



THE OHIO STATE UNIVERSITY

WEXNER MEDICAL CENTER

PHYSICAL THERAPY DIVISION

Orientation Checklist: 7289/8189

	Staff introductions
	Orientation to facility (floors, equipment, supplies)
	Review expectations
	Review goals
	Review weekly expectations guidelines (1 st and 2 nd clinicals)
	Review clinical education paperwork (CPI, checklists, Student Evaluation, weekly fb form)
	Confirm access to CPI for student and CI
	Confirm midterm date/time
	Review documentation and facility paperwork
	Review facility policy and procedure manual
	Review emergency procedures (codes, fire, weather, personal threats)
	Review process if ill
	Determine if an in-service is required by site
	Explain case study/article review assignment
	Ask CI if they are APTA Credentialed and remind them of CEUs available if they are (in Ohio)