Physical Therapy
Clinical Education Resource Manual
Class of 2014 Internships

Clinical Instructor Letter
Clinical Internship Course Objectives
Internship Overview
Academic Curriculum
Clinical Faculty Rights, Responsibilities and Privileges
Certificate of Liability Insurance
February 7, 2014

Dear Clinical Instructor,

Thank you for offering you time and expertise to instruct a student from the University of the Pacific. We appreciate your contribution and service.

Your intern will be in the final phase of physical therapy education. The University of the Pacific’s Clinical Internship Course Objectives, and Internship Overview, and Academic Curriculum are enclosed.

We are continuing to use the PT CPI Web to assess our students’ clinical performance. If you have not used this tool before, you will need to complete the APTA’s PT CPI Online Training Program. Detailed instructions can be accessed through the PT CPI Online Training Program at [http://www.apta.org/ptcpi](http://www.apta.org/ptcpi). This quick guide may be helpful: [http://www.apta.org/uploadedFiles/APTAorg/Educators/Assessments/PT_CPI/PTCPI_QuickClickGuide.pdf](http://www.apta.org/uploadedFiles/APTAorg/Educators/Assessments/PT_CPI/PTCPI_QuickClickGuide.pdf)

The following is a link to frequently asked questions about the Web CPI: [http://www.apta.org/uploadedFiles/APTAorg/Educators/Assessments/PT_CPI/PTCPI_FAQs.pdf](http://www.apta.org/uploadedFiles/APTAorg/Educators/Assessments/PT_CPI/PTCPI_FAQs.pdf)

As a member of our clinical faculty, you are afforded certain rights and privileges. We value your professional expertise and appreciate your important role in the education of our future physical therapists. If you have any questions or suggestions, please feel free to contact me.

Best Regards,

Casey Nesbit

Casey Nesbit, PT, DPT, DSc, PCS
Assistant Professor
Director of Clinical Education
Department of Physical Therapy
University of the Pacific
209.946.2339
cnesbit@pacific.edu
Department of Physical Therapy
Course Objectives for Clinical Internships

1. Present self in a professional and effective manner in his/her behaviors and with all forms of communication.

2. Exhibit the ability to adapt the delivery of physical therapy services to reflect respect for and sensitivity to individual differences with respect to age, culture, and disability.

3. Adhere to legal and ethical practice standards in the delivery of physical therapy services.

4. Demonstrate clinical reasoning by applying current knowledge, theory, and clinical judgment that is patient-centered, to the practice of physical therapy.

5. Effectively perform all components of the physical therapy patient management process, including examination, evaluation, diagnosis, prognosis, designing the plan of care, implementing physical therapy intervention to achieve expected outcomes and address the primary and secondary prevention needs of these patients while maintaining the safety of the patient, self and others.

6. Educate patients, family, caregivers and staff using relevant and effective teaching methods and address patient needs for services other than physical therapy when needed.

7. Participate in other professional responsibilities of physical therapists in clinical practice, including quality of service delivery, consultation to individuals, collaboration with health care providers, use of support personnel, management of resources, performance and recognition of the economic factors in the delivery of physical therapy services.

8. Demonstrate that a physical therapist has professional/social responsibilities beyond those defined by work expectations and job description and continue to develop a self-directed plan for professional development.
Overview of Clinical Internships I, II, III for Clinical Instructors

What coursework have the students completed before their Clinical Internships?

Students at the University of the Pacific complete their Clinical Internships after completing all of the didactic coursework for the Doctor of Physical Therapy program. The curriculum for the DPT program at Pacific is included in this manual. The students have completed Integrated Clinical Experiences as part of their courses, and two, 2-week full time Clinical Experiences before the start of their final year.

What types of Clinical Internships are required?

Each student is required to complete a Clinical Internship in the acute care setting and a Clinical Internship in the outpatient setting. The other Clinical Internship may be in the outpatient, acute, inpatient rehabilitation or other specialty setting.

In what order are the Clinical Internships?

The order of the student Clinical Internship varies. For example, some students might have their acute Clinical Internship as Internship I; others may not have their acute Clinical Internship until Internship III. Some students may have two Clinical Internships in similar settings.

