



# UNLVPT Student Program Handbook<sup>1</sup>

Department of Physical Therapy  
School of Integrated Health Sciences  
Division of Health Sciences  
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## **Introduction**

Welcome to UNLVPT! After a thorough review of your past achievements and a personal interview, you have been selected as one of our students. This reflects our confidence in your potential to become a competent and ethical practitioner of physical therapy who will be able to deliver quality patient care in a variety of clinical settings.

During the first year, your education will include a combination of classroom and clinical experiences designed to give you a strong background in basic sciences such as human anatomy, neuroanatomy, pathophysiology, and general orthopedic and neurologic principles. You will also learn about the principles of assessment and be introduced to many of the therapeutic techniques used in rehabilitation evidence-based practice.

The second year of study will combine didactics with a clinical science approach. Some of your classroom time will be spent working in small, problem-solving groups. Each group will discuss cases typically seen by therapists in orthopedics, neurology, pediatrics, geriatrics, etc., with an emphasis on evidence-based practice. You will learn how to evaluate clinical scenarios using appropriate examination tools and then will develop specific interventions using sound, evidence-based reasoning. This strategy is one method of helping you to integrate the knowledge you have gained and apply it to actual clinical situations.

Another method of integration will be through clinical experiences of various lengths. These will begin in the summer after completion of your first year of education. You will be given the opportunity to work in and experience the varied scope of practice assigned to physical therapists. In keeping with our mission, the program will provide opportunities for students to complete clinical experiences in rural or underserved settings with the goal of students completing at least one rural or underserved clinical experience.

Additionally, UNLVPT offers an optional dual degree pathway in partnership with the UNLV Master of Business Administration (MBA) program. With approval from the Department of Physical Therapy, eligible students may apply to add the MBA during the Fall semester of their second year in the DPT program. Official degree requirements and policies for the dual degree are maintained by the UNLV Graduate College and the MBA program, and students are responsible for reviewing the most current information.

Your education is a process that builds on the previously learned information. Each segment is critical for guiding you into a profession that is rapidly changing and wide in scope. The first step in this process is to become thoroughly familiar with our program. The purpose of the UNLVPT Handbook is to introduce you to our mission and to inform you of what is expected of you as a student. There is also general information that will answer most of your questions about the program. Become familiar with the UNLVPT Handbook and keep it for your reference.

We are here to help you achieve the goal of becoming an effective, competent, and caring physical therapist. We hope that you will consider the staff and faculty as your partners in this effort and we hope you will feel free to come to us at any time with problems and suggestions.

## **Student Responsibility for Handbook Information**

Each student is responsible for being familiar with the information contained in this handbook. Failure to read the information will not be considered an acceptable excuse for non-compliance. All students must read and sign the "Acknowledgment of Receipt." This form must be returned to the Department administrative

assistant prior to the end of your first week in the program. By signing this form, you are declaring that you have read and have been informed of the contents of the UNLVPT Handbook. UNLVPT reserves the right to change the policies and procedures as outlined in this handbook or revise curricula as necessary and will keep you informed of changes as they occur. Students are responsible for being familiar with the information contained in subsequent editions of this handbook which will be made available annually during August and can be found on the [Current Students](#) page of the UNLV Department of Physical Therapy Webpage. The officially approved program handbook may be found on the UNLV Degree Directory page.

### **Waiver of Regulations**

Rules and regulations in this Handbook have been adopted by the faculty and administration. When a student finds that extenuating circumstances might justify the waiver of a particular regulation, the student may petition the Chair of UNLVPT. Additionally, students may appeal particular policies via the [Graduate College Appeal Process](#).

The UNLVPT Handbook has been developed to serve as a guide for students. We hope that this Handbook will provide practical information that will facilitate the orientation process, and help the newly entering student to become familiar with the student learning outcomes and the procedures of UNLVPT. It also serves as a reference throughout the period of your UNLVPT enrollment.

The purpose of this handbook is to provide program specific information that is not found in the [UNLV Graduate Catalog](#). Students are responsible for understanding and following the policies and procedures delineated in this document and the [UNLV Graduate Catalog](#), as well as the NSHE Code, UNLV Bylaws, and the UNLV Student Conduct Code. Questions about policies should be directed to the Graduate College: [gradassociatedean@unlv.edu](mailto:gradassociatedean@unlv.edu).

### **University of Nevada, Las Vegas – Mission Statement**

UNLV's diverse faculty, students, staff, and alumni promote community well-being and individual achievement through education, research, scholarship, creative activities, and clinical services. We stimulate economic development and diversification, foster a climate of innovation, promote health, and enrich the cultural vitality of the communities that we serve.

#### Core Themes

The core themes of UNLV, the objectives, and their indicators of achievement, express the mission of the university. The core themes describe in broad statements what UNLV plans to accomplish and reflect the values that are shared by faculty and staff. Evaluation of the metrics associated with the indicators of achievement will demonstrate how effectively UNLV is carrying out its mission.

Core Theme 1: Advance Student Achievement

Core Theme 2: Advance Research, Scholarship, and Creative Activity Core Theme 3: Create an Academic Health Center

Core Theme 4: Foster Community Partnerships

### **School of Integrated Health Sciences – Mission Statement**

Our transformative education, impactful research, and world-class clinical practice improve healthcare and human performance for individuals and communities.

## **UNLVPT – Mission Statement**

To be recognized nationally among the top tier of physical therapy programs and globally for impactful research, educational excellence, and service that promote the improvement of health for individuals, populations, and society.

### **Our core values:**

- Learner-centered education with faculty accessibility;
- Professionalism (accountability, altruism, collaboration, compassion and caring, excellence, integrity, duty, social responsibility);
- Respect for the dignity and diversity of all individuals;
- Research engagement and dissemination that advances the practice of physical therapy and rehabilitation science;
- The Quadruple Aim;
- Competent and compassionate adaptive practitioners who are prepared to engage in critical thinking, life-long learning, evidence-based practice, and to provide interprofessional care; and
- Professional practice and community service to Nevada and its rural and underserved areas.

### **Program Goals**

The program teaching goals are:

1. Provide diverse and interdisciplinary learning opportunities and perspectives.
2. Promote life-long learning.
3. Attain national and international recognition for high quality education.

The program research goals are:

4. Advance the evidence that supports Physical Therapy and Rehabilitation Science through impactful research.
5. The program supports student participation in scholarship.
6. Attain national and international recognition for high quality research.

The program service goals are:

7. Address health disparities by extending services and support to rural and underserved communities.
8. Promote physical therapy as a profession to enhance health and well-being.
9. Promote service as an integral part of the profession.

### **Program Outcomes**

The program teaching outcomes are:

1. The program will host at least three Brown Bag Lectures per semester (Goal 1).
2. Alumni are invited to Distinguished Lecture Series and G3 Presentation day (Goal 2)
3. Program will promote regular conference attendance by financially supporting more than 10 students per year (Goal 2).
4. Program is ranked in the upper quartile U.S. News and World Report (USNWR) rankings (Goal 3, Goal 6).
5. At least one faculty member will present a lecture/presentation of scholarship of teaching and learning at an international conference/program/course for healthcare education (Goal 3).

The program research outcomes are:

6. The program faculty will collectively improve their individual h-index scores by 7 points total each year (Goal 4).
7. The program faculty will collectively improve their individual i10-index scores by 10 points total each year (Goal 4).
8. The program faculty will have at least 20 papers published each year that align with a recently published clinical research agenda or a published organizational goals (e.g., IHI Quadruple Aim, NIH, agency mission, professional organization mission) (Goal 4).
9. The program faculty will have at least 20 papers published each year that are in high tier journals (Q1 and Q2 for JCR or high tier within field/discipline) (Goal 4).
10. The program provides at least \$20,000 per year of funding for capstone projects (Goal 5).
11. The program provides financial support to students to present their capstone projects at national or international conferences (Goal 5).

The program service outcomes are:

12. Program will offer at least one type of low cost or pro bono physical therapy service (Goal 7).
13. The program will engage in five community-facing activities to promote the profession (e.g. high schools, PT moves me, pipeline activities etc) (Goal 8).
14. The program will host or support at least 2 conferences or courses per year (Goal 9).

### **Faculty Goals**

The faculty teaching goals are:

1. Teach contemporary evidence-based Physical Therapy.
2. Teach critical thinking and problem solving skills.
3. Equip students for effective collaboration in interdisciplinary healthcare teams.
4. Use contemporary teaching methodologies and technologies.
5. Promote life-long learning.
6. Model professionalism and APTA core values.

The faculty research goals are:

7. Provide opportunities for students to participate in scholarship (Boyer's model).
8. Faculty will be recognized nationally or internationally for their contributions in their areas of expertise.
9. Promote dissemination and implementation

The faculty service goals are:

10. Address health disparities by extending services and support to rural and underserved communities.
11. Promote physical therapy as a profession to enhance health and well-being.
12. Promote service as an integral part of the profession

### **Faculty Outcomes**

The faculty teaching outcomes are:

1. 100% of teaching faculty (clinical/FIR faculty) will have nationally-recognized specialization in their area of expertise in 3 years (Goal1).

2. 100% of all faculty will attend at least one conference or course in their area of teaching annually(Goal1).
3. All courses will be aligned with published national clinical or curricular content guidelines from professional associations (where applicable) (Goal1).
4. All faculty teaching clinical courses will employ the following models: 1. HOAC II clinical reasoning methodology in their courses (Jules M Rothstein, John L Echternach, Daniel L Riddle, The Hypothesis-Oriented Algorithm for Clinicians II (HOAC II): A Guide for Patient Management, Physical Therapy, Volume 83, Issue 5, 1 May 2003, Pages 455–470; 2. International Classification of Functioning, Disability and Health (ICF); and 3 Patient-Client Management Model (Guide to PT Practice) (Goal 2).
5. All faculty will participate in at least one interdisciplinary activity at least once every two years (Goal 3).
6. At least one faculty in the department will speak at an interdisciplinary event for students (e.g., Sports Medicine, Interdisciplinary Education Day) (Goal 3).
7. At least one faculty member will be on the planning committee for the Interprofessional Education Day at UNLV each year (Goal 3).
8. All FIR faculty will attend ELC at least once every other year (Goal 4).
9. All FIR faculty will attend at least two faculty development meetings/courses per semester (e.g., monthly teaching meeting, UNLV Teaching Learning (Goal 4)
10. All faculty will model life-long learning through attendance at a national conference each year (Goal 5).
11. All faculty will be members of a professional organization in their area of expertise (Goal 6).

The faculty research outcomes are:

12. 100% of the students will participate in the dissemination of scholarship (Goal 7).
13. 90% of the faculty will mentor at least one student capstone project per cohort (Goal 7).
14. Program faculty will collectively have a total of at least 14 of the following activities: invited presentation, platform presentation, editorial board position, grant review, external faculty promotion review, research task force committee (Goal 8).
15. Program faculty will collectively do at least 14 of the following: educational presentations, seminars, webinars, courses, podcasts, interviews to appropriate stakeholders (e.g., clinicians, support groups, patient populations) (Goal 9).
16. 50% of all program publications will be open access (Goal 9).

The faculty service outcomes are:

17. 100% of student/faculty service learning project results and outcomes will be presented to the community stakeholders (Goal 10).
18. 50% of faculty will participate in community engagement activities (patient support group, volunteering opportunities...etc.) (Goal 10).
19. 50% of research will be provided as Open Access to service less resourced areas of the world (open access or individual request) (Goal 10).
20. 50% of faculty will participate in community engagement activities to improve exposure to communities that may not be high utilizers of PT (patient support group, volunteering opportunities...etc.) (Goal 11).
21. 50% of faculty will serve on national committees (e.g., conference committees) (Goal 12).
22. 25% of faculty will participate in local committees/ local organizations (Goal 12).

23. 50% of faculty will participate in non-clinic professional services (journal and grant review, editorial boards) (Goal 12).

24. 100% of faculty will be a member of a professional association (Goal 12).

### **Students Goals**

The learning goals for students are:

1. Demonstrate ability to analyze complex clinical scenarios and develop evidence-informed treatment plans.
2. Participate in diverse and interdisciplinary learning opportunities and perspectives.
3. Exhibit professionalism and alignment with APTA core values.

The research goals for students are:

4. Understand and participate in scholarship, including dissemination during the program.

The service goals for students are:

5. Engage in extending services and support to rural and underserved communities.
6. Participate in professional service (patient support group, volunteering opportunities, etc).

### **Students Outcomes**

The learning outcomes for students are:

1. All students will demonstrate passing criteria on the CIET for all of their clinical experiences (Goal 1).
2. All students will successfully complete a capstone project (Goal 1).
3. All G1 and G2 students will participate in the UNLV IPEP day each year (Goal 2).
4. All students will participate in at least one poverty simulation while in the program (Goal 3).
5. All students will participate in volunteer service during the program (Goal 3).
6. All students will be given the opportunity to participate in at least one rural or underserved clinical experience (Goal 3).

The research outcomes for students are:

7. >50% of student capstone projects will be presented nationally or internationally within 3 years of graduation (Goal 4).
8. >25% of the student capstone projects will be published in a peer-reviewed journal within 3 years of graduation (Goal 4).

The service outcomes for students are:

9. 90% of students will have a rural or underserved affiliation (Goal 5).
10. 100% of the students are members of the APTA (Goal 6).
11. 100% of students will perform supervised health service outside class (e.g., service learning, screening, volunteer) (Goal 6).
12. 50% of students will participate in service learning projects (Goal 6).
13. By graduation, all students will have at least 20 hours of documented service (Goal 6).

### **Graduates Goals**

The learning goals for graduates are:

1. Demonstrate ability to analyze complex clinical scenarios and develop evidence-informed treatment plans.

The research goals for graduates are:

2. Understand and participate in scholarship, including dissemination after the program.

The service goals for graduates are:

3. Engage in extending services and support to rural and underserved communities.

### **Graduates Outcomes**

The learning outcomes for graduates are:

1. Graduates will have 95% overall board exam pass rate (Goal 1).

The research outcomes for graduates are:

2. >50% of student capstone projects will be presented nationally or internationally within 3 years of graduation (Goal 2).
3. >25% of the student capstone projects will be published in a peer-reviewed journal within 3 years of graduation (Goal 2).

