
TEST INFORMATION GUIDE

This test information guide provides a summary of concepts that are tested on the multiple-choice examination for the Physical Therapy Aide II job. This information can be reviewed in combination with the class specification and examination announcement to assist you in preparing for the examination.

I. Reports and Records (12 Questions)

Employees in this job are responsible for completing records and narrative reports regarding the progress of residents in physical therapy. Employees in this job must be able to complete these materials accurately and completely. The ability to clearly and concisely complete documentary records and reports is critical to job success as is the knowledge of the purpose and structure of these materials. This section of the exam tests your ability to accurately complete this documentation:

- Determining important details to include in reports;
- General report preparation techniques;
- Accurate completion of incident forms.

II. Written Instructions (14 Questions)

Employees in this job may be assigned tasks to be completed in a particular order and utilizing specific techniques. Employees must be able to follow physical therapy treatment instructions exactly to prevent injury to patients and themselves. This section of the exam tests your ability to read and follow written instructions:

- Recall of proper procedures;
- Reading comprehension skills;
- Comprehending and implementing written instructions.

III. Reading Comprehension (14 Questions)

Employees in this job must be able to read and understand information presented in agency policy manuals, forms and correspondence, etc. without assistance or guidance from other staff. This section of the exam tests your ability to read and understand information that may be complex, vague or ambiguous:

- Read and interpret written information;
- Read and comprehend client facts.

IV. Interpersonal Skills (12 Questions)

Communication between residents and employees helps maximize the benefits of physical therapy treatment. The ability to establish a positive rapport with residents when administering physical therapy treatment is essential to successful job performance. Employees in this job are also expected to develop and maintain productive work relationships with coworkers and supervisors. This section of the exam tests your skills in interpersonal communication:

- Effective working relationships;
- Dealing with co-worker differences;
- Appropriate responses to uncertain questions;
- Handle hostile complaints.

V. Workplace Safety (10 Questions)

A clean work environment helps to prevent employee or resident injuries and the spread of disease. Employees in this job must be familiar with cleaning equipment and chemicals recommended for their work environment. This section of the exam tests your knowledge of workplace hazards, safe work practices and cleaning procedures. Test question topics include:

- Causes of bacterial growth and pest proliferation;
- Correct method to use when lifting heavy objects;
- Safe storage of cleaning materials;
- Room and building ventilation;
- Facility sanitation requirements.

VI. Physical Therapy Methods (12 Questions)

Employees in this job are responsible for the physical safety of residents during physical therapy. Employees are expected to be familiar with terminology and rehabilitation methods related to the field of physical therapy. The questions in this section test your knowledge of physical therapy practices and patient confidentiality. Test question topics include:

- Establishing cooperative working relationships with patients and their families;
- Range of motion and body mechanics;
- Effectively explaining the benefits of treatment and therapy to patients;
- Treatment of muscle weakness;
- Understanding treatment regimens;
- Safe handling of patients who faint.