

THE UNIVERSITY OF TEXAS SOUTHWESTERN MEDICAL CENTER AT DALLAS
UT SOUTHWESTERN SCHOOL OF HEALTH PROFESSIONS
DEPARTMENT OF PHYSICAL THERAPY

PROFESSIONAL DEVELOPMENT PORTFOLIO

The Department of Physical Therapy is dedicated to educating competent autonomous Doctors of Physical Therapy who are guided by integrity, lifelong learning, and commitment to social responsibility. Therefore students who graduate from our program must meet the academic standards in the classroom, practice competently in the clinic, and demonstrate their emerging professionalism, through their behaviors and activities.

Academic performance is evaluated by written and practical examinations as well as out of class assignments and or special projects. Clinical competency is guided by the skills and objectives in the PT MACS. The students' emerging professionalism is judged by their Professional Development Portfolio (PDP)

It is the responsibility of the DPT student to maintain a professional development portfolio (PDP) throughout the didactic portion of the curriculum. Professional activities can be categorized into one of four categories: **1) political and administrative clinical practice, 2) educational, 3) social responsibility and service, or 4) research**. The portfolio will contain materials that document the student's professional activities in each of these areas. The student's faculty advisor will oversee the portfolio, but it is the student's responsibility to choose the activities and their level of participation in each event.

Using a point system to assign value to activities, students are required to earn at least 15 points by the conclusion of the 2nd summer semester (Professional Practice Development I) and a total of 40 points by completion of the didactic portion of your curriculum (Professional Practice Development II). You are strongly encouraged to complete at least 5-6 points each semester. By completion, **five points are required in each of the categories of the Political and Administrative aspects of Clinical Practice, Education, Social Responsibility and Service, and 2 points are required for Research participation; the remaining 23 points may be in categories of student preference/choice.**

After each documented activity, the student will reflect on the experience through a written self-assessment, which will be turned in and reviewed with the faculty advisor. By the completion of the curriculum, students should have a comprehensive portfolio of varied experiences that exhibit the development of a professional identity, skills, and attitudes essential for the role that embodies the elements of a doctorally trained, independent practitioner.

The first page of the portfolio contains the student's personal mission statement. The mission statement should include statements of support for the student's presence in the physical therapy program (i.e. skills to be developed, affective behaviors to be practiced, knowledge to gain, long term goals). This should be limited to 1-2 paragraphs. The mission statement is due by the start of the 1st fall semester. At the conclusion of the curriculum (Professional Practice Development II) the student will rewrite this mission statement reflecting on their accomplishments and new perspectives.

Objectives: By completing the Professional Development Portfolio the student will:

1. Promote their development of identity and projection of self-worth
2. Acquire new knowledge, attitudes and skills
3. Interact with others who emulate the professional role
4. Assess others' reactions to the professional role
5. Prepare for the future professional role enactment
6. Develop a portfolio of experiences during their professional education process

RESPONSIBILITIES OF THE STUDENT

Write a personal mission statement and then:

1. Develop "active goals" for professional activities and review with advisor each semester.
2. Locate activities in all categories.
3. Make arrangements for participation, including coordination within the program and the community.
4. Make an appointment with your faculty advisor and get a signature pre-approval of the activities you are planning for the semester. This is particularly important during the first year as you begin to understand our expectations. If you are unsure of the appropriateness of the activity be sure to check in advance with your faculty advisor.
5. Write post-activity reports (one page maximum) to include the event, your role, a written reflective self-assessment of the experiential learning and growth.

Reflections might include things such as:

- your level of comfort with activity or experience
- things that you expected or surprised you about the experience
- pinpointing the things that made the experience beneficial, neutral, or detrimental
- how you will approach this type of experience in the future.

Share this report with your advisor and obtain a signature.

6. Develop a record of your professional development activities. Use your imagination – a journal, scrapbook, PowerPoint Presentation, Video, etc.
7. Maintenance of portfolio and activities record. This record should be well organized but is not intended to be time consuming – the value of this project is in the professional activities in which you gain experience as opposed to final product that documents your experiences.

