

PEARL RIVER COMMUNITY COLLEGE

OCCUPATIONAL THERAPY ASSISTANT PROGRAM



Occupational Therapy Assistant Program Application and Information Packet

OTA Department

School Location:

Forrest County Campus
Allied Health Building # 6
OTA Department, **Room # 243**

Mailing Address:

PRCC, Attn.: OTA program
5448 US Hwy 49 South
Hattiesburg, MS 39401

OTA CONTACT INFO:

Tim Pulver, M.Ed., OTR/L
OTA Program Director/Instructor
tpulver@prcc.edu **601-554-5541**

Michelle Haynes, B. A., COTA/L
OTA Clinical Coordinator/Instructor
mhaynes@prcc.edu **601-554-5485**

Cheryl Breland, OTA Secretary
cbreland@prcc.edu
601-554-5507
AH Building, Upstairs, **Room # 243**

All statements in this publication are announcements, present policies and procedures only, and are subject to change at any time by proper authority and without notice.

PRCC OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Dear Prospective OTA Student:

We are excited about what our program for Occupational Therapy Assistants has to offer. We hope that you will be a part of it! **Please review this application packet carefully** so you will understand the application procedure to apply to the OTA program.

Applications will be accepted through **May 1st**. Only your course work that is on your transcript(s) prior to **May 1st** will be used to compute your GPA for determining your interview status. It will be the **responsibility of the applicant** to complete the online **PRCC Admissions Application**. You also must **print and hand deliver or mail the OTA Program paper Application/forms** to the **OTA department** no later than 4:00 p.m. on **May 1st**. You may mail or hand deliver the printed paper OTA application to the **Occupational Therapy Assistant Program Department** to the Forrest County Center address listed below**.

Please email Cheryl for confirmation that your application is complete. *You will receive a confirmation email or an email with a list of missing items.* Please give us an email that you will check for the OTA program information. Emailing each other will open the line of communication for you and the OTA program to ensure that your application process is completed by the deadline. We communicate via email, so ***please check your email*** and do not wait until the last minute, as it may prove difficult in obtaining all of your information!

Please send a copy of your ACT scores, if you only took it in high school, it should be on your H/S transcript, an official copy of your high school transcript or GED transcript and college transcript(s) from every college you have attended to the PRCC Forrest County Center Admissions address listed on this page*. E-script (electronic mail) is the most efficient manner to submit your transcript(s), if this option is available at the educational institution you attended classes at. Most high schools do not E-Script at this time.

If you have attended PRCC, please indicate it on your program application and the program secretary will be able to obtain it for you, as it will be available in our Admissions Department. She will also have prompt access to any transcript that you have E-scripted as well. **Any information you submit will be confirmed via emails.** Please email us, if you don't receive confirmation.

I would like to thank you for your interest in our Occupational Therapist Assistant program. If we may be of any assistance to you during the application process, please do not hesitate to call me at **601-554-5541** or call our secretary, Cheryl Breland at **601-554-5507**. You may also reach Cheryl via email at: cbreland@prcc.edu.

Sincerely yours,

Tim Pulver

Tim Pulver, MS, OTR/L

Occupational Therapy Program Director

Email: tpulver@prcc.edu

Mailing Addresses for Occupational Therapy Assistant Application Process

*** PRCC Admissions Office:**

Pearl River Community College
Attn: Admissions/OTA Program
5448 US Hwy 49 South
Hattiesburg, MS 39401

****OTA Department:**

Pearl River Community College
Attn: OTA Department
5448 US Highway 49 South
Hattiesburg, MS 39401

If you would like more information about Pearl River Community College, please visit our website at the following address.

Access the current **PRCC online admissions application and catalog** at: <http://www.prcc.edu>

Access **OTA Information** at: <http://www.prcc.edu> * Academics * Plans of Study * Health Sciences and Nursing * then select Occupational Technology Assistant Technology Program **under 2 year programs**.

THE OCCUPATIONAL THERAPY PROFESSION:

Occupational therapy is a health promoting and rehabilitation profession that helps individuals manage and overcome obstacles to achieve maximal independence in daily life activities. Occupational therapy practitioners work with people of all ages who, because of physical, developmental, social, or emotional problems may benefit from specialized assistance to fulfill their valued life roles.

Examples of people who benefit from occupational therapy practitioners might have as a client:

- Person who has had a stroke, severe burn, spinal cord injury or amputation
- Person with arthritis, multiple sclerosis, Alzheimer's disease, or other serious illness
- Children with birth injuries, learning problems, sensory processing deficit or developmental disabilities.
- Person with mental health or behavioral problems, such as depression, schizophrenia, post-traumatic stress disorder
- Person with substance abuse problem or an eating disorder
- Person with an injury from sport, fall, or accident
- Person with a work-related injury
- Person at risk for losing their driver's license due to visual or cognitive problems
- Person who are trying to maintain independent living after incarceration
- Person who are trying to manage the effects of chronic disease
- Person who is trying to stay in her own home while managing low vision
- Persons in a retirement community seeking to maintain their general health.

Occupational Therapy puts knowledge and experience to work in designing specific programs to help individuals regain their well-being and productive "*occupations*". The meaning of ***occupation*** in this context is important. Rather than merely referring to a person's employment, occupation refers to all the vital and meaningful daily activities that individuals engage in. The focus of occupational therapy is to increase quality of life with respect to each person's individuality and stations in life.

