust, PhD, Professor and Chair, Department of Physiology
Nathalie Mizelle, Assistant Professor, Department of Rehabilitation Studies
Randy Renegar, PhD, Professor, Anatomy
Stephanie Slayton, DPT, Clinical Instructor, Modalities, Wound Care

Department Secretaries

Karen Eastwood
Leslie Hargrave

1st Year Student Introductions

Program Orientation

Student Handbook: Dr. Walter Jenkins
Clinical Education: Dr. Patricia Hodson

11:00—11:15	Safety Issues on Campus	Sgt. Jermaine Cherry
11:15 –11:30	Counseling	Dr. Kim Dixon
11:30 - 11:45	Student Health Center	Jolene Jernigan
11:45 – 12:00	The Career Center	Brian Newton
12:00 – 12:15	Pitt County Memorial Hospital	Glen Newman
12:15 – 1:15	Lunch (PT Labs - 1445)	PT Faculty and Students
1:15 - 1:45	Tour of Health Sciences Library	Megan Besaw
1:45 - 5:00	Anatomy Laboratory	Dr. Randy Renegar

Clinical Education

The Department of Physical Therapy affiliates with approximately 225 hospitals, clinics, and facilities. The majority of clinical education sites are in North Carolina with about one-third of the facilities outside North Carolina. Students are assigned to clinical affiliation sites using computer assisted matching software. Students are assigned to clinical affiliations for a total of 32 weeks of full time clinical experience. Entry-level skills and knowledge needed in the general practice of physical therapy are obtained through working in a variety of settings and with patients of all ages and clinical conditions. Working in partnership with clinical sites, the goal of the clinical education program is to provide excellent clinical experiences emphasizing patient/client management that incorporates all aspects of professionalism. Students are expected to progress in their skill development and achieve competency commensurate with the level of the affiliation from beginner/advanced beginner, to intermediate/advanced intermediate, entry level, and in some cases, beyond entry level competency.

Students are not permitted to set up their own clinical affiliations. Requests to develop new clinical education sites must be submitted in writing to the Director of Clinical Education a minimum of 6 months in advance of placements. In the event of that a clinical site cancels a clinical affiliation assignment, the DCE in collaboration with the student will reassign to the student to another site based on the student's learning needs. This is accomplished with telephone calls and emails to sites.

The Director of Clinical Education (DCE) reviews the evaluations from the clinical instructors. The DCE has final authority in assigning students for all the clinical education courses. Patient safety, proper professional conduct, and the progressive demonstration of competency and independence as a PT clinician are expected. The department DCE, with the approval of the chairman, has the authority to require a student to either stay longer at a clinical site or repeat specific components of a clinical course as deemed necessary to insure patient safety and the student's expected level of professional development and mastery of clinical skills. The location of repeated clinical experiences will be subject to available sites and at the discretion of the DCE. Students are allowed remediation on only one clinical affiliation. The student who fails to successfully remediate this portion of the curriculum is subject to termination from the program. Prior to starting an affiliation, students are strongly encouraged to contact clinical instructors if any accommodations are requested during a clinical affiliation. The DCE requests permission from a student to share any additional information related to student learning issues in compliance with FERPA.

Dates for Clinical Education

Clinical Ed I: March 23 to May 1, 2009 (6 weeks)

Clinical Ed II: October 19 to December 11, 2009 (8 weeks)

Clinical Ed III: May 11 to July 3, 2010 (8 weeks)

Clinical Ed IV: January 12 to March 20, 2011 (10 weeks)

*dates subject to change

Clinical Education and related medical expenses and requirements

Clinical education affiliations: Students are responsible for all expenses during clinical education affiliations. There are four clinical affiliations for a total of 32 weeks. The expenses will vary according to the assignments, but you should expect these experiences to cost approximately \$5,000 for the four rotations. Some locations provide housing.

Cardiopulmonary Resuscitation (CPR): All students are required to be certified in CPR before the first clinical education affiliation in April. CPR certification will be a part of the Introduction to Patient Care course. The fee is usually \$20 to \$30.

Hepatitis B vaccination: All students must either be vaccinated for Hepatitis B or sign a release indicating that they do not desire to be vaccinated. The vaccination is a three-shot series with a titer. Arrangements can be made with ECU Student Health for these shots during fall semester. The cost is \$20 per shot. Hepatitis B vaccination is strongly encouraged. Call 328-6317 or 328-6841 for an appointment

Some clinical facilities may require students to be fitted with a personal respiratory filter device. Training and fitting of such devices will be available in the Department of Family Medicine, ECU School of Medicine. There may be a fee. Also, most sites require criminal background checks and drug screening. Criminal background checks will be submitted to clinical sites by the College of Allied Health Sciences Contracts Clerk.

Students are required to have liability insurance. The cost will be \$17.50 per student per year. It is strongly recommended that students have private health insurance also.

Students will be identified as ECU DPT students with the school name tag worn on the shirt or lab coat. In all clinic settings, patients have the right to refuse to be evaluated and/or treated by a student.

Clinical Education Health Record Requirements

Before a student can attend a clinical education site they must:

- Have Student Liability Insurance (offered through the CAHS).
- Attend training on university HIPPA Policies and Practices.
- Maintain annual certification in CPR.
- Be tested annually for TB.
- Attend annually special class on Blood Borne Pathogens

Have a complete medical record on file with the university including a physical examination and vaccination record.

Unsatisfactory performance on any clinical affiliation will result in repeating an affiliation. Students will be allowed to repeat only one affiliation. If a student is required to repeat an affiliation, payment of additional tuition and fees, delayed progression in the curriculum, and/or delay of graduation may be necessary.

Any grossly unsafe behavior, illegal, unethical, or unprofessional performance on a clinical affiliation resulting in dismissal of a student from a clinical affiliation site may result in failure of the course and potential dismissal from the program.

General Information for New Students

Program Fees and Expected Expenses

Fees will be collected in the Physical Therapy Office for the following:

Name Tags: \$ 7.50

Class Picture: \$ 8.00

Insurance: \$17.00 yearly

ECU One-Stop

The university has a web link to assist with communication, registration, grades, and other miscellaneous tasks. You can access this link by <http://onestop.ecu.edu>

Campus Parking

Your vehicle must be registered with ECU Parking and Traffic Services

You are required to do this on line at <http://onestop.ecu.edu>

Campus Maps

Several maps of the campus are provided at this link - www.ecu.edu/maps/

Places and Sites of Interest

APTA

American Physical Therapy Association
www.apta.org
(800) 999-APTA (2782)

Bookstores

Dowdy Student Stores
Student Stores
(252) 328-6731 or 1(877) 499-8398

Cashier

Room 105, Old Cafeteria Complex
cashier@ecu.edu
(252) 328-6886
Fax: (252)-328-2413

Financial Aid

Old Cafeteria Complex
faques@ecu.edu
(252) 328-6610
Fax: (252) 328-4347

Libraries

Joyner (Main Campus)
East 5th Street
www.lib.ecu.edu
(252) 328-6518

Student Health Service

Located in the Student Health Service
Building on Main campus
www.ecu.edu/studenthealth
(252) 328-6841
Fax: (252) 328-4007

Physical Therapy website

Contains updated information pertinent to the
program
www.ecu.edu/pt

Pitt County Memorial Hospital

(252) 847-4100 (main)
or (252) 847-4461 emergency department

NCPTA

North Carolina Physical Therapy Association
www.ncpt.org

Bookstores

Medical School Bookstore
Brody Building 1S-04
(252) 744-3450

Bookstores

UBE (University Book Exchange)
516 Cotanche Blvd.
(252) 758-2616 or (252) 758-0127

Federation of State Boards of Physical Therapy (FSBPT)

Physical Therapy License Information
www.fsbpt.org

Graduate School

Room 107, Ragsdale
(252) 328-1467

www.ecu.edu/gradschool

Libraries

Laupus Library (Medical School)
600 Moye Blvd.
www.hsl.ecu.edu
(252) 744-2219

Parking

305 East 10th Street
(252) 328-6294
Fax: (252) 328-4005
vanderveng@ecu.edu

ECU Physical Therapy Alumni Society

www.ecu.edu/pt/alumsociety.htm

Registrar

Room 104, Whichard Bldg.
Regis@ecu.edu
(252) 328-6524
Fax: (252) 328-4232

Physical Therapy Club

Each year the students in our curriculum are able to participate in activities designed to assist with professional development, fund raising, and social life through the Physical Therapy Club. The following is a partial list of the activities sponsored by the Physical Therapy Club within the last several years.