The service outcomes for graduates are:

4. 20% of 1-yr graduate respondents will advocate for physical therapy services through support or opposition towards laws or regulations that impact PT practice (e.g. APTA membership) (Goal 3).
5. 25% of 1-yr graduate respondents will serve rural or underserved Nevada (Goal 3).

### **UNLVPT Educational Philosophy**

The faculty of UNLVPT believes learning to be a lifelong process that requires active participation of both the teacher and the student within an open and supportive learning environment. A wide range of teaching methodologies are utilized to meet the needs and objectives of the educational program.

The prerequisite general education courses selected are those necessary to give the student a knowledge base in the areas of psychology, human biology, mathematics, and physical sciences. It is essential that physical therapists be open-minded, reflective individuals who are able to critically analyze ideas, understand human nature, and who have broad interests.

Physical therapy is dedicated to the promotion of wellness, optimal human health and function, and prevention of disability for any age individual in any setting. We believe that individuals are entitled to high quality health care and that consumers should have a decision-making role in the utilization of health care services.

Due to constantly changing environments within the health care system, the physical therapist must be flexible and holistic in the approach to the delivery of health care. As a result, we believe that the curriculum should be designed to provide the student with opportunities to develop critical reasoning skills, clinical and research competence, professional values and behaviors, leadership skills, and effective communication skills in an effort to understand and function within the dynamic health care environment and to develop skills and strategies to be capable evidence-based practitioners. In addition, we believe it is necessary to promote an

understanding and acceptance of the diversity of individuals of various cultures, races, and religions.

The two major components of the professional education curriculum are academic and clinical experiences. We believe the two components should be planned and implemented to be interdependent and to reinforce one another. The academic setting is designed to provide the information and theory base that is integrated and expanded in the clinical setting. However, clinical competence will be verified in the classroom as well as in the clinical setting. Clinical components are integrated into various parts of the curriculum to allow students to utilize their knowledge and develop skills in a supervised situation.

We believe that a curriculum that utilizes a competency-based approach has been proven to be most effective when assessing a student's performance level. To verify clinical competency, students will be required to successfully complete a series of "practical check-offs" throughout the curriculum. Competency-based performance ensures that learning experiences and evaluations are organized around the major clinical behaviors that must be exhibited by students at entry into the profession. Integrated learning experiences throughout the curriculum enhance the acquisition, utilization, and retention of concepts and skills necessary for competent entry-level practice. The initial focus of the physical therapy curriculum is on normal human function in conjunction with theory-based information and the introduction of problem-solving skills and critical thinking. As the curriculum advances, clinical reasoning using clinical scenarios is introduced; this encourages students to problem-solve and analyze patient cases that are more complex in terms of pathology and psychosocial issues. Repetition of key information, reinforcement of theory and hands-on practice, and the incorporation of a variety of teaching styles and methods of learning as a way of developing critical thinking and inquiry, are areas emphasized to promote full retention of material and attain proficiency in entry-level competencies. Development of coping strategies, appropriate oral and written communication skills, and understanding the roles of members of the health care team are also areas targeted to be integrated throughout the educational experience.

We believe it is the faculty's responsibility to develop and use assessment tools appropriate for didactic and clinical education performance within the scope of practice for a physical therapist, to evaluate student performance consistently and fairly, and to provide feedback and guidance to the students regarding their performance. Students are expected to take an active role in their learning through preparation, self-study, and engagement, while faculty provide guidance and feedback. The students are also responsible for making choices and accepting the consequences of those choices.

### **Accreditation**

UNLV is accredited by the [Northwest Commission on Colleges and Universities](#), an institutional accrediting body recognized by the Secretary of the US Department of Education. UNLV is classified as Research University with very high research activity (R1) according to the classification system used by the [Carnegie Foundation](#). UNLVPT is currently accredited through the [Commission on Accreditation in Physical Therapy Education](#) of the American Physical Therapy Association.

### **Curriculum Overview**

The organization of curricular content has been designed around several clearly identified vertical and horizontal themes that are expressed throughout the curriculum as a learning spiral, resulting in a solid integration of courses.

Particular attention has been given to the horizontal integration of the curriculum as well, enhancing the student's assimilation of learning. Vertical integration refers to the increasing complexity of subject matter

throughout the program, whereas horizontal integration is defined as the thematic curricular organization within a given semester.

The commitment of UNLVPT is to provide students with an intellectual environment enabling them to develop skills necessary to become competent, autonomous, evidence-based practitioners. Integral to this environment are fundamental objectives that form the basis of the curriculum.

First, professional education in physical therapy should include a strong emphasis on the foundational sciences, such as anatomy, pathophysiology, neurosciences, general orthopedic principles, and the physical and behavioral sciences. UNLVPT students begin the curriculum with these foundational courses.

Second, physical therapy is a clinical science. Thus, students must learn a systematic approach to all elements of physical therapy patient/client management as outlined in the [Guide to Physical Therapist Practice](#). These skills will need to be developed and must be explicitly integrated into the academic curriculum. Moreover, to obtain clinical efficacy, students must be skilled in clinical reasoning based on critical analysis of the literature to guide them in their treatment approaches.

The specific objectives and desired outcomes of the educational process are assessed throughout the curriculum via course work, written, and practical examinations and are an integral part of the learning process. Expected levels of competency are defined at each stage of the curriculum by the faculty as well as self-assessment by the students. Curricular objectives are classified for purposes of testing as relating to (1) knowledge base (written exams), (2) clinical skills (practical exams), (3) clinical reasoning and analysis (written exams, practical exams, assignments, research projects), and (4) professional behavior (group interaction, written and oral communications, participation in class activities, and handling skills). After graduation, a program assessment survey is used to identify the effectiveness of the learning experience and serves as feedback to address any deficiencies of the program.

Third, the teaching of the science of physical therapy is organized around the [International Classification of Functioning, Disability, and Health Model of Enablement](#) to include the concepts of health conditions, body functions and structures, activities and participation, and environmental factors. The teaching of the science of physical therapy supports the APTA's definition of [The Movement System](#).

Fourth, integrating didactics with clinical practice is a fundamental cornerstone of the curriculum and includes learning experiences throughout the program to enhance acquisition, utilization, and retention of concepts and skills necessary for entry-level practice. This is achieved, in part, via use of a clinical science-based educational model. Implemented in the second year, students will begin working more in small groups, whereby they are given clinical problems carefully designed to assist them in meeting unit objectives. Clinical reasoning and critical analysis in physical therapy are high-level skills that are best learned in a self-directed, student-centered framework. Clinical science-based learning provides this framework by enabling students to integrate basic and clinical science, clinical reasoning, and critical analysis for a particular clinical problem.

Clinical education is integrated with the academic curriculum in both full time clinical experiences and integrated clinical experiences within didactic courses; performance of students in their clinical experiences are evaluated and used to modify the curriculum. Students also assess the strengths and weaknesses of the clinical sites.

Fifth, as part of our mission statement, emphasis in this curriculum is placed on serving the rural and

underserved areas of the state. Students gain a comprehensive understanding of rural and underserved physical therapy through placement in at least one clinical experience in these settings. Key goals of this experience include recognizing the importance of interdisciplinary networking, focusing on functional rehabilitation, developing time management skills, addressing travel challenges, managing life-threatening emergencies in remote areas, appreciating limited access to healthcare, and engaging family members in intervention planning.

Sixth, professional behavior is expected from all students. Specific behaviors have been delineated and are emphasized during interaction with other students, faculty, and clinicians. Inconsistencies in students' behaviors with the professional behaviors as outlined will be brought to the students' attention as well as the Academic Review Committee (ARC) in an effort to make them cognizant of potential problems that may be encountered in a professional environment.

Seventh, the clinical practice of physical therapy should embody both the art and science of the profession. This includes fostering meaningful interactions between faculty and students, as well as effective communication with patients, their caregivers, and other healthcare providers. Respect for differences related to age, gender, sexuality, culture, ethnicity, race, and religion is essential. This is achieved by tailoring communication strategies and treatment approaches to meet the unique needs of each patient and their family, ensuring compassionate, individualized care that reflects both scientific principles and human-centered practice.

Eighth, recognizing the necessity of building evidence for rehabilitation techniques is essential. Integrating research concepts fosters critical thinking skills, equipping students with the ability to investigate, analyze, and organize relevant information. To reinforce these skills, students are required to complete a capstone project, which provides the opportunity to engage in either a service-learning or research project, both adhering to scientific research principles. Through this process, students develop and explore a scientific question, conduct a literature review, and may collaborate with faculty members or area clinicians on new or ongoing research initiatives. Additionally, students are taught to critically evaluate published research, ensuring they can effectively apply evidence-based practice in their professional careers.

As a final culminating experience, students must prepare and orally defend their research or service-learning capstone project, demonstrating their ability to synthesize knowledge, communicate findings, and apply research principles to real-world clinical practice.

Together, these learning experiences serve as the foundation for developing competent, autonomous practitioners prepared to deliver high-quality, evidence-based care.

### **Program Information**

Official degree requirements for the Doctor of Physical Therapy program are found in the [Graduate Catalog](#).

Department Website: <https://www.unlv.edu/pt>

Interim Department Chair:

Kai-Yu Ho, PT, DPT, PhD

Office: BHS 308

Email: [kaiyu.ho@unlv.edu](mailto:kaiyu.ho@unlv.edu)

Graduate Coordinator:  
Daniel Young, PT, DPT, PhD  
Office: BHS 324  
Email: [daniel.young@unlv.edu](mailto:daniel.young@unlv.edu)

Department Main Office - Department of Physical Therapy  
Rod Lee Bigelow Health Sciences (BHS), Room 311

### **Sample Doctor of Physical Therapy Degree Curriculum Sequence:<sup>2</sup>**

#### **SUMMER TERM SESSION II 1st YEAR**

- DPT 726 Professional Development I – 1 credit
- DPT 744 Gross Human Anatomy I – 2 credits
- DPT 744L Gross Human Anatomy I Lab – 1 credit

**Total Semesters Credit Hours: 4**

#### **SUMMER TERM SESSION III 1st YEAR**

- DPT 727 Evidence-Based Clinical Practice II – 1 credit
- DPT 745 Gross Human Anatomy II – 2 credits
- DPT 745L Gross Human Anatomy II Lab – 1 credit

**Total Semesters Credit Hours: 4**

#### **FALL SEMESTER 1st YEAR**

- DPT 730 Foundations of Observation and Assessment – 2 credits
- DPT 730L Foundations of Observation and Assessment Lab – 2 credits
- DPT 741 Musculoskeletal I - Orthopedic Principles – 3 credits
- DPT 742 Clinical and Pathological Physiology – 3 credits
- DPT 746 Neuroanatomy – 3 credits
- DPT 746L Neuroanatomy Lab – 1 credit
- DPT 774 Professional Development II – 3 credits
- DPT 790 Clinical Research in Physical Therapy – 3 credits

**Total Semester Credit Hours: 20**

#### **SPRING SEMESTER 1st YEAR**

- DPT 732 Therapeutic Exercise – 2 credits
- DPT 732L Therapeutic Exercise Lab – 1 credit
- DPT 735L Functional Training Lab – 2 credits
- DPT 749 Applied Exercise Physiology – 2 credits
- DPT 749L Applied Exercise Physiology Lab – 1 credit
- DPT 754 Musculoskeletal II - Assessment of the Spine and Extremities – 4 credits

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<sup>2</sup>Official approved course information may be found in the [Graduate Catalog](#). Please note that the official course listing for the Physical Therapy degree requirements maintained by the UNLV Graduate College takes precedence over the courses listed in this Program Handbook in the event of any discrepancies.

- DPT 754L Musculoskeletal II - Assessment of the Spine and Extremities Lab – 2 credits
- DPT 756 Neurophysiology – 3 credits

**Total Semester Credit Hours: 17**

**SUMMER TERM SESSION I 2nd YEAR**

- DPT 740 Movement Science – 2 credits
- DPT 752 Physical Agents and Electrophysiology – 1 credit
- DPT 752L Physical Agents and Electrophysiology Lab – 1 credit

**Total Semesters Credit Hours: 4**

**SUMMER TERM SESSION II 2<sup>nd</sup> YEAR**

- DPT 761 Supervised Clinical Education I – 3 credits

**Total Semesters Credit Hours: 3**

**FALL SEMESTER 2nd YEAR**

- DPT 780 Balance and Vestibular Rehabilitation – 2 credits
- DPT 720 Professional Development III – 2 credits
- DPT 785 Musculoskeletal III - Rehabilitation of the Spine and Extremities – 3 credits
- DPT 785L Musculoskeletal III - Rehabilitation of the Spine and Extremities Lab – 2 credits
- DPT 786 Neurologic Rehabilitation – 3 credits
- DPT 786L Neurologic Rehabilitation Lab – 2 credits
- DPT 791 Applied Research Statistics – 3 credits

**Total Semester Credit Hours: 17**

**SPRING SEMESTER 2nd YEAR**

- DPT 757 Wound Care – 2 credits
- DPT 750 Prosthetics and Orthotics – 2 credits
- DPT 750L Prosthetics and Orthotics Lab – 1 credit
- DPT 758 Diagnostic Testing and Imaging – 2 credits
- DPT 759 Pediatric Rehabilitation – 2 credits
- DPT 759L Pediatric Rehabilitation Lab – 1 credit
- DPT 770 Acute Care & Cardiopulmonary Rehabilitation – 3 credits
- DPT 770L Acute Care & Cardiopulmonary Rehabilitation Lab – 2 credits
- DPT 748 Pharmacology in Physical Therapy – 2 credits

**Total Semester Credit Hours: 17**

**SUMMER TERM SESSION II 3rd YEAR**

- DPT 772 Physical Therapy Administration – 3 credits
- DPT 789 Musculoskeletal IV – 2 credits

**Total Semesters Credit Hours: 5**

**SUMMER TERM SESSION III 3rd YEAR**

- DPT 762 Supervised Clinical Education II – 3 credits

**Total Semesters Credit Hours: 3**

**FALL SEMESTER 3rd YEAR**

- DPT 763 Supervised Clinical Education III – 3 credits
- DPT 764 Supervised Clinical Education IV – 6 credits

**Total Semester Credit Hours: 9**

### **SPRING SEMESTER 3rd YEAR**

- DPT 765 Supervised Clinical Education V – 6 credits
- DPT 798 Directed Research – 3 credits

**Total Semester Credit Hours: 9**

**Total Curriculum Credit Hours: 112**

### **Capstone Projects**

One of the most important components of a graduate education is the final Capstone Project, which must be completed to meet the requirements of the DPT degree. The project is intended to improve reasoning, creative ability, critical thinking, and written communication skills. In addition, the Capstone Project gives the student an opportunity to help contribute to the knowledge base of the profession, serve the community, and make an impact on population health which is one of the four tenants of the Quadruple Aim. Capstone projects must meet acceptable standards of rigor as determined by the faculty of UNLVPT. The faculty expects students to be engaged and active participants in all aspects of the projects.

