

## ACADEMIC AND PROGRAM REQUIREMENTS FOR ENTRY INTO THE PROFESSIONAL PHASE

**IMPORTANT NOTE:** The material contained herein is subject to change from time to time and this publication cannot be considered an agreement or contract between individual students and the School. The Rangos School of Health Sciences reserves the right to alter or amend the terms, conditions, and requirements herein, and to eliminate programs or courses as necessary. Once enrolled, students should consult on a regular basis with their Faculty Mentors and/or Academic Advisors for specific information regarding academic policies pertaining to their respective program.

Final approval for entrance into the professional phase will be predicated on satisfactory completion of all academic and program requirements. Students who do not meet the academic or program requirements set forth by their respective departments will be delayed entrance into the professional phase or will be dismissed.

All six programs within the RSHS guarantee entry into the professional phase to all students who meet all academic and program requirements, as listed below, while in their pre-professional phase. Some program requirements vary. Students will receive explicit information regarding these program requirements from the Office of the Dean.

**The academic and program requirements for entry into the professional phase are as follows:**

1. Successful completion of all required RSHS pre-professional course work with a "C" or better and a minimum cumulative QPA for the required pre-professional course work: 2.75 in athletic training and health management systems; 3.0 in physical therapy with a 2.75 QPA in the following prerequisite courses: Biology I & II with labs, Chemistry I & II with labs, Physics I & II with labs, Introduction to Biostatistics, and Introduction to Psychology; and 3.0 in occupational therapy, physician assistant studies and speech-language pathology. Athletic Training students must achieve a "B" or better in both ATHT 201: Essential Concepts and Techniques in AT and ATHT 202: Pre-Professional Practicum in AT and pass the associated labs.
2. Documentation of current CPR Certification (includes Adult, Infant, and Child CPR and AED). Duquesne University's Public Safety Department offers courses on campus. Other possible sources for such a course include the American Red Cross, the American Heart Association, Easter Seals, the various campuses of the local community colleges, the YMCA/YWCA and area hospitals. Athletic Training students will receive this training in class. CPR is recommended for Health Management Systems students. Physician assistant studies students must complete CPR training for healthcare providers. Possible sources for this training include the American Heart Association and Center for Emergency Medicine in Oakland.
3. Documentation of shadowing/mentoring, volunteer, or paid experience in the student's field of study, as described in department-specific information. The student is expected to exhibit quality and variety in his/her experiences, as well as a continued commitment to learning more about, and serving, the field of study being pursued. The student should maintain a log of these hours indicating where and when these experiences occurred; the supervisors' names, signatures, licensure numbers, and either phone numbers or email addresses for each experience; and the type of responsibilities and/or observations experienced. Attaching a letter with this information signed by the supervisor on official facility letterhead stationary is sufficient documentation as well. This log must be submitted to the Office of the Dean.

Depending on the various clinical sites where a student may do shadowing/mentoring, volunteer, or paid experience, he/she may be required to comply with Pennsylvania Act 33/151 Child Abuse History Clearance and Act 34 Criminal Background Clearance under the Child Protective Services Law, as well as Act 114 – F.B.I. Criminal Record Background Checks. Acts 33/151 and 34 require a report of criminal history record information from the Pennsylvania State Police.

- For **athletic training students**, this experience must include documentation of 100 hours of clinical experience in athletic training. The opportunity to complete 50 hours of this requirement each semester will be required during Essential Concepts and Techniques in AT Lab in the fall semester of the sophomore year and Pre-Professional Practicum in AT Lab in the spring semester of the sophomore year. All students will be required to attend mandatory clinical skill sessions throughout the sophomore year.
- For **health management systems students**, it is strongly recommended that students begin shadowing, volunteer or paid experience in medical records, health management systems, or information systems to become more familiar with the profession.
- For **occupational therapy students**, this experience must include documentation of shadowing, volunteer or paid experience for a total of 120 hours. Sixty hours should be experiences in one, or possibly two, occupational therapy settings offering as wide a range of ages, diagnoses and types of practice as possible. An additional 60 hours should be included in a community-based service organization, or possibly two, to become familiar with special populations and services. The presence of an OT is not required in the community experience. Students should strive for each experience to be personally different from previous ones and engage in observations or direct activities with populations served by occupational

therapy. While students are encouraged to do the majority of observation hours near the end of their pre-professional program, hours obtained for the prior 30 months preceding beginning the professional program is suitable when accompanied by all required documentation from their supervisor.

