

WOR-WIC

COMMUNITY COLLEGE

**PHYSICAL THERAPIST
ASSISTANT**

PROGRAM INFORMATION PACKET

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ABBREVIATIONS

APTA	American Physical Therapy Association
ACCE	Academic Coordinator of Clinical Education
BPHE	Board of Physical Therapy Examiners (Maryland)
CAPTE	Commission on Accreditation in Physical Therapy Education
CCCE	Center Coordinator of Clinical Education
CI	Clinical Instructor
FSBPT	Federation of State Boards of Physical Therapy
NPTE	National Physical Therapy Examination
PT	Physical Therapist
PTA	Physical Therapist Assistant

INTRODUCTION

Thank you for your interest in the Physical Therapist Assistant Program, Associate of Applied Science degree, offered by Wor-Wic Community College.

PLEASE READ THIS ENTIRE BOOKLET. IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU HAVE COMPLETED ALL STEPS OF THE ADMISSION PROCESS BY THE STATED DEADLINES.

The link to the Physical Therapist Assistant Program Admissions Packet can be found on the programs website: [Physical Therapist Assistant > Wor-Wic Community College \(worwic.edu\)](http://Physical%20Therapist%20Assistant%20Program%20Admissions%20Packet%20(worwic.edu))

CONTACT INFORMATION

If you have any questions, please contact us at the following:

Admissions

Wor-Wic Community College
32000 Campus Drive
Salisbury, MD 21804
(410) 334-2895

Physical Therapist Assistant Program

Wor-Wic Community College
32000 Campus Drive SH 307
Salisbury, MD 21804
(410) 572-8740

PHYSICAL THERAPIST ASSISTANT PROGRAM FACULTY AND STAFF

Dr. William J. Bails, PT, DPT, MS
Department Head / Professor
Physical Therapist Assistant Program
Wor-Wic Community College
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Physical Therapist Assistant Program
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tkotra-loos@worwic.edu

Administrative Associate
Health Professions
Wor-Wic Community College
410-572-8740

ACCREDITATION

Wor-Wic is a state-approved two-year college. It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market St., Philadelphia, PA 19104, (267) 284-5000.

The Physical Therapist Assistant Program has received program approval through the Maryland Higher Education Commission (MHEC). The Maryland Higher Education Commission (MHEC or Commission) is an independent agency created in 1988 and given responsibility for the planning, supervision, and coordination of Maryland's postsecondary education system. (Education Article, §§10-207, 11-105).

The Physical Therapist Assistant Program at Wor-Wic Community College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program/institution directly, please call Dr. William Bails, at (410) 334-6766 or email wbails@worwic.edu.

Graduation from a physical therapist assistant education program accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), is necessary for eligibility to sit for the license examination, which is required to be completed successfully in all states.

HEALTH PROFESSIONS DIVISION

Mission Statement

The Health Professions division advocates for and ensures adherence to professional standards facilitates faculty development, and coordinates resources for the health programs involved to promote student success in entering the local community workforce as well-prepared healthcare professionals.

Values

- **Professionalism** – Health profession students accept constructive feedback, self-evaluate personal performance, and practice safety in the clinical practicum according to professional standards. Professionalism is practiced by demonstrating respect for students, faculty, staff, and patients.
- **Community** – Health profession students practice civility, are advocates for patients and peers and promote health through community service.
- **Integrity** – Health profession students exhibit honest and ethical behavior, assume responsibility for actions, and are accountable for academic performance.
- **Compassion** – Health profession students deliver compassionate care to patients, are empathetic and understanding of patient needs and serve as ambassadors for the health programs in clinical agencies.
- **Cultural Competence** – Health profession students are respectful of diverse opinions, open-minded to new ideas, provide unbiased patient care, and promote the values of diversity, equity, inclusion, and belongingness when interacting with students, faculty, and patients.
- **Scholarship** – Health profession students engage in life-long learning opportunities to develop technical skills and clinical judgment competencies necessary to serve as future leaders in the healthcare industry.
- **Excellence** – Health profession students adhere to the highest standards of performance, model professionalism, and engage in collaborative learning experiences to advance the health professions division.

