

PT 3000

Physical Therapy Aide and Administration Specialist

18 weeks
DURATION

nha 
ISSUING AUTHORITIES

High School Diploma or GED
REQUIREMENTS



PROGRAM DETAILS

Nearly everyone has used a bag of ice or even heat to relieve pain, but what about if that pain persists and becomes long term? This is where physical therapy comes in. Physical therapy is the practice of assisting individuals to regain full function of their bodies via various types of exercise.








Our 17-week Physical Therapy Aide program is the ideal opportunity for someone to gain entry into the field and assist members of the physical therapy team. Aides often perform tasks that are indirectly related to patient care, such as cleaning and setting up treatment areas, moving patients and performing administrative and clerical duties. Other duties include preparing hot and cold packs, sanitizing equipment and assisting in patient intake. Often aides are responsible for documenting patients' responses during exercise.

Graduates of this program will be prepared to take the Physical Therapy Technician/Aide Certification (PTTC) exam sponsored by the American Medical Certification Association (AMCA), the Certified Medical Administrative Assistant (CMAA) exam sponsored by the National Healthcareer Association and will attain the status of "Customer Service Certified" (CSC) as designated by the Professional Association for Customer Engagement (PACE)

COURSES

- PS-1011 Professionalism in Allied Health
- HI-1014 Introduction to Human Anatomy and Medical Terminology
- HI-1011 Medical Office Procedures and Administration
- HI-6013 Fundamental of Physical Therapy

AT THE END OF THIS PROGRAM, YOU WILL BE ABLE TO:

-  Identify policies and procedures for maintaining safety, infection control and appropriate OSHA practices.
-  Describe patient preparation for examination and treatment including body positioning and transfers
-  Define patient transportation, gait training and proper use of crutches, walkers, canes, and parallel bars
-  Differentiate heat and cold modalities and passive, assistive and active range-of-motion exercise
-  Discuss patient scheduling and related tasks for provider scheduling, intake procedures including demographics, insurance verification and preparation of records and forms
-  Ensure HIPPA, OSHA, and CMS compliance as applicable to protected health information, safety, claim submission and prevention of fraud
-  Recognize proper office opening and closing procedures, patient communication, computer skills and telephone etiquette
-  Apply anatomy/physiology and medical terminology knowledge where applicable to patient and provider interactions and administrative tasks

ATTAINABLE CAREERS

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| Physical Therapy Aide | Rehab Technician |
| Rehabilitation Aide | Physical Therapy Attendant |
| Physical Therapy Technician | Clinical Rehabilitation Aide |

TARGET CERTIFICATIONS

- PTTC Physical Therapy Technician Certification
- CMAA Certified Medical Administrative Assistant