What are the overall expectations for the Clinical Internships?

During their Clinical Internships, the student’s independence, degree of knowledge, proficiency with skills, complexity of tasks, consistency of performance, and efficiency are expected to show improvement. Overall objectives for Clinical Internships are included include:

1. Present self in a professional and effective manner in his/her behaviors and with all forms of communication.

2. Exhibit the ability to adapt the delivery of physical therapy services to reflect respect for and sensitivity to individual differences with respect to age, culture, and disability.

3. Adhere to legal and ethical practice standards in the delivery of physical therapy services.

4. Demonstrate clinical reasoning by applying current knowledge, theory, and clinical judgment that is patient-centered, to the practice of physical therapy.

5. Effectively perform all components of the physical therapy patient management process, including examination, evaluation, diagnosis, prognosis, designing the plan of care, implementing physical therapy intervention to achieve expected outcomes and address the primary and secondary prevention needs of these patients while maintaining the safety of the patient, self and others.
6. Educate patients, family, caregivers and staff using relevant and effective teaching methods and address patient needs for services other than physical therapy when needed.

7. Participate in other professional responsibilities of physical therapists in clinical practice, including quality of service delivery, consultation to individuals, collaboration with health care providers, use of support personnel, management of resources, performance and recognition of the economic factors in the delivery of physical therapy services.

8. Demonstrate that a physical therapist has professional/social responsibilities beyond those defined by work expectations and job description and continue to develop a self-directed plan for professional development.

What are the expectations for progress during Clinical Internship I?

For 100% of Performance Criteria 1-4 (Safety, Professional Behavior, Accountability and Communication), students are expected to progress to independence with consultation for patients with simple conditions and requiring assistance less than 25% of the time managing patients with complex conditions. Consultation may include providing appropriate supervision, guidance and professional collaboration.

For 50% of Performance Criteria 5-18, the students are expected to progress to independence with consultation for patients with simple condition and requiring assistance less than 25% of the time managing patients with complex patients. Consultation may include providing appropriate supervision, guidance and professional collaboration.

For the other 50% of the Performance Criteria 5-18, the students are expected to require assistance less than 50% of the time managing patients with simple condition and 75% of the time managing patients with complex patients.

By the end of Internship I, students are expected to be capable of maintaining 75% of a new graduate’s caseload for the setting. The caseload a student is capable of maintaining may differ from what they actually perform on a daily basis.

These expectations may vary if the setting is a specialty area of practice – for example wound care, pediatrics, prosthetics/orthotics, women’s health or vestibular-based rehabilitation. These expectations may also vary depending on the severity/complexity of the patient conditions in the setting.

What are the expectations for progress during Clinical Internship II?

For 100% of Performance Criteria 1-4 (Safety, Professional Behavior, Accountability and Communication), students are expected to progress to independence with consultation for patients with simple conditions and requiring assistance less than 25% of the time
managing patients with complex conditions. Consultation may include providing appropriate supervision, guidance and professional collaboration.

For 80% of Performance Criteria 5-18, the students are expected to progress to independence with consultation for patients with simple conditions and requiring assistance less than 25% of the time managing patients with complex conditions. Consultation may include providing appropriate supervision, guidance and professional collaboration.

For the other 20% of the Performance Criteria 5-18, the students are expected to require assistance less than 50% of the time managing patients with simple conditions and less than 75% of the time managing patients with complex conditions.

By the end of Internship II, students are expected to be capable of maintaining 75% of a new graduate’s caseload for the setting. The caseload a student is capable of maintaining may differ from what they actually perform on a daily basis.

These expectations may vary if the setting is a specialty area of practice – for example wound care, pediatrics, prosthetics/orthotics, women’s health or vestibular-based rehabilitation. These expectations may also vary depending on the complexity of the patient conditions in the setting.

*What are the expectations for progress during Clinical Internship III?*

For 100% of Performance Criteria 1-4 (Safety, Professional Behavior, Accountability and Communication), students are expected to progress to independence with consultation for patients with simple conditions and complex conditions. Consultation may include providing appropriate supervision, guidance and professional collaboration. The student is expected to consult with others to resolve unfamiliar or ambiguous situations.