PROGRAM MISSION STATEMENT

Consistent with the mission and goals of Wor-Wic Community College, the physical therapist assistant program provides an affordable and comprehensive education to students from the lower Eastern Shore of Maryland who desire to work in the field of physical therapy. The program is based on the core principles of integrity, excellence, diversity, compassion, and professionalism. The program provides the foundation of knowledge and clinical skills required for graduates to pass the National Physical Therapy Examination, work as an entry-level physical therapist assistant under the direction and supervision of a physical therapist (PT), function as an integral part of the healthcare team, promote health and wellness in the community, and advance the profession of physical therapy.

PROGRAM DESCRIPTION

The mission and philosophy of the Wor-Wic Community College Physical Therapist Assistant (PTA) Program provide the basis for the curriculum design. The PTA Program curriculum is built upon the APTA's Minimum Required Skills of Physical Therapist Assistant Graduates at Entry-Level, the APTA Normative Model of Physical Therapist Assistant Education, APTA documents on professionalism and ethical behavior, and the CAPTE requirements for Physical Therapist Assistant program accreditation. We believe physical therapy is a dynamic and ever-changing profession that provides people of all ages and levels of health with an opportunity to improve their quality of life. That people are individuals with unique and specific goals for health and wellness dependent on their cultural background, life experiences, social factors, and medical history. It is our responsibility to provide the foundation of technical knowledge, clinical skills, and professional behaviors that will enable our students to recognize the individuality of each person and demonstrate the ability to care for people with compassion, sensitivity, and competence. Our students will understand that learning doesn't end with their formal education and that being a Physical Therapist Assistant means investing in lifelong learning and applying that knowledge to improve as a clinician, contribute to the profession of Physical Therapy, and have a positive impact on the health and wellness of their communities.

Once admitted to the PTA Program students will find courses offered in a specific sequence. The PTA courses build upon one another with increasing cognitive and performance demands and expectations. The first two semesters are designed to educate program students about the profession of physical therapy, the role of the PTA as part of the healthcare team, functional anatomy, biomechanics, medical documentation, core values for a PTA, and the large variety of patient care skills utilized by PTAs.

The next two semesters focus on higher-level ethical and professional issues encountered by the PTA, human pathology, and the application of patient care skills to more complex and varied patient populations. Applying basic skills to more advanced situations will require a higher level of knowledge of the human body, how it functions, and the ability to think critically and to problem-solve. All of these attributes are necessary for Physical Therapist Assistants to be able to provide safe and effective interventions to their patients. Students get their first experience working in a clinical setting during the third semester of the program. The student will have the opportunity to work under the supervision of a clinical instructor (CI) one day a week to begin applying the basic knowledge and treatment skills learned in the first two semesters.

Upon successful completion of classes in the previous terms, the final semester of the program entails two longer-duration clinical placements. During these clinical experiences, students will work full-time (40 hours a week) for 6 weeks and 7 weeks respectively in a clinical setting under the guidance of a clinical instructor. During these terminal clinical placements, students will apply all of the knowledge and skills learned in the program to patients in a clinical setting. Students will be expected to work towards entry-level proficiency by the end of their clinical experiences. Upon successful completion of the PTA program and College requirements for graduation, students will be awarded an Associate of Applied Science (A.A.S.) degree in Physical Therapist Assistant.

GOALS & LEARNING OUTCOMES

Goals

1. Graduates of the PTA program will demonstrate the skills necessary for entry-level practice as a physical therapist assistant.
2. PTA faculty will be well-qualified and employ effective educational practices to provide students with a high-quality educational experience.
3. The PTA program will provide the necessary resources to support and maximize student success.

Learning Outcomes

Upon successful completion of the Physical Therapist Assistant Program at Wor-Wic Community College, the graduate will demonstrate knowledge, skills, and problem-solving ability in the areas of and in order to:

1. Communication/Administration

- a. Describe the appropriate time for communication with the supervising PT and provide effective and timely communication as needed to ensure patient safety and progress.
- b. Demonstrate effective verbal, non-verbal, and written communication skills when working with patients/families, colleagues, members of the healthcare team, and others.
- c. Respond to individuals with social or cultural differences and appropriately modify communication and treatment during all aspects of physical therapy services.
- d. Describe the administrative duties required of the physical therapist assistant during the delivery of physical therapy services.