Occupational Therapy practitioners are skilled professionals. The registered occupational therapist (OTR) enters the field with a master's or doctoral degree. The certified occupational therapy assistant (COTA) enters the field with an associate's or bachelor's degree. A COTA works in cooperative relationship with the OTR who is responsible for periodic supervision.

Settings in which OT practitioners practice include hospitals, rehabilitation units, out-patient clinics, adult day care, pediatric clinics, long term psychiatric institutions, mental health centers, home health, private practice, school systems, nursing homes and other new emerging settings.

Occupational Therapy is a dynamic and fulfilling profession for those who desire to assist others in maximizing their quality of life.

*** What Is Occupational Therapy?**

*** <https://www.aota.org/About-Occupational-Therapy.aspx>**

Occupational therapy practitioners ask, "What matters to you?" not, "What's the matter with you?" In its simplest terms, occupational therapists and occupational therapy assistants help people across the lifespan participate in the things they want and need to do through the therapeutic use of everyday activities (occupations). Common occupational therapy interventions include helping children with disabilities to participate fully in school and social situations, helping people recovering from injury to regain skills, and providing supports for older adults experiencing physical and cognitive changes. Occupational therapy services typically include:

- an individualized evaluation, during which the client/family and occupational therapist determine the person's goals,
- customized intervention to improve the person's ability to perform daily activities and reach the goals, and
- an outcomes evaluation to ensure that the goals are being met and/or make changes to the intervention plan.

Occupational therapy services may include comprehensive evaluations of the client's home and other environments (e.g., workplace, school), recommendations for adaptive equipment and training in its use, and guidance and education for family members and caregivers. Occupational therapy practitioners have a holistic perspective, in which the focus is on adapting the environment to fit the person, and the person is an integral part of the therapy team.

[This brochure](#) describing occupational therapy can be downloaded and distributed for educational purposes only. For other uses, please contact copyright@aota.org. It may also be [purchased](#) in packs of 25. Note: For best results, select double sided (duplex) printing from the print dialog box seen when entering a print command AND choose "Flip Short Side" option, not "Long Side," in order to have it print correctly.

Graduating class	Number of Program Graduates	Number of students who started program for given graduation year	Percentage of students who graduated from program	Number of graduates taking NBCOT exam	Number of graduates who passed NBCOT exam within 1 year of graduation	Percentage of first-time test takers who passed the exam within 1 year of graduation
2015	20	21	95%	20	20	100%
2016	19	20	95%	18	18	100%
2017	19	20	95%	18	17	96%
2018	19	20	95%	19	19	100%
Totals	77	81	95%	75	74	98%

Accreditation Status

The occupational therapy assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE – www.acoteonline.org) of the American Occupational Therapy Association (AOTA), located at:

ACOTE, c/o Accreditation Department
American Occupational Therapy Association (AOTA)
4720 Montgomery Lane, Suite 200
Bethesda, MD 20814-3449
(301)-652-6611

ACOTE is the Accreditation Council for Occupational Therapy Education. Accreditation has been a stated function of the American Occupational Therapy Association (AOTA®) since 1923. AOTA's Accreditation Council for Occupational Therapy Education (ACOTE®) is recognized as the accrediting agency for occupational therapy education by both the United States Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA). ACOTE is also an active member of the Association of Specialized and Professional Accreditors (ASPA).

Frequently Asked Questions

What is the Occupational Therapy Assistant (OTA) program? *The Occupational Therapy Assistant program at Pearl River Community college is 2 - year full-time program accredited by the Accreditation Council for Occupational Therapy Education, 4720 Montgomery Lane, suite 200, Bethesda, MA 20824-3449. We are located at the **Forrest County Center** on the second floor of the Allied Health Building. Our program can accommodate approximately 20 students per year.*

How do I apply to the OTA program? *Complete PRCC and OTA applications. Send a copy of your ACT score and official transcripts from all colleges you have attended as well as your high school transcript or GED. Please signify "**Attention: OTA program**" on OTA application. Other documents should be sent to Attn: Admissions at PRCC. **Current PRCC students**, we can obtain your PRCC transcript, no official transcript is required.*

When does the program start and when is the deadline to apply? *The deadline to apply to the program is 4 pm **May 1st**. Interviews for acceptance into the program will be held in May. The program starts in the fall semester.*

How is admission into the OTA program determined? *It is determined by a ranking system which takes into account academic history, ACT score, and an interview. The **ACT** and **academic history** are the primary determinants of which applicants will be invited for an interview to the program.*

What prerequisites are necessary to enter the OTA program? *It is required that all incoming OTA students complete **BIO 1514/1524** or **BIO 2514/2524** (Anatomy and Physiology I & II or A&P for Allied Health I & II) prior to beginning semester 1. They must be current, taken within the past five years. Please note that these courses can be taken during the summer following acceptance into the OTA program in May. They also count for the student's*

required **Math/Science** academic elective. *It is very advisable to complete as many academic requirements for your associate's degree as possible prior to initiation of the OTA curriculum to allow for maximal focus upon OTA class work.*

Does the OTA program require "observation hours" to apply? *We do STRONGLY RECOMMEND that you observe at least 8 hours in one or more occupational therapy treatment setting(s) with an OT or OTA. To find an Occupational Therapy observation site, you may call local hospitals, nursing homes, your local school, etc.*

What does an Occupational Therapy Assistant do? Occupational therapy assistants (OTA) work under the direction of registered occupational therapists (OTR) to provide wellness-related or rehabilitative services to persons with mental, physical, emotional, or developmental impairments. The ultimate goal is to improve clients' quality of life by helping them overcome or compensate for limitations in performing daily life activities. Occupational Therapy practitioners work in health care, educational, social service and community settings with individuals of all ages.

