



## SHC PTA INTERNSHIP INFORMATION FORM

Dear Physical Therapy Intern:

This form contains information pertaining to your forthcoming internship in the **Student Health Center Physical Therapy Department** at the University of Wisconsin - LaCrosse. **Please read it carefully.** Complete and return the questionnaire on page 4 as a separate document within the next 1-2 weeks to [puentnel.juli@uwlax.edu](mailto:puentnel.juli@uwlax.edu).

**Type of Facility:** Outpatient Sports / Orthopedics

**Note:** The Student Health Center (SHC) provides outpatient care solely for students attending UW-L or Western Technical College. Students who meet SHC requirements, and have paid the segregated fee, are eligible to receive SHC services. We do not bill insurance companies in the SHC PT Department.

**Location of Facility:** The SHC Physical Therapy Department is located on the 1<sup>st</sup> floor of the Health Science Center (HSC), which is located at 13<sup>th</sup> & Badger Sts. on the Western edge of the UW-L campus (building #34 on next page).

**Street Address:** 1300 Badger Street

**City, State, Zip:** La Crosse, WI 54601-1502 (see map on next page)

**Telephone:** (608) 785-5120

**Fax:** (608) 785-8746

**Parking:** Free on-street parking is available near the HSC. We cannot obtain parking permits for interns.

**Staff:** Lori Callister, PT, LAT  
Christopher J. Durall, PT, DPT, SCS, LAT, CSCS (CCCE)  
Dennis Fater, PhD, PT, Cert. MDT  
Julie Puent-Nelson, PTA  
Katie Tossi, PTA

**Other staff:** Several work-study students are employed at the front desk in the PT unit. The Student Health Center has 4 physicians, 1 certified nurse-practitioner, nursing staff, medical assistant staff, radiological, and laboratory services.

**Physical Therapy Hours During the Fall and Spring Semesters:** 8:00 AM - 4:30 PM Monday, Wednesday, Thursday, Friday; 9:00-4:30 Tuesday (8:00-9:00 meetings these days). **Interns should plan on a 7:45 AM - 5:00 PM workday. The Student Health Center is open limited hours (usually 8:00am-12:00pm) during the Summer and over academic breaks (e.g. J-term).**

**Report First Day:** PT unit in Student Health Center at **8:00 AM**, unless otherwise instructed by CI or other SHC-PT Staff

**Housing:** See housing section below. Interns are responsible for making all housing arrangements. There are no dorm rooms available for interns.

**Travel:** The intern incurs all travel expenses. Arrangements can be made for transport to/from the airport, bus depot, or train station with advance notice. La Crosse is served by Amtrak, and several commercial airlines including United Express, NWA, Midwest Express, and AA.

**About LaCrosse, Wisconsin:** <http://www.explorelacrosse.com/home/index.asp>

**Uniform Requirements:** Casual professional dress (e.g. khakis and polo shirt) with clean/neat appearance and nametag. No open-toed shoes/sandals. Jeans are permitted on Fridays only.

**Lunch:** Lunch breaks are scheduled on a rotating basis, usually 30-45 minutes in duration. A refrigerator & microwave are available.