For 80% of Performance Criteria 5-18, the students are expected to progress to independence with consultation for patients with simple condition and complex conditions. Consultation may include providing appropriate supervision, guidance and professional collaboration. The student is expected to consult with others to resolve unfamiliar or ambiguous situations.

For the other 20% of the Performance Criteria 5-18, the students are expected to require assistance less than 50% of the time with simple conditions and require assistance less than 75% of the time to manage patients with complex conditions.

By the end of Internship III, the student is expected to be capable of maintaining 100% of a new graduate’s caseload. The caseload a student is capable of maintaining may differ from what they actually perform on a daily basis.
These expectations may vary if the setting is a specialty area of practice – for example wound care, pediatrics, prosthetics/orthotics, women’s health or vestibular-based rehabilitation. These expectations may also vary depending on the complexity of the patient conditions in the setting.

*What assignments involve the CI?*

Week 1, 2, 3, 5, 6, 7 Goals  
Midterm and Final CPI (WebCPI)  
Student Evaluation of the Site and Clinical Instruction  
Establishing an Inservice topic

*What other assignments do the students have?*

Week 5 UOP Short CSIF  
Self-Assessment of Inservice

*What contact can the CI expect with the DCE?*

The DCE is available by email or phone to address any student concerns, program concerns, or any other need for communication.

The DCE will schedule either a site visit or a call at Midterm (week 4 or 5). The DCE will make contact as she monitors the student Weekly goals if she needs more information from the CI for clarification.

Midterm calls or visits are 20-25 minutes and include a private conference with the student (10 minutes), a private conference with the CI (10 minutes) and a wrap up. The midterm visit does not include any observation of patient care, but may include an overview of the facility, if appropriate. It can be helpful if the midterm call or visit takes place after the completion of the midterm CPI.

*How is the student graded on the Clinical Internships?*

At the conclusion of a clinical experience, grading decisions made by the DCE may also consider:

- clinical setting,
- experience with patients or clients in that setting,
- relative weighting or importance of each performance criterion,
- expectations for the clinical experience,
- progression of performance from midterm to final evaluations,
- level of experience within the didactic and clinical components,
- whether or not “significant concerns” box was checked, and
- the congruence between the CI’s narrative midterm and final comments related to the five performance dimensions and the ratings provided.
# University of the Pacific
# Department of Physical Therapy
# Doctor of Physical Therapy
# 2013-2015 Curriculum

## First Year
### Fall 2013
- PTHR 311 Gross Human Anatomy 6 credits
- PTHR 312 Exercise Physiology in Physical Therapy 2 credits
- PTHR 313 Clinical Kinesiology I 3 credits
- PTHR 314 Introduction to Physical Therapist Practice 1 credit
- PTHR 316 Physical Therapy Examination & Evaluation 4 credits
- PTHR 318 Physical Therapy Patient Care Skills 1 credit
- PTHR 319 Physical Agents 1 credit

**TOTAL: 18 credits**

### Winter 2014
- PTHR 321 The Nervous System & Behavior 5 credits
- PTHR 323 Clinical Kinesiology II 3 credits
- PTHR 326 Therapeutic Exercise: Basic Theory & Application 4 credits
- PTHR 328 Research: Theory & Application 2 credits
- PTHR 329 Pathophysiology 4 credits

**TOTAL: 18 credits**

### Spring 2014
- PTHR 332 Electrotherapy 2 credits
- PTHR 333 Analysis of Human Movement through the Life Span 3 credits
- PTHR 334 Medical Conditions and Screening for Medical Disease 4 credits
- PTHR 335 Cardiovascular and Pulmonary Physical Therapy 4 credits
- PTHR 336 Clinical Experience I 1 credit
- PTHR 338 Clinical Experience II 1 credit
- PTHR 339 Motor Learning and Motor Control 2 credits
- PTHR 398 Research Literature Review 1 credit

**TOTAL: 18 credits**

## Second Year
### Fall 2014
- PTHR 341 Integumentary Physical Therapy 1 credit
- PTHR 342 Administration & Management of Physical Therapy Services I 2 credits
- PTHR 344 Neuromuscular Physical Therapy 5 credits
- PTHR 345 Advanced Clinical Problems I 1 credit
- PTHR 346 Seminar 2 credits
- PTHR 347 Musculoskeletal Physical Therapy I 5 credits
- PTHR 351 Prosthetics & Orthotics 1 credit
- PTHR 380 Medical Spanish for Physical Therapists – Elective 1 credit
- PTHR 391 Graduate Independent Study – Elective 1 credit