Is there anything else I should know? To complete the OTA program, you must complete **16 weeks of fieldwork to graduate**. You have 18 months to meet this requirement after your classroom work is completed. Once you have completed the program, you must pass a National Certification Examination (NBCOT), which is required to gain licensure in nearly all states, including Mississippi. If you have a **felony conviction**, you may be prevented from taking the exam or participating in fieldwork and/or given a state licensure. The National Board handles this possible restriction on a case-specific basis for Certification in Occupational Therapy. **Please note some fieldwork sites may require additional lab or drug tests, which be the student's responsibility.** Faculty also reserves the right to deny Level II Fieldwork opportunities to students who have demonstrated repeated safety issues in lab or other fieldwork situations or if the faculty have concerns about student's cognitive and/or emotional functioning, in which there would be reasonable concerns about patient safety in any fieldwork settings.

****IMPORTANT!**** **WHEN APPLYING TO THE OTA PROGRAM YOU (the applicant) MUST ENSURE THAT ALL COMPONENTS OF APPLICATION ARE RECEIVED BY THE OTA PROGRAM. DUE TO THE VOLUME OF APPLICATIONS COLLEGE WIDE, THE STUDENT MUST BE RESPONSIBLE TO CONFIRM YOUR OTA APPLICATION HAS BEEN RECEIVED BY THE OTA DEPARTMENT.** PLEASE EMAIL OUR SECRETARY, CHERYL, TO RECEIVE AN EMAIL CONFIRMATION OF RECEIPT OF COMPLETE APPLICATION. YOU WILL BE SENT A REPLY REGARDING YOUR APPLICATION STATUS. *IF YOU DO NOT RECEIVE A REPLY EMAIL, PLEASE CALL THE OFFICE, OR EMAIL AGAIN, AS THERE MAY BE AN ISSUE REGARDING EMAILING WHEN YOU EMAILED THE FIRST TIME. EVERY EFFORT IS MADE TO ANSWER ALL EMAILS RECEIVED.*

EXPLANATION OF FEES

Students will be required to pay total tuition and fees at time of registration/validation unless financial aid has been granted and registered with the Financial Aid Office. Those who do not qualify for Financial Aid can set up a payment plan through *NelNet Business Solutions* at: www.MyCollegePaymentPlan.com/pearlriver

Total tuition and fees must be **paid in full** prior to final examinations. Failure to complete payment by the final examination date will result in your inability to access your transcript. Students must pay any balance before you will be considered eligible for registration of the next semester.

OTA CURRICULUM DESCRIPTION *OTA Curriculum & Program requirements may be revised as necessary*

- 1113 **Foundations of Occupational Therapy (3)** *Pre-requisite: Admission to OTA Program*
This intake course is an introduction to the field of occupational therapy including history, role orientation, professional organizational structure, legal and ethical implications, legislation, specific practice arenas, and the process of service delivery. (3) lecture hours per week)
- 1121 **Medical Terminology (1)**
This intake course is a study of medical language relating to body system including diseases, physical conditions, abbreviations, and symbols as applied to occupational therapy. Professional language for occupational therapy will be included.
- 1132 **Therapeutic Anatomy (2)**
This intake course will focus upon the structured of the human body and their respective functions. Emphasis will be placed upon the muscular, skeletal, and nervous systems.
- 1528 **Pathology of Psychiatric Conditions (3)**