**Average Daily Number of Physical Therapy Patients in Department:**

80 - 100 per day during fall and spring semesters

10 - 15 per day during summer

**Average Daily Number of Evaluations/Re-evaluations for Physical Therapy Interns:** 10

**PTA Intern Duties/Expectations**

**Special Programs or Services Available:**

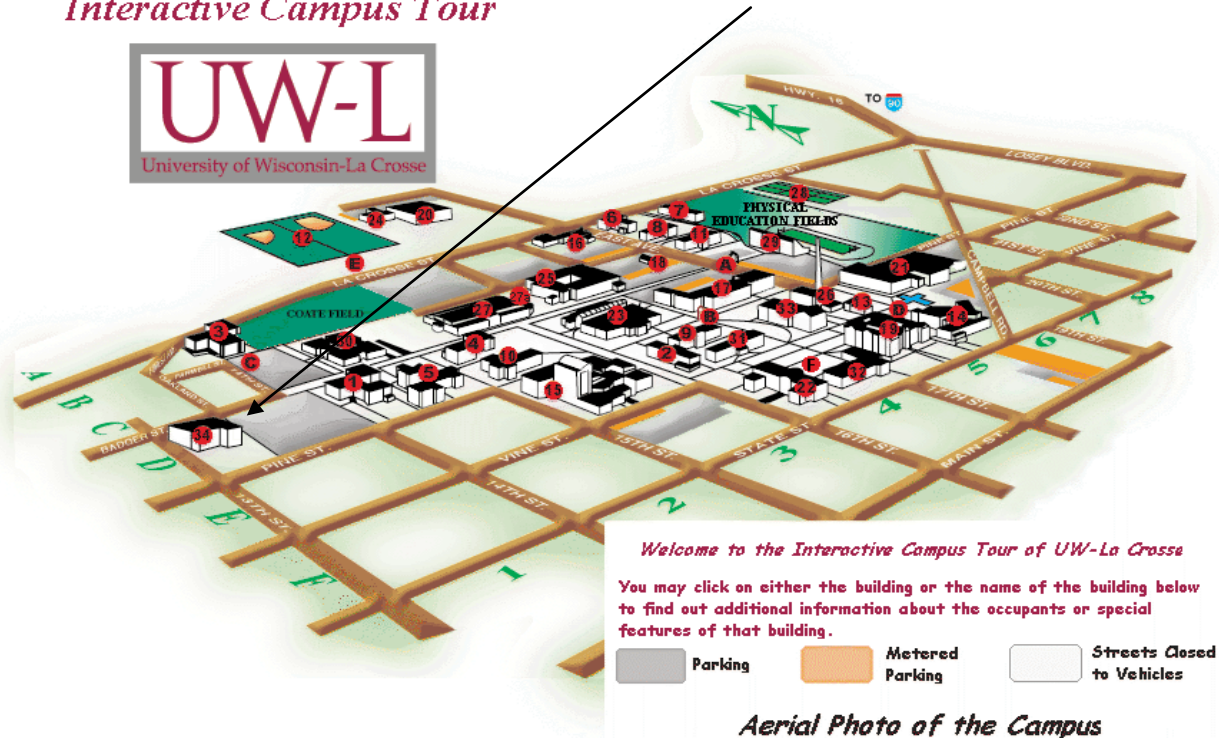
- Orthopedic surgical observation
- Epidural steroid injection observation
- Interns can obtain a pass to use the REC center on campus for \$5.00/week (<http://www.uwlrecsports.com>)

## UW-L CAMPUS LOCATION



## CAMPUS MAP (HSC is #34)

### Interactive Campus Tour



## General Duties of PTA Interns at the SHC

- **PTAs and PTA interns perform most of the interventions in our clinic.**
- **Our caseload is roughly 75% extremity and 25% spine.** Review and bring your course notes from your orthopedic, physical agents, and therapeutic exercise courses. We have some texts available for use on these topics but you should bring your own copies if feasible (e.g. McGee).
- **We typically have more than one intern at any given time.** This is intended to create an atmosphere of learning and encourage exchange of ideas rather than to promote competition.

## Objectives for PTA Internships at the SHC

- ✓ PTA Interns will demonstrate a commitment to learning and professionalism by being receptive to all learning opportunities; continually reassessing their ability and comprehension, and actively seeking new knowledge.
- ✓ PTA Interns will interact effectively and professionally with all patients, PT staff, and Health Center staff, and deal effectively with issues of cultural and ethnic diversity.
- ✓ PTA Interns will communicate effectively (speaking, writing, listening, body language) and professionally at all times with patients and staff. This includes seeking out feedback on performance and discussing issues of concern in a timely and professional manner with the appropriate parties.
- ✓ PTA Interns will demonstrate effective use of their time and resources, striving to obtain the maximum benefit from a minimal investment in time and resources.
- ✓ PTA Interns will strive to improve their ability to problem-solve and think critically when treating patients.
- ✓ PTA interns will be proficient with interventions performed in the SHC.
- ✓ PTA interns will complete a mid-term and final CPI (or a similar assessment instrument approved by their professional program).