Each student must satisfy the Capstone Project requirements. These requirements can be met in one of the following Capstone Project formats: a traditional research project, a professional paper (i.e., meta-analysis or systematic review), or a community or professional service-learning experience. The project should demonstrate the student's ability to design suitable questions/hypotheses, to identify appropriate tests/measures or needs/opportunities, to implement a design/plan, to collect and analyze outcomes, and to report results in a paper, disseminate results via a professional presentation, and be able to answer questions related to the project in a public forum. Faculty project choices will be presented during the first half of Fall Semester in the first year. Throughout the three years of the program, students will dedicate their efforts to working on their project, refining their research or service learning skills, and enhancing their knowledge in their respective areas of focus. The final project will be presented in a formal presentation defense format during the students' final semester as part of DPT 798. The final document will be uploaded to ProQuest and made available within the University library system. The Capstone Project fulfills the Graduate College requirement for a final doctoral project.

### **UNLVPT Student Policies and Procedures**

#### **Academic Dishonesty**

Academic integrity and ethical behavior are cornerstones of a high quality educational environment and the Department of Physical Therapy fully embraces the [Student Academic Integrity Policy](#) of accepting no form of academic dishonesty. In accordance with this policy, UNLVPT has adopted a “zero tolerance policy” for any acts of cheating, plagiarism, or other forms of academic dishonesty/misconduct.

Under this policy, any student found to have committed such an act will be brought before the Academic Review Committee and must be referred to the UNLV Student Rights and Responsibilities Office. If the student is found to be guilty of an act that violates our academic standards of performance, a grade of “F” may be given for the course in which the act was discovered. The student must sign the attached statement as to their understanding of this policy. UNLVPT has also adopted the following policies:

- As professional behavior is an important part of physical therapy education, misrepresentation to the department in any form will be considered an academic issue.

- Students must always submit their own work unless the professor has given permission to do otherwise.

### **Academic Review Committee**

The Academic Review Committee (ARC) consists of at least three UNLVPT faculty members who oversee academic and professional behavior issues, provide support to the students, and help identify resources to promote student development. Their role is to ultimately determine if any disciplinary action or support plan is warranted and make recommendations concerning such action to the UNLVPT Chair. Additionally, they will meet on an as needed basis in an advisory role when a student action is referred to the ARC.

Disciplinary actions or support needs referred to the ARC are confidential and will proceed in the following manner:

- Any breach of professional behavior will be immediately addressed by the instructor or CI in charge.
- The ARC Chair will be informed of the incident, who will then forward the information to the student's advisor as appropriate.
- The incident will be documented in an electronic folder for the purposes of advising and ARC matters and will be accessible by full-time department faculty.
- Depending on the situation, either the student's advisor or the ARC will arrange formal advising, for the student, or recommend referral outside the Department to a relevant professional support source.
- If a situation warrants ARC involvement, the Chair of the ARC will email to the student stating the time and place of the meeting. A student may request to have their advisor with them in the ARC meeting in the instance their advisor is not already a member of the ARC committee.
- The ARC and the student will develop an action plan or learning contract to resolve the problem. The action plan or learning contract will be written and signed by the ARC members, any other faculty stakeholders, and the student.
- If a student has already been notified by the ARC for previous academic, clinical, or professional behavior issues (i.e., warning or probation), the ARC may directly handle new problems concerning the student.
- If the student does not follow through with the action plan or learning contract, the ARC will meet again with the student.
- The ARC's recommendations for probation, separation from the program or other disciplinary actions will be forwarded to the UNLVPT Department Chair.
- The Department Chair will provide input and recommendations to the Graduate College Dean. The Graduate College Dean will make the final decision regarding probation, program separation, or disciplinary actions and notify the student of the decision.
- Although the ARC may carry out these steps, any academic dishonesty cases will be officially managed by the UNLV Office of Student Rights and Responsibilities in conjunction with the Graduate College.

### **Policy on the Use of Artificial Intelligence (AI)**

Students who utilize Artificial Intelligence (AI) tools, programs, or software (collectively referred to herein as "AI tools") in the writing of assignments, papers, manuscripts, or reflections must be transparent in disclosing how the AI was used and which specific AI tools were employed. It is the student's requirement to verify the accuracy, validity, and appropriateness of all content and citations generated by AI tools, as well as to correct any errors, inconsistencies, or fabricated information. Students must provide a comprehensive list of all sources used to generate their content and citations, including those specifically suggested or generated by AI. All disclosures regarding AI assistance must be set out in a formal statement at the end of the work. This statement must identify the specific content generated by AI, specify the AI tool used and the reason for its use, and acknowledge that the authors are responsible for the accuracy of the content. For example, a

student should include a statement such as: *"During the preparation of this work, I used [name of tool/service] in order to [reason]. After using this tool/service, I reviewed and edited the content as needed and take full responsibility for the content of the submission."* Failure to include such a disclosure when AI tools are utilized may be considered a violation of academic integrity.

### **Administrative Assistants**

Administrative assistants are NOT allowed to:

- Give personal information concerning students.
- Give students their grades.
- Type, copy or fax information for students.
- In case of an emergency, administrative assistants may deliver a message to the student.

### **Admissions**

Admission to UNLVPT is without regard or discrimination on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, or status with regard to public assistance or disability. Students are informed that becoming a physical therapist requires the completion of an educational program which is intellectually as well as physically challenging, that the candidate should be able to perform in a reasonably independent manner, and that reasonable accommodation does not mean that students with disabilities are exempt from certain tasks inherent to the profession of physical therapy (see Essential Tasks section). Admission procedures to the Department of Physical Therapy are clearly outlined on the [UNLV admissions webpage](#). Admissions requirements are found in the [Graduate Catalog](#).

UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or policies should be directed to UNLV's Title IX Coordinator Michelle Sposito. The Title IX Coordinator can be reached through the online reporting [form](#) at, by phone at (702) 895-4055, by email at [titleixcoordinator@unlv.edu](mailto:titleixcoordinator@unlv.edu), by mail at 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV, 89154-1062, or in person at Campus Services Building (CSB) Room 246.

### **Advising of Students**

Students are each assigned a faculty advisor following orientation to the physical therapy program. Students are expected to arrange a meeting with their advisors around midterm of each semester to discuss student progress, professional development, and status within the program. In addition to required meetings, students may request a meeting with their advisor at any point during their UNLVPT enrollment as the need arises. Non-academic advising is also provided by the Graduate College: [gradrebel@unlv.edu](mailto:gradrebel@unlv.edu).

Academic grades will be calculated at mid-term each semester and will be provided to the faculty advisors who will in turn meet with their students to discuss progress and performance. The advisor will be responsible for reporting any mid-term grade falling below a "B-" to the Chair of the ARC. If any action is deemed necessary the Chair of the ARC will convene a meeting with the student.

### **Alumni Engagement**

With an alumni base 150,000+ strong, the UNLV Alumni Engagement offers a variety of services and opportunities in support of alumni and their families. UNLV alumni are encouraged to support the values of

higher learning through advocacy, involvement, and giving.

### **Annual Mandatory Individual Development Plan (IDP)**

Each winter break and early spring term, graduate students are **required** to complete the Graduate Student Individual Development Plan (IDP) form [Formerly known as the Student Annual Review]. The review covers the prior calendar year and assesses student progress, and it establishes reasonable goals for the year ahead.

Faculty Advisors/Graduate Coordinators have the option to provide feedback to each students' submitted IDP and provide acknowledgement that they have reviewed the IDP.

Reported student data are shared with students' graduate coordinators and advisors to foster opportunities for discussion about students' strengths and weaknesses, accomplishments and next requirements, and mentoring plans so that students know what they need to do in order to progress successfully through their programs in a timely manner.

Students who are graduating are also required to complete the form in order to record their achievements since the data is also used to track UNLV metrics related to the annual productivity of all students.

### **Assumption of Risk/Release of Liability Form**

Included with the Student Manual is an Informed Consent, Assumption of Risk and Release of Liability Form that explains the potential risk involved with demonstration and practice of clinical skills sponsored by UNLVPT. Each student in UNLVPT must sign this form prior to initiating any clinical activities. Lack of a signature will preclude students from participating in these activities.

### **Class Attendance**

Students are required to attend all classes at the scheduled times. It is the student's responsibility to notify the professor prior to class if an unavoidable absence should occur. A student is considered unexcused if they do not notify the instructor prior to the assigned class time, although notification in and of itself does not make it an excused absence. Excused absences include such things as vehicle accidents, deaths in the family, or illness. Accumulated absences may result in probation or separation from the program, or a recommendation of a leave of absence if warranted for excessive excused absences.

Students are considered tardy if arriving for class or event after the scheduled starting time. If the student anticipates being late, they should notify the instructor or departmental administrative assistant prior to class. Excessive tardiness may result in probation or program separation. Students with a total of three absences (excused or not) and/or tardies in one semester or both Summer terms combined will be sent a warning letter or email from the ARC. If there is any tardy or absence thereafter, the ARC will convene a meeting with the student. At this point, the ARC and Chair may recommend probation to the Graduate College. Further breaches may result in a recommendation to the Graduate College for program separation only after the student has been placed on probation.

On occasion, students will be required to attend a small number of mandatory events designed to supplement their educational experience (e.g., clinical education workshops, Distinguished Lecture, student research/service-learning presentations [Friday of spring finals week]). These mandatory events are held to the same attendance policy as regularly scheduled class.

### **Classroom Policies**

Since the average minimum length of most classes exceeds two hours, adequate breaks will be given at the

discretion of the instructor. Food and drinks are allowed in class but students are responsible for cleaning up their seating area. No pets will be allowed in classrooms or labs. No classes may be audited by those not admitted to the UNLVPT program without consent of the instructor. Physical therapy students wishing to audit a class or bring a visitor should also gain permission from the instructor. Students are expected to keep their immediate workspace clean.

Physical therapy students have access to classrooms BHS 130, 213, 214, 215, and 216 with their proximity cards. Students may study in these rooms when they are not otherwise in use. All students are responsible for upkeep of all classroom/laboratory areas. No food or drink is to be left in any BHS laboratory or lecture room.

### **Cell Phones and Electronic Media**

We request that students refrain from non-course related cell phone and electronic media use during lecture and lab classes. Please bear in mind that text messaging, instant messaging, video game playing, emailing, or other disruptive electronic activities are not acceptable professional behaviors. If any of the aforementioned electronic media behavior disrupts the functioning of the class or interferes with the learning of classmates the student will be referred to the ARC.

Students are required to purchase a tablet or laptop for use in class for note taking, testing, and other classroom activities. Faculty will not be providing paper notes for class; however, faculty will provide electronic notes. If students would like to have paper notes, they may print them out at their own expense. It is the students' responsibility to bring their tablet or laptop to class and to maintain sufficient battery charge.

If a student neglects to bring it to class and there is an assignment or test that requires its use, then the student may be docked 10% off the overall grade of the assignment. As faculty will be providing educational experiences that are compatible with certain software, students who choose to use an alternative electronic device will be held to the same standards and penalties (i.e., 10% off overall score for the assignment) if assignments/quizzes/tests cannot be accessed or completed appropriately.

### **Clinical Competencies**

UNLVPT will utilize competency check-offs in most courses where clinical skills are taught. The purpose is to ensure that the student is able to demonstrate clinical skills safely, accurately, and professionally. Many of the check-offs are graded using a rubric and some are graded on a pass/fail basis. In general, to pass on either the rubric or pass/fail methods, a student must perform all skills tested according to entry-level clinical performance standards based on the Clinical Internship Evaluation Tool (CIET) Guidelines.

A pass constitutes entry-level clinical competency for that skill. A fail constitutes lack of clinical competency, as reflected by a score < 80% on the provided rubric. The maximum grade a student may achieve on a second attempt is 80% of the available points for the practical, and the maximum grade a student can achieve on a third attempt is 75% of the available points for the practical. Failure will also result if there is any breach of professional behavior or safety. Each student will be given 3 opportunities to pass each individual check-off. The initial check-off will be scheduled as per instructions in the course syllabi. If the student fails, they will have 2 additional opportunities to pass during the course of the semester or term. All check-offs must be completed and passed prior to the final practical exam or the student will not be allowed to take it.

The first re-take must be attempted within 2 weeks of the initial check-off. It is the student's responsibility to schedule this re-take with the instructor, or alternative instructor if available (See Course Policies #11). If the first re-take is failed, the student will be allowed one additional re-take, which must be scheduled prior to the

final practical exam.

Each instructor will grade students on each performance criterion using their professional judgment in regards to the following areas: safety, professional behavior & accountability, communication, procedural interventions, and clinical reasoning. Consistent with course policy, if the student does not pass a check-off or final practical in 3 attempts, a failure in the course will result, regardless of the grade in the course prior to the third failed check-off or final practical.

### **Commencement**

Located in the UNLV Office of the Registrar, the commencement office is the last step in the graduation process. Please check with the commencement office for information on the commencement ceremony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate College.

It is the students' responsibility to ensure they apply for [graduation on time](#) and submit all required forms to the Graduate College. Questions regarding thesis/dissertation should be directed to the Graduate College [Student Services Team](#) and questions regarding required forms should be directed to the Graduate College [RPC Team](#).