- This intake course provides a basic knowledge of psychiatric disorders encountered in occupation therapy practice. Emphasis is on etiology, prognosis, and management of various psychiatric conditions. The role and function of the OTA in the treatment process is also emphasized. (3 lecture hours per week)
- 1223 **Pathology of Physical Disability Conditions (3)**
This intake course provides a basic knowledge of selected diseases and conditions encountered in occupational therapy practice. Emphasis is on etiology, prognosis and management of various pathological physical conditions. The role and function of the OTA in the treatment process is also emphasized. (3 lecture hours per week)
- 1234 **Pathology of Developmental Conditions (4)**
This intake course provides a basic knowledge of selected diseases and conditions encountered in occupational therapy practice. Emphasis is on etiology, prognosis encountered in occupational therapy practice. Emphasis is on etiology, prognosis and management of various pathological developmental conditions. The student will compare and contrast normal and abnormal developmental patterns. The role and function of the OTA in the treatment process is also emphasized. (4 lecture hours per week)
- 1242 **Pathology of Orthopedic Conditions (2)**
This intake course provides a basic knowledge of selected orthopedic conditions encountered in occupational therapy practice. Emphasis is placed upon mechanisms of pathology and basic knowledge of selected orthopedic conditions encountered in occupational therapy practice. Emphasis is placed upon mechanisms of pathology and basic treatment approaches. The role and function of the occupational therapy assistant (OTA) in the treatment process is also emphasized. (2 lectures hours per week)
- 1315 **Kinesiology. (5)**
This intake course studies individual muscles and muscle function, biomechanical principles of joint motion, gait patterns, normal movement patterns and goniometry. (4 lecture hours and 2 lab hours per week)
- 1413 **Therapeutic Media (3)**
This manipulation course provides knowledge and use of tools, equipment and basic techniques of therapeutic media. Emphasis is given to analyzation and instruction of activities frequently used as occupational therapy media in multiple community and clinical settings. (2 lecture and 2 lab hours per week)
- 1423 **Occupational Therapy Skills (3)**
This manipulative course provides fundamental knowledge of practice skills used with patients; clients across the life span and with various diagnoses. Observation and documentation techniques will be introduced. (2 lecture and 2 lab hours per week)
- 1433 **Occupational Therapy Skills II (3)**
This manipulation course provides intermediate practice skills used with patients; clients access the life span and with various diagnosis. (2 lecture and 2 lab hours)
- 1513 **Group Process (3)**
This manipulative course introduces theory and research findings explaining group dynamics. The course teaches the student how to facilitate group effectiveness and the skills to apply that knowledge in practical situations. Methods and skills necessary to plan, write and lead an occupational therapy group will be taught. The course focuses on the importance of group activity intervention primarily with the psychiatric population. (2 lecture and 2 lab hours per week)
- 1913 **Fieldwork I-A (3)**
This course is designed to provide the student with an opportunity to observe and participate in clinical fieldwork. The student will also begin to develop professional work habits. Students are expected to function as participant observers in the assigned clinical setting. (1 lecture and 6 fieldwork hours per week)
- 2813 **Healthcare Systems (3)**
This intake course is designed to examine the context of service delivery for occupational therapy. Various models of health care, education, community, and social systems will be examined. (3 lecture hours per week.)
- 2443 **Occupational Therapy Skills III (3) Prerequisites: OTA 1423**
This manipulative course provides intermediate practice skills used with patients; clients across the life span and with various diagnoses. (2 lecture and 2 lab hours per week)

- 2714 **Concepts in Occupational Therapy** (4) *Pre-requisite: OTA 1223, OTA 1423, OTA 1242*
This manipulative course studies occupational therapy treatment techniques for a variety of diagnoses while incorporating theoretical concepts. (3 lecture and 2 lab hours per week)
- 2961 **Occupational Therapy Transitions I** (1)
This course provides information and guidance to the student for their transitional process of becoming an Occupational Therapy Practitioner. This course will encompass a variety of professional skills and concepts. In addition, vital life skills will be discussed. (1 lecture hour per week)
- 2935 **Fieldwork I-B** (5) *Prerequisite: OTA 1423*
This application course is designed to provide the student with an opportunity to apply their knowledge in clinical fieldwork. The student will also begin to develop professional work habits. Students are expected to function as participant observers in the clinical setting. (1 lecture and 12 clinical hours per week)
- 2946 **Fieldwork II – A** (6) *Prerequisite: All OTA coursework*
This application course synthesizes previous didactic instruction and clinical experiences obtained in Fieldwork I. In Level 11A, the student may encounter a variety of populations in a traditional or non-traditional based setting. Student will assume increasing responsibilities under supervision as appropriate for the setting. (18 clinical hours per week for eight weeks)
- 2956 **Fieldwork II – B** (5) *Prerequisite: All OTA coursework*
This application course synthesizes previous didactic instruction and clinical experiences obtained in Fieldwork I. In Level IIA, the student may encounter a variety of populations in a traditional or non-traditional based setting. Student will assume increasing responsibilities under supervision as appropriate for the setting. (18 clinical hours per week for 8 weeks)
- 2971 **Occupational Therapy Transitions II** (1)
This course provides final preparation to the student for the transitional process of becoming an Occupational Therapy Practitioner. (1 lecture hour per week)

CURRICULUM FOR OCCUPATIONAL THERAPY ASSISTANT PROGRAM, ASSOCIATE IN APPLIED SCIENCE

Prerequisites: (students may be admitted to program with *scheduled* completion of prerequisites, even if not completed), BIO 1514/1524 or 2514/2524 – Anatomy and Physiology I & II or A&P for Allied Health I & II; this prerequisite will count for the required Math Science academic elective.

FRESHMAN YEAR

Semester Hours

Fall Semester 1st Semester

OTA 1113	Foundations of Occupational Therapy	3
OTA 1213	Pathology of Psychiatric Conditions	3
OTA 1121	Medical Terminology	1
OTA 1223	Pathology of Physical Disability Conditions.	3
OTA 1132	Therapeutic Anatomy	2
OTA 1513	Group Process	3
<academic>**	Social/Behavioral Elective (if not taken already)	3

Spring Semester 2nd Semester

OTA 1315	Kinesiology	5
OTA 1413	Therapeutic Media	3
OTA 1423	Occupational Therapy Skills I	3
OTA 1234	Pathology of Developmental Conditions	4

Summer Semester 3rd Semester

OTA 1913	Level I Fieldwork: Psychosocial/Specialty	3
OTA 1433	Occupational Therapy Skills II	3
OTA 1242	Pathology of Orthopedic Conditions	2
OTA 2813	Healthcare systems	2
<academic>**	Written Communications Elective(if not taken already)	3

SOPHOMORE YEAR

Fall Semester 4th Semester

OTA 2443	Occupational Therapy Skills III	3
OTA 2714	Concepts in Occupational Therapy	3
OTA 2935	Level I Fieldwork: Physical Disabilities/ Pediatrics/Specialty	5
OTA 2961	Occupational Therapy Transitions I	1
<academic>**	Oral Communications Elective (<i>if not taken already</i>)	3
<academic>**	Fine Arts/Humanities Elective (<i>if not taken already</i>)	3