## HOUSING

**\*\*Please let us know if you have particularly good or bad experiences with these companies (or website links), or if you have additional recommendations for accommodations we could add to this list\*\***

### APARTMENT LOCATING SERVICES

Apartment Connections                      608-785-7368  
Rental Directory                              608-784-5595

<http://lacrossetribune.abracat.com/c2/reforrent/search/index.xml>

<http://www.apartmentrentalguide.com/state/wisconsin/lacrosse.htm>

<http://www.affordablehousingonline.com/apartments.asp?mnuState=WI>

<http://lacrosse.areaguides.net/apartments.html>

### APARTMENTS

Benson Management                      608-782-3776  
Munson Realty                              608-785-7187  
Premier Management                      608-788-7962  
Property Management Concepts        608-782-9680  
River Place Apartments                  608-782-0202  
    ✓ Excellent place but winter only and 2-3 month minimum  
Swanson Property Management        608-783-7763

### REALTIES

Gerrard Realty, La Crosse              (608) 784-7815  
Hoeschler Realty, La Crosse            (608) 784-5958  
Wagner & Associates, La Crosse       (608) 782-4020  
Monson Realty, La Crosse              (608) 785-7187

### HOTELS/MOTELS

<http://www.mytravelguide.com/hotels/Lacrosse-Wisconsin.php>

<http://www.reservetravel.com/us-wi-Lacrosse-Hotels.html>

<http://www.google.com/local?hl=en&lr=&q=hotels+motels&near=Lacrosse,+WI&sa=X&oi=localr>

[http://www.besthotel.com/?state=72&country=1&src\\_aid=235601](http://www.besthotel.com/?state=72&country=1&src_aid=235601)

### OTHER:

**UWL WEBSITE:** <http://www.uwlax.edu/ResLife/offcamhousing.html>

**FIND A PLACE TO LIVE.COM:** <http://findaplacetolive.com/>

**ROOM TO RENT FOR FEMALE INTERNS ONLY:** full house access (kitchen, laundry); per past interns its "Quiet, clean, close to HSC" ~\$200-300/month; Contact: Mary Ellen Lee 608-782-6080.

**BEDROOM TO RENT:** shared bathroom; ~5 miles from HSC (on Losey Blvd. near Central HS) ; \$50/week; Contact: Katie Karcher, 608-769-5867; [kekarcher@hotmail.com](mailto:kekarcher@hotmail.com).

### MISC:

#### Healthclub memberships:

**Premier Fitness** (in King on 5<sup>th</sup> Building): Student membership ~\$120.00/3 months (a past intern negotiated directly w/ owner for a \$80.00/2 month membership)

**REC Sports** (on UWL campus): See Chris when you arrive for details.

## QUESTIONNAIRE

**NAME:**

**DATE OF BIRTH:**

**INTERNSHIP DATES:**

**ACADEMIC PROGRAM:**

**ACCE:**

**CURRENT MAILING ADDRESS:**

**CURRENT PHONE:**

**IN CASE OF EMERGENCY NOTIFY:**

**EMERGENCY PHONE:**

**HEALTH INSURANCE:**

**LIABILITY INSURANCE:**

**Briefly discuss your reasons for you choosing the Student Health Center for your internship.**

**Please list clinical objectives for your internship at the Student Health Center.**

**Briefly discuss any areas that you feel you need to improve upon.**

**Briefly discuss your strengths.**

**List previous internships completed.**

**If there is other information about yourself that you would like us to know, please include it.**

## SURGICAL OBSERVATIONS FOR PT/PTA INTERNS AT THE SHC

Several area orthopedists have agreed to have SHC PT interns observe them in surgery. There are, however, several things that you must do prior to walking into the O.R.

1. Talk to Chris about dates/times when you want to go. *Only one intern can go per day.*
2.
  - a. If you want to go to Franciscan-Skemp, **you need to contact Ruth Morgan (785-0940 ext. 4203) to make all of the arrangements.**
  - b. If you're going to Gundersen-Lutheran, call **Jennifer Olds 775-3351** in the surgery department. Find out when you need to report to the surgery department. **THEN:** call **the Medical Education office 775-2961** to make arrangements to view **a video on aseptic techniques** and **sign a HIPAA form.** You can only view the video between 8:00-4:00 weekdays. The Medical Education office is located on the 1<sup>st</sup> floor of the clinic next to Podiatry.
3. Show-up on time and be prepared.
4. After you return, write a "thank-you" letter to the surgeon—see Chris for letterhead and envelope.