### **Consensual Relationships**

The University of Nevada, Las Vegas' mission is to promote the personal and academic development of students. This mission is promoted by professionalism in relationships between members of the university community. It is the university's goal to create an environment conducive to learning where students, faculty, and staff trust and respect one another.

The University of Nevada, Las Vegas prohibits romantic or sexual relationships between members of the university community when one of the individuals involved has direct professional influence or direct authority over the other. In that circumstance, both the University and the person in the position of influence are vulnerable to charges of sexual harassment from the person in the position of lesser power and/or by third parties.

Consensual relationships existing between individuals, if neither one has direct professional influence nor authority over the other, are not prohibited by this policy. A member of the university community is considered to have direct professional power or direct authority over another individual when he or she is in the position to do any of the following:

- Supervise a student in any capacity, including evaluating any academic work, assigning grades, academic advising, formal psychological counseling, or serving on thesis, dissertation, or scholarship committees;
- Influence a student's employment, graduate assistantship, housing, participation in athletics, or any other university activity;
- Supervise and/or evaluate the work performance of a member of the faculty or professional or classified staff;
- Recommend or award merit or promotions to a member of the faculty or professional or classified staff;
- Serve on promotion or tenure committees.

When a romantic or sexual relationship exists, both parties involved may be subject to disciplinary action. Both parties are equally responsible for reporting the existence of the relationship to the appropriate supervisor at the beginning of the relationship. A self-report will be kept confidential by the supervisor unless

university policy requires him/her to divulge it. Once the university administration learns of a romantic or sexual relationship, whether through self-reporting or otherwise, it will take immediate steps to eliminate the power and authority of the one individual over the other. This may be accomplished by reassigning duties or responsibilities or requiring withdrawal from a committee. If the individuals involved fail to comply with this policy, or if the relationship is not self-reported, the university may impose one or more of the sanctions available through its disciplinary procedures, as outlined in the NSHE Code (for faculty and professional staff), the Nevada Administrative Code (for classified staff), or the UNLV Student Conduct Code (for students).

When a relationship exists between a student who is being paid to administer a recognized student organization/group and another member of the organization/group, the above policy applies. If the student leader involved in such a relationship is not being paid to administer the organization, special circumstances apply; the involved students will report the relationship to the organization's advisor (or another university representative assigned by the office of the vice president for student life). Thereafter they will refrain from making decisions within the organization that are designed specifically to benefit or harm the other individual in the relationship. This policy shall not be construed to mean that either party to the relationship will necessarily be required to forfeit his or her membership status or position within the organization.

Persons bringing groundless or malicious charges under this policy are subject to disciplinary action for personal misconduct under the appropriate faculty/staff personnel policies or the Student Conduct Code.

### **Copyright and Fair Use Laws**

The University requires all members of the University Community to familiarize themselves and to follow copyright and fair use requirements. YOU ARE INDIVIDUALLY AND SOLELY RESPONSIBLE FOR VIOLATIONS OF COPYRIGHT AND FAIR USE LAWS. THE UNIVERSITY WILL NEITHER PROTECT NOR DEFEND YOU NOR ASSUME ANY RESPONSIBILITY FOR EMPLOYEE OR STUDENT VIOLATIONS OF COPYRIGHT AND FAIR USE LAWS. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability as well as disciplinary action under University policies. To help you familiarize yourself with copyright and fair use policies, the University encourages you to visit its [copyright webpage](#).

### **Course Policies**

1. All students are required to be skilled in all course content. Attendance is mandatory for all lecture and lab sessions. Tardiness will not be tolerated. If you are unable to attend due to illness or other extenuating circumstances, the professor should be contacted prior to class if feasible. The student will be held responsible for all missed information.
2. Exams must be taken on the scheduled dates and assignments are to be handed in prior to their due dates. Late assignments without approval from the professor may be subject to a penalty assessment of up to 10% off per day. Some instructors may have a more rigorous penalty for late assignments (see specific class syllabus for details). Make-up exams will not be given unless prior arrangements are made with the instructor.
3. All printed assignments must be of high print quality (i.e., no blurred printing, no lines across the page). Students who are asked to reprint papers will be held to the late assignment policy (See #2 above).
4. Any final course grade below that of 80% reflects unsatisfactory work on the graduate level and as all work builds on preceding concepts, the following format will be followed:
  - a. A minimum final course grade of "B-" (80%) is expected to be maintained in all course work, although a minimum cumulative semester GPA of 3.0 or "B" (83%) is necessary to remain in the program. If students do not maintain a 3.0 or "B" average during any semester or summer term the

ARC via the Graduate Coordinator will recommend to the Graduate College that the student be placed on academic probation at the end of the semester or Summer term (see Probation section in student manual). If a student's average score in any class is below 80% at midterm, the student should seek individual counseling with the professor and/or advisor to remedy the grade in question. The student may also receive a recommendation to meet with the ARC at this time to aid in establishing strategies for a successful completion of the semester or term

- b. When a student's semester GPA falls below a 3.0 ("B" average) and/or when a student receives a grade of "C" or "C+" in any one class at the end of the semester or Summer term, the ARC via the Graduate Coordinator will automatically recommend to the Graduate College that the student be placed on academic probation and be notified of this status.
  - c. A second grade of "C+" or lower received in any course at the end of the ensuing semester or term, or failure to restore the semester average to 3.0 or above at the end of the semester or term will result in the ARC via the Graduate Coordinator issuing a recommendation to the Graduate College that the student be separated from the program.
  - d. A grade of "C+" or below in more than one course in any semester or term will result in the ARC via the Graduate Coordinator issuing a recommendation to the Graduate College that the student be separated from the program.
5. If probation is not rectified in one semester or term, based on a grade earned in any class or semester GPA, then the ARC via the Graduate Coordinator will recommend to the Graduate College that the student be separated from the program.
  6. In most cases, the probationary period will extend through one ensuing semester or term. In the event of probation in or at the end of a Spring semester, the probationary status may extend through the Summer terms and Fall semesters. The ARC reserves the right to modify the probationary time frame and make recommendations to the Graduate College.
  7. A student on probation must maintain grades of "B- "or better in all coursework, in addition to maintaining a minimum semester GPA of 3.0 at the end of the semester, to be removed from probationary status.
  8. Satisfactory completion of probation does not require repeating classes in which a grade of "C" or "C+" was earned. If the student successfully completes their probation terms then the course with a "C" or C+ may be used toward graduation as long as the minimum GPA standard of 3.0 or "B" (83%) for the semester and program is maintained.
  9. If a student faces probation more than one time, the ARC will review the matter and a recommendation will be forwarded to the Chair and the Graduate College Dean as to remediation or separation from the program (see Probation).
  10. An earned "F" in any didactic course will result in immediate probation and possibly separation from the program. An earned "Fail" in any Clinical Education course is subject to ARC review and will result in academic probation and may result in separation from the program.
  11. An earned "FAIL" for any final third practical pass/fail exam, regardless of the course grade, will result in an "F" in the course and possible separation from the program after being placed on probation.
  12. After a failure of an initial competency check off or practical examination, a student will be given 2 additional opportunities to pass. If more than one faculty member is affiliated with the course, wherever student and faculty schedules allow, a best effort will be made for the student to be examined by the alternate faculty member for the second attempt. If a third attempt is required, additional faculty will be required to participate in the third and final examination and may include and not be limited to: the Department Chair, the DCE or any faculty members deemed to have expertise in the content area being examined. Therefore, at a minimum, 2 faculty members will determine if the student passes or fails the third attempt. Failing a competency check-off or final practical examination 3 times will result in failure of

the course regardless of the grade in the course prior to the third failed check-off or practical examination. Therefore, it is highly recommended that the student consult with the professor(s) prior to attempting the third competency check-off.

13. A competency check-off or final practical exam will be graded based on a UNLVPT rubric. Faculty will provide a copy of the rubric prior to the check-off or practical, and will outline the check-off or practical exam policies in their relevant syllabus. Failure will result if there is any breach of professional behavior or safety regardless on the student's performance of practical skills.
14. If a student is suspected of cheating, the case will be reviewed by the ARC and the student referred to the Office of Student Rights and Responsibilities. If found guilty of cheating the student may be separated from the program.

### **Covert Audio and Videotaping**

Covert videotaping and/or audio recording of faculty lectures are prohibited under Nevada System of Higher Education (Title 4, Chapter 1, Section 21). This policy is based on state law which expressly deems that surreptitious electronic surveillance is unlawful without the knowledge of the person being observed (NRS 396.970). In addition, a student who surreptitiously audio-records a lecture may be in violation of state law (NRS 200.650). As such, you may not record, either audio or video, without verbal permission from the instructor specific to that course. If you are granted permission to record you may not share the recording with anyone unless authorized or use it for any other purposes except for that specific class. At the conclusion of the semester, any recordings should be deleted.

### **Criminal Background Checks**

All students enrolled in the physical therapy program will have to complete a criminal background check annually, prior to the start of any clinical rotations. Students will be required to pay for the background check, which will then be assessed by any clinical site that requests it. It is possible for a student to be required to submit a new background check for each of the four (4) required clinical experiences. A few clinical sites require the DCE to verify a pass/fail on the background check according to a list of criteria in the appendices of the Educational Affiliation Agreement for that clinical site. UNLV will not be involved in the assessment of the background checks. Background checks will be conducted by Universal Background and ordered through Exxat, as requested by the UNLV Physical Therapy Department. If a student is unable to secure an experience in a specific setting due to their background check, the student may not be able to complete the requirements necessary to graduate and separation from the program may be recommended to the Graduate College separated

### **Disability Resource Center (DRC)**

The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the university-designated office that determines and facilitates reasonable accommodations in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose their disabilities and register with the DRC in order to receive appropriate accommodations. Students can learn more about this on the DRC website ([Apply with the DRC](#)). The DRC's goal is to provide students with effective accommodations based on law and current best practices. The grievance procedure addresses disagreements regarding things such as eligibility of disability status, requested services, accommodations, or modifications to university practices or requirements administered by the DRC.

## **Dissemination of Information**

Dissemination of information that directly affects all prospective and enrolled students will be sent in a timely manner to assure that all prospective and enrolled students understand the rules and regulations related to admission, matriculation, and progression through the program. All students are responsible to maintain and regularly check their UNLV [Rebelmail](#) account for the duration of their educational program, including during clinical experiences. The faculty will only use that account when corresponding with students. You are responsible to respond to emails in a timely fashion especially while on clinical rotations.

Prospective students will have access to information on the UNLVPT webpage and the [Graduate Catalog](#) regarding admission requirements, the academic and clinical education portions of the curriculum, licensure, accreditation status of UNLVPT, tuition costs, general information regarding scholarships and financial aid, and the UNLV campus.

Enrolled students will receive the UNLVPT Handbook for their appropriate year of entry to the program during orientation. Officially approved and current program handbooks are found the UNLV Degree Directory website. This will include the Educational Philosophy and Mission Statement, curriculum plan, tentative calendar, course descriptions, policies, rules and regulations, general information regarding clinical education, and a brief introduction to the faculty. Each student will be advised to visit the [UNLV Graduate College website](#) to familiarize themselves with grants, scholarships, available financial services, counseling services, testing services, and technology services.

## **Diversity Initiatives**

The vision of the Office of [Student Connection and Engagement](#) envisions UNLV as a university that recognizes that the pursuit of excellence is intertwined with a commitment to diversity in all aspects of university life. The mission of this office is to promote an academically enriching and supportive culture that allows all members of our community to thrive and succeed. This Office also handles UNLV Title IX questions, inquiries, and reporting.

## **Drop/Withdrawal Policy**

As the curriculum in the Department of Physical Therapy is designed in a hierarchical manner, and students are required to take all courses sequentially, dropping or withdrawing from a course constitutes dismissal from the program. In the event of a severe accident or disabling illness that prevents the student from attending class for more than two consecutive classes, the student's case will be sent to the Academic Review Committee for review.

## **Drugs and Alcohol**

There will be no tolerance of alcohol, cannabis, or drug use during class, class breaks, or clinic hours. In accordance with the Drug-Free Schools and Communities Act Amendment of 1989, UNLV is committed to the prevention of alcohol or other drug abuse on campus. Specific to cannabis, UNLVPT follows the [cannabis policy established by the university](#). UNLV is now a [smoke-free, vape-free, and tobacco-free campus](#). This also extends to clinical sites. If a student appears to be under the influence or is known to be in violation of these policies, the case will be immediately referred to the ARC and the student will not be allowed to participate in classroom or clinical activities until the situation has been resolved.

## **Drug Screens**

All students enrolled in UNLVPT will have to complete a drug screen annually, prior to the start of any clinical

rotations. Students will be required to pay for the drug screen. It is possible that a student will need to submit a new drug screen for each of the four (4) required clinical experiences. Drug screen results are viewable by the UNLVPT Clinical Education committee. The Clinical Education committee will then fax or email the results to the appropriate Site Coordinator of Clinical Education (SCCE) at the clinical site. Please note that most clinical sites will not likely accept a student with a positive drug screen. This in turn may affect the student's ability to meet the qualifications necessary to graduate.

### **Emergency**

In the event of a life-threatening emergency, call 911.

If the situation is urgent but not life-threatening, contact the departmental office at (702) 895-3003 and the administrative assistant will contact the appropriate parties. The following are emergency telephone numbers for police, fire and rescue:

- Public Safety (UNLV Police) (non-emergency number – 702-895-3668)
- Public Safety (emergency number – 911)
- Fire and Rescue (emergency number – 911)

In the event of a patient, research participant, or student code (loss of consciousness):

- Faculty and students working directly with the patient or research participant will perform assessments and life-saving measures as deemed necessary.
- Students and faculty observing the patient will be designated to do the following tasks:
  - Call 911 – Remember, you must dial 8 then 911 if using a land line in one of the BHS rooms.
  - Retrieve any assessment tools needed
  - Make ready all chart and patient information upon arrival of medical personnel
  - One student to wait outside the building
  - One student to hold elevator
  - Other faculty and students are to clear the room and create easy access to the patient
  - Remember to stay calm

### **Employment**

Due to the academically rigorous nature of the DPT curriculum and the extensive time required for academic, lab, and clinical requirements, the faculty strongly recommend that students do not seek outside employment. If students choose to work, it should not interfere with coursework and cannot be used as an excuse for leniency if academic issues arise or as an excuse to miss UNLVPT required courses or events.