2. Professionalism

- a. Describe the role of the physical therapist assistant in healthcare and promote improved understanding of the profession to other healthcare providers and members of the community.
- b. Discuss the role of the physical therapist assistant as it pertains to the PTA/PT relationship, and as a member of the healthcare team in a variety of practice settings.
- c. Exhibit conduct that is safe, ethical, legal, and consistent with state and federal law, the APTA's *Values-based Behaviors for the PTA*, and the *Guide for Conduct of the Physical Therapist Assistant*.

- d. Read and understand health care literature to support evidence-based practice in clinical decision-making.
- e. Communicate the importance of self-assessment and professional development that enhance the physical therapist assistant's skill level and professional knowledge.
- f. Discuss the responsibility of the physical therapist assistant to participate in activities that advance the profession and improve the community.

3. Practice

- a. Identify areas of concern in the plan of care established by the physical therapist prior to initiating patient intervention.
- b. Demonstrate safe and competent interventions consistent with the *Minimum Required Skills of Physical Therapist Assistant Graduates at Entry Level* as outlined by the American Physical Therapy Association.
- c. Provide safe interventions that comply with appropriate jurisdictional law, practice guidelines, scope of ability, code of ethics, and facility policy, as directed by the physical therapist in the plan of care.
- d. Provide effective instruction to the patient and others to achieve the goals and outcomes described in the plan of care.
- e. Collect data to quantify the patient's response to interventions as directed by the supervising physical therapist.
- f. Modify the patient intervention as indicated, to ensure patient safety and to progress the patient towards the goals established in the plan of care.
- g. Complete thorough, accurate, concise, timely, and legible documentation consistent with guidelines and format required by state practice acts, the practice setting, and other regulatory agencies.
- h. Discuss the PTA's responsibility and role in responding to patient and environmental emergencies in the work setting.
- i. Pass the National Physical Therapy Examination for Physical Therapist Assistants.

PTA STUDENT PHYSICAL AND TECHNICAL JOB REQUIREMENTS

The physical therapist assistant (PTA) is the technically trained person in physical therapy, providing physical therapy interventions under the direction and supervision of the physical therapist. The following standards reflect reasonable expectations of the PTA student for the performance of common physical therapy functions. These standards do not reflect what may be required for employment of the graduate PTA. In adopting these standards, the Physical Therapist Assistant Program is mindful of the patient's right to safe and quality health care for our students and graduates. The PTA student must be able to apply the knowledge and skills necessary to function in a broad variety of clinical situations while providing the spectrum of physical therapy treatments. Each candidate in this Associate of Applied Science degree program must have the ability to learn and perform the following competencies and skills:

Motor: The student must have sufficient motor capabilities to execute the movements and skills required to provide safe and effective physical therapy interventions. These include, but are not limited to:

- Coordination, speed, and agility to assist and safely guard (protect) patients who are walking, exercising, or performing other rehabilitation activities;
- Ability to adjust and position equipment and patients, which involves bending or stooping freely to floor level and reaching above the head;
- Ability to move or position patients and equipment, which involves lifting, carrying, pulling, and guiding weights up to and including 50 pounds;

- Ability to guide, resist, and assist patients, or to provide emergency care, which involves the activities of standing, kneeling, sitting, walking, or crawling, for 90 minutes without rest;
- Ability to perform, with safe and proper body mechanics, the transfer and gait training techniques used during physical therapy interventions with patients;
- Ability and dexterity to manipulate the devices used in physical therapy, which involves adjusting gauges, dials, small nuts/bolts, equipment settings, don/doff gloves, gowns, etc.;
- Ability to administer CPR.