Spring Semester 5th Semester

OTA 2946	Level II Fieldwork A	6 (8 wks)
OTA 2956	Level II Fieldwork B	6 (8 wks)
OTA 2971	Occupational Therapy Transitions II	1

TOTAL CREDIT HOURS: Prerequisites (8) + other academics (12) + OTA courses (66) = 86

**** It is strongly recommended, but not required, that the student take some of the elective courses prior to entering the program in order to lessen the course load while in the program. ** All science classes must be passed with a grade of 'C' or higher and taken within the past 5 years**

OTA ESTIMATED PROGRAM FEE SHEET **

YEAR I – FRESHMAN

First Semester - Fall

Tuition	\$1,625.00**
OTA Program Fee	500.00
Technology Fee	40.00
Registration Fee	40.00
Books	700.00/ <i>estimated</i>
Uniforms, Scrubs 2 sets	70.00/ <i>estimated</i>
Health Examination includes: TB skin test RPR Drug Screening Hepatitis Vaccination (series of 3)	130.00 / <i>estimated</i> 175.00/ <i>estimated</i>
Name tags	10.00 <i>each</i>
Parking decal	20.00

Second Semester - Spring

Tuition	\$1,625.00**
OTA Program Fee	500.00
Technology Fee	40.00
Registration Fee	40.00
Books	400.00/ <i>estimated</i>

Third Semester - Summer

Tuition	\$ 140.00*/ <i>per semester hr.</i>
OTA Program Fee	500.00
Technology Fee	40.00
Registration Fee	40.00
Books	300.00/ <i>estimated</i>

YEAR II – SOPHOMORE

Fourth Semester - Fall

Tuition	\$1,625.00*
OTA Program Fee	500.00
Technology Fee	40.00
Registration Fee	40.00
Books	500.00/ <i>estimated</i>
Parking decal	20.00

Fifth Semester – Spring

Tuition	\$1,625.00*
OTA Program Fee	500.00
Technology Fee	40.00
Registration Fee	40.00
COTA Pins (<i>optional</i>)	16.00
Graduation	40.00
Transcript fee	10.00 (<i>per transcript</i>)

Professional Organization Dues (not required)

Mississippi Occupational Therapy Association	54.00/ <i>student 2-year membership</i>
American Occupational Therapy Association	75.00/ <i>yearly</i>

Post Graduation

National Certification Examination	\$ 650.00
Mississippi Practice permit (<i>Limited Permit</i>)	200.00

*****These fees and prices are subject to change without further notice*****

***Out-of-State fees calculated from the PRCC 2018 Fiscal Year Fee Sheet**

Spring Semester	Additional tuition fees \$1,199.00/ <i>estimated</i>
Summer Semester.....	Additional tuition fees \$900.00/ <i>estimated</i>
Fall Semester	Additional tuition fees \$1199.00/ <i>estimated</i>

***Approximated fees will vary according to facility, etc.**

*** Level I and Level II Fieldwork associated fees are not included in these prices. The student will be responsible for their own finances during their fieldwork rotation(s).**

SELECTION PROCESS

- ❖ **Only completed applicant files will be considered for a possible Interview.**
 - **ACT Score has to be a minimum of 18.**
 - Completed file (PRCC Online Application, OTA Application, high school & college transcripts, ACT score).
 - All applicants will be sent a confirmation e-mail once their application file is complete.
- ❖ Applicants are ranked according to most recent GPA and ACT score. Highest ranking applicants will be considered for an interview. **A maximum of up to 50 applicants** can be accommodated for an Interview (please know that not all applicants will receive an interview.)
- ❖ Interview candidates will be ranked according to ACT (25%), GPA (25%) and Interview score (50%). Interviews will be conducted by a selection committee and candidates need to be prepared for a professional interview setting.
- ❖ Class candidates will be notified and final acceptance to the class will depend on meeting criteria to be discussed during a Mandatory Orientation Session. Any student **who does not attend may forfeit their slot** for the upcoming class.
- ❖ **OTA class size is limited to 20 individuals.**

Candidate requirements that will be discussed during the Mandatory OTA Orientation Session:

1. For those candidates offered a position in the upcoming class, specific requirements and deadlines will have to be met or you may lose your position in the class and the open position may then be filled with an Alternate. Students are financially responsible for the following requirements and most of the requirements must be met prior to classes starting in January.
2. **Due dates, requirements and deadlines will be given and discussed during the OTA Orientation Session. Do not begin to obtain any of the following until after the Orientation Session.**
 - A. TB Skin Test (Tuberculin Mantoux/ Cleared chest x-ray if skin test is positive)
 - B. Hepatitis B immunization series or declination waiver, possible titer shot as well
 - C. Completed Primary DPT Series (Form #121- Certificate of Immunization Compliance)
 - D. Tetanus shot within the past 10 years
 - E. CPR Certification- C (Healthcare Provider)
 - F. Physical Exam
 - G. 10 panel Drug Screen with negative results from *N.R. Burger School and Community Clinic, 180 WSF Tatum Dr. Ext., Hattiesburg, MS 39401, PH: 601-450-0805, M-F 7:30 am – 4 pm*. This clinic is a relatively low cost clinic and ensures uniformity in drug testing procedures. To ensure the lower cost, please tell them you are a PRCC student for the OTA program.
 - H. Cleared Criminal Background Check
 - I. Proof of Health Insurance
 - J. Current Auto Insurance
 - K. Current Driver's License
 - L. MSOTA membership
 - M. Flu shot each flu season
 - N. Additional requirements may need to be met at the request of the various clinical sites.
3. Depending on the number of qualified applicants, some students may be placed on an Alternate list to possibly fill any vacancies. This Alternate list will void on or near the late registration date.
4. **AH Program notes.**
 - Occupational Therapy Assistant students may be randomly selected for a drug screening at any time during the course of the program, and student will be responsible for all associated costs.
 - Occupational Therapy Assistant students may be exposed to various blood borne pathogens, infectious diseases, blood and bodily fluids. Universal and Standard Precautions as well as PPE (personal protective equipment) will be covered during the didactic and Clinical portions of the OTA Program.
 - Health Care Criminal History Background Check: Candidates for Allied Health/Nursing Programs may be required to submit fingerprints for a Criminal Background Check in accordance with Mississippi State Law. This process may be required by Clinical Sites. If any candidate is found to have a disqualifying event on their background check, they may be prohibited from attending clinical rotations and therefore will not meet clinical criteria and will not be allowed to continue in the Program.