Fall

- Welcome Picnic for the incoming class (summer)
- Massage Clinics
- ECU PT Club/American Red Cross Blood Drive in the Labs
- Adopt a Highway roadside clean up
- Fall Alumni Society meeting
- Thanksgiving/Christmas dinner for the students, faculty and alumni
- Non-specific fundraiser for the local Teddy Bear Children's Advocacy Center
- Volunteer work at Cypress Glen--ongoing throughout the entire year
- Various walk-a-thons including but not limited to the ALS walk, American Cancer Society, etc
- NCPTA Fall Meeting
- APTA Student Conclave

Spring

- Massage Clinics
- Balance and Falls Risk Assessment
- Adopt a Highway roadside clean up
- Special Olympics
- Bowling for Babies
- APTA Combined Sections Meeting
- Graduation

Photographs

Individual portraits will be taken at the Center for Communication, 1-S-10 Brody Building on, **May 27th at 3:30 p.m.** you must be available, for this will be the only opportunity to have these photos taken. These photos will be used for your graduating class composite and clinicals. Semi-formal dress is required. Men, please wear coat and tie; ladies, please dress appropriately.

ECU 1 Card

The ECU 1 Card is the official identification card for East Carolina University. It allows access to campus activities and events. You may need to show your 1 Card to stay in the building after hours. The 1 Card Office is located in **G-521 of the Old Cafeteria Complex** on main campus. Please check the web site for office hours, as sometimes their hours may vary. www.ecu.edu/1card

Tuition and Fees

Tuition rates are reviewed and set annually by the North Carolina legislature. Fees are reviewed and approved by the University's Board of trustees with final approval pending the Board of Governors of the Greater University of North Carolina System review. Figures are based on approved rates** for Summer 2008 and Fall 2008. NOTE: Rates** for Spring 2009 are not yet final. Charges listed below are by the semester except for summer school. Twelve or more credit hours are considered full-time for undergraduates and nine or more credit hours are considered full-time for graduates.

- Fees are required and entitle part-time students to the same services and privileges as full-time students. Room and board is optional (refer to Student Life sections dealing with dining and housing for plans and rates).
Please note all students selecting the dorm option must also select a meal plan option. During summer sessions students electing to live on campus must also select a meal plan option.
- **During 1st the first and 2nd sessions of summer school, refunds of tuition and required fees are limited to the first week of classes.** Please refer to the following web page for general refund information for Fall 2008 and Spring 2009 and the Eleven Week summer session:
http://www.ecu.edu/cs-admin/financial_serv/cashier/Refund-and-Withdrawal-Policy.cfm.
- Room and board refunds by contractual agreement
- **Rates subject to change without prior written notice.

For tuition rates for distance education courses, contact the Division of Continuing Studies at <http://www.ecu.edu/cs-acad/options/cost/index.cfm>.

Please note that distance education class tuition follows a separate schedule and are billed in addition to Main Campus Tuition and Fees.

Summer Sessions 2008 (May 20 - June 25/June 26 – August 1)

Summer school classes are billed by the credit hour: Listed below are approved rates for summer 2008. *

In state tuition and required fees/graduate**284.00** per credit hour*
Out of state tuition and required fees/graduate.....**858.00** per credit hour*

GRADUATES:

		PER SEMESTER			
	Annual	9+hours	6-8 hours	3-5 hours	
Resident Tuition	\$ 2,926.00	1,463.00	1,097.25	731.50	365.75
Non-Resident Tuition	13,242.00	6,621.00	4,965.75	3,310.50	1,655.25
MBA/MSA Tuition	MBA/MSA classes are assessed an additional \$60.00 per credit hour.				
University Fees	1,359.00	679.50	509.63	339.75	169.88
Educational/Technology Fee	162.00	81.00	60.75	40.50	20.25
Health Service Fee	220.00	110.00	82.50	55.00	27.50
Total (NC Resident)	\$ 4,667.00	\$ 2,333.50	\$ 1,750.13	\$ 1,166.75	\$ 583.38
Total (Non-Resident)	\$14,983.00	\$ 7,491.50	\$ 5,618.63	\$ 3,745.75	\$ 1,872.88

Class of 2010

Richard Alexander
Gregory Antal
Victor Attoh
Lindsey Boyd
Ashley Budrys Johnson
Lauren Buie
Erin Craig
Jennifer Dyches
Laura Eberhardt
Hannah Fox
Adam Gabriel
Douglas Green
James Kenner Jr.
Elizabeth Lekson
Susan Lewis
Dawn Loomis
Janelle Lucksavage
William Miller
Michael Muzyczyn
James Pearson
Carolyn Pockat
Cory Price
Owen Quirk
William Reeside
Johanna Stanley
Karen Sybyl
Robin Tierney
Michael White
Jonathan Williams
Aaron Wooten

Class of 2011

Hilary Bauer
Meghan Belanger
Jennifer Brewer
Trudy Bundy
Kristin Caler
Phillip Clifford
Jonathan Cole
Nicole Cummings
Jill Davis
Josh Denny
Eamon Doherty
Matthew Duncan
Caroline Haas
Josh Hefner
Nancy Jo Hodges
John McManus
Samantha Lynn Moore
Christina Pate
Justin Pretzel
Brittany Rice
Ban Anne Saadeh
Keith Sales
Katherine Schendt
Michelle Spencer
David Stallings
Irene Tellez
Dustin Turner
Kelsey Waggoner
Brian Wurzinger

Class of 2012

Bret Beaman
Ryan E. Bolena
Megan Carlton
Jillian Chiappisi
Tiffany Fletcher
Jonathan Goodwin
Jeanne Graf
Martha Gwaltney
Leah Hollar
Kristen Laurent
Matthew Lisk
Brittanny Matthews
Taylor Mckinney
Courtney Moser
Ryan Neely
Jessica O'Rock Tripp
Molly Pleasants
Brooke Rice
Kassi Rose
Margaret Rountree
Dorothy Scott
Ryan M. Shoaf
Courtney Stearn
Brooke Swinson Lampron
Melissa van der Linde
Lee Welch
Melissa Wood
Elisha Yost

Program in a Snap-Shot

Degree: DPT 106 credit hours

Accreditation Status: Full Accreditation, Commission on Accreditation of Physical Therapy Education

Length: The program is three years; three summers. There are 32 weeks of clinical affiliations.

Start and completion: Program starts the 1st summer session of the year admitted (May) and terminates three years later. Graduation from the program will be at the May commencement.

Annual Admissions: 30 students representing 90% in state, total student body 90.

Financial Aid

Contact the ECU Financial Aid Office at 252-328-6610. You must notify the Cashier's Office if you have Financial Aid to have your records coded.