### Gundersen-Lutheran

*Bradley Fowler, MD (Sports)*  
*Randall Gall, MD (Orthopedics)*  
*Richard Marchiando, MD (Ortho)*  
*Edward Riley II, MD (Ortho)*  
*Kevin Rumball, MD (Ortho)*  
*Suzanne Tanner, MD (Sports)*

### Surgery day(s)

Tues & Thurs  
???  
Mon & Wed  
Friday  
Mon & Thurs  
Mon & Fridays

### Assistant

N/A—talk to Jennifer Olds  
Anne Rutz 782-7300 x 52652  
N/A—talk to Jennifer Olds  
N/A—talk to Jennifer Olds  
Lance  
N/A—talk to Jennifer Olds

### Franciscan-Skemp

*Charles Nolte, DO (Orthopedics)*  
*Mark Perpich, MD (Orthopedics)*

**\*\*Thank you notes must follow your observation. You can show Chris the draft of your note if you wish. These must be printed on Dept. letterhead—see Chris for letterhead & an envelope.**

### Addresses:

Gundersen-Lutheran  
Department of Orthopedics  
1900 South Ave.  
La Crosse, WI 54601

Franciscan-Skemp  
Department of Orthopedics  
700 West Ave.  
La Crosse, WI 54601

## OBSERVING EPIDURAL STEROID INJECTIONS

Dr. Tim Harbst, a Physiatrist at Gundersen-Lutheran, is willing to have SHC PT/PTA interns observe him performing fluoroscopically-guided epidural steroid injections (ESI). If you are interested in observing him, you need to do the following:

1. Talk to Chris about dates/times when you want to go. I prefer that only one intern go per day.
2. Call **Patti Keller**, Dr. Harbst's assistant, at **775-2366** to schedule your observation. Dr. Harbst usually performs ESIs on Tuesday and Thursday mornings starting ~8:30 am.
3. Dr. Harbst's clinic is located on the 3<sup>rd</sup> floor of the **EAST BUILDING**. Let the receptionist at the **Neurosciences** front desk know that you are a PT/PTA Intern from the SHC there to shadow Dr. Harbst.
4. You will need to sign a HIPAA form.
5. Dress professionally (men need to wear ties), wear your nametag, and show-up **on time**.
6. After you return, write a "thank-you" letter to Dr. Harbst—see Chris for letterhead and envelope.

### Address:

Dr. Tim Harbst  
Gundersen-Lutheran  
1900 South Ave.  
La Crosse, WI 54601

### **SHC PT DEPT PTA INTERN ORIENTATION CHECKLIST**

- Review internship objectives; see wall file holder in PT Intern office
- Sign confidentiality form (see wall file holder in PT Intern office); **have Chris also sign as supervisor**
- Complete intern contact info sheet and **give to Chris**
- Tour HC and meet staff; **see Julie or Katie for this.**
- Review documentation flowchart posted on wall in PT Intern office; **discuss with Chris.**
- Review Wisconsin Practice Act re: practice and supervision of PTAs (on bulletin board in intern office).
- Review treatment flow sheets (including treatment parameters on back of sheet); **see Chris or Lori for assistance.**
- Review exercise flow sheets and identify exercises you are unfamiliar with—**seek clarification from Julie, Katie, Chris, or Lori if necessary.** Make sure to use universal names for exercises—if you have special/unique exercises, make sure you orient PTA staff to your exercises and their names.
- Practice unfamiliar exercises in gym; practice using all gym equipment so you could set-up patients on devices--seek clarification from staff if necessary.
- Practice LE Functional Tests and Trunk Muscle Endurance Tests (sheets in gym); **see Julie or Katie for assistance**
- Practice using electrotherapeutic devices, physical, and mechanical agents in our dept—see binder next to computer in PT gym; **see Julie or Katie for assistance.**
- Practice using macros on computer to document a mock patient evaluation and re-evaluation; **see Chris for assistance.**
- Practice using VHI exercise software on gym computer; **see Julie, Katie, Chris, or Lori for assistance.**
- Review HEP binder located in cupboard below gym computer.
- Examine consumable items on shelves in the back of the department—sleeves, splints, orthotics, etc. and practice fitting these; **see Julie or Katie for assistance.**
- Practice fitting crutches, ankle and knee immobilizers in the back of the department; **see Julie or Katie for this.**
- See Julie or Katie** about filling-out yellow loan or charge forms correctly/completely.
- Review procedures for observing an orthopedic surgery; these are posted on bulletin board in PT Intern office.
- If interested in obtaining pass to utilize campus exercise facilities, see wall file holder in PT Intern office for **Student Intern Membership Application.**
- Talk to Julie about your scholarly project at the SHC; **arrange date and time with Julie.**