



## SHC PTA INTERNSHIP INFORMATION FORM

Revised 9/15/2017

Dear Physical Therapist Assistant 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 to: [jpuentnel@uwlax.edu](mailto:jpuentnel@uwlax.edu)

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

**Website:** [http://www.uwlax.edu/StudentHealth/physical\\_therapy/index.htm](http://www.uwlax.edu/StudentHealth/physical_therapy/index.htm)

**Note:** The Student Health Center (SHC) provides outpatient care solely to students attending UW-L or Western Technical College. The SHC does NOT bill insurance companies.

**Location of Facility:** 1<sup>st</sup> floor of the Health Science Center (HSC), which is located at 13<sup>th</sup> & Badger Streets 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 on a first-come basis. We cannot obtain parking permits for interns. When alternate-side parking is in effect (during winter months), parking is usually available close to HSC early in the am.

**Staff:** Chris Durall, PT, DPT, MS, SCS, LAT, CSCS (CCCE & Dept. Director)  
Julie Puent-Nelson, PTA (PTA Internship Coordinator & CI)  
Jim Szymanski, PT, LAT

**Other staff:** Several work-study students are employed at the front desk in the PT unit. The Student Health Center has 3 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 – 4:45 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** to Julie Puent-Nelson in the 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:** Interns must make arrangements for travel. Arrangements can be made for transport to/from the airport or train station with advance notice. La Crosse is served by Amtrak, and two commercial airlines: Delta and AA.

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

**Uniform Requirements:** Casual professional dress (e.g. khakis and collared shirt) with clean/neat appearance, a belt and nametag. Shirts must be tucked-in. No open-toed shoes/sandals. Socks must be worn. Casual dress shoes are preferred vs. athletic shoes. For men, ties are welcomed but not required. 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

**Special Programs or Services Available:**

- 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



**Welcome to the Interactive Campus Tour of UW-La Crosse**

You may click on either the building or the name of the building below to find out additional information about the occupants or special features of that building.

	Parking		Metered Parking		Streets Closed to Vehicles
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**Aerial Photo of the Campus**

## General Duties of PTA Interns at the SHC

- **PTAs and PTA interns perform most of the interventions in our clinic.**
- Interns must introduce themselves as PTA Interns to their patients. Patients have the right to defer their care to a staff PTA if they choose, although this rarely happens.
- **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/>

**LA CROSSE CRAIGSLIST:** <http://lacrosse.craigslist.org/>

**BEDROOM TO RENT:** shared bathroom; ~1 mile from HSC (on 23<sup>rd</sup> & Main Sts.); \$55/week; Contact: Roy Eggart 608-769-2042; [reggart@yahoo.com](mailto:reggart@yahoo.com)

### MISC:

#### Healthclub memberships:

**Premier Fitness** (in King on 5<sup>th</sup> Building): Student memberships have been provided in the past for ~\$40-50/month

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

## QUESTIONNAIRE

**NAME:**

**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.**

## **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 Julie also sign as supervisor.
- ❑ Complete intern contact info sheet and give to Julie.
- ❑ Tour HC and meet staff; **see Julie or Chris R. for this.**
- ❑ Review documentation flowchart posted on wall in PT Intern office.
- ❑ 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).
- ❑ Review exercise flow sheets and identify exercises you are unfamiliar with—**seek clarification from Julie or Chris R. 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)
- ❑ Practice using electrotherapeutic devices, physical, and mechanical agents in our dept—see binder next to computer in PT gym.
- ❑ Practice using Point-n-Click on computer to document a mock patient evaluation and re-evaluation.
- ❑ Practice using VHI exercise software on gym computer.
- ❑ 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.
- ❑ Practice fitting crutches, ankle and knee immobilizers in the back of the department.
- ❑ **See Julie** 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.**

\*\*See Julie Puent-Nelson or Chris Roethe for assistance with these tasks