PROGRAM REQUIREMENTS

1. It is required that **BIO 1514/1524 or 2514/2524** (*Anatomy and Physiology I & II or A & P for Allied Health I & II*) be complete prior to starting the OTA program curriculum. It will benefit the student greatly to complete all academic course requirements prior to starting OTA coursework program. It is required that all students complete both of the above BIO courses prior their first OTA semester.
2. **All OTA courses** (courses with the **OTA prefix**) must be passed with a “C” average or better in order to continue to the next OTA course in the curriculum sequence.
3. Failure to maintain a “C” average or better in each **OTA course** following admission to the program will result in dismissal. Students may reapply to the program but are not guaranteed re-admission.
4. A health examination, including TB test and drug screening must be obtained within three (3) months of beginning Level I Fieldwork. A student accepting the Hepatitis B vaccination series should also expect an additional expense. An acceptance or declination of the Hepatitis B vaccination form must also be completed before beginning Level I Fieldwork. Flu shots will be required prior to clinical rotation.
5. The student will be required to complete two eight-week level II fieldwork clinical rotations. These clinical rotations may be assigned with contracted facilities within or outside of the state of Mississippi to allow the student the most appropriate educational experience. ***Please know that this may incur an extra expense to the student; please make a note of this additional expense prior to the Level II clinical rotation.***

Attention All Applicants:

All students will be expected to complete **at least one Level II fieldwork rotation out of state** or at a significant distance from the program site. Exceptions may be made for child/children obligations. ***If you have not heard from us within 2 weeks of submitting your program application, please contact us via e-mail or phone call for application confirmation status.*** You may need to also contact us sometime in late **March** or early **April** as the deadline to apply is **May 1**. Please contact: Cheryl Breland, OTA Secretary, at cbreland@prcc.edu

For Financial Aid Assistance: Please call the financial aid department at:

Forrest County: **601-554-5502 or 601-554-5500**

Poplarville: **601-403-1211**

PRCC Offers equal education and employment opportunities. We do not discriminate on the basis of race, religion, color, sex, age, national origin, veteran status, or disability. For inquiries regarding the non-discrimination policies or to request accommodations, special assistance, or alternate format publication please contact Tonia Moody, ADA/Civil Rights Coordinator, at P.O. Box 5118, Poplarville, MS 39470 or 601-403-1060.

If you need the Veterans Affairs Representative or if you have a disability that qualifies under the **Americans with Disabilities Act** and you require special assistance or accommodations, you should contact the Office of Veterans Affairs and Disability Accommodations for information on appropriate guidelines and procedures. For students attending the *Forrest County Center*, *please contact Abby Goldblatt at 601-554-4686 or agoldblatt@prcc.edu*

REQUIREMENTS FOR APPLICATION

To be considered for admission to the OTA Program, the following information must be in the OTA office at the Forrest County Center of PRCC in completed form by **May 1, at 4:00 p.m.** Applications will be accepted year around.

1. Transcripts of all **college** and **high school** course work. Your original High School and College transcripts will be housed in the Admissions Department. **The OTA program DOES require a H/S transcript, even if the admissions department states to you they do not need one, due to previous college coursework.**
2. **ACT score(s) of 18.** (*Applicants who have taken the ACT prior to October 1989 will have their results converted to the Enhanced ACT scores. Example: a score of 15 prior to **October 1989** converts to an 18 on the Enhanced ACT scoring scale.*)

ADMISSIONS

Admission to the OTA program is competitively based on ACT scores and GPA. Applicants are **“ranked”** according to an Admission Point Scale. The OTA faculty will compile a list of candidates according to **“rank”** on the point scale for a personal interview. Only highest ranking applicants are interviewed (up to a maximum of 60 individuals). Interview points, in addition to total ranking points, will determine the applicant’s admission into the OTA program. Points granted at the interview will be largely based on: **(1)** communication skills, including verbal, nonverbal and writing; **(2)** general awareness of the field of Occupational Therapy and the role of the OTA; **(3)** Other positive personal characteristics including a history of community service.

Applications will be taken until **May 1st**, with interviews being held in May. All applicants should be notified in writing, by June 1st of their admission status unless otherwise stated or noted.