Sensory: The student must possess the ability to observe and participate in demonstrations and in physical measures applied to patients. This includes the ability to obtain information in classroom, laboratory or clinical settings through observation, auscultation, palpation and other measures, including but not limited to:

- Visual ability (corrected as necessary) to recognize and interpret facial expressions and body language, identify normal and abnormal skin, posture or patterns of movement, to read or set parameters on physical therapy equipment, to discriminate color changes, and to interpret and assess the environment;
- Auditory ability (corrected as necessary) to recognize and respond to soft voices, auditory timers, equipment alarms, and call bells, and to effectively use devices for measurement of blood pressure and breath sounds;
- Tactile ability to palpate a pulse and to detect changes or abnormalities of surface texture, skin temperature, body segment contour, muscle tone, and joint movement;
- Sufficient position, movement, and balance sensations to assist and safely guard (protect) patients who are walking, exercising, or performing other rehabilitation activities.

Communication: The student must be able to utilize effective and efficient communications with peers, faculty, patients and their families, and other health care providers. This includes, but is not limited to:

- Ability to read at a competency level that allows one to safely carry out the essential functions of an assignment (examples: handwritten chart data, printed equipment operations manuals);
- Ability to effectively communicate (interpret and express) information regarding the status, safety, and rehabilitation of patients;
- Ability to effectively communicate (verbally and document) with patients/families, health care professionals, within the community, and with reimbursement payers;
- Ability to communicate and document effectively via writing and computer;
- Ability to recognize, interpret, and respond to nonverbal behavior of self and others

Behavior: The student must be capable of exercising good judgment, developing empathetic and therapeutic relationships with patients and others, and tolerating close and direct physical contact with a broad and very diverse population of laboratory colleagues and patients. This will include people of all ages, races, socioeconomic and ethnic backgrounds, as well as individuals with weight disorders, physical disfigurement, and medical or mental health problems. This also includes, but is not limited to:

- Ability to work with multiple patients/families and colleagues at the same time;
- Ability to work with lab partners, patients, families, and others under stressful conditions, including but not limited to medically or emotionally unstable individuals, situations requiring rapid adaptations, the provision of CPR, or other emergency interventions;
- Ability to prioritize multiple tasks, integrate information, and make decisions;

- Ability to foster cooperative and collegial relationships with classmates, instructors, other health care providers, patients and their families;
- Maintain cleanliness and personal grooming consistent with close personal contacts.

Critical Thinking: The student must possess sufficient abilities in the areas of calculation, critical problem-solving, reasoning, and judgment to be able to comprehend and process information within the time frame of a session of physical therapy interventions. The student must be able to prioritize, organize, and attend to tasks and responsibilities efficiently. This includes, but is not limited to:

- Ability to collect, interpret, and analyze written, verbal, and observed data about patients;
- Ability to prioritize multiple tasks, integrate information, and make decisions;
- Ability to apply knowledge of the principles, indications, and contraindications for physical therapy interventions;
- Ability to act safely and ethically in the physical therapy lab and clinic.

COSTS

Prospective Physical Therapist Assistant students should refer to the college website for current tuition rates in the financial fact sheet. In addition to tuition, other semester costs include registration fees, books, achievement tests, materials fees, laboratory fees, and insurance. Students will be responsible for the cost of travel to and from their clinical experiences and any lodging (if necessary) and for other costs associated with clinic requirements including but not limited to a current physical examination, background check, drug screening, immunizations as required for clinical education placement, and a current CPR certification for health care providers. Students will need to comply with individual facility dress code policies for clinical site placement. Follow the link for information about financial aid or call our director of financial aid at (410) 334-2903.

Financial Aid: <https://www.worwic.edu/Pay-For-College/Paying-for-Credit-Programs>

ADMISSION REQUIREMENTS

Due to the limited number of spaces available in the Physical Therapist Assistant Program (16 seats each year), selection is on a competitive basis. Satisfactory completion of the following admission requirements does not guarantee you will be admitted into the program.