Scholarships in the PT Department are available for 2nd and 3rd year students. There are also several within the College of Allied Health Sciences. Please visit the website at <http://www.ecu.edu/cs-acad/financial/ScholarshipsHealth.cfm> or www.ecu.edu/pt for more information. The Phi Kappa Phi fellowship is available to 1st year students. For more information on this please visit www.phikappaphi.org/Web/Scholarships/graduatefellowship.html

Registration

The secretary in the PT office will register DPT students. As a pre-registered student, a bill will be mailed to your permanent address or you may check your One Stop account for billing information. Mail or take payment directly to the Cashier's Office. If fees are not paid by deadlines, your classes will be canceled until payment is received.

Graduate Research Assistantships

A limited number of assistantships will be made available to DPT students. Graduate Research Assistants will be selected from interested students by individual faculty members based on availability and student's prior performance in the curriculum.

Research assistantships are for first and second year students only for the following semesters:

1st year - Fall and Spring semesters (10 graduate assistantships)

2nd year - Summer, Fall and Spring semesters (10 graduate assistantships)

COMPLETE PROGRAM CURRICULUM

FIRST YEAR *credits (semester hours)*

Summer Semester

P THE 8002 Anatomy (5)

P THE 8001 Functional Anatomy (3)

Fall Semester

REHB 6200 Psychosocial Aspects of Disability (3)

P THE 8100 Musculoskeletal Physical Therapy I (4)

P THE 8101 Neuroscience (5)

P THE 8103 Introduction to Patient Care (1)

P THE 8104 Pharmacological Agents and Pathological Processes (3)

Spring Semester

P THE 8102 Therapeutic Modalities and Instrumentation (2)

P THE 8105 Introduction to Patient Care II (2)

P THE 8200 Clinical Biomechanics (3)

P THE 8203 Clinical Education I (3)

P THE 8301 Movement Disorders (3)

No Spring Break

SECOND YEAR

Summer Semester

P THE 8201 Electrotherapeutic Diagnosis and Treatment (3)

P THE 8300 Musculoskeletal Physical Therapy II (4)

P THE 8302 Adult Therapeutic Intervention I (3)

Fall Semester

P THE 8401 Pediatric Therapeutic Intervention (3)

P THE 8402 Adult Therapeutic Intervention II (4)

P THE 8801 Seminar in Physical Therapy (1)

P THE 8403 Clinical Education II (4)

No Fall Break

Spring Semester

P THE 8500 Musculoskeletal Physical Therapy III (4)

P THE 8501 Prosthetics (2)

P THE 8502 Muscle Physiology (3)

Electives (students select two topics (4 sh))

P THE 8900 Advanced Concepts in Sports Physical Therapy (2)

P THE 8901 Advances in Muscle Research (2)

P THE 8902 Advances in Lower Extremity Evaluation (2)

P THE 8904 Advances in Prosthetics and Orthotics (2)

P THE 8905 Advanced Seminar in Evidenced Based Practice (2)

P THE 8908 Advanced Topics in Pediatric Physical Therapy (2)

P THE 8909 Geriatric Balance Gait Disorders (2)

P THE 8910 Advanced Concepts in Treatment of the Spine (2)

THIRD YEAR

Summer Semester

PTHE 8603 Clinical Education III (4)

Concentration (Students are placed into a research concentration)

PTHE 8907 Research Concentration (2)

Fall Semester

PTHE 8700 Cardiovascular and Pulmonary Rehabilitation (3)

PTHE 8701 Administration of Physical Therapy Services (3)

PTHE 8702 Research Design (3)

PTHE 8704 Health Promotion for Physical Therapists (2)

Concentration (Students are placed into a clinical specialty or research concentration (4 sh)

PTHE 8906 Clinical Specialty Concentration (2)

PTHE 8907 Research Concentration (2)

Spring Semester

PTHE 8803 Clinical Education IV (5)

PTHE 8801 Seminar in Physical Therapy (1)

PTHE 8906 Clinical Specialty Concentration (2)

PTHE 8907 Research Concentration (2)

Comprehensive Examination

Oral and Written Presentation of Research

General Policies and Information

Health Insurance

DPT students are not required to have personal health insurance coverage. **It is, however, strongly recommended.** You are personally responsible for all of your health care expenses. As a student health care practitioner, exposure to infectious pathogens and injury are potential hazards. Neither the university nor any of the clinical affiliations are responsible for any medical expenses that may occur while enrolled in this program. It is wise to have appropriate insurance coverage in case of illness, accident or injury. There is a “Health Insurance Coverage Signature Page” in the back of this document that must be completed and returned to the department secretary.

Dress Code

Students are expected to appear neat and clean in all academic and professional related settings. Footwear must be worn at all times while in our classrooms and labs. Lab Dress: shorts, halters, and T-shirts are to be worn for structured lab activities when specified. Professional dress is required for the clinic, professional activities, and in the classroom for presentations and when there is a guest speaker. For professional dress clothes must be neat and wrinkle free. “Khaki” style pants & polo shirt (**shirt MUST be tucked in**) with walking shoes are considered appropriate professional dress. It is fine to wear the school department logo shirts and tennis shoes are okay as well if they are neat and clean.

You should always remember that you are now representing the PT department, PT profession, your class and the health profession. Your physical appearance should reflect pride in who you are what you do and all that you represent. For example, you should not show up at the hospital or rehab center wearing jeans, shorts, or a T-shirt. If you are not dressed appropriately you will be asked to leave. Nametags should be worn at all academic and program sponsored professional activities outside of the classroom.

Dress Code for Physical Therapy Students in the PCMH PT Department

Students have two options for attire ANYTIME that the student is visiting one of the PCMH PT clinics for any reason:

1. Matching scrubs and clean tennis shoes.
Clothes must, be neat and wrinkle free. Appropriate under garments are to be worn under scrub tops. Leather tennis shoes are advised by infection control.
 2. “Khaki” style pants & polo shirt (**shirt MUST be tucked in**) with walking shoes. It is fine to wear the school department logo shirts and tennis shoes are okay as well if they are neat and clean.
- ◆ The student must have a nametag at the collar or chest pocket area clearly displayed at all times including:
 - ➔ Full name
 - ➔ The word “student”
 - College and program is desired for non-hospital ID badges

- ◆ *ECU students must wear their PCMH ID's each visit*
- ◆ Artificial nails, body/facial piercing, head wear are not acceptable in the clinic
 - ➔ This is not a time for fashion statements or self expression
 - ➔ HINT: Ironing is the standard procedure for a “neat & wrinkle free” public image

For ANY questions, please contact Glen Newman, PT, CCCE
at gnewman@pcmh.com or 252-847-4443

Attendance Policy

In accordance with the ECU Attendance Policy as stated in the Student Handbook and the Graduate Catalog, you are expected to be punctual and attend all classes. The PT program has a **required** attendance policy recognizing medical, death of an immediate family member, family emergency, or religious issues as examples of justifiable **excused absences**. It is the policy of the Department of Physical Therapy that each **unexcused absence** will result in a loss of 5% of the total grade in a given course. If a student has 4 or more unexcused absences in a course they will fail the course.

In all cases, students are to contact the course instructor or, if unavailable, the department secretary of any absence before the missed class.

Academic Integrity

Academic integrity and adherence to the honor code is mandatory. Academic integrity violations such as actual or attempted cheating, plagiarism and falsification of information are serious offenses reviewed by the University Judicial System (see attached copies from 2001-01 The Clue Book—Student Handbook). Students will be held accountable to the Conduct Code for the University (see Clue Book) and the CAHS Student Conduct Code.