**TOTAL: 17-18 credits**

### Winter 2015
- PTHR 343 Geriatric Physical Therapy 1 credit
- PTHR 352 Administration & Management of Physical Therapy Services II 2 credits
- PTHR 353 Diagnostic Imaging for Physical Therapists 2 credits
- PTHR 354 Pediatric Physical Therapy 1 credit
- PTHR 355 Advanced Clinical Problems II 1 credit
- PTHR 356 Psychosocial Aspects of Illness & Disability 2 credits
- PTHR 357 Musculoskeletal Physical Therapy II 2 credits
- PTHR 358 Clinical Education and Professional Behavior 1 credit
- PTHR 359 Clinical Internship I (8 Weeks) 4 credits
- PTHR 381 Soft Tissue Mobilization and Taping 1 credit
- PTHR 391 Graduate Independent Study – Elective (1 credit)

**TOTAL: 17-18 credits**

### Spring 2015
- PTHR 368 Clinical Internship II (8 Weeks) 6 credits
- PTHR 369 Clinical Internship III (8 Weeks) 6 credits
- PTHR 391 Graduate Independent Study – Elective (1 credit)
- PTHR 393A Special Topics – Elective (1 credit)

**TOTAL: 12-13 credits**

*Total Program Units: 100-103*
Rights of the Adjunct/Clinical Faculty Member

1. Academic Freedom and Responsibility (from UOP Faculty Handbook)

The University adheres to the principle of academic freedom in the 1940 Statement, as subsequently amended. The following elements drawn from the 1940 Statement merit restatement here because they describe the conditions that are essential to the University's successful accomplishment of its educational mission:

Teachers are entitled to full freedom in research and in the publication of the results, subject to the adequate performance of their other academic duties.

Teachers are entitled to freedom in the classroom in discussing their subject, and students are entitled to freedom in learning.

Members of the Faculty are citizens, members of a learned profession, and officers of the University. When they speak or write as citizens they will be free from institutional censorship or discipline, but their special position imposes special obligations. They should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not speaking for the University.

2. Equal Opportunity and Nondiscrimination

The University does not discriminate on the basis of race, gender, sexual orientation, national origin, ancestry, color, religion, religious creed, age, marital status, cancer-related or genetic-related medical condition, disability, citizenship status, military service status, and any other status protected by law.

In accordance with the above University policy and in compliance with all applicable laws, all educational services will be provided and all employment decisions (including recruitment, training, compensation, benefits, employee relations, promotions, terminations) will be made without regard to the individual's status protected by law. To the extent provided by law, the University will reasonably accommodate qualified individuals with disabilities which meet the legal standards for documentation, whenever the individual is otherwise qualified to safely perform all essential functions of the position.

3. Procedures Concerning the Policy on Nondiscrimination

Nondiscrimination requires compliance with federal or state employment laws and regulations, including but not limited to the following: the National Labor Relations Act of 1935, the Equal Pay Act of 1963, Title VII of the Civil Rights Act of 1964, as amended, Age Discrimination in Employment Act of 1967, Section 504 of the Rehabilitation Act of 1973, Title VI and Title IX of the Educational Amendments of 1972, Executive Orders 11246 and 11375, California Labor Code, California Fair Employment and Housing Act, and Americans with Disabilities Act. The University of the Pacific has designated the Director of Human Resources to coordinate the University's efforts to comply with laws, orders, and regulations governing discrimination and to provide the procedures for documentation and accommodation for disabilities.

On the Stockton Campus, any person having a complaint should contact the Director of Human Resources whose address is Office of Human Resources, University of the Pacific, 3601 Pacific Avenue, Stockton, CA 95211 and whose telephone number is (209) 946-2124.

4. Resolution of Conflicts

Adjunct/Clinical faculty members who believe that their rights have been violated have the right to seek redress through the University's established procedures for the hearing and resolution of complaints.