### **Evacuation of Research/Service-Learning Participants or Patients**

In the event of a fire alarm or disaster alarm, faculty members and students are to check BHS 112, 130, 213, 214, 215, 216, 217, and 220 as they prepare to evacuate the building. They are to make certain no research/service-learning participants or patients are in these rooms. If a participant or patient is present, faculty members and students must assist in the evacuation of these individuals. The elevator on the second floor will not be available. As a result, faculty members and students may have to do a fire carry of the individual on the second floor. This might mean that 2 to 4 faculty members and/or students would make a "chair" to physically carry the individual down the stairwell to the outside of the building. Other faculty members and students would carry the individual's wheelchair down the stairwell to the outside to be available for the participant or patient. In the event that the faculty members and students did not feel that they could physically form a "chair" to carry the individual, they should obtain two full sheets from BHS 213,

lay the individual on the sheets (two for double thickness and increased safety), and then carry the individual down the stairwell to the outside in this manner. Other faculty members and students should carry the individual's chair down the stairwell to the outside to be available for the participant or patient. Faculty members and students who check BHS 112 should assist in whatever way needed to evacuate an individual to the outside of the foyer of the building.

### **Equipment Usage**

Students have access to designated physical therapy classrooms for approved academic activities. Access to locked equipment stored on campus may be provided by administrative assistants or Graduate Assistants (Gas) when authorized by course faculty.

### **Family Educational Rights and Privacy Act (FERPA)**

The Family Education Rights and Privacy Act of 1974, commonly known as [FERPA](#), is a federal law that protects the privacy of student education records. Students have specific, protected rights regarding the release of such records, and FERPA requires that institutions adhere strictly to these guidelines. Under FERPA, students have rights to view their personal UNLV records. UNLV cannot disclose student records to anyone without the student's permission. This includes parents, legal guardians, clinical instructors, and prospective employers. As such, UNLVPT will have each student sign a FERPA release at the beginning of the program that will allow us to discuss your academic record with your clinical instructor and prospective employers should you desire us to become a reference for you.

### **The Financial Aid & Scholarships Office**

The Financial Aid & Scholarships Office supports higher-education access and persistence by providing financial aid to eligible students. The office partners with student organizations, the UNLV Foundation, the Graduate College, and other external constituents to provide financial aid learning opportunities and scholarship support for graduate students. Students who are borrowing are encouraged to meet with Financial Aid at the beginning of each academic year for one-on-one counseling. Students who would like additional advising or who are not borrowing but wish to get financial counseling can book an appointment or visit the Financial Aid website for financial resources.

### **Grading Policies**

Grading Scale:

A	93-100	B-	80-82.99
A-	90-92.99	C+	77-79.99
B+	87-89.99	C	73-76.99
B	83-86.99	F	<73

### **Graduate & Professional Student Association (GPSA)**

The Graduate & Professional Student Association serves all currently enrolled University of Nevada, Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons located in the Lied Library room 2141 and Gateway Building Professional Development and Activities Center (PDAC) Room. The facility has a working office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

## **Graduation Awards**

The following awards are generally given out each year to graduating students. Not all awards may be given out each year and multiple recipients may be identified at faculty discretion.

### **Leadership Award**

- Chosen by the faculty and students of the graduating class and awarded to a graduating student.
- This awardee leads by example, exhibits positive leadership, influences classmates, takes initiative in classroom issues, respects classmates, articulates a focused vision for the class, exhibits enthusiasm, remains calm when crises arise, and commits to excellence.
- Award: \$500.00

### **Sue Schuerman Award for Excellence in Clinical Education Award**

- Recommended by the clinical faculty, chosen by the UNLVPT faculty, and awarded to a graduating student.
- This awardee exhibits sound reasoning, utilizes evidence-based practice, gets along with colleagues, is pleasant to work with, puts forth a good effort, is a hard worker, and takes criticism well.
- Award: \$500.00

### **Excellence in Clinical Teaching**

- Chosen by the students and faculty and awarded to a clinical instructor who was a clinical instructor during the 3rd year experiences.
- This awardee demonstrates excellence in clinical teaching and mentorship. In addition, this awardee leads by example, models professionalism (e.g., Professional Behaviors, Code of Ethics). The nominee should have at least 3 years of clinical experience and 2 years of being a clinical instructor.
- Award: \$500.00

### **Faculty Recognition Award**

- Chosen by the faculty with student input and awarded to a graduating student.
- This awardee typically has made significant achievements in the physical therapy program that deserves recognition. Examples might include: exceptional service to the class or community; high academic performance; publication (with team) of research/service-learning project prior to graduation; respectful communication among fellow students and with faculty. This award may also be given to a graduating student who has had to overcome difficult circumstances and has succeeded despite the challenges.
- Award: \$500.00

### **Research Award**

- Chosen by the faculty and awarded to a student research group of graduating students.
- This award typically goes to the research group that has exhibited excellence in research design, data collection, writing, and presenting. The awardees have had a strong commitment to the project and have had good attitude throughout the process. Moreover, the project makes a strong contribution to physical therapy in the form of publications and/or presentations.
- Award: \$500.00 per research team member

### **Outstanding Achievement Award**

- Chosen by the faculty with student input and awarded to a graduating student.
- This well-rounded awardee exhibits excellence in all aspects of the UNLVPT experience: academic, clinical,

and research/service-learning. Moreover, this awardee is professional, exhibits leadership skills, is respected by classmates and faculty, and exhibits all of the traits addressed in the Professional Behaviors and Code of Ethics.

- Award: \$1000.00

#### Service Learning Award

- Chosen by the faculty and awarded to a student service learning group of graduating students.
- This award typically goes to the student service learning group that has exhibited excellence in planning and organizing a project, demonstration of community (defined by project) benefit and student learning, and disseminating the results. The awardees have had a strong commitment to the project and have had good attitude throughout the process. Moreover, the project makes a strong impact to the community/entity served.
- Award: \$500.00 per service-learning team member

#### Service Award

- Chosen by the faculty with student input and awarded to a graduating student.
- This awardee has demonstrated an exceptional record of service to the program, class, profession, and/or community.
- Award: \$500.00

### **Grievance – Due Process Procedural Steps<sup>3</sup>**

Policy: It is the policy of UNLVPT that formal complaints made to the program in writing shall be addressed through proper UNLV Policies and Procedures, and written record of any such complaints will be maintained by the Department Chair for a period of no less than five years. Specific information regarding student grievances or complaints may be found in the UNLVPT Student Handbook. Additional information about handling complaints may be found in the [Graduate Catalog](#) and Graduate College website, UNLV and SIHS Bylaws, policies, and procedures documents. Please note that the Office of Graduate Student Services at the Graduate College assists graduate and professional students with addressing concerns and overcoming personal, academic, or financial challenges that might hinder their ability to be successful in their program. The office also provides information and student-centered issue-resolution services and offers guidance, information, and assistance when regular channels have failed to provide graduate students with the information they need to solve problems. Please see website for more information: <https://www.unlv.edu/graduatecollege/appeals-issue-resolution>

Recommended Procedures:

Appeal. Students who are denied the privilege of readmission to UNLVPT after separation have the right to appeal. The appeal process will follow the steps outlined below beginning at step #3.

Steps within the College.

If a student is unhappy with their educational experience (e.g., grading issues) in any course, a written grievance must first be submitted by the student to the faculty member involved. If the complaint is related to student-student interactions the complaint must first go to the Student Advisor or Class Advisor. If the complaint is against a faculty member (e.g., faculty-student interactions) or an administrative assistant then the complaint must first go to the Department Chair. In addition, if the complaint is in regard to an appeal for readmission, then the complaint must first go to the Department Chair. If the grievance is not resolved to the student's satisfaction after this initial submission, the grievance may be submitted in a step- wise fashion through the following administrative channels:

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<sup>3</sup> For more detailed information about the process and guidelines, please see Graduate College Appeals Process.

1. Faculty member involved
2. Student Advisor or Class Advisor
3. Academic Review Committee (if appropriate)
4. Department Chair
5. Associate Dean
6. Dean

Steps External to the School of Integrated Health Sciences:

7. Consultation with the Graduate College Assistant Dean of Student Services
8. Completion of the Graduate College Academic Appeal form

Issues related to harassment/discrimination will be directed to [the Title IX Coordinator](#). Specific details for reporting grievances for graduate students the Graduate College website:

<https://www.unlv.edu/graduatecollege/appeals-issue-resolution>

### **Grievances that Fall Outside the Realm of Due Process**

The policies and procedures for filing a complaint that falls out of the realm of due process, such as complaints from clinical education sites, employers of graduates, and the public may include the following:

An individual or organization that is unhappy with their experience or encounter with any student, faculty or staff member of UNLVPT is encouraged to file a written complaint against the department or program. The complaint will be kept on file in the Department Chair's files under "Program Complaints" for a period of 5 years. The process for handling a complaint against UNLVPT:

1. When possible, the Department Chair will discuss the complaint directly with the party involved within 20 business days of receipt of the official complaint. If the matter is reconciled at this point, a letter from the Chair acknowledging the resolution of the complaint will be filed with the complaint and a copy sent to the complainant.
2. If no resolution is attained with the discussion with the Department Chair, or if the complaint is against the Department Chair, the involved party may submit a written complaint to the Associate Dean of the School of Integrated Health Sciences. The Department Chair will also forward a written summary of the previous discussions where appropriate. The Associate Dean will meet with each party separately and may schedule a joint appointment with the two parties in order to attempt a solution. A letter outlining the resolution by the Associate Dean should be filed with the complaint in the Department Chair's office.
3. If the party feels that additional complaint is necessary, then the last line of complaint is to the Dean of the School of Integrated Health Sciences. A letter outlining the resolution by the Dean should be filed with the complaint in the Department Chair's office.
4. Complaints should be addressed to:

Department Chair  
Department of Physical Therapy  
University of Nevada, Las Vegas  
4505 Maryland Parkway, Box 453029  
Las Vegas, Nevada 89154-3029

At any time, graduate students may file an appeal via the Grad Rebel Gateways system to the Graduate College and/or see: <https://www.unlv.edu/graduatecollege/academic-bullying>

### **Discrimination, Harassment, and/or Retaliation**

UNLVPT does not support any form of discrimination, harassment, and/or retaliation based on a protected

category (e.g., age, color, disability, dating/domestic violence, gender, gender equity/identity/expression, genetic information, military status, national origin, race, religion, sex, sexual assault/rape, sexual harassment/misconduct/orientation, stalking). If there is an incident, please complete a report to the Office of Equal Employment and a Title IX Analyst will contact you to conduct an intake and obtain any necessary additional information. The completion and submission of a report may not necessarily constitute the filing of a formal complaint under [Title IX or Title 4, Chapter 8, Section 14 of the Nevada System of Higher Education Handbook](#). If you would like to file a formal complaint, please make it clear that you would like to do so to the Office of Equal Employment and Title IX Analyst, during the reporting process. Please be aware that this does not constitute filing an official police report. To file an official police report, please contact the UNLV Police Services at 702-895-5575. IF THIS IS AN EMERGENCY, PLEASE CALL 911. To make a formal report, please go to the [Office of Equal Employment and Title IX](#). For information on some available resources, please visit: <https://www.unlv.edu/compliance/TitleIX-resources>.

### **Health Risks and Injuries**

#### Health Conditions of a Continuing Nature

In the event of pregnancy, students may continue clinical experiences in accordance with agency policy. Students having health problems of a continuing nature may be referred to the ARC for recommendations. In any situation where a student has a significant change in medical status, a new physical must be completed before the student can resume either the clinical experience or coursework. At anytime students may contact the associate dean/dean of the School of Integrated Health Sciences and/or the Graduate College related to any issues.

#### Health Risks

Students will be informed of health risks that they may encounter throughout the educational program and will follow the OSHA regulations as stated in the Clinical Education Manual.

#### Student Injury in the Classroom or Clinical Area

The faculty member and/or health worker assesses the extent of injury to determine if the student can remain in the classroom or clinical area. If the student requests medical care, the faculty member and/or health worker will assist the student in obtaining appropriate care. The student and faculty member and/or health worker must complete an [incident report](#) if required by the University or clinical agency. The faculty member and/or health worker has the right to not allow the student to participate in class based on the extent of the injury.

### **HIPAA and Related Policies**

An important part of professionalism in physical therapy is maintaining the patient's confidentiality. Therefore, written work submitted to the professor must never contain the patient's full name. Patient's problems must not be discussed with family or friends. If the Department ascertains that a patient's confidentiality has been violated, the student violating the confidence will be subject to disciplinary action.

In addition, in the course of physical therapy training, students will likely have access to confidential information related to other students, patients/clients, or others. Students will receive training in protecting patient/client confidentiality and HIPAA guidelines. It is the responsibility of the student to maintain confidential any information related to patients/clients. Per HIPAA guidelines, the following behaviors are prohibited:

- Releasing confidential patient/client information by any means (i.e., verbally, electronically (e.g., email),

social media (e.g., Facebook, Twitter, Instagram), or in print) to any individual/agency who does not have the legitimate, legal or clinical right to the information

- Unauthorized use, copying, or reading of patient medical records
- Unauthorized use, copying or reading of employee/hospital records
- Taking patient records outside the clinical facility
- Any tampering of patient information

This policy applies not only to patients/clients with whom the student has direct contact in the clinical setting, but to any personal/confidential information to which the student may have access while participating in physical therapy education. Discretion should be used when discussing patient/client information with other appropriate individuals to assure that the nature of the discussion remains professional, pertains only to information clinically relevant while in the clinical setting, and cannot easily be overheard by others. When discussing any patient information for educational reasons in the classroom, information must be properly de-identified and/or appropriate authorization obtained. Additionally, some clinical facilities will have their own published policies/procedures related to protecting patient/client information that students are expected to follow. Violations of this policy may result in probation and may be grounds for separation from the program.