In order to be considered for admission into the Physical Therapist Assistant program, students must submit official high school and college transcripts to the Registrar's Office, an online program application, and all applicable supplemental items and TEAS scores by **4:00 p.m. on the second Friday in July.**

Please refer to the Physical Therapist Assistant Admissions Packet on the PTA website for detailed information about program requirements and the application process. [Physical Therapist Assistant > Wor-Wic Community College \(worwic.edu\)](#)

***Students must successfully pass a background check and drug screen prior to entry into the Physical Therapist Assistant Program. A position in the program is contingent upon a satisfactory background check and drug screen.**

OBSERVATIONS & MANDATORY PROSPECTIVE STUDENT MEETING

As part of the PTA admission process, prospective students are required to complete two, four-hour observations and attend a prospective student meeting. Observations may be completed at any PT location but must include one in-patient location and one out-patient location and both must be completed satisfactorily. To satisfactorily complete observations, students must arrive promptly at their scheduled time; dress appropriately for the facility; communicate appropriately with the PT/PTAs, facility staff, and patients; and demonstrate an interest in the observation experience.

Students attending the mandatory prospective student meeting must also be present and engaged during the entire presentation.

Due to changes in admission requirements, program changes, and/or observation experiences, students who have previously completed observation hours and/or attended a prospective student meeting in the past may be required to attend a new prospective student meeting and/or complete observation hours again. Please check with the administrative associate if you have attended a previous meeting and/or completed and turned in observation hours.

NOTIFICATION OF STATUS

After the PTA Admission Committee has met and ranked all applications deemed complete and eligible, prospective students are notified by email of their acceptance or alternate status by the Director of Admissions. Prospective students must accept or reject their position in the PTA program by the designated deadline listed on the acceptance letter.

Prospective students who are not awarded a space must re-apply to the program if they want to be considered for the following year.

If you are selected for admission, you must submit an acceptance form by the date that is stated on your acceptance letter. **The advising center will then register you for your courses.** You will also be given a deadline to complete (at your own cost) a physical examination, background check, and drug screening; and provide proof of: immunizations (MMR, tetanus, varicella, PPD, and COVID), American Heart Association CPR BLS for health care providers certification, and flu shot. Proof of Hepatitis B shot series or denial is also required. Failure to provide this information may disqualify you from the program.

PHYSICAL THERAPIST ASSISTANT PROGRAM COURSE SEQUENCE

PRE – PTA COURSES

			<u>Credit Hours</u>
BIO	202	Anatomy and Physiology I	4
ENG	101	Fundamentals of English I	3
MTH	152	Elementary Statistics	3
PSY	101	Introduction to Psychology	3
SDV	100	Fundamentals of College Study	<u>1</u>
			14

PTA COURSE SEQUENCE – 1ST YEAR

<u>Fall</u>			
BIO	203	Anatomy and Physiology II	4
PTA	101	Physical Therapist Assisting	2
PTA	110	Therapeutic Procedures I	5
PTA	120	Functional Anatomy and Biomechanics	<u>3</u>
			14
<u>Spring</u>			
PTA	130	Cardiopulmonary and Integumentary Issues	3
PTA	140	Physical Agents	4
PTA	150	Therapeutic Procedures II	4
PTA	160	Foundations of Therapeutic Exercise	<u>2</u>
			13
<u>Summer</u>			
PTA	180	Pathology for the PTA	2
PTA	200	Ethics and Professional Issues	1
PTA	220	Clinical Practice I	2
PTA	230	Special Populations	<u>3</u>
			8

PTA COURSE SEQUENCE – 2ND YEAR

<u>Fall</u>			
PTA	210	Neurology for the PTA	4
PTA	240	Orthopedics for the PTA	4
PTA	250	Advanced Issues	2
ENG	151	Fundamentals of English II	<u>3</u>
			13
<u>Spring</u>			
PTA	260	Clinical Practice II	4
PTA	270	Clinical Practice III	<u>4</u>
			8

TOTAL CREDIT HOURS: 70

HEALTH PROFESSIONS FORGIVENESS POLICY

Emergency Medical Services, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, and Radiologic Technology programs have a competitive admission process, accepting students earning the highest admission points into these limited enrollment programs. Upon admission into a health care program, the student must adhere to departmental policies and procedures and achieve the minimal GPA required to retain continuous enrollment.

The number of attempts to complete these healthcare programs is limited. Students accepted into Emergency Medical Services, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, and Radiologic Technology are limited to two enrollments to complete the healthcare program. Students exiting healthcare programs for academic, medical, or personal reasons may re-enroll for a second program attempt. Students dismissed due to ethical (violations of academic values and civil conduct as defined in the college catalog) or patient jeopardy infractions are not eligible to seek readmission. Students seeking a second enrollment into a health care program must adhere to the health care department's admission procedures for selection consideration.