PROOF OF MISSISSIPPI RESIDENCY – SEE PAGE 10 FOR INSTRUCTIONS CONCERNING THIS ISSUE

If the following applies to you, we will need you to provide **Proof of Mississippi Residency**. If none of this applies to you, then you will not need to submit it unless Admissions contacts you concerning proof of MS residency.

- **IF you attended a high school outside of the state of Mississippi**
- **If you have an out of Mississippi state GED (General Education Diploma)**
- **If you attended any college outside of the state of Mississippi**
- **If you were homeschooled from a state that is out-of-state (Mississippi)**

If any of the above apply to you, then you must submit the following items with your application:

Student 21 years or older or Married

1. A valid Mississippi Driver License

Students under 21 years old

1. Parent’s valid Mississippi Driver License
2. Student’s valid MS Driver’s License or ID

In addition to the above item(s), every student must submit one of the following items:

- | | |
|--|---|
| 1. Mississippi Automobile Registration | 1. Parent’s Mississippi Automobile Registration (<i>under 21</i>) |
| 2. Mortgage paperwork or lease agreement | 2. Parent’s Mortgage paperwork or lease agreement (<i>under 21</i>) |
| 3. Utility bill (electric, telephone, water) | 3. Parent’s Utility bill (electric, telephone, water) (<i>under 21</i>) |
| 4. MS Income Tax Return | 4. Parent’s MS Income Tax Return (<i>under 21</i>) |
| 5. Homestead exemption (if home owner) | 5. Parent’s Homestead exemption (if home owner) (<i>under 21</i>) |
| 6. MS County voter registration card | 6. Parent’s MS County voter registration card (<i>under 21</i>) |
| | 7. Marriage License, if under age 21 |

Occupational Therapy Assistant Program Student Admission Application

5448 US Hwy 49 South, Forrest County Center
Hattiesburg, MS 39401
601-554-5507

TODAY'S DATE: _____ SOC SEC #: _____ PRCC ID: _____

NAME _____
(LAST) (FIRST) (MIDDLE) (OTHER NAME USED)

ADDRESS _____
(MAILING ADDRESS) (CITY) (STATE) (ZIP)

DATE OF BIRTH _____ (mm/dd/yyyy) CELL PH: _____ OTHER PH: _____

E-MAIL ADDRESS _____ (OTA WILL USE THIS TO CONTACT YOU)

PARENT'S FULL NAME _____ OCCUPATION _____

STATE OF LEGAL RESIDENCY: _____

HIGH SCHOOL ATTENDED _____ GRADUATION DATE _____

HIGH SCHOOL ADDRESS: _____

DO YOU HAVE PREVIOUS COLLEGE CREDIT? YES / NO NAME OF COLLEGE(S) ATTENDED AND DATES:

HAVE YOU TAKEN AN A.C.T.? ☐ YES ☐ NO IF YES, HAVE YOU SENT YOUR SCORES TO PRCC? _____

AT PRCC, HAVE YOU PREVIOUSLY ENROLLED IN ACADEMIC, TECHNICAL OR A CAREER PROGRAM? ☐ YES ☐ NO

IF YES, WHICH CAMPUS/CENTER: CHECK ALL THAT APPLY TO YOU. POPLARVILLE CAMPUS ☐, FORREST COUNTY CENTER ☐,
WAVELAND CENTER ☐, OTHER/ONLINE ☐

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHER, I UNDERSTAND THAT FAILURE TO GIVE ACCURATE, TRUTHFUL AND COMPLETE INFORMATION MAY INVALIDATE MY APPLICATION AND RESULT IN DENIAL OF ADMISSION TO THE OCCUPATIONAL THERAPY ASSISTANT PROGRAM.

STUDENT SIGNATURE: _____ DATE: _____

AUTHORIZATION FOR MEDICAL PROCEDURES:

IN THE EVENT OF SERIOUS ILLNESS OR ACCIDENT EVERY EFFORT WILL BE MADE TO CONTACT PARENTS OR GUARDIAN, IF THE STUDENT IS UNDER AGE 21. IN THE EVENT THAT DELAY IN MEDICAL AND SURGICAL TREATMENT MIGHT BE DETRIMENTAL TO THE HEALTH OF THE STUDENT, AUTHORIZATION FOR CONSULTATION AND TREATMENT IS REQUESTED. PERMISSION IS HEREBY GRANTED TO PEARL RIVER COMMUNITY COLLEGE TO REFER THIS STUDENT FOR NECESSARY MEDICAL TREATMENT.

DATE SIGNATURE OF STUDENT (IF OVER 21) _____

DATE OF SIG OF PARENT OR GUARDIAN (IF UNDER AGE 21) _____

EMERGENCY CONTACT NAME, ADDRESS AND PHONE NO. _____

Pearl River Community College offers equal education and employment opportunities. We do not discriminate on the basis of race, religion, color, sex, age, national origin, veteran status, or disability. For inquiries regarding the non-discrimination

PRCC's Forrest County Center, OTA Verification of OT/OTA Observation Form

OTA Program Applicant, _____, is applying to the Occupational Therapist Assistant program at Pearl River Community College, Hattiesburg, Mississippi. Observation of the OT or the OTA in current practice is strongly encouraged, as a learning tool for the applicant during his or her application process. This act will ensure that the applicant has an understanding of the various roles within the profession of Occupational Therapy and has a general idea of the OT practice itself.