5. Participation in Academic Governance
The adjunct/clinical faculty has a right and responsibility to participate in the establishment and functioning of a governance system at the department or school, college, and University levels in accordance with University policy.

Responsibilities of the Adjunct Faculty Member

1. Teaching
   - Meeting all classes at the time, place, and length of time designated
   - Teaching assigned courses, which correlate with the catalog descriptions and approved departmental course syllabi in a manner designed to assist student achievement of specific course outcomes
   - Providing each student with information pertinent to the achievement of educational objectives which may include the following:
     1. Objectives of the course or learning unit
     2. Required and supplementary reference material used
     3. Attendance requirements
     4. Planned schedule of activities and examinations
     5. Method of evaluating student progress toward and achievement of topic, unit or course outcomes, including the method by which the final grade for the topic, unit or course is derived
     6. Information about the part-time faculty member’s availability for consultation outside of class and procedures for making appointments (availability of instructor to student may be enhanced through e-mail)

2. Evaluation of Students: these are performed by the adjunct faculty as appropriate
   - Periodically examining and informing students of their progress toward achieving the topic, unit or course outcomes
   - Preparing and administering various types of assessments which measure students' attainment of the topic, unit or course outcomes
   - Assigning grades to students and turning in grade sheets on time to the appropriate office

3. Administrative
   - Part-time faculty should be familiar with the various requirements for documenting students’ enrollment in class and for completing necessary forms.

Responsibilities of the Clinical Faculty Member

1. Provide adequate clinical supervision to Physical Therapy students and interns
2. Provide instruction and guidance to Physical Therapy students and interns regarding appropriate delivery of physical therapy services
3. Provide adequate feedback to and assessment of Physical Therapy students and interns in both verbal and written forms
4. Work with the University’s Academic Coordinator of Clinical Education (ACCE) to provide an excellent clinical learning experience for Physical Therapy students and interns
5. Provide appropriate input for curricular design, content, and evaluation

Privileges of the Adjunct/Clinical Faculty Member

1. Attend selected continuing education programs sponsored by the School of Pharmacy and Health Sciences with corresponding discount in the registration fee
2. Receive communications and publications from the University and School of Pharmacy
3. Take part in Physical Therapy Department meetings on a non-voting basis
4. Utilize resources at the University of the Pacific Library
5. Purchase tickets to University athletic and cultural events at faculty rates
6. Receive a 10% discount at the University Bookstore
7. Attend Physical Therapy educational programs (for audit only by agreement)
8. Attend educational presentations given by the Physical Therapy Department
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Commercial Lines - 800-388-9274 CA DOI#OB48048
10940 White Rock Road, 2nd Floor
Rancho Cordova, CA 95670-6076

INSURED
University of the Pacific
Attn: Budget & Risk Management
3601 Pacific Avenue, Bannister Hall, 2nd Floor
Stockton, CA, 95211

COVERAGES

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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ATTACH ACORD 101, ADDITIONAL REMARKS SCHEDULE, IF MORE SPACE IS REQUIRED)
Evidence of General Liability, Professional Liability and Student Malpractice Insurance Coverage for University of the Pacific.

CERTIFICATE HOLDER
University of the Pacific
Attn: Kathleen Salamon
Physical Therapy Department
3501 Pacific Avenue
Stockton, CA, 95211

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**CERTIFICATE OF LIABILITY INSURANCE**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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Commercial Lines - 800-388-9274 CA DOI#OB48048
10940 White Rock Road, 2nd Floor
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**INSURED:**
University of the Pacific
Attn: Budget & Risk Management
3601 Pacific Avenue, Bannister Hall, 2nd Floor
Stockton, CA 95211

**CONTACT NAME:** Helen Hudson
**PHONE:** 916-585-8225
**FAX:** 877-622-5194
**E-MAIL ADDRESS:** helen.hudson@well Fargo.com
**NAIC #:** 31127

**INSURER(S) AFFORDING COVERAGE:**
Columbia Casualty Company

**COVERAGE:**

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**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES:**

Evidence of Student Malpractice Insurance.

**CERTIFICATE HOLDER:**
University of the Pacific
Physical Therapy Department
3601 Pacific Avenue
Stockton, CA 95211

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