



OFFICE OF PROFESSIONAL AND
CONTINUING EDUCATION

Office of Professional & Continuing Education

301 OD Smith Hall | Auburn, AL 36849

<http://www.auburn.edu/mycaa>

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Last revised June 3, 2015

Auburn University is an equal opportunity educational institution/employer.

No refunds can be issued after the start date published in your Financial Award document.

Education & Training Plan

Student Name: _____

Start & End Dates: ___/___/___ to ___/___/___

Physical Therapy Aide Certificate Program

Cost of certification exam included in this program

Mentor Supported

MyCAA Information

Course Code: AU-PTAA2

Program Duration: 9 Months

Course Contact Hours: 450

Student Tuition: \$3,950

This training program combines atwo course training track:

- **Medical Terminology**
- **Physical Therapy Aide**

A physical therapy aide most often works under the direction of a physical therapist and/or physical therapy assistant. Physical therapy aide jobs often include keeping the treatment area clean and well organized, as well as to help escort patients in wheelchairs, perform clerical duties, order supplies and more. A physical therapy aide generally needs to be well organized, have patience, and enjoy working with others.

The Job Outlook

Employment of physical therapist assistants is expected to increase 46 percent from 2010 to 2020, much faster than the average for all occupations. Employment of physical therapist aides is expected to increase 43 percent from 2010 to 2020, much faster than the average for all occupations. Demand for physical therapy services is expected to increase in response to the healthcare needs of a growing elderly population.

Certification:

Upon successful completion of our Physical Therapy Aide course, students will be prepared for an entry-level position as a Physical Therapy Aide and to sit for the NCCB national certification exam to become a **Certified Physical Therapy Aide Specialist (CPTAS). Fee is included for the CPTAS exam. Fee is included for the CPTAS exam.**

Medical Terminology

180 Hours

Overview

Quickly master the basics of medical terminology and begin speaking and writing terms almost immediately! This course omits time-consuming, nonessential information and helps you build a working medical vocabulary of the most frequently encountered suffixes, prefixes, and word roots. Medical terms are introduced in the context of human anatomy and physiology to help you understand exactly what they mean, and case studies, vignettes, and activities demonstrate how medical terms are used in practice.

With all this plus medical animations, word games, and flash cards on the companion website, you'll be amazed at how easily medical terminology becomes part of your vocabulary.

Included with this course are two (2) hours of online tutoring through NetTutor! Our dedicated NetTutor staff member will walk you through any questions you have about the vocabulary, ensuring you have the know-how to successfully complete your course.

After completing this course, you should be able to:

- Identify and apply basic word structure
- Identify body systems, body cavities, and planes of the body
- Define common prefixes
- Identify diagnostic and procedural suffixes
- Comprehend medical specialists and case reports

Outline

Medical Terminology Module 1 Basic Word Structure

- Word Analysis
- Combining Forms
- Suffixes & Prefixes
- Pronunciation of Terms
- Exercises & Applications

**Medical Terminology Module 2
Organization of the Body**

- Body Systems
- Body Cavities
- Divisions of the Back
- Planes of the Body
- Pronunciation of Terms
- Exercises & Applications

**Medical Terminology Module 3
Suffixes**

- Introduction to Suffixes
- Suffixes and Terminology
- Diagnostic & Procedural Suffixes
- Pronunciation of Terms
- Exercises & Applications

**Medical Terminology Module 4
Prefixes**

- Combining Forms & Prefixes
- Prefixes and Terminology
- Define Common Prefixes
- Pronunciation of Terms
- Exercises & Applications

**Medical Terminology Module 5
Medical Specialists & Case Reports**

- Medical Specialists
- Combining Forms & Vocabulary
- Case Reports & Terminology
- Pronunciation of Terms
- Exercises & Applications

**Medical Terminology Module 6
Body Systems – Part 1**

- Cardiovascular System
- Digestive System
- Endocrine System
- Reproductive System
- Lymphatic System

Medical Terminology Module 7 Body Systems – Part 2

- Musculoskeletal System
- Nervous System
- Respiratory System
- Skin & Sense Organs
- Urinary System

Materials Included:

- *Medical Terminology: A Short Course* by Davi-Ellen Chabner

System Requirements:

Internet Access

- Broadband or high-speed internet access is required. Broadband includes DSL, cable, and wireless connections.
- Dial-Up internet connections will result in a diminished online experience. Moodle pages may load slowly and viewing large audio and video files may not be possible.