Professional Integrity

In the last several years there has been an increasing number of cheating violations on the physical therapy licensure examination. These violations have been successfully prosecuted by the National Federation of State Boards of Physical Therapy. It is important for all physical therapy professional to understand that cheating on the board examination is serious professional issue which can lead to an erosion of our status as health care provider if left unchecked. For more information on this important issue please go to the FSBPT web site www.fsbpt.org.

Complaints that Fall Outside the Realm of Due Process

Complaints external to the university will be channeled through a 'chain' of command. For example, a complaint from a clinical education site should be communicated to the DCE for

resolution. If following this initial communication issues are not resolved then the chair of the department would intervene. If necessary the Dean of CAHS will be consulted on any issues. Documentation on any complaint will be maintained by the Chair and will be used for faculty discussion and, if required, specific actions will be taken.

Complaints Involving Physical Therapy Accreditation

Students who believe the Department is no longer in compliance with accreditation standards may contact the physical therapy accreditation organization; Commission on Accreditation in Physical Therapy Education (CAPTE) directly.

CAPTE
1111 North Fairfax Street
Alexandria, VA 22314-1488
(800) 999-2782

Reports to CAPTE

The Chair of the department is responsible for all activity with regards to accreditation of the program. This includes but is not limited to providing CAPTE with required program and accreditation information and submission of fees and biannual reports.

Interdepartmental Communication

There are several methods for communication within the department. Most communication can be made via e-mail. Students are also responsible for information posted on the PT student bulletin board. Information for faculty may be placed in faculty mailboxes located in the PT office. Students should check their mailboxes and e-mail daily.

Departmental Copier

Students are not to use the departmental copiers. On occasion, faculty may give permission for a student to use one of the copiers. Even if authorized by an instructor, the department secretary must make the copies.

Computer Resources

Computers are accessible in either of the university libraries. No personal files are to be kept or any program files removed from their hard drives.

Maintenance of Lab Rooms

Students have the main responsibility to see that the teaching labs are properly maintained. The labs are to be cleaned after each class and the clean linen stored neatly in proper bins. Therapeutic equipment is to be kept in proper order, and treatment plinths must be cleaned after each use. The room must be kept neat, chairs stacked and cleared, and no clutter. Class officers are asked to organize and oversee the maintenance of the labs.

Storage of Personal Items

Students will be provided with a locker to store their personal items while they are in the Department of Physical Therapy.

Payment of University Fees and Fines

Students with unpaid university accounts will not be allowed to register for classes or graduate. The Department has no authority to override this policy.

Student Name Tags

Students will be identified as ECU DPT students with the school name tag worn on the shirt or lab coat. In all clinic settings, patients have the right to refuse to be evaluated and/or treated by a student.

Transfer Students

Applications from students who wish to transfer from another Physical Therapy program will be evaluated on an individual basis.

EAST CAROLINA UNIVERSITY
Policy Statement on Smoking

(Revised 1/12/2009)

Authority: Issued by the Chancellor.

Statutory Authority: [N.C. General Statutes 143-596 to 143-597](#) and [130A-491 to 130A-493.1](#)

Policy Administrator: Associate Vice Chancellor, Human Resources (252) 328-9881

I. Purpose

A. This policy governs all buildings and property that are owned, leased or occupied by East Carolina University ("university"). This regulation also governs the grounds and walkways of such properties and state vehicles.

B. This policy is adopted in accordance with North Carolina law for purposes of improving public health and applies to all faculty, staff, students, visitors and patients. It is the responsibility of every member of the University community to conduct himself or herself in compliance with this policy and the policy of the ECU Health Science Complex.

II. Smoking Restrictions

Smoking (use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product) must not occur within the no smoking areas as designated by this policy. All smoking materials must be disposed of in the appropriate receptacles.

A. Buildings

Effective August 14, 2008, smoking is prohibited inside university owned or leased buildings, including residence halls governed by the Division of Student Affairs. The word "buildings" includes but is not limited to, building walls, exits, entrances, air intakes, windows, exterior stairs, balconies, porches, breezeways or any other structure adjoining a campus building.

B. Grounds & Walkways

Smoking is prohibited within 25 linear feet of all university buildings. Smoking may be prohibited in other outdoor spaces (beyond 25 feet) for safety or health reasons.

C. ECU Health Sciences Complex

The Division of Health Sciences has approved a separate smoking policy, effective January 1, 2009, which applies to its complex's buildings, grounds and walkways in accordance with University policy and North Carolina law. Access to a complete copy of the Policy may be found at <http://www.ecu.edu/cs->

[dhs/prospectivehealth/emwellness.cfm](https://dhs.prospectivehealth/emwellness.cfm). A six month period for education about and implementation of this policy became effective July 1, 2008.

D. State Vehicles

Effective January 1, 2009, smoking is prohibited in all state vehicles. State vehicles are defined as a passenger-carrying vehicle owned, leased or otherwise controlled by the State and assigned permanently or temporarily to a State employee or State agency or institution for official State business. One or more signs shall be placed in conspicuous areas of the vehicle, shall state that "smoking is prohibited" and may include the international "no smoking" symbol.

E. Exceptions

1. Smoking is permitted inside university buildings that are used for medical or scientific research to the extent that smoking is an integral part of the research. Smoking permitted under this subsection shall be confined to the area where the research is being conducted and as approved by the Office of Environmental Health and Safety.
2. A dean or vice chancellor may designate an outdoor space as an authorized smoking location within 25 feet of a building for which s/he has administrative authority, as long as the location is at least 25 feet from all public entrances and HVAC intakes and is approved by the Office of Environmental Health and Safety.

III. Implementation

Facilities Services shall be responsible for design, installation and maintenance of signage to indicate "smoking is prohibited" at appropriate building locations, and signage to indicate areas within 25 feet of university buildings that have been approved by an appropriate dean or vice chancellor as designated smoking areas. Facilities Services will provide appropriate receptacles for smoking waste in designated areas.

Department heads will be responsible for installation and maintenance of signage in university owned vehicles under their control. ECU Parking & Transportation will be responsible for installation and maintenance of signage in vehicles leased through Motor Fleet Management.

IV. Enforcement

Deans, Directors and department heads have primary responsibility for administration and enforcement of this policy. Voluntary compliance should be encouraged first to educate visitors, patients and new faculty, staff and students. Students violating this policy may be referred to the Dean of Students. Human Resources is available to assist with faculty and staff violations.

Visitors, patients, and students who violate the no smoking policy should be reminded of the policy and asked to comply by putting out the lighted tobacco product. If a student refuses to comply with the policy, the Dean of Students' office should be contacted. That office will follow up with the student regarding the policy and available resources.

Any University employee who violates the no smoking policy should be reminded of the policy and asked to comply by putting out the lighted tobacco product. If an employee refuses to comply with the policy, the departmental representative will notify the immediate supervisor of the noncompliant employee. The immediate supervisor will follow-up with the employee to remind him/her about the policy and available resources. Continuing violations may also result in appropriate corrective action under the applicable disciplinary policy.

ECU Police may issue citations to anyone who violates this policy. Citations result in a fine of up to \$25 and are subject to additional court costs as well.

V. Policy Management

Human Resources will maintain and update this policy as required. Human Resources is available to assist departments in policy interpretation and compliance.

Approved by the Chancellor's Executive Council on January 12, 2009

Student Counseling Services

Counseling services are available at either the Counseling Center on main campus or the Academic Support and Enrichment Center in the Brody Building. Both are available for personal and academic counseling and are free to ECU students. The Academic Support and Enrichment Center is designed to assist students in the Division of Health Sciences specifically. They offer courses and personal assessment and intervention in the areas of study skills, reading, time management, cognitive development, stress and personal crisis.