### **Informed Consent**

Informed consent forms will be provided to all patients or participants who may participate in classroom demonstrations or research projects. Additional consent forms will be provided if the patient/participants is to be filmed or photographed.

### **Office of International Student and Scholars Services**

[International Students and Scholars \(ISSS\)](#) ensures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration issues; provide critical and specialized services to the international students and scholars of the UNLV community; and facilitate their transition to the campus and the U.S.

### **Office Hours**

UNLVPT prides itself in accessibility to students. As such, UNLVPT faculty have made a covenant that they will respond back to students in a timely manner to their queries via electronic media and will make themselves available for student drop-in visits during their office hours each week. Visits by students outside of these four office hours will need to be made by appointment. In general, please respect the faculty member's time and make your visit efficient. Office hours are posted in syllabi and also on their bulletin boards adjacent their office doors. If faculty members are not able to hold their regular office hours they should notify the department administrative assistant and post a notice on their door when hours will be rescheduled.

### **Office of Student Rights and Responsibilities**

The [Office of Student Rights & Responsibilities](#) is a student-centered, service-oriented office located within the Division of Student Affairs. The Office of Student Rights & Responsibilities collaborates with the UNLV community to provide an inclusive system through enforcement of the *UNLV Student Code of Conduct* by:

- Promoting awareness of student rights and responsibilities;
- Establishing accountability for student choices;

- Creating opportunities for involvement in the process; and
- Striving to uphold the values and ethics that advance the common good.

### **Office of Military and Veteran Services**

The Military and Veteran Services is staffed with veterans and GI Bill-experienced staff to assist more than 1,000 veterans, dependents, active duty service members, National Guard members, and reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters academic and personal success.

### **Probation**

Students may be placed on probation if they fail to meet UNLVPT standards in the areas of academics, professional behaviors, and/or clinical performance. The ARC will make all recommendations for probation to the Department Chair, who will then make recommendations to the Graduate College Dean. The Chair will make a recommendation to the Graduate College Dean for all disciplinary decisions and the Graduate College and ARC will notify the student of such actions. In most cases, the probationary period will extend through one ensuing semester. In the event of probation in or at the end of the Spring semester, the probationary status will extend through the Summer terms and Fall semester. The ARC reserves the right to modify probationary time frames upon Graduate College approval. A student on probation who performs in a way that constitutes probation in one of the other areas may be separated from the program. If a student is placed on probation a second time for any reason, the ARC will make recommendations regarding separation, probation, probationary time frame, and/or remediation to the Chair. A student who meets any of the following criteria will be placed on probation:

- A student earns a grade below 80% (B-) in any one course at the end of a semester or a Summer Term
  - Satisfactory completion of probation does not require repeating classes in which a grade of C+ or C grade was earned. If the student successfully completes their probation terms then the course with a C+ or C may be used toward graduation as long as the minimum GPA standard of 3.0 or "B" (83%) for the semester and program is maintained.
- A student earns a semester or term GPA that falls below 3.0
- A student commits any infraction of professional behaviors will result in local remediation with parties involved, and repeated infractions (3 or more) will result in an ARC meeting and may result in probation
- Any clinical performance that is deemed unsatisfactory will result in remediation. If a student requires clinical remediation, they will be placed on probation (see remediation policy in Clinical Education Handbook). Official probation and separation notices are sent to the student by the Graduate College.

### **Professional Appearance Standards**

Students are required to wear attire that conforms to the image of the professional physical therapist. UNLVPT is a setting where students, faculty, guests, patients, other professionals, and the general public form an initial impression about us and our profession based on our appearance and conduct. Therefore, the appearance and dress of UNLVPT students and faculty should be professional and should reflect modesty and cleanliness. The appearance and dress code policy of UNLVPT is the following and should be adhered to whenever the student is within BHS as stipulated below (Monday through Friday), on clinical rotations, at mandatory class meetings (including quizzes and exams), review sessions, student research/service-learning presentations, Brown Bag lectures, Distinguished Lectures, in the offices of professors, conducting research or service-learning, or when on any errand for UNLVPT. Only scrubs or clinical/professional attire may be worn when visiting faculty or administrative offices (2<sup>nd</sup> & 3<sup>rd</sup> floor of BHS). Lab attire may only be worn on the 1<sup>st</sup> or 2<sup>nd</sup>

floor for Lab classes, open Lab and check offs/practical exams when designated. Students should enter and exit BHS in the appropriate attire for the class/event they are attending.

- Appearance in adherence to professional discipline standards. Students should be well-groomed and bathe regularly. All clothing should be laundered on a regular basis and be unwrinkled. No hats or head/hair coverings may be worn unless for cultural or religious reasons. Hair should be kept clean and neat, and must be fashioned such that it does not fall forward or over the sides of the face or on a patient/client when working with patients/clients. Beards and mustaches must be clean and neatly trimmed, and be worn in a fashion as not to have the potential to physically contact a patient/client during treatment. Nails must be kept short and clean for safety in the performance of manual therapy and patient transfers. Tattoos may need to be covered with clothing (or temporary cover) or camouflaged with makeup, when required by clinical site policies. Underwear or any type of cleavage should never be visible. No excessive use of perfumes, colognes or scented lotions/deodorants is allowed. Ear gauges are not allowed. Only wedding or simple rings are allowed. Excessive jewelry that has the potential to come into contact with patients/clients should not be worn. Hooped or dangling earrings are not permitted for safety reasons.
- Dress in alignment with professional discipline standards. Scrubs and jacket approved by UNLVPT are the required dress for the classroom and for research or service-learning activities at all times unless otherwise directed by faculty. Scrubs that are wrinkled, tattered or dirty are not appropriate. Shoes should be conservative in style and should be closed-toed. Clean sneakers are appropriate with scrubs or clinical attire. Flip-flops or sandals are not allowed.
  - Clinical attire. Occasionally, students will be asked to dress in clinical attire rather than their UNLVPT scrubs. Students must wear their UNLV PT name tag when dressing in clinical attire. Clinical attire is required on the clinical rotations and integrated clinical experiences (ICE). Students should conform to the policies and procedures of the clinical site to which they are affiliated, or assigned for ICE. Please note this may require students to cover tattoos, and/or remove facial/body piercings. Clinical/ICE sites may not allow extreme hair styles or colors outside of normal hair colors. Students are responsible for abiding by all clinical site policies for dress code and appearance.
  - In general, the following are appropriate in most clinical settings: dress pants/slacks, dress shirts/modest blouses/polo shirts, and closed-toed dress shoes with low heels or clean sneakers. All clothing should be clean and neatly pressed. The following are not appropriate: jeans (unless permitted by a clinical site), t-shirts, revealing clothing (either low cut or see through), and sandals. Loose fitting clothing that may be revealing in certain positions is not appropriate. Underwear or any type of cleavage should never be visible.
  - Lab attire. Clean and laundered shorts and t-shirts are the required dress for labs except those in the anatomy lab, where closed toed shoes and pants are required. Underwear must be worn but should not be visible. However, there are occasions in the lab where shirts may need to be removed. Sports bras are recommended in this case. Students will be provided lockers where they may change. When students leave the floor to visit faculty members or the administrative assistant or for other purposes, scrubs must be worn over the lab attire. No exceptions are allowed. The lab attire must be available in the students' lockers at all times. Failure to have lab attire for labs may result in the student being dismissed and not allowed to return to class until properly attired in lab clothing. The ARC will also be notified. Lab attire should be worn for Lab practical exams and check offs unless otherwise specified by the faculty member of the course.
  - Professional business attire. Students will wear business attire (i.e., business suits) for final research/service-learning presentations or when required by faculty. High heeled shoes may be

worn for professional presentations.

Students may adapt their attire in a professional manner to meet cultural, religious, privacy, modesty, or other needs. Students requiring special accommodations are asked to inform the relevant faculty member at the start of the semester or term. Students presenting to class or a professor's office violating any of the aforementioned professional appearance standards will be asked to leave and not allowed to return until properly dressed or groomed. While UNLVPT wishes to maintain a professional appearance standard, the onus is on the student to adhere to these professional standards. As professionalism is a core value of UNLVPT, students who repeatedly violate these standards will be reported to the ARC. Failure to comply with these standards could result in probation or separation from the program.

### **Professional Behaviors**

See section regarding "Code of Ethics" and "Professional Behaviors" at the end of the UNLVPT Handbook.

### **Professors**

Instructors should be addressed by their preferred title (such as 'Professor' or 'Doctor') and their last name unless otherwise stipulated by the faculty member.

### **Program Separation Procedure**

A recommendation for immediate probation and possible separation from the UNLVPT program will be made to the Graduate College in any of the following cases:

- An earned "F" in any didactic course
- Failure of a third attempt of any competency check-off or third attempt of a final practical exam
- A grade of "C+" or below in more than one course in any semester or Summer term
- Inability to rectify probationary status within the time frame allotted by the ARC. This could happen if one or more of the following occur:
  - GPA of 3.0 is not attained in the probationary semester or term
  - A grade of "C+" or below is earned in the probationary semester and/or term
  - Inability to remediate or rectify clinical or professional behaviors
- A student on probation whose actions warrant probation in another category (academic, professional behavior, clinical) may also be separated.
- Students who fall into any of the above categories will meet with the ARC to review the reason(s) for the recommendation for separation, possible remedies, and to explore whether or not the ARC supports a pathway for potential reinstatement. In preparation for this meeting, the student should review the program reinstatement/re-application policy below. Official probation and separation notices are sent to the student by the Graduate College. Students are typically placed on probation prior to separation via the Graduate College process.

### **Reinstatement/Re-Application Policy:**

Following program separation, students who feel the ARC's decision to recommend separation was incorrect may appeal for reinstatement (with their current cohort) within 30 days of the Graduate College notice of separation. If outside of that timeframe, they may reapply for admission via the standard process but will be reconsidered along with all new incoming applicants with no guarantee that coursework previously completed will be allowable for use if they are readmitted.

- Following formal separation from the Graduate College, the separated student may submit an Appeal to Separation Form through the Grad Rebel Gateway portal. (see [Graduate College Progression and](#)

[Completion Policies](#)).

- Due to the lock-step nature of the DPT program, a student may or may not have the opportunity to rejoin the program as part of the next cohort depending on the semester of separation.

For students who appeal the decision (meaning they want to remain with their current cohort) or students who are seeking reinstatement with a subsequent cohort, the process to request reinstatement process is as follows:

The separated student must, within 30 days of the Graduate College notice of separation, submit a written request to the ARC to be reinstated in the program. This statement/action plan must include at a minimum the following reflective components:

- The nature of the events that resulted in separation.
- The student's response/actions to these events.
- The student's role in these events.
- How the student may have managed the events differently.
- The actions the student has completed, or will complete, to ensure success in the program if reinstated.
- This action plan should support and document growth in the following areas (as applicable) since separation:
  - Academic
  - Professional
  - Clinical
  - Personal well-being
- If a student was separated for an unsatisfactory GPA or for receiving a grade of "C+" or below in more than one course in any one semester or term, the ARC may recommend an action plan to restore a satisfactory standing in the program. This may include retaking one or more courses in the program with a goal of attaining a semester GPA of 3.0. The Chair will make recommendations to the Graduate College Dean who will make the final decision regarding these matters. Under normal circumstances, a student earning an "F" in any didactic course will not be granted reinstatement.
- If a student was separated for professional behaviors, they may be reinstated at the point in which they were previously enrolled in the program, contingent upon a favorable recommendation from ARC, the chair, and the Graduate College Dean.
- If a student was separated based on clinical performance, they may be reinstated at the point in which they were previously enrolled in the program and they must complete academic and clinical coursework contingent on the recommendation of the ARC, the Chair, and the Graduate College Dean.
- If the separated student's appeal for reinstatement is granted, they must then formally reapply:
  - Students seeking readmission through the above outlined appeal process will not be required to reapply via PTCAS; however, they must reapply to the Graduate College.
- The separated student will work with the ARC to ensure that all required elements of the action plan are fulfilled prior to reinstatement. The Department Chair, the School of Integrated Health Sciences Dean, and the Graduate College Dean will make the final decision regarding potential re-admission.
- If a student is re-admitted, they will be placed on immediate probation. If any terms of said probation, as outlined in the probation notice, are violated, then the student will be immediately separated without the possibility of future readmission. However, if the student is able to successfully complete new coursework (meaning the semester *after* the original semester of separation), the ARC will recommend removal of probation.
- The separated student may also choose to not submit the request for reinstatement and instead reapply

for admission via the standard process. However, in this case they will be reconsidered along with all new incoming applicants with no guarantee that credits previously completed will be transferrable upon readmission.

### **Recruitment**

UNLV is dedicated to the equality of educational opportunity, and the creation and maintenance of a campus environment free of barriers that effectively discriminate against those with disabilities. Equality in access is achieved through reasonable classroom accommodations, and reasonable adaptation of examination and evaluation procedures. Nevada residents will receive special consideration for admission to ensure that this state-supported program provides physical therapists to meet the needs of Nevada. However, this is not to imply that the requirements for admission are lowered for Nevada residents.

### **Religious Holiday Notification**

If a student must miss a class or assignment because of religious observance, notification for the absence must come at the beginning of the semester prior to the date stipulated in class syllabus. As a general rule, a student missing a class or laboratory assignment because of observance of a religious holiday shall have the opportunity to make up missed work. Students must notify the professor of anticipated absences by the last day of late registration to be assured of this opportunity.

### **Retention of Students**

Students are the focal point of UNLVPT and the ability to address their issues of concern is crucial to its success. There are always open lines of communication between faculty and students. For example, students are encouraged to seek faculty consultation on any academic or professional issue they believe is pertinent to their success in the program. Each student is assigned a faculty advisor and is required to meet at least once per semester. They also have the option of seeking further help as needed. Faculty members may provide individual counseling, hold mid-term evaluations of student progress, hold regularly scheduled office hours, and may hold open labs to assist in competency check offs. Students may also access the [Disability Resource Center](#) if reasonable accommodations are needed.

