

**AUSTIN COMMUNITY COLLEGE**  
**PHYSICAL THERAPIST ASSISTANT PROGRAM**

Eastview Campus, Bldg 9000, Room 9302  
3401 Webberville Rd.  
Austin, Texas 78702

Re: Guidelines for Volunteers

Dear Clinician:

Thank you for allowing this prospective PTA applicant to obtain required volunteer hours in your facility. Each student is required to complete at least 40 hours of volunteer time in a physical therapy setting. Following the volunteer experience, a licensed PT or PTA will complete a work skills assessment form.

We would appreciate it if you or someone in your department would:

- explain the difference between the PT and the PTA
- have the volunteer set and keep a regular schedule
- have the volunteer observe an evaluation
- have the volunteer observe several different modalities and treatments
- have the volunteer observe patient and therapist interactions
- have the volunteer participate in sharing of departmental duties
- discuss interesting patients with the volunteer
- sign volunteer log
- encourage questions

You will rate the applicant in areas such as attitude, reliability, appearance, work habits, independent thinking, judgment, and oral expression. Providing the applicant the above experiences and observing their reactions to the experiences assist you in completing the evaluation scale as well as give an overall impression of the applicant.

Sincerely,

Jana Israel, PT, MEd  
Department Chair  
PTA Program