Main Campus Counseling Center: 316 Wright Bldg, 328-6661

Academic Support and Enrichment Center: 2n64 Brody School of Medicine, 744-2500

Access to Teaching Labs

Students are able to access the teaching labs anytime the Health Sciences Building is open (please see the posted hours for Laupus Library) Once you are in the building you can gain access to the teaching labs via the punch key locking door to the left of the Laupus Library entrance staircase. The combination to this door will be given to you. Please do not share this combination with anyone. Once you have entered into the teaching lab suite you can gain access to the teaching labs by opening locker #32 (far end of the teaching lab suite). There is a key located inside this locker that opens each of the teaching labs. You will be given the combination to locker #32. Please do not share the combination to this locker with anyone. Please return the key to the locker and lock the locker after you have gained access to the teaching labs. The teaching labs should remain locked whenever students are not in these labs. Failure to follow this policy may result in termination of this privilege. If this key is lost, a number of locks must be re-keyed. You should always have your student ID whenever you are on these premises. **It is important for your safety whenever you are in the department after regular business hours that you are in groups of two or more. You should keep the outside doors to the department locked whenever you are working after regular business hours.**

Building Safety and Security

All individuals working in the offices after hours should practice common sense with regard to their own personal safety. Any suspicious activity should be reported immediately to campus security at 328-6787 or Brody at 744-2246. **During after hours, always be there in groups and outside doors should not be blocked open or left unlocked.**

Emergency Procedures

1. A brochure describing University policies and procedures for Emergency situations is available in each departmental office. It should be posted in a prominent place in the departmental office.
2. Dialing 911 from any telephone in our school will contact the Campus Police. If additional assistance is needed (Fire or Emergency Personnel) Campus Police will contact the appropriate individuals.
3. Evacuation routes are posted throughout the buildings and identify both a primary and secondary route. They also identify the location of the fire alarms and fire extinguishers. Please review these diagrams so that you will be prepared in an emergency.

4. Notices regarding University operating hours and building closings for severe weather etc. are posted on the ANNOUNCE listing on the University email system.

5. Fire drills are conducted regularly by the Office of Environmental Health and Safety. When you hear the fire alarm sound, you should leave your office or classroom immediately and close your office door behind you. Evacuate to a safe distance from the building and remain there until instructed to return by Environmental Health and Safety personnel.

Emergency Bluelight Phones:

Room 4511 – Laupus Health Sciences Library	Room 3536 – Laupus Health Sciences Library
Room 3500 – Laupus Health Sciences Library	Between Nursing & Allied Health – Breezeway
Courtyard – Between all Allied Health Buildings	Remote Lot behind Allied Health Building
Behind Auditorium – Allied Health Building	North of Nursing Building
West of Pond	Courtyard – between all Allied Health Buildings
Laupus Health Sciences Library Entrance	North of Laupus Health Sciences Library

These telephones connect directly to the Campus Police.

In the event of an emergency simply Dial 911 from any telephone. The call goes directly to the Campus Police.

CPR Assistance

The majority of PT students and PT faculty are CPR certified. A listing of other individuals who are CPR certified and willing to assist in this type of emergency is available from the Dean's Office.

1. The department will assist students with identifying CPR instructors

First Aid supplies

1. First aid kits for minor cuts and abrasions may be available in the Physical Therapy Dept, Communication Sciences and Disorder Clinic (CSDI) and Clinical Laboratory Science Lab (CLSC). Sterile gauze, band-aids, antiseptic, and latex gloves are also available in the CLSC lab.

Emergency Evacuation Plan

1. When the fire alarm sounds, assume the emergency is real.
2. Upon discovering a fire, immediately sound the building fire alarm and/or alert other occupants. Fire alarms are identified on the building evacuation route plan.
3. Call 911; give your name, department, location, and telephone number.
4. FIRE: If the fire is small, you may want to fight it with a fire extinguisher from a position of escape. Be sure you are using the proper extinguisher for the type of fire you are fighting. **When in doubt, just get out.** The nearest fire extinguisher location is indicated on the building evacuation route plan. If the fire is large, very smoky, or spreading rapidly, evacuate the building immediately. Inform others in the building that may not have responded to the

alarm to evacuate immediately. If you have to go through smoke, crawl on your hands and knees.

Grading, Retention and Promotion Policy and Procedures

Graduate School policy states that a doctoral student must maintain a cumulative B average in all formal course work. The faculty of the Department of Physical Therapy will review each student's grades at the end of each semester. A student will be placed on academic probation if their cumulative GPA falls below a 3.00. The Chair of the department together with selected faculty will meet with the student. The student will be allowed no more than 2 semesters by which to raise the GPA above a 3.00. The program of a student may be terminated if:

- They fail to successfully raise the GPA to at least a 3.00 within the given timeline.
- Their GPA falls below a 3.00 for a second time.
- It is mathematically impossible for the student to achieve a final 3.00 GPA given the remaining graded Physical Therapy course work.

Remediation and Grade Reporting Procedures

There is no formal remediation process or requirement. Faculty is expected to provide reasonable assistance to aid students in determining the specifics of their deficiencies and guidance in reviewing and assessing their competency in the material.

A student should try to resolve grade disputes with the course director and participating course faculty. Grade disputes that do not result in probation or dismissal from the program may be brought to the attention of the department chair. The department chair may elect to conduct an informal inquiry. Grade decisions remain within the jurisdiction and right of the course director (instructor of record).

The Physical Therapy Department has no authority over the grading practices and decisions of faculty from other departments teaching and/or directing non-PTHE courses. Grading, retention and Promotion Policies and Procedures are reviewed annually and are subject to revision. If changes occur, the students will be notified within a reasonable period of time.

Student performance is always an agenda item at regular faculty meetings. Faculty are directed to report all academic deficiencies to the department chair and presented at regular faculty meetings. At the end of each semester, the faculty will meet and review the final performance of all students and retention and dismissal decisions may be made at that time.

Academic Appeal Process

A student who has had a graduate program terminated by the Graduate School for any reason may apply for readmission to the terminated program (Physical Therapy program) or to another program. In either case, the student will complete an application for readmission, which will be forwarded to the Physical Therapy program for its review. If the graduate faculty of the Physical Therapy program does not approve readmission, they will convey that decision in writing to the Graduate School office and the dean of the Graduate School will communicate the decision to the student in writing (copy to the director of graduate studies). If the graduate faculty of the Physical Therapy program wishes to admit the student, they will forward that decision in writing to the Graduate School Administrative Board for review. The Physical Therapy program must state the specific conditions the student must meet to be admitted and complete the program. If approved by the Administrative Board, the dean of

the Graduate School will communicate the decision of the graduate faculty and the Administrative Board to the student in writing (copy to the director of graduate studies).

Final Exams

Each course in our curriculum is required to have a final exam. Under normal circumstances final exams are to be scheduled during the university posted final exam date and time for each course. When necessary laboratory examinations will also be scheduled during finals week. Therefore prior to making post-semester plans students should consult with professors in each course during a given semester.

**POLICY ON CRIMINAL BACKGROUND CHECKS AND DRUG SCREENING
ON STUDENTS FOR CLINICAL FIELD SITE PLACEMENT
ECU COLLEGE OF ALLIED HEALTH SCIENCES
August 20, 2004**

Due to JCAHO regulations that now require students to provide criminal background checks and, in some cases, drug screenings to prospective clinical sites the following policy is being established for students in the College of Allied Health Sciences.