Facility Name: _____

Facility Address: _____

Facility Phone: _____

Hours Observed: _____ **Date Observed:** _____

Program Applicant Printed Name: _____

Program Applicant Signature: _____

OT or OTA Printed Name: _____

OT or OTA Signature _____

Please note that the OT or OTA Clinical Therapist **MUST sign this form** in order for the credit to be given for the hours observed. This form will be Invalid unless signed by facility therapist. There is no set amount of hours set to observe, any hours that you observe will be accepted. ***Please note that this is not a requirement, but it is strongly suggested that you observe, if possible.***

This Form may be duplicated

Revised: February 2018

HIGH SCHOOL or COLLEGE TRANSCRIPT RELEASE FORM

Please complete this form and send to the High school and/or the College(s) you have attended.

Notice to High School or College:

*Please send an official Transcript for the following student to the
Pearl River Community College Occupational Therapy Assistant Program.*

You may send this transcript request via e-Script, if this option is available in your area. E-Script is the most efficient and fastest way to obtain the applicant's transcript.

Name: _____
(Last) (Maiden/Other Name) (First) (Middle)

Date of Attendance/Graduation: _____

SOCIAL SECURITY NUMBER: _____

I am requesting the records department of _____
(Name of High School or College you attended)

To release my transcript to:

***Pearl River Community College
Attn: Admissions/OTA Program
5448 US Hwy 49 South
Hattiesburg, MS 39401***

Signature: _____

Date: _____

Please check below if you wish to have it electronically scripted instead of mailed via US Mail Service.

_____ Please send my transcript to PRCC via E-Script instead of postal mail, if your institution offers this option.

Signature: _____

Date: _____

**** For any High school transcript, it must include cumulative GPA based on a four-point scale. Please be sure to request that your GPA is calculated and documented on your high school transcript.**

NOTICE TO APPLICANT: Please be sure to send this form to the High School or the College that you need the school transcript requested from. ***Please note that not all High Schools offer the E-Script option.*** It may have to be mailed by your High School to PRCC.

For an E-Script transcript, you may also request **most college transcripts through the schools website domain.** **Do not send this form back to the PRCC OTA program office.** If you do, and we do not receive your transcript(s), by the ***May 1st deadline***, your file may be considered incomplete. It is your responsibility to send this form to the necessary school(s). PRCC or the OTA Program cannot request these transcript(s) for you.

This form may be duplicated if necessary.

OTA Applicant's Check List for Application to the Occupational Therapy Assistant Program

This form is designed to assist **you** in insuring you have all documentation submitted for your OTA program application.
You may keep this form for your records if you wish; you do have to submit it with your app.

Pages you must print: You may print the entire OTA App. Packet if you wish, but to spare printer ink, you must print: Page 13, the OTA Program Application and mail or hand deliver to the program office, this is how we know you are applying to the program.

Optional printing pages are: Page 14, the Observation form, please print *if you intend to observe at a facility*, Page 15, *if you need to mail to your high school or your college(s) for a transcript request, if this is not done online or in person.* You may print this current page, Page 16, so you can keep track of the documents that you sent and ensure that your application is complete by the May 1, deadline. Please call or email should you have any questions or concerns. Ph: 601-554-5507, Email: cbreland@prcc.edu

*****THE FOLLOWING ITEMS MUST BE RECEIVED BY THE OTA DEPARTMENT NO LATER THAN 4 P.M., MAY 1.
DOCUMENTS MAY BE HAND DELIVERED TO ROOM 244 OF THE ALLIED HEALTH BUILDING, LOCATED AT PRCC,
HATTIESBURG *****

*****ALL OFFICIAL DOCUMENTS SHOULD BE SUBMITTED TO THE FORREST COUNTY ADMISSIONS
DEPARTMENT. ******

- _____ 1. Completed PRCC **online version general collage** application
- _____ 2. A completed paper OTA application, mailed or delivered to the OTA Program office.
- _____ 2. ACT scores (*a copy of your original score will be acceptable. If taken after high school, please make sure we have the correct score on file for you.*)
- _____ 3. High School Transcript Date requested/sent: _____
- _____ 4. College Transcript(s) Date requested/sent: _____

College Transcripts: **E-script** Date: _____ **US Mail** Date: _____ (*check one that applies*)

These items must be received, from the applicant, in order to complete your program application. If you are a current PRCC student, please let us know, as some of your info may be on file in admissions and we will be able to obtain a copy of it for your OTA program application. If the admissions department does not have this info, you will be required to submit it as part of your OTA program application. All original/official college & high sch. transcripts will be located in the Admissions department on the Forrest County Center or the Poplarville Campus.

If you **have not** attended Pearl River Community College in the last **FIVE** years, you may be required to submit new documentation, including application, transcripts and ACT scores, as they may no longer be on file and have been destroyed. Please inquire with the Admissions Office if this applies to you. Thank You, OTA Program Dept.

You may send the following documents to PRCC: Attention Occupational Therapy Assistant Department or hand-deliver them in a sealed envelope with your name, date and Attention: OTA Program Department on the envelope. Please follow up via e-mail with cbreland@prcc.edu to verify our receipt of required documents.

- _____ I have completed the OTA paper Application (*located in this packet, page 13*)
- _____ e-mail verification of my correct e-mail address
- _____ e-mail verification of OTA & PRCC Application received by the OTA program

_____ e-mail confirmation of complete OTA program file, including all transcripts

_____ Observation Form (*not required, but recommended, if possible*)