Hardware

- Windows hardware configurations and processors are acceptable
- Mac computers **MUST** have Microsoft Windows Operating Systems over Bootcamp (Bootcamp is a free download from Apple's website)
- 1 GB RAM minimum recommended
- Operating Systems
 - Windows XP, Vista or 7 and Mac OS X 10 or higher with Windows
- Web Browsers
 - Google Chrome is highly recommended
 - Internet Explorer is not recommended as it may not display certain menus and links
- Cookies **MUST** be enabled
- Pop-ups **MUST** be allowed (Pop-up Blocker disabled)
- Kindle Reader App is needed for many of our courses (No special equipment needed. This can be downloaded onto your computer.)
- Adobe PDF Reader
- Media Plug-ins (These may be required depending on your course media.)
- Adobe Flash Player (Required for many of our career courses and ALL of our IT courses.)
- Adobe Acrobat Reader, Apple Quicktime, Windows Media Player, &/or Real Player
- PowerPoint Viewer (Use this if you don't have PowerPoint)

****Outlines are subject to change, as courses and materials are updated.****

Physical Therapy Aide

270 Hours

Overview

Thousands of people attend physical therapy schools every day to become a part of this hot career field. In fact, according to the U.S. Department of Labor, employment of physical therapy aides is expected to grow by 29% over the next decade, which is much faster than the average job.

A physical therapy aide most often works under the direction of a physical therapist and/or physical therapy assistant. Physical therapy aide jobs often include keeping the treatment area clean and well organized, as well as to help escort patients in wheelchairs, perform clerical duties, order supplies and more. A physical therapy aide generally needs to be well organized, have patience, and enjoy working with others.

At the completion of this course you should be able to:

- Comprehend the core elements of medical terminology
- Comprehend the core elements of the physical therapy profession
- Identify the systems of the body and their function
- Identify the steps to treat common medical disorders
- Identify the steps to turn, transfer, and position patients

Outline

Physical Therapy Aide Module 1

Medical Terminology Review

- Pronunciation
- Spelling
- Word Roots
- Combining Vowels/Form
- Prefixes
- Suffixes
- General Rules
- Word Building
- Abbreviations
- Procedural and Diagnostic Billing Codes
- Body Structure
- Organization of the Body
- Anatomical Position
- Body Planes
- Directional and Positional Terms
- Body Cavities

Physical Therapy Aide Module 2

The Profession of Physical Therapy

- History and Evolution of Physical Therapy
- Multidisciplinary Approach to Health Care
- The Rehabilitation Team
- The Role of the Physical Therapy Aide

- History of Physical Medicine
- Physical and Therapeutic Allied Health Careers
- Understanding Medical Ethics and Medical Law
- The Patient and the Health Care Worker
- Patient Medical Records and the Law
- Interprofessional Issues
- Communicating Effectively
- Communication in the Physical Therapy Setting
- Appointment Scheduling
- Using Medical Abbreviations
- Understanding the Patient's Medical Record
- Administrative Role of the Physical Therapy Aide
- Billing, Banking, and Insurance Processing

Physical Therapy Aide Module 3 Scientific Principles

- Understanding the Human Body
- Systems of the Body
- The Musculoskeletal System
- The Digestive System
- The Circulatory System
- The Respiratory System
- The Nervous System
- The Integumentary System
- The Urinary System
- The Endocrine System
- The Reproductive System
- The Skeletal System
- The Axial Skeleton
- The Appendicular Skeleton
- Joints and Movement

Physical Therapy Aide Module 4 Physical Dysfunctions, Safety and Charting

- Treating Common Medical Disorders
- Using Physical Therapy to Treat Burns
- Treatment of Amputation
- Treatment of Genitourinary Disorders
- Safety in the Working Environment
- Practicing Good Body Alignment and Movement
- Asepsis and Infection Control
- Performing Proper Handwashing
- Infection Control
- Preparation for Patient Care
- Management of the Environment
- Body Mechanics
- Verbal Commands
- Patient Preparation

- Transportation

Physical Therapy Aide Module 5
Patient Care Skills & Physical Therapy Modalities

- Turning and Positioning the Patient
- Turning in the Prone Position
- Turning on the Floor Mat
- Turning from a Supine Position to a Side-Lying Position
- Returning from a Supine Position to a Sitting Position
- Types of Patient Transfers
- Preparation for Beginning Transfers
- Standing Transfers
- Bathtub Transfers
- Sitting Transfers
- Drawsheet Transfers
- Pneumatic Lift Transfers
- One-Person Transfer from Floor to Wheelchair

Physical Therapy Aide Module 6
Physical Therapy Modalities

- Tips on Preambulation Teaching
- Choosing the Appropriate Device
- Gait Training and Gait Deviations
- Therapeutic Exercises
- Measuring Muscle Strength
- Skill or Coordination Exercises
- Range of Motion Exercises
- Superficial Heating Agents
- Deep Heating Agents
- Ultrasound
- Hydrotherapy
- Cold Therapy
- Massage
- Cervical Traction
- Specialized Clinical Procedures
- Electroneural Stimulation
- Application of a Cast
- Administration of Medication
- Specialized Reflex Tests
- Orthotics and Prosthetics
- Sports Bandaging and Taping
- Pet Therapy
- Career Skills and the Physical Therapy Aide
- The Job Search
- The Cover Letter & Resume
- Interviewing
- Finding Job Leads

Required Materials:

- *Medical Terminology: A Short Course* by Davi-Ellen Chabner
- *Physical Therapy Aide: A Worktext* by Roberta C. Weiss

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