It is a student's responsibility, when applying for placement in a clinical site associated with the completion of degree requirements, to obtain and provide required reports/copies of the requested criminal background checks and/or drug screens to the appropriate official(s) at the prospective clinical site for review and consideration in determining acceptance for the clinical field experience placement. Students are responsible for arranging, paying for, and submitting the required documentation to any and all clinical sites where students have been assigned for placement. Academic departments, the College of Allied Health Sciences, the Division of Health Sciences, or East Carolina University are not responsible for arranging, paying for, or submitting the required reports, or determining the student's eligibility for placement at the clinical site as a result of the contents of the required reports. Academic departments, the College of Allied Health Sciences, the Division of Health Sciences, or East Carolina University are not responsible or liable for nor will they intervene in any way in the decision by a clinical site to not accept a student based on the contents of required reports. Decisions by clinical sites are final and have no reflection on or responsibility to the student's academic department.

**POLICY REGARDING STUDENT INSURANCE COVERAGE FOR EXPOSURE TO
BLOOD AND OTHER POTENTIALLY INFECTIOUS MATERIALS
ECU COLLEGE OF ALLIED HEALTH SCIENCES
August 20, 2004**

Due to the potential for student exposure to blood and other potentially infectious materials during educational and clinical experiences it is the student's sole responsibility to pay for the total costs of screening, diagnosis, short and long-term treatment, and disability compensation arising from any and all forms of exposure to infectious materials. As a result, students are responsible for obtaining their own medical and disability insurance policies that will cover screening, diagnosis, treatment, and short and long-term disability compensation resulting from such exposure. Any screening, treatment, or disability maintenance costs not covered will be the sole responsibility of the student. All covered, uncovered, or related costs are not the responsibility of the student's academic department, College of Allied Health Sciences, Division of Health Sciences, or East Carolina University.

Department of Physical Therapy Doctor of Physical Therapy

Program History and Overview

The Department of Physical Therapy and the undergraduate BSPT program at East Carolina University was established in 1970. It began with a faculty of 3 and graduated 5 students in 1972. It has since expanded to a faculty of 11 and a graduating class of 30.

In 1989, the Board of Governors granted the University permission to plan an entry-level master program in Physical Therapy. In 1995, the University and General Administration of the University of North Carolina System approved the MPT curriculum and program. The first MPT class was admitted in the spring of 1996. On November 12, 2004, the Board of Governors approved requests to establish a Doctorate of Physical Therapy degree at East Carolina University. The first DPT program begins May 2005, and is fully accredited by the Commission on Accreditation of Physical Therapy Education. The first DPT class will graduate in May 2008.

The program has a long history of a strong commitment to entry-level PT education, research, scholarship and service to the institution, community and profession. Graduates are recognized for their advanced preparation and professional abilities in musculoskeletal, neuromuscular, cardiopulmonary and integumentary systems. The faculties are accomplished academic professionals and distinguished in their respective disciplines. All faculties have advanced degree training with either masters or doctoral degrees in fields important to Physical Therapy. They represent specialty certifications and professional concentrations in the PT disciplines of pediatrics, neurology, prosthetics, sports medicine, orthopedics, industrial and occupational rehabilitation, and geriatrics. Faculty have distinguished records of research, scholarship and professional leadership in organizations within the State, Country, and also Internationally. As one of the founding health professions at East Carolina University, the faculty has served the institution as leaders in the development and advancement of multiple Allied Health professional programs.

Educational Philosophy

The educational philosophy is founded upon the recognition that:

- Health care is the right of all individuals;
- Individuals are unique and health care must consider the total needs of the individual;
- The physical therapist is a self directed professional who is ethically and legally responsible for the quality assurance of the practice of the profession; and
- The physical therapist has the responsibility to pursue life long learning and to strive for the improvement of the delivery of physical therapy through the application and support of applied and basic science research.

In addition to the mastery of skills specific to the evaluation and application of therapeutic techniques, physical therapy is a science-based profession dependent upon the integrated knowledge of the basic, psychosocial and clinical sciences.

Program Goals

The overall goal of the program is to prepare students to become physical therapists whose primary role is to be a clinician capable of practicing as generalists in a variety of settings. The graduate will be able to develop special skills and consultative capabilities in the areas of clinical practice, administration and education.

Upon completion of the program, the graduate will be able to:

- Demonstrate the ability to make professional, evidenced-based decisions with respect to patient examination and evaluation.
- Demonstrate the ability to determine a prognosis and develop a plan of care.
- Demonstrate the ability to administer and modify a plan of care according to interdisciplinary needs and a patient's social, cultural, and economic needs.
- Maintain legal, ethical, and professional standards of patient care.
- Apply critical thinking skill to all aspects of professional practice.
- Utilize effective and efficient written and oral communication in professional practice.
- Integrate cultural sensitivity into all aspects of practice.
- Demonstrate the ability to provide education to patients and families.
- Demonstrate the ability to delegate, cooperate, and lead in the physical therapy clinical settings.
- Accept learning as a lifelong process essential to the professional responsibilities of the physical therapist

COLLEGE OF ALLIED HEALTH SCIENCES STUDENT CONDUCT CODE

The University policy (Student Handbook and Academic Year Planner – “Clue Book”) regarding student conduct states, “students enrolled at ECU are expected to uphold at all times standards of integrity and behavior that will reflect credit upon themselves, their families, and East Carolina University”. Additionally, the faculty of the College of Allied Health Sciences (CAHS) have an academic, legal and ethical responsibility to protect the public and health care community from inappropriate professional conduct or unsafe behaviors in the practice of Allied Health Professions.

Students will be provided with documents expressing expectations regarding academic and professional conduct within all academic and clinical aspects of the curriculum during general advisement sessions, course work, clinical affiliations, and other instructional forums.

All CAHS students are expected to be familiar with their department policies and professional code of ethics and to conduct themselves in accordance with these standards.

A. Definitions

1. “CAHS Student Conduct Code” or “Student Conduct Code” - College of Allied Health Sciences Student Conduct Code.
2. “Hearing Committee” - College of Allied Health Science’s Hearing and Appeals Committee. This committee is authorized to review the charges against a student, to determine if sufficient evidence exists to warrant a hearing, determine whether a student has committed a violation, and recommend any sanction(s).
3. “Student Misconduct File” - student file that will be established upon the recommendation of the Hearing and Appeals Committee. The file will contain decisions and recommendations of the Committee relative to identified conduct violations by the individual student. The file is distinct from the student’s academic file.
4. “College” - College of Allied Health Sciences (CAHS).
5. “Department” – respective departments of the CAHS.
6. “Charged student” - any student who is charged with an alleged conduct violation.
7. “Student” - any student enrolled in a department of the CAHS.
8. “Faculty” - faculty members with an appointment in a CAHS department.
9. “Clinical supervisor” - the professional staff member at the clinical setting assigned to oversee the student’s clinical experience.
10. “Complainant” - any individual who files a complaint against a CAHS student for misconduct.
11. “Student Handbook” – the most current Student Handbook and Academic Year Planner the “Clue Book” of East Carolina University or www.ecu.edu/gradschool/
12. “Cheating” - either the attempt or actual giving or receiving of unauthorized aid or assistance. This includes, but is not limited to: 1) use of unauthorized assistance during exams and quizzes, or 2) utilization of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other academic material belonging to a member of the faculty, staff, or other students.
13. “Plagiarism” - includes, but is not limited to the use by paraphrase or direct quotation, of the published or unpublished work or thoughts of another person without full and clear acknowledgement and passing it as one’s own work.
14. “Academic days” - any time the student is involved in a regular course sponsored activity of the respective CAHS department program.