Students unsuccessfully completing a health care program upon second attempt may elect to follow the health professions forgiveness policy. The following outlines the health professions' forgiveness policy process:

1. The student must wait two calendar years from the date of withdrawal from the academic program before seeking readmission.
2. The student must meet with the health care program department head to review the admission procedures and develop a re-enrollment success plan.
3. The student must complete the admission process as a new student for the health care program. The readmitted student must take all core health care program courses following admission under the forgiveness policy.
4. The student is limited to a maximum of three attempts in the same healthcare program. The three attempts include the first admission process and the permitted second re-enrollment. Program failure during the third admission attempt results in permanent dismissal from a limited enrollment health care program.

HEALTHCARE PACKET AND IMMUNIZATION RECORDS

Student healthcare records are maintained online by a third-party data management system through an account owned by the student. The account has a 2-year term from the time of activation. This time frame typically covers the duration of the program. The PTA program does not maintain or store student health records.

TRANSFER STUDENTS

Prospective students may transfer applicable credits for general education courses required for the Physical Therapist Assistant program. Information regarding transferring in general education courses or transferring out credits completed in the Physical Therapist Assistant program may be accessed with the following link to the college website: [Transfer Resources > Wor-Wic Community College \(worwic.edu\)](#)

The Physical Therapist Assistant program at Wor-Wic Community College **will not** accept transfer credits for Physical Therapist Assistant courses from another PTA program.

ARTICULATION AGREEMENTS

The Wor-Wic Physical Therapist Assistant program has articulation (transfer) agreements for graduates to continue their healthcare education. Wor-Wic Community College and Mount Aloysius College have articulation agreements for students who have successfully completed all degree requirements necessary to earn an Associate of Applied Science in Physical Therapist Assistant. There are currently agreements for students to major in the Bachelor of Science – Leadership in Healthcare, and Bachelor of Art in Biology. Additionally, Wor-Wic and Wilmington University have an articulation (transfer) agreement for students to transfer into a Bachelor of Science in Health Sciences after graduation. For more information, please contact the Physical Therapist Assistant faculty or the Academic Advising Center.

WOR-WIC COMMUNITY COLLEGE DISCRIMINATION AND COMPLAINTS POLICY

Discrimination and harassment can seriously damage the integrity of an educational institution, destroy the institution's positive work and educational atmosphere and cause psychological and physiological damage to the victims. The college condemns such activity and is strongly committed to promoting a work and academic environment free from discrimination and harassment and to addressing and resolving complaints in a timely fashion.

Wor-Wic Community College does not discriminate on the basis of age, gender, race, color, religion, national origin, marital status, sexual orientation, genetic information, gender identity, disability, income level, limited English proficiency or any other characteristic protected by law in the admission and treatment of students, access to educational programs and activities, and the terms and conditions of employment.

This policy applies to all students, employees, visitors and third-party vendors who are hired by the college. This policy covers any prohibited conduct that occurs on campus or off campus when conducting college business or is circulated at or from the college, during college operating hours or using college equipment, via email, phone, voice mail, text messages, tweets, blog posts, social networking sites or other means.

Questions and complaints should be submitted to Wor-Wic's Title VI and IX coordinators and discrimination investigators.

Student complaints:
Dr. Kimberly W. Purvis
Dean of Student Success
Wor-Wic Community College
MTC 103D
32000 Campus Drive
Salisbury, MD 21804
410-334-2902
kpurvis@worwic.edu

Employee complaints:
Karen Berkheimer
Associate Vice President of Human Resources
Wor-Wic Community College
BH 106
32000 Campus Drive
Salisbury, MD 21804
410-334-2915
kberkheimer@worwic.edu

This document is available in alternative formats to individuals with disabilities by contacting disability services at disabilityservices@worwic.edu, 410-334-2899 or TTY 410-767-6960. Wor-Wic Community College is an equal-opportunity educator and employer. Visit www.worwic.edu/Services-Support/Disability-Services to learn more.