

**ANDREWS UNIVERSITY**  
**DEPARTMENT OF PHYSICAL THERAPY**  
Clinical Affiliation I, II, III, IV

**Instructions for the use of the Clinical Education Forms**

Clinical Instructors will benefit by familiarizing themselves with the objectives for Clinical Affiliations; As Clinical Instructors acquaint themselves with the clinical affiliation forms, the areas of student evaluation will be clear.

- 1. Clinical Affiliation Objectives.** These objectives are the goal of the Clinical Affiliations; the objectives will be listed in the Physical Therapy Clinical Performance Instrument (CPI) which is used to evaluate the student. Each student is expected to develop “entry level” skills performance during the Clinical Affiliations.
- 2. Physical Therapy Clinical Performance Instrument (CPI).** The CPI form will be completed by the clinical instructor (CI) as well as the student; the white copy of the CPI is the student copy and the colored copy is for the CI to complete. At the affiliation midterm, the CI and Student will each fill out their copy of the CPI form; students will do a self assessment and the CI will assess the student on separate forms before coming together for a midterm conference. It is very important that the student and CI attempt to summarize the areas of greatest strength and those areas needing improvement so that growth in these areas can occur. By each person contributing to the evaluation, it becomes a learning experience for the student. At the end of the midterm conference, the student and CI will sign both the student and CI copies of the CPI forms in the midterm evaluation section.

At the completion of the affiliation, once again the student and CI will fill out their copies of the CPI forms, then meet together for a final conference; at the end of the final conference, the student and the CI will sign both the student and CI copies of the CPI forms in the final evaluation section. Each student aims to score at least 90% on each of the first five red flag objectives and 70% on all other performance criteria on the final CI assessment. By the completion of the final affiliation (Affiliation IV), students must have scored at least an “entry level” in each criteria; a maximum of two “Not Observed” scores are allowed, and there should be no significant concerns on the final CI assessment.

- 3. Student’s Assessment of the Clinical Experience.** The student will complete this form at the end of the affiliation. The student will be instructed to give a copy of this form to the CI at the final conference and it is suggested that the CI and/or the CCCE feel free to discuss the student’s comments with the student. The last page of the form will need to be completed by the CI with both the CI and student signatures in place.

4. **Generic Abilities Assessment Form.** The student will read through and be aware of the ten abilities and definitions listed on this form, thereby assessing their skills in the clinic. Students will record their performance by highlighting all criteria listed on page 3 and 4 of the Generic Abilities Assessment Form that pertains to their performance in the clinic; students will then assess where they fall on the scale between “beginning level” and “entry level” on page 5. By completion of the final affiliation (Affiliation IV), the student must have satisfactory performance on all of the generic abilities; that is, at entry level on all generic abilities as verified by the CI. The student and their CI will review the Generic Abilities Assessment Form together, both signing the last page, working together to improve the student’s skills.

5. **Information Release Form.** To be completed by the student and kept by the clinical facility.

6. **Returning the Forms.** The following forms are to be returned to the ACCE **within one week of completion for Affiliation I, II and III.** All four forms require both the CI and Student’s signatures.

Physical Therapist Clinical Performance Instrument (CI color copy)  
Physical Therapist Clinical Performance Instrument (Student white copy)  
Student’s Report of the Clinical Experience  
Generic Abilities Assessment Form

The following forms are to be returned to the ACCE **by noon on the Tuesday prior to graduation for Affiliation IV.**

Physical Therapist Clinical Performance Instrument (CI color copy)  
Physical Therapist Clinical Performance Instrument (Student white copy)  
Student’s Report of the Clinical Experience  
Generic Abilities Assessment Form  
Student’s Master Record of Clinical Experiences  
Outstanding Clinical Instructor Nomination (Optional)

When students are returning directly to the university, they may hand deliver the forms in a sealed envelope. Otherwise, the forms can be sent via the mail or faxed. All forms should be addressed to:

Norene Clouten, EdD, P.T.  
Academic Coordinator of Clinical Education  
Department of Physical Therapy  
Andrews University  
Berrien Springs, MI 49104-0420

Phone: 1-800-827-2878 ext. 31  
or 269 471-6034 or 471-6305

Fax: 269-471-2866