### **Rights and Safety of Individuals**

The rights and safety of individuals involved in any aspect of UNLVPT are protected by an appeals process. If a student wishes to file an appeal or a grievance pertaining to his or her graduate education, UNLV Graduate College procedural steps are outlined in the [Graduate Catalog](#) and websites. Unsafe or unprofessional behavior or practice may lead to probation or separation from UNLVPT via the Graduate College process. In addition to observance of the [Student Academic Misconduct Policy](#), students in UNLVPT must act in a safe and professional manner. Unsafe or unprofessional behavior at a clinical site or in the classroom may be grounds for immediate separation from the program, regardless of previous academic or clinical performance. The Graduate College and Office of Student Rights and Responsibilities (if applicable) is the final arbiter of these types of cases.

Examples of unsafe or unprofessional behavior include, but are not limited to the following:

- Inadequate preparation for safe patient care
- Failure to seek appropriate assistance with new or unfamiliar procedures
- Dishonest or unprofessional interactions with patients, families, staff, faculty, or peers
- Engaging in practice when not mentally or physically fit
- Placing or leaving a patient in a hazardous condition or circumstances
- Any breach of UNLVPT/UNLV policy or procedure

## Social Media

Please review the [UNLV Social Media Accounts Policy](#) as well as rules and guidelines around [HIPAA and Social Media](#).

## Scholarships<sup>4</sup>

The following is a list of scholarships that are available to current students. As the submission dates change from year to year, please see the UNLVPT scholarship webpage and Graduate College website for updated due dates and other specific details on the scholarships.

All UNLVPT department-sponsored scholarships have the following minimum eligibility requirements:

1. Student must be a registered and active UNLVPT student.
2. Student must maintain at minimum a 3.0 UNLVPT cumulative program GPA.
3. Student must be in good standing (i.e. not on probation for academic, professional behavior, or clinical performance issues) during the semester or term of the proposed award/scholarship disbursement.
4. Must be an active member of the American Physical Therapy Association (APTA).
5. Student must demonstrate financial need.
  - a. Financial need is determined based on the student's FAFSA, or for those students who are not eligible to submit a FAFSA, the student's Alternate Need Determination Form
  - b. Resources can be found at:
    - i. [UNLV Financial Aid Checklist](#)
    - ii. [UNLV Financial Aid Forms](#)
    - iii. [UNLV Graduate College Financial Resources](#)

## Physical Therapy Department Scholarship Opportunities:

### UNLVPT Recognition of Achievement Award

Requirements:

- First, second and third year DPT students.
- The scholarship committee will assess the quality of each application in terms of merit as evidenced by the student's two-page maximum curriculum vitae (CV).
  - A scoring rubric and sample CV will be provided.
- Scholarship amount:
  - Varies from \$500 up to \$4,000 depending on quality of application and available scholarship budget.
  - Around 50% of enrolled DPT students receive a UNLVPT scholarship each year.

### UNLVPT Rural Health Scholarship

Requirements:

- First, second, and third year DPT students may apply each fall.
- Student must submit a UNLVPT Rural Health Scholarship Questionnaire that reflects adequate preparation, planning, and commitment to a rural clinical education experience in NV.
- Student must complete a rural clinical experience at a UNLVPT pre-approved clinical site.

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<sup>4</sup> Link to UNLV Graduate College Scholarships and Fellowships:

<http://www.unlv.edu/graduatecollege/financing>

- A list of pre-approved clinical sites will be available for students at the annual clinical education workshop.
- Once accepted for a clinical experience at an approved site, the student must also submit a budget to the UNLVPT scholarship committee.
- Scholarship amounts:
  - up to \$2,000 for DPT 761
  - up to \$5,000 for DPT 762/763, 764, 765

### **UNLVPT Underserved Clinical Education (UCE) Scholarship**

#### Requirements:

- Second and third year DPT students may apply.
- To be eligible for the UCE scholarship, a student must enroll in a continuing education course that is required for the student to gain access to an underserved clinical learning experience.
- Student must demonstrate proof of application for available GPSA funding mechanisms (see <https://www.unlv.edu/gpsa/sponsorship-awards>)
- Student must submit an application to the scholarship committee.
- Scholarship amounts:
  - up to \$1,500

### **CSM Travel Scholarship**

#### Requirements:

- G2 or G3 DPT student at UNLV
- Active APTA Member
- Applicants must demonstrate financial need.
- Applicants must be in good academic standing.
- Applicants must commit to attending all days of the conference. Award Structure:
  - G2 Students: Eligible for reimbursement of up to the early bird conference registration fee
  - G3 Students: (Presenting Research): Eligible for reimbursement of conference-related travel expenses, including registration, lodging, and airfare

-Award Details: ○ Up to \$750 for conference expenses. (Note: This is a post-conference reimbursement upon receipt submission.)

### **WICHE – Western Interstate Commission for Higher Education: Professional Student Exchange Program (PSEP)**

#### Requirements:

- Prospective DPT student.
  - NOTE: Interested students from participating states MUST pre-register with their respective state certifying officer during the summer prior to their anticipated admission to UNLVPT
- UNLV's DPT program is an approved WICHE – PSEP program for Hawaii, Wyoming and Alaska, residents from those states are eligible for WICHE programs from those states. Applicants should contact their respective state directly for details of the WICHE program and to pre- register
- Typically, the WICHE funded student must agree to practice in a medically underserved region of their home state for a predetermined amount of time.
- Scholarship amount: TBD.
  - The Hawaii, Wyoming and Alaska WICHE programs typically provide an annual award that is equivalent to the out-of-state tuition for the duration of the DPT program.

### **Kitty Rodman Award of Excellence**

#### Requirements:

- Second year DPT student
- Must complete an application
- Must have a minimum cumulative (graduate) UNLV GPA of 3.5
- Must submit a one-page statement explaining their professional goals
- Scholarship amount:
  - \$1,500

### **AJ Koval Scholarship**

#### Requirements:

- Third year DPT student
- Must complete an application
- Must have a minimum cumulative (graduate) UNLV GPA of 3.0
- Must submit a one-page statement explaining what you would like to accomplish as a physical therapist.
- Scholarship amount:
  - Up to \$4,750

### **Keith Kleven Award**

#### Requirements:

- Second or third year DPT student
- Must complete an application
- Must have a minimum cumulative (graduate) UNLV GPA of 3.5
- Student must submit a one-page essay detailing why they would like to be an orthopedic and sports physical therapist
- Preference should be given to students who have completed an orthopedics clinical and desire to treat athletes or those who have sports-related injuries
- Scholarship amount:
  - Approximately \$1,500

### **Delgado Family Scholarship**

#### Requirements:

- First, Second and third year DPT students may apply.
- Must complete an application
- Must have attended a Nevada High School
- Must submit a one-page essay addressing the following: As a graduate of a Nevada High School, think back to pivotal experiences or influences from your education in the state or within your community. How have these shaped your decision or passion to pursue a career in Physical Therapy?
- Scholarship amount:
  - Approximately \$950

### **Dr. William H. and Patricia O'Grady Scholarship**

#### Requirements:

- First, Second and third year DPT students may apply.
- Must complete an application
- Preference will be given to military veterans, spouses, and children of military veterans or first-generation

college students.

- Must submit a one-page essay focusing on what you choose to study physical therapy and describe career goals.
- Scholarship amount:
  - \$950

External Scholarship Opportunities: Non-UNLV Scholarships

List of scholarships for healthcare students, APTA Financial Resource Guide:

- List of scholarships, awards, fellowships, and grants for students and physical therapists, including a section specifically listing information for students who are minorities.

(<http://www.apta.org/currentstudents/scholarshipsawards/>) Student Services and Responsibilities

## **Student Services and Responsibilities**

### **Computer Services**

Many computer and software related training sessions are offered via seminars (e.g., Word, Excel, Access, PowerPoint, Adobe Acrobat) from the Office of Information Technology (OIT). The [IT help desk](#) provides technology support for UNLV faculty, staff, and currently enrolled students. Contact the IT help desk when you need assistance with password resets, new accounts, wireless, Rebelmail, Canvas or other computing problems (Student Union 231 or CBC B113; phone: 895-0777).

OIT maintains 47 computer labs across the campus with some 1,400 computers available for academic use. These 47 labs provide access to the technology and software (e.g., Word, Excel, Access, PowerPoint, SPSS) required by graduate students. Numerous computers are available to students in the Lied Library. Additionally, if needed, a limited number of laptops can be rented from OIT.

UNLV supported WIFI is available on the first and second floor of the BHS building. Faculty permission is required if you wish to use the departmental computers for classroom presentations.

### **Financial Aid**

The steps for application of financial aid at UNLV can be found on the [Office for Financial Aid & Scholarships webpage](#). In addition, information about grants and scholarships is available through the Graduate Student Association and the Graduate College. Loans available to graduate students include: Federal Perkins Loans, Federal Direct Subsidized Loans, and Federal Direct Unsubsidized Loans. Information about financial assistance provided through the APTA is available [here](#). Special support is offered through the [Western Interstate Commission for Higher Education \(WICHE\)](#). Currently, UNLVPT is a WICHE certified state for Wyoming, Alaska and Hawaii. UNLVPT also offers several different scholarships (see UNLVPT Scholarships).

### **Laboratories**

Equipment in the research and cadaver laboratories will be available to UNLVPT students only unless permission has been granted by the Chair. Family members and friends are not allowed in the cadaver laboratory unless given permission by a faculty member. Violation of this code may result in probation or separation from the program. Each student will be familiarized with the policies and procedures of the cadaver lab prior to the start of the course.

### **Libraries**

UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the

services they offer to graduate students.

### **Lockers**

Individual lockers will be assigned to each first-year student.

### **Parking Permits**

Yearly student parking permits may be purchased online at [UNLV Parking & Transportation Services](#), or in person at the [Claude I. Howard Department of Public Safety](#). There is also a free parking lot (Lot S) on the west side of campus between the Softball and the Myron Partridge Track Stadiums. Students should be aware that the free lot does fill up quickly on regular school days.

### **Professional Organization Membership**

A big part of being a professional means that one is a member of their professional or representative organization. As such, we strongly encourage All UNLVPT students to become members of the [American Physical Therapy Association \(APTA\)](#) and maintain this membership throughout the duration of their enrollment in the UNLVPT program. This is at the student's own expense. The APTA is the national organization dedicated to serving the physical therapy profession. By becoming a member, students become an important contributor to the vision and future of physical therapy. Members gain access to a large number of benefits and professional opportunities. One significant benefit is access to the [Physical Therapy Journal](#) (the top rated rehabilitation journal in the world) and access to discounts on national and regional conferences (e.g., [Combined Sections Meeting](#)) and continuing education courses. In addition, the students will have access to the [Guide to Physical Therapist Practice](#), [APTA Magazine](#), and other professional development resources. The student will gain automatic membership in the Student Assembly which functions as a forum for future Physical Therapists and Physical Therapist Assistants. There are countless options for [Student Involvement](#) within the APTA. Students are also encouraged to become active in the Nevada Chapter of the APTA and the Student Special Interest Group (SSIG) of the Nevada Chapter. The Chapter typically sponsors two conferences, one in Reno and one in Las Vegas, monthly continuing education meetings 9-10 months of the year, and offers other opportunities for professional service, networking, skill development and promotion of the profession. This is a very useful way for the student to become more acquainted with the physical therapy profession. Lastly, students are encouraged to join any of the academies or sections that are of interest.

### **Public Safety (Security)**

The [Claude I. Howard Department of Public Safety](#) houses the Public Safety Department, which includes the divisions of police, traffic, and parking. It contains a 24-hour-a-day communications center, which fields all emergency responses on the campus. The Police Division provides police service to the university 24 hours a day, 365 days per year; the phone number is 702-895-3668. Copies of the rules and regulations are available in the Public Safety building. You may obtain information by visiting or calling 702-895-1300.

### **Student Diversity & Social Justice**

Student Diversity & Social Justice advocates with a diverse student population to amplify and affirm student's identities through an intersectional framework to promote student success. SDSJ is a student-centered office committed to educating, empowering, and developing UNLV students as leaders to recognize and address societal injustices. For more information visit the [Office of Student Connection and Engagement](#).

### **Student Health Insurance**

All students are required to carry health insurance while in the program. Information on health insurance coverage, cost, insurance for spouses or domestic partners and dependents, eligibility, and enrollment dates are available [online](#). Students may opt out of the mandatory health insurance. To opt out of the insurance plan, students must have proof of alternate insurance coverage and request a student health insurance fee waiver by the appropriate semester/annual deadline for their program.

### **Student Health Service**

The Student Health center is open to all currently registered and enrolled UNLV students, regardless of insurance coverage. The student health fee is charged to all admitted students and supports Student Wellness (Student Health Center, Student Counseling and Psychological Services, Rebel Wellness Zone and Jean Nidetch CARE (Campus Anti-Violence Advocacy, Resources, & Empowerment Center). Routine appointments are free and cover general health services; however, there are fees for some services. It is located in the [Student Recreation and Wellness Center](#).

### **Student Counseling and Psychological Services**

[Student Counseling and Psychological Services \(CAPS\)](#) can help you manage your mental health so that you can make the most out of your UNLVPT experience. CAPS is staffed with clinicians that are trained to help you work through problems commonly experienced by college students of all ages and backgrounds. Psychological services offered to students include individual, couples and group counseling, consultation and outreach, referral services, substance abuse services, career interest testing and 24-hour information hotline and crisis/emergency intervention.

### **Student Responsibilities**

BHS 216. The following items are provided for student use and must be maintained by the students on a regular basis:

- Refrigerators
- Microwaves
- Computers
- Mailboxes
- Visix Digital Monitor with AppleTV

BHS 112, 130, 213, 214, 215, 217. General clean up and maintenance of UNLVPT areas on a regular basis are the responsibilities of the students. At the end of each day, students are responsible for cleaning the tables, putting away all equipment, and placing laundry into the hampers. Students will have 24/7 access to BHS 130, 213, and 215 with their proximity cards.

### **Testing policy**

For all tests for which students are provided with an answer sheet (e.g., Scantron) or on ExamSoft, the answer recorded on the answer sheet or the ExamSoft program will be regarded as the student's only and final response choice. If an electronic test is administered, it is the student's responsibility to bring their tablet or laptop and have sufficient battery life to take the test.