RESPONSIBILITIES OF THE FACULTY

1. Meet with student regarding portfolio at least once/semester at mutually agreed-upon times.
2. Review portfolio of advisee each semester and report to the project coordinator the number of points acquired during the semester.
3. Advise student each semester regarding portfolio development.
4. Document portfolio discussions with each advisee and place in student file.
5. Report portfolio progress of each advisee at scheduled faculty meetings.

SUMMARY TABLE OF PROFESSIONAL DEVELOPMENT

CATEGORY	MINIMAL POINTS REQUIRED	SAMPLE ACTIVITIES
Political and Administrative Clinical Practice	at least 5 points	<u>Attendance</u> : district, state, national conferences; professional business meetings, legislative meetings, etc <u>Membership</u> : APTA/TPTA; Other Health Professional Organizations; APTA Sections, Professional committee meetings, etc. <u>Participation</u> : professional political activism or advocacy (student assemblies and associations); PAC contributions, Research Foundation Contributions
Education	at least 5 points	<i>Professional:</i> <u>Attendance</u> special interest study groups, continuing ed, in-service ed, SSHP Grand Rounds, professional lectures in the UTSW community <i>Community Ed/Nonprofessional:</i> <u>Participation</u> – community support groups; health lectures <u>Presentation</u> : speak to a professional and/or community group on a topic relevant to physical therapy
Social Responsibility and Service	at least 5 points	<i>Professional/Community:</i> <u>Participation</u> – Community service; screening/product; special events, association activity, recruitment <i>University/School/Program:</i> <u>School Related Participation</u> – recruitment info sessions, orientation, fund-raising, charitable causes
Research	at least 5 points	<u>Volunteer</u> – research subject – 1 point <u>Review</u> of literature/data collection/categorization – point value at discretion of research project coordinator <u>Volunteer</u> as research assistant on faculty project – point value at discretion of research project coordinator <u>Participation</u> – Journal clubs, seminars (independent of any course requirements) <u>Independent Study</u> – point value will be pre-assigned by faculty advisor
Total - at least 40 points		

REQUIREMENTS FOR PROFESSIONAL DEVELOPMENT

Achievement of 25 total points by the conclusion of PPM I in your 2nd summer will be worth 20% of your grade. Achievement of 40 total points by the conclusion of PPM II in your 2nd spring semester will also be worth 20% of your class grade. These criteria are pass/fail. You either achieve the 25 and 40 point levels or you do not. 20 points will be awarded to achievement of this goal and 0 points will be awarded if you do not meet the semester and total point threshold requirements.

- Strongly recommend you try to gain at least 5-6 points each semester
- At least 25 points by the end of your Second Summer semester
- At least 40 points by the end of your Second Spring semester

POINT SYSTEM AWARDS:

- Professional association membership 1 point/year
- Participation/Attendance 1 point/hour
- Presentation/Leadership/Consultation 2 points/hour

If activity is at a state level - add 1 point to total

If activity is at a national level – add 2 points to total

STUDENT PROFESSIONAL PORTFOLIO DEVELOPMENT

(cover sheet for each activity for which you are requesting point credit)

STUDENT: _____ Date: _____

ACTIVITY: _____

PRE-ACTIVITY INFORMATION

CATEGORY: _____; possible point value: _____

GOAL:

PLAN OF ACTION & PROCESS

PRE-APPROVAL Faculty Signature _____ Date _____

POSTACTIVITY DOCUMENTATION

GOAL ACCOMPLISHMENT:

REFLECTION AND SELF ASSESSMENT:

Attach on separate sheet: a) one-page student self reflection on activity with student's signature and date of completion.

Faculty Comment on Activity

Points earned: ____ TOTAL points: ____

PORTFOLIO PROGRESS

Faculty Comments

Faculty Signature _____ Date _____