- For **physical therapy students**, this experience must include documentation of shadowing, volunteer or paid experience in physical therapy. A minimum of 100 hours in a minimum of two different physical therapy practice settings under the supervision of a physical therapist is required, including as wide a range of ages, diagnoses, and practice settings as possible.
  - For **physician assistant studies students**, shadowing is strongly recommended prior to starting the professional phase. These experiences will serve as examples of the various clinical roles and responsibilities assumed by physician assistants and the many practice settings available upon graduation.
4. Completion of a physical examination and other health requirements. In addition to meeting the University's health and immunization requirements upon matriculation, all students must subsequently meet the RSHS pre-clinical health requirements prior to entry into the professional phase. Athletic training students must complete all health requirements, including documentation of ability to meet the performance indicators/technical standards at the beginning the second year of the pre-professional program. All students must be aware that some clinical sites are demanding drug screening tests prior to students being placed in that facility for clinical affiliation experience. Should a student be assigned to one of these clinical sites, he/she will be required to take appropriate drug screening tests and all costs incurred will be the responsibility of the student. Positive drug tests will affect a student's standing in the academic program. Duquesne University's Health Service can provide the physical examination and laboratory tests to students for a reasonable fee, or students may opt to use a private primary care provider. All physical examination and test results will be collected and maintained in the Health Service Office. The RSHS will be notified of any student who is deemed unable to meet the RSHS performance skills required for completion of didactic or clinical education. In cases where immunity does not exist or test results are positive, students may either be expected to engage in additional testing or immunizations, or be removed from the clinical experience due to the health risks presented to themselves, their classmates and faculty, and their patients. Physician assistant studies students must complete all health requirements, including documentation of ability to meet the performance indicators/technical standards at the beginning of the professional phase. Speech-language pathology students must meet all health requirements by the first day of class of the fall semester (August of third year) prior to the beginning of the professional phase.
  5. Successful completion of personal interviews is mandatory for **athletic training** and **physician assistant studies** students. Students will receive information from their respective departments regarding the scheduling of interviews. Pre-professional students seeking admission or progression into the professional phase of the **physician assistant studies** program must receive a recommendation from the Physician Assistant Studies Professional Phase Review Committee, based upon successful completion of interviews with departmental faculty members. These mandatory interviews will review student performance as well as their potential to achieve academic and career satisfaction. Students who are not granted a recommendation upon completion of the interview process will not be admitted into the professional phase. Students recommended for the professional phase who are unable to start the program at the designated time may reapply for the following year and may be required to repeat the interview process, however their seat cannot be guaranteed.
  6. All new professional phase students must attend the Professional Orientation Program(s) which are held immediately before the start of the summer and/or fall semester for all new professional phase students except occupational therapy which is held at the beginning of spring semester. At this orientation, students will receive Health Insurance Portability and Accountability Act (HIPAA) training which is required by Federal Law to be completed.
  7. Departmental approval. Pre-professional occupational therapy and physical therapy students will not be admitted into the professional phase if they do not have a minimum 3.0 cumulative QPA in the pre-professional coursework. Physical therapy students must also have a cumulative QPA of 2.75 in the following prerequisite courses: Biology I & II with labs, Chemistry I & II with labs, Physics I & II with labs, Introduction to Biostatistics, and Introduction to Psychology. The RSHS faculty maintains the right not to admit a student into the professional phase of their program if they determine that student is not a suitable candidate to proceed, even though that student has met the academic and program requirements (e.g., they were convicted of a felony or failed to exhibit ethical and professional attitude and behavior). Please refer to the RSHS Academic Student Handbook sections "ACADEMIC INTEGRITY" and "Student Conduct and Disciplinary Action" under "PRE-PROFESSIONAL PHASE ACADEMIC POLICIES" and "Certification, Licensure and Registration" under "GRADUATION REQUIREMENTS."

Pre-professional occupational therapy, physician assistant studies, and speech-language pathology students who have earned a cumulative QPA of 3.0 or better but who in their final semester fall below the 3.0 semester QPA requirement for the first time in their academic career will be allowed to begin the professional phase on academic probation. Should that student ever again fail to meet the semester QPA of 3.0, he or she will be academically dismissed from the RSHS.