Written Examination Policy:

1. Testing Environment: Students may not bring anything into the testing area except drinks, a pencil/pen/i-Pad stylus or required examination materials. Snacks are permitted during written exams, but please be mindful of not disturbing your classmates. Proctors may opt to provide "scratch paper" prior to beginning the exam, and these must be handed in with name at the end of the exam. Everything else, including all

electronic devices (e.g., cell phones, PDAs, smartwatches, smart glasses etc.), must be left in the designated location within the classroom, and not accessed until the examination is complete.

2. Only one student at a time will be allowed to use the restroom during an examination. Once the first student has checked in their test and left the classroom, no other students are permitted to leave the room to use the restroom. Testing time does not freeze during restroom breaks. Please be mindful of exiting and entering the room quietly.
3. Once Examination Begins: There will be NO verbal communication allowed between students for the duration of the examination. If you have finished the examination, do not congregate in the hallway outside. It is considered a breach of academic integrity to discuss the contents of an exam during an active examination, including practical exams and check-offs.
4. Proctor: The examination environment is proctored by faculty or a designee.
5. Completion of Examination: Upon completion of the examination, students should turn in scratch paper (if applicable) and immediately leave the room.
6. No Questions during Examination: No questions will be answered during the examination. Test questions will be addressed after the examination. Students should write any questions on their scratch paper to be handed in, and/or make arrangements to meet with the faculty member after the examination.
7. Seating: Seating may be assigned, and as much as possible, be random and spaced apart from adjacent students.
8. Time Limits: Beginning and ending times of the examination are defined and strictly enforced.
9. Make-up Exams: Please see Course Policies section in this manual for department policy.

Written Examination Policy for students with DRC Accommodations.

1. Students registered with the DRC must submit a request to the DRC for accommodations each semester.
2. All testing accommodations will be administered by the DRC.
3. Make-up Exams: Please see Course Policies section in this manual for department policy.

### **The Intersection**

[The Intersection](#) is a one-stop resource for UNLV's highly diverse student body — a comprehensive multicultural center grounded in the academic life of our students. As an intersecting campus resource, The Intersection helps ensure students, particularly first-generation and students of color, successfully navigate their academic careers.

### **The Graduate Academy: Innovative Leadership, Professional, and Career Development**

The goal of the Graduate Academy is to serve as a virtual resource providing support and many professional opportunities to UNLV graduate students. The Academy offers information about events and services such as graduate certificate programs, workshops, training sessions and career services. You can follow Academy activities via social media or look for regular updates on the website.

### **Military and Veteran Services Center**

The [Military and Veteran Service Center](#) is staffed with veterans and veteran education benefits experienced staff to assist more than 1,000 veterans, dependents, active duty service members, National Guard members, and reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters academic and personal success.

### **University Policies and Procedures**

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures.

To view the most commonly referenced campus policies and procedures, you can refer to the following websites:

[Academic Integrity](#)

[Activation for Military Service](#)

[Request to Change Personal Identification Data](#)

[FERPA/Privacy Rights](#)

[Jean Clery Campus Safety and Security Report](#)

[Proof of Immunization](#)

[Policies and Procedures on the Protection of Research Subjects](#)

[Student Conduct Code](#)

[Title IX](#)

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the [Graduate Catalog](#):

- [Academic Calendar](#)
- [Academic Policies](#)
- [Admission and Registration Information](#)
- [Degree Progression Policies & Procedures](#)

In addition, the [Graduate College website](#) contains additional information regarding policies and procedures. *Nothing in this handbook supersedes any NSHE, UNLV, or Graduate College policy.*

### **The Care Center**

The [Care Center](#) is committed to creating a supportive and inclusive environment for all genders through programming, services, and advocacy for the UNLV community. The Women's Center has informational resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself, and learn about your options. They also provide free tampons, pads, and condoms.

### **Writing Center**

One-on-one or small group assistance with writing is available free of charge to UNLV students at the [Writing Center](#), located in Central Desert Complex Building 3. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student's Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation.

### **Essential Tasks for UNLVPT Program**

The University of Nevada, Las Vegas is dedicated to the equality of educational opportunity; it is committed to the creation and maintenance of a campus environment free of barriers that effectively discriminate against those with disabilities. In order to assure complete equality in access, we must also make reasonable classroom accommodations for students with disabilities, in the techniques we use in teaching them, and in the methods we use for evaluating their progress. In the same vein, becoming a physical therapist requires the completion of a professional education program that is both intellectually and physically challenging. The purpose of this document is to articulate the demands of this program in a way that will allow prospective students to compare their own capabilities against these demands.

Applicants are asked about their ability to complete these tasks, with or without reasonable accommodation.

Reasonable accommodation refers to ways in which the university can assist students with disabilities to accomplish these tasks (for example, providing extra time to complete an examination). Reasonable accommodation does not mean that students with disabilities will be exempt from certain tasks; it does mean that we will work with students having disabilities to determine whether there are ways that we can assist the student toward completion of all required tasks.

Prospective students who indicate that they can complete these tasks, with or without reasonable accommodation, are not required to disclose the specifics of their disabilities prior to an admission decision. Prospective students who cannot complete these tasks with or without accommodation are ineligible for consideration for admission. If admitted, a student with a disability, who wishes reasonable accommodation must request it in writing, specifying the accommodation, through the Disability Resource Center. An offer of admission may be withdrawn if it becomes apparent that the student cannot complete essential tasks even with accommodation that the accommodations needed are not reasonable and would cause undue hardship to the institution, or that fulfilling the functions would create a significant risk of harm to the health or safety of others.

Prospective students who have questions about this document or who have a documented disability that may require assistance will need to contact the Disability Resource Center (DRC) for coordination with academic accommodations. The Disability Resource Center is located in the Reynolds Student Services Complex, Room 143. The DRC phone number is 895-0866. The Coordinator of the Disability Resource Center will route the inquiry to the Department of Physical Therapy, if appropriate.

### **Essential Tasks**

- Students must meet class standards for course completion throughout the curriculum.
- Students must be able to read, write, speak, and understand English at a level consistent with successful course completion and development of positive patient-therapist relationships.
- Students must complete readings, assignments, and other activities outside of class hours.
- Students must gather decision-making pieces of information during patient assessment or research activities in class or in the clinical setting without the use of an intermediary such as a classmate, a physical therapist assistant, or an aide.
- Students may perform treatment activities in class or in the clinical setting by direct performance or by instruction and supervision of intermediaries.
- Students must apply critical thinking processes to their work in the classroom and the clinic, must exercise sound judgment in class and in the clinic, and must follow safety procedures established for each class and clinic.
- Students must have interpersonal skills as needed for productive classroom discussion, respectful interaction with classmates and faculty, and development of appropriate therapist-patient relationships.
- Students must maintain personal appearance and hygiene conducive to classroom and clinical settings.
- Students must maintain cardiopulmonary resuscitation certification at the health professional level.
- Students must demonstrate appropriate health status prior to clinical experiences, with annual updates on some items: no active tuberculosis, rubella (German measles) and rubeola (measles) immunization, tetanus-diphtheria booster within 10 years of anticipated graduation, and hepatitis B vaccine series or written declination.
- Students may be required to complete OSHA-regulated Bloodborne Pathogen Exposure Training.
- Students must follow standards and policies specified in the UNLVPT Handbook, the Educational Affiliation Agreement (contract between university and clinical sites), and the Clinical Education Manual.

### **Typical Skills Used to Complete These Essential Tasks**

- Students typically attend classes 30 or more hours per week during each academic semester and Summer terms. Classes consist of a combination of lecture, discussion, laboratory, research, and clinical activities. When on clinical rotation, students are typically present at the clinic 40 or more hours per week on a schedule that corresponds to the operating hours of the clinic.
- Students typically sit for two to 10 hours daily, stand for one to two hours daily, and walk or travel for two hours daily.
- Students typically relocate outside the Las Vegas area to complete one or more clinical rotations of six to twelve weeks duration each.
- Students frequently lift less than 10 pounds and occasionally lift weights between 10 and 100 pounds.
- Students occasionally carry up to 25 pounds while walking up to 50 feet.
- Students frequently exert 75 pounds of push/pull forces to objects up to 50 feet and occasionally exert 150 pounds of push/pull forces for this distance.
- Students frequently twist, bend, and stoop.
- Students occasionally squat, crawl, climb stools, reach above shoulder level, and kneel.
- Students frequently move from place to place and position to position and must do so at a speed that permits safe handling of classmates and patients.
- Students frequently stand and walk while providing support to a classmate simulating a disability or while supporting a patient with a disability.
- Students occasionally climb stairs or negotiate uneven terrain.
- Students continuously use their hands repetitively with a simple grasp and frequently use a firm grasp and manual dexterity skills.
- Students frequently coordinate verbal and manual activities with gross motor activities.
- Students use auditory, tactile, and visual senses to receive classroom instruction and to evaluate and treat patients.

### **Code of Ethics for the Physical Therapy Profession**

The [Code of Ethics for the Physical Therapy Profession](#) can be found on American Physical Therapy Association website.

### **Professional Behaviors**

The UNLVPT faculty supports the expectations that students demonstrate professional behaviors in the Professional Behaviors which have been adopted by the APTA as part of the Normative Model of Physical Therapist professional education. The Professional Behaviors include the following assumptions: “The process of becoming socialized into a profession requires hard work and takes a long time; therefore, it must begin early.” The faculty of UNLVPT agrees that professional growth should begin early during student didactic education and then progress throughout the curriculum. These professional behaviors, when coupled with a core of knowledge and skills, are essential to success in physical therapy. As such, the UNLVPT faculty has an expectation that students are making progress in the generic abilities throughout the curriculum. Entry level behavior in each of the generic abilities is expected by the completion of the final clinical experience. Generic abilities are attributes, characteristics or behaviors that are not explicitly part of the profession’s core of knowledge and technical skills but are nevertheless important elements for success in the profession. UNLVPT places emphasis on these ten generic abilities:

### **Commitment to Learning**

The ability to self-assess, self-correct, and self-direct; to identify needs and sources of learning; and to continually seek new knowledge and understanding.

- Reads articles critically and understands limits of application to professional practice
- Demonstrates a positive attitude (motivation) towards learning
- Monitors own progress
- Takes a collaborative approach
- Seeks assistance from professors or peers regarding difficult concepts
- Demonstrates initiative towards learning
- Demonstrates equal participation in progression and completion of group projects

### **Interpersonal Skills**

The ability to interact effectively with patients, families, colleagues, other health care professionals, and the community and to deal effectively with cultural and ethnic diversity issues.

- Maintains professional demeanor in all clinical and classroom interactions
- Recognizes impact of verbal and non-verbal communication and modifies all communication to meet situational needs.
- Listens actively and uses appropriate body language
- Assumes responsibility for mistakes, apologizes
- Demonstrates interest and ability to work with peers in a group process/project

### **Communication Skills**

The ability to communicate effectively (i.e., speaking, body language, reading, writing, listening) for varied audiences and purposes.

- Demonstrates basic English skills
- Presents verbal or written message with logical organization and sequencing
- Checks UNLV email regularly and responds in a timely fashion to email communications from faculty, staff, and the university
- Demonstrates a receptive attitude towards suggestions, feedback and constructive criticism.
- Uses discretion when discussing confidential information.

### **Effective Use of Time**

The ability to obtain the maximum benefit from a minimum investment of time and resources.

- Meets external deadlines
- Demonstrates flexibility and adaptability
- Sets priorities
- Sets realistic goals
- Utilizing university library resources
- Utilizes time wisely outside of class and clinic

### **Use of Constructive Feedback**

The ability to identify sources of feedback and seek out feedback and to effectively use and provide feedback for improving personal interaction.

- Actively seeks feedback and help
- Demonstrates a positive attitude towards feedback
- Critiques own performance
- Integrates feedback for positive change in growth

### **Problem Solving**

The ability to recognize and define problems, analyze data, develop and implement solutions, and evaluate.

- Recognizes problems and prioritizes them
- States problems clearly
- Can identify solutions to the problem or resources needed to develop solutions

### **Professionalism**

The ability to exhibit appropriate professional conduct and to represent the profession effectively.

- Projects professional image
- Continuous positive regard for all
- Abides by APTA code of Ethics and standards of practice
- Follows state licensure regulations
- Abides by facility policies and procedures
- Abides by university and department policies and procedures
- Demonstrates involvement in and commitment to local and national chapters of the APTA
- Contributing creatively to classroom and community projects on a regular basis
- Demonstrates leadership qualities
- Demonstrates respect for others

### **Responsibility**

The ability to fulfill commitments and to be accountable for actions and outcomes.

- Demonstrates dependability
- Demonstrates punctuality
- Fulfills commitments
- Budgets time wisely
- Accepts responsibility for actions and outcomes
- Provides safe and secure environment for patients

### **Critical Thinking**

The ability to question logically; to identify, generate, and evaluate elements of a logical argument; to recognize and differentiate facts, illusions, assumptions, and hidden assumptions; and to distinguish the relevant from the irrelevant.

- Raises relevant questions
- Understands and accepts scientific method
- Thinks analytically
- Uses information effectively
- Formulates alternate hypotheses
- Critiques solutions
- Feels challenged to understand and solve problems

### **Stress Management**

The ability to identify sources of stress and to develop effective coping behaviors.

- Recognizes own stressors or problems
- Recognizes distress or problems in others
- Seeks assistance as needed

- Maintains professional demeanor in all situations
- Maintains balance between professional and personal life
- Demonstrates effective affective responses in all situations
- Accepts constructive feedback
- Establishes outlets to cope with stressors
- Prioritizes multiple commitments
- Responds calmly to urgent situations
- Recognizes when problems are insolvable
- Assists others in recognizing stressors
- Demonstrates preventative approach to stress management
- Establishes support network for self and clients
- Offers solutions to the reduction of stress within the work environment

### Handbook Information:

Last revised	Revised by	Changes summary
3/6/2026	Kai-Yu Ho <kaiyu.ho@unlv.edu	Votes: Unanimous; 3/6/2026