15. “Filed violation” – an academic integrity or conduct code violation(s) and accompanying sanction(s) that have been submitted to either the Dean of Students, ECU, or the Dean of CAHS in accordance with the Policies and Regulations of the Student Handbook.

B. Proscribed Conduct

Any student while engaging in university related activities or on university property, committing misconduct as described or referred to in this section is subject to the disciplinary procedures and sanctions as outlined in this document.

1. Violation of published Department, College of Allied Health Sciences policies, rules, and regulations.
2. Violation of the East Carolina University Code of Student Conduct (Student Handbook).
3. Violation of the North Carolina statute for those disciplines for which such statutes exist specifically pertaining to the practice of the respective health professions.
4. Violation of the Code of Ethics or the Standards of Professional Conduct of the respective profession.
5. Acts of dishonesty, including but not limited to the following:
 - a. Furnishing false information in an official matter to any member of the faculty, staff, or affiliated clinical instructor with the intent to deceive.
 - b. Forging, altering, or misusing a Department of College of Allied Health Sciences document, record or instrument of identification.
6. Disruption or obstruction of teaching, research, administration, service delivery, or other activities sponsored by the Department, College or affiliated clinical sites, or other Department and College sponsored activities.
7. Verbal and/or physical abuse, threats, intimidation, harassment, coercion and/or other conduct which threatens or endangers the health or safety of any person.
8. Attempted or actual theft or receipt of stolen property and/or malicious damage to property belonging to or located on the properties of the University, affiliated clinical sites, or to other personal or public property.
9. Failure to comply with the security practices of the Department, College, University, or affiliated clinical sites.
10. Use, possession, or distribution of alcoholic beverages except as expressly permitted by the law and University regulations.
11. Conduct or language, while at affiliated clinical sites or on the university campus, that is disorderly, lewd, indecent, or disruptive and is directed toward a member of the faculty, a fellow student, clinical fieldwork personnel or clients, or visitors.

12. Failure to comply with the implementation of Code of Student Conduct procedures.
13. Willingly and knowingly during the clinical field placement, delivering clinical services that a student is not authorized to perform.
14. Any behavior which jeopardizes the safety of the student or another individual especially if it pertains to the delivery of services and occurs during academic and/or clinical activities and field placement.
15. Violation of civil or federal laws involving the use of alcohol, firearms or the illegal use, possession, manufacture, sale or distribution of narcotics and other controlled substances.

C. Procedures

The policies and procedures prescribed to in this document support and maintain the student's right of due process and fair hearing in accordance with the university's policy and The Code – Board of Governors, The University of North Carolina, August 1988.

1. Academic integrity violation

Violations of academic integrity as defined in the Student Handbook and in this document including cheating and plagiarism will be handled as outlined in the policies and procedures for academic integrity violations in the Student Handbook.

2. Non-academic conduct violations within clinical/field setting.

The determination that a student can not function appropriately and safely in a clinical environment is determined in concert by the supervisor and faculty coordinator considering due process, department policy and procedure, and inter-institutional contract.

3. Non-academic conduct violations within the academic settings.

Any individual may file a complaint against a CAHS student for misconduct. Complaints must be submitted in writing to a faculty member before formal action can be initiated. Breach of professional conduct should be discussed with the student by the respective faculty member and reported to the department chair. In the event that the faculty member is the department chair, the Associate Dean of CAHS may conduct the inquiry. Communications and information regarding conduct violations are to be kept confidential.

The department chair will conduct an inquiry to determine if the charges have merit and warrant further investigation. Upon completion of such investigation, the department chair may request that the Hearing Committee initiate a 'misconduct hearing process'. The written complaint and all available information gathered as a result of the inquiry will be provided to the Hearing Committee by the department chair.

4. Violations that may result in the immediate and temporary removal of a student from an 'in progress' department educational activity.

Any instructor of a CAHS program sponsored educational activity may temporarily remove a student from an activity that is 'in progress' for any of the prescribed conduct violations considering due process, department policy and procedure, and inter-institutional contract.

If the student is removed from a classroom academic setting, the department chair or designee is notified immediately of the incident. Depending upon the nature of the infraction, the department chair may request that the student be removed from the remaining classes of the day. Removal of a student from an 'in progress class' may result in a formal misconduct charge. Conduct which jeopardizes the safety of others in an actual or simulated clinical setting may result in removal from the activity and suspension of the remaining clinical experience (see sections B and C2).

D. The Hearing Process

1. The Hearing Committee will be the CAHS Hearing and Appeals Committee.
2. A written charge is filed by the Department Chair with the Hearing Committee. The Department Chair will forward an investigative report, supporting documents, and a recommendation of appropriate sanction to the Committee. The Hearing Committee will conduct a primary interview with the charged student for the purpose of presenting the charges to the student and allowing the student the opportunity to respond to the allegations. The primary interview will be conducted in accordance with policies utilized for academic integrity issues (see Clue Book, Policies and Regulations) and the student may choose to be accompanied by a non-participating observer.
3. Following the primary interview, the Hearing Committee will decide by majority vote whether there is sufficient evidence of a violation to warrant a formal hearing. The Hearing Committee must communicate its decision to the student within two (2) academic days following the primary interview. Possible recommendations of the Hearing Committee are as follows:
 - a. Sufficient evidence to support a violation does not exist. Such a disposition will be final and there shall be no subsequent proceedings regarding the alleged violation.
 - b. Sufficient evidence of a violation does exist and the violation is severe enough to warrant a formal hearing. In this case, a hearing will be established within five (5) academic days following notification of the student.
 - c. All parties (student, Department Chair/Director, and Committee) concur that additional testimony is not required and that the recommended sanctions are appropriate. Prior to such a recommendation, the student must agree that a violation has occurred, concur with the sanction recommended by the Department, and waive (in writing) the right to present additional evidence and testimony at a formal hearing.
4. Hearings shall be conducted in accordance with the following guidelines:
 - a. Confidentiality of the proceedings shall be maintained at all times.

- b. A verbatim transcript of the proceedings shall be maintained at all times.
 - c. The hearing shall be conducted and controlled by the chair of the Hearing Committee.
 - d. Admission of any person to the hearing shall be at the discretion of the Hearing Committee.
 - e. The complainant(s) and charged student may have the opportunity to present witnesses, to examine and cross-examine witnesses, and to have a non-participating observer present. The Hearing Committee has the right to examine and cross-examine witnesses brought to testify relative to the alleged violation. The non-participating observer will not be allowed to officially participate in the proceedings.
 - f. Pertinent records, exhibits and written statements may be accepted as evidence for consideration by the Hearing Committee.
 - g. All procedural questions are subject to the final decision of the Hearing Committee Chair.
5. After the hearing, the Hearing Committee shall decide by majority vote if the relevant evidence was adequate to support the conclusion that the student violated the Student Code of Conduct. The committee's determination shall reflect that the decision is based on the facts of the case and it is not arbitrary, capricious, or discriminatory.
 6. The chair of the Hearing Committee will submit a written statement of its findings complete with sanction recommendations to the Dean of the CAHS, within two academic days following closure of the hearing.
 7. The Dean of the CAHS will determine final action and will give written notice within five academic days to the Hearing Committee, the student, and the department chair.
 8. The Hearing Committee conduct code proceedings are conducted independently of other hearings and proceedings that may result from the alleged violations.
 9. If the violations(s) were also violations of the university conduct code then the Hearing Committee may recommend forwarding all proceedings to the University Dean of Students for consideration.

