Clinical Education

G.A. Position: Clinical Education

Department: Physical Therapy

Supervisor: Susan Kushner

Job Description:

The graduate position for clinical education is to act as support for the GSPT Clinical Education portion of the program as well as the Academic Coordinator of Clinical Education. The areas of support include communications between the students and the ACCE, assisting with correspondence between sites and the ACCE, assisting with organization of incoming information and data base entry.

Job Functions/Responsibilities:

- Will assist with collection of and organization of student information, including CPR, health insurance, liability insurance and other information needed by clinical sites prior to a student entering the clinic
- Will assist with organization of slot request forms on an incoming and outgoing basis to form a master list to be used for clinical site selection
- Will assist with all correspondence related to student clinical education assignments including organization or mailing packets to clinical sites pertaining to future placements. This will be assisted by the copy center at the university
- Will assist with a continual update of data base changes
- Will organize incoming CSIFs (Clinical Site Information Forms) from the sites

Desired Qualifications:

- 2nd year GSPT student
- Computer competency for data base entry
- Professional and personable when dealing with fellow students and clinical sites

Graduate Student Outcomes:

- Begin to understand the clinical education component of a physical therapy program, and the detailed work that goes on behind the scenes of clinical placements
- Begin to integrate administrative skills into their career as a physical therapist, in preparation for possible administrative roles, including the role of the CCCE (Center Coordinator of Clinical Education)
- Allow an opportunity for an intimate look into the role of the ACCE as an option for future goals of their own

Appropriate SRU Graduate Majors:

- PT students ONLY
**Supervisor’s Expectations:**

This graduate assistantship is a 17.5 hour/week position during the fall and spring terms. Recently, the fall term has been split between 2 positions, each 8.75 hours. The spring position is one student, 17.5 hours. The summer term is variable depending on the university budget from the Office of Graduate Studies, but then adequate work for a Graduate Assistant to be employed for 20 hours/week. The student is very much able to set their own office hours.

As previously mentioned, the main role of this position is to support the Clinical Education portion of the GSPT at SRU. This portion of the program involves much correspondence via mailings, phone, and gathering and organization of information for it to run smoothly and accurately. It is also expected that the GA will gain tremendous insight into the workings of a clinical education program and that this experience will help them to better serve future students of their own in a clinical and/or academic environment.

**Contact Information:**

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