E. Sanctions:

The Hearing Committee may recommend any one or combination of the below listed sanctions as deemed appropriate for the violation. Disciplinary sanctions excluding dismissal from the program will not become part of the student's academic record but kept in a separate "student misconduct file". The student misconduct file will be kept in the office of the Dean, CAHS. Upon graduation, the student misconduct file will automatically be expunged.

1. Warning – A written notice to the student and the creation of a Student Misconduct File containing the decisions and actions of the Hearing Committee and the department.
2. Probation – In addition to a written reprimand to the student and the creation of a misconduct file, the student is placed on conduct probationary status for a defined period recommended by the department. During the probationary period, the occurrence of another conduct violation will be sufficient grounds for dismissal from the program.
3. Specific conditions – Specific conditions may be recommended singularly or in conjunction with other sanctions. Specific conditions such as professional evaluations, counseling and other forms of assistance designed to improve and maintain the health, safety and well being of the student may be recommended.
4. Loss of Privileges – As recommended by the department.
5. Restitution – Compensation for loss, damage, and/or injury as a result of the violation. Restitution may be in the form of monetary or material replacement.
6. Dismissal from the program. The student may reapply for competitive readmission for the next academic cycle.

F. Appeals

1. Academic Integrity Violations

Appeals of academic integrity violations are directed to the Dean of Students and the Academic Integrity Board of the university and follow the appeal process and procedures described in the Student Handbook.

2. Student Conduct Code Violations

All appeals must be written, outlining the specific grounds for the appeal and submitted to the Vice Chancellor for the Division of Health Sciences within three (3) academic days following notification. Appeal decisions must be reported to the student in writing within five academic days following the appeal request. Except for the consideration of new evidence, an appeal will be limited to the review of the verbatim record of the Hearing Committee hearing and supporting documents.

The decision of the Vice Chancellor, Division of Health Sciences is final.

Physical Therapy-Specific Generic Abilities

Generic abilities are attributes, characteristics or behaviors that are not explicitly part of the profession's core of knowledge and technical skills but are nevertheless required for success in the Profession. Ten generic abilities have been identified through a study conducted at UW-Madison in 1991-92. These are:

<u>Ability</u>	<u>Definition Generic</u>
1. Commitment to Learning	The ability to self-assess, self-correct, and self-direct; to identify needs and sources of learning; and to continually seek new knowledge and understanding.
2. Interpersonal Skills	The ability to interact effectively with patients, families, colleagues, other health care professionals, and the community and to deal effectively with cultural and ethnic diversity issues.
3. Communication Skills	The ability to communicate effectively (i.e., speaking, body language, reading, writing, listening) for varied audiences and purposes.
4. Effective Use of Time	The ability to obtain the maximum benefit from a minimum investment of time and resources.
5. Use of Constructive Feedback	The ability to identify sources of and seek our feedback and to effectively use and provide feedback for improving personal interaction.
6. Problem-solving	The ability to recognize and define problems, analyze data, develop and implement solutions, and evaluate outcomes.
7. Professionalism	The ability to exhibit appropriate professional conduct and to represent the profession effectively.
8. Responsibility	The ability to fulfill commitments and to be accountable for actions and outcomes.
9. Critical Thinking	The ability to question logically; to identify, generate, and evaluate elements of logical argument; to recognize and differentiate facts, illusions, assumptions, and hidden assumptions; and to distinguish the relevant from the irrelevant.
10. Stress Management	The ability to identify sources of stress and to develop effective coping behaviors.

On my Honor

East Carolina University has a straightforward Honor Code:

You are on your honor to not cheat, steal, or lie.

The Honor Code is the basis for East Carolina University's Academic Integrity Policy:

It is a violation of the Honor Code to:

- 1. Cheat.** Cheating is defined as "the actual giving or receiving of any unauthorized aid or assistance or the giving or receiving of any unfair advantage regarding any form of academic work."
- 2. Steal.** Plagiarism is also stealing. Plagiarism is defined as "copying the language, structure, ideas, or thoughts of another, and passing off same as one's original work."
- 3. Lie.** Intentional falsification is lying. Intentional falsification is defined as "any statement of untruth, either orally or in writing, regarding any situation related to academic work."
- 4. To attempt to cheat, steal, or lie.** Attempt is defined as "action toward the commission of any act that would constitute a violation as defined herein (that is cheating, stealing, and plagiarism, or intentional falsification). Any such attempt shall be deemed to be a violation of the Honor Code, and will be punishable to the same extent as if the attempted act had actually been completed or consummated."

I _____ accept the Honor Code of East

Please print your name

Carolina University. I pledge to not cheat, steal, or lie, or attempt to cheat, steal, or lie while enrolled at East Carolina University.

Signature

Date

Please sign and return all signature form to the department secretary by Friday, May 29, 2009.

Student Health Care Coverage

All students enrolled in the DPT program are strongly advised to carry personal health care insurance to cover medical costs in case of illness, accident, or injury. Students are at risk for exposure to infectious diseases when affiliating in hospitals and clinics. Students are at risk for injury when performing patient transfers, performing sharp wound/burn debridement, and in other patient care activities.

Some clinical training sites decline to provide clinical affiliations for students who are not covered under a health care insurance policy. Students enrolled at ECU are not considered employees of the University so health care coverage by the University is not provided for students in class, labs, or in the clinic. Clinical training sites are also not employers of students, so Workman's Compensation does not provide coverage.

Complete the information below:

_____ I have been advised of the importance of and necessity for personal health care insurance.

_____ I am covered under (check one):

_____ Parent's policy _____ Spouse's Policy _____ Individual Policy

Name of insurance company: _____

Name of agent or agency: _____

Telephone number: _____

Policy number: _____

Group number or name: _____

Expiration date: _____

If not covered:

_____ I understand that I am personally responsible for all health care expenses while enrolled in the DPT program and some clinical training sites do not accept students without health care insurance.

I certify that the above information is true. Should my health insurance change; I am required to notify the Chairman of the Department of Physical Therapy.

Print Name: _____

Signature: _____ Date: _____

Please sign and return all signature form to the department secretary by Friday, May 29, 2009.

**Department of Physical Therapy
Doctor of Physical Therapy**

By my signature, I verify that I have received and read the material presented in the DPT Student Handbook.

Printed Name _____

Signature _____

Date _____

Please sign and return all signature form to the department secretary by Friday, May 29, 2009.

Video & Photograph Consent and Release

In consideration of being permitted to participate in video recordings and photographed at East Carolina University (“ECU”), I hereby grant to ECU the absolute and irrevocable right and unrestricted permission in respect of my/my child’s name, photographic portraits or pictures, likeness, or voice or any or all of them or in which I may be included with others, to copyright the same, in ECU’s own name or otherwise to use, re-use, publish and re-publish the same in whole or in part, individually or in any and all media now or hereafter known, and for any purpose whatsoever for illustration, promotion, art, editorial, advertising, or any other purpose whatsoever without restriction as an alternation.

In consideration of being permitted to participate in video recordings, I hereby release and discharge ECU from any and all claims and demands arising out of or in connection with the use of my photograph, name, likeness, or voice including without limitation any and all claims for libel or invasion of privacy with my participation in video recordings.

I fully understand that my participation in video recordings and being photographed is completely voluntary and this conforms that I am of full age and have the right to contract in my own name. This acknowledges that I have read the foregoing and fully understand the contents thereof. This release shall be binding upon me, my heirs, legal representatives, and assigns.

In witness thereof, I have caused this Consent and Release to be executed this _____ day of _____, 20__.

Witness:

Participant:

Signature

Signature

Printed Name

Please sign and return all signature form to the department secretary by Friday, May 29, 2009.