



## Dear Clinical Instructors:

We want to inform you of the new CPI Web! It's the online version of the clinical performance instrument (CPI). The web version is shorter, it's more concise, and there's no postage needed!

Some of you may already be using the online CPI. If so, great, we will pair you and your student during the first week of rotation. The student will be asking you for the email address you use for the CPI Web. This will allow us to find you in the system and pair you with the student. ***Please disregard the below info if you are already using CPI Web.***

If you have **not** used the online CPI but are interested in doing so, you will first need to complete the online training through the APTA learning center. These directions seem lengthy but it really is an easy process. Total training time will be 2.5 hours.

Here are the steps:

1. BEFORE you start the training, please decide which email address you are going to use for all correspondence with the CPI Web. This email address will be your username so please make sure it is one you can easily access.
2. Go to the APTA home page:
  - a. Across the top tabs you will see Careers & Education. When you click on this tab a pull down menu will appear and you will see a link to the Learning Center. Click on the link for the Learning Center.
  - b. Once on the learning center's home page you will see colored tabs on the top of the page. Select the red **Courses** tab.
  - c. In the search bar at the top of the page, type in "PT CPI" then hit enter.
  - d. When the search is complete you should see something like this"

Online: PT CPI

**Author(s):** Nora Francis, PT, DHS, OTR

**Price:** \$0 Member | \$0 Nonmember **CEU:** 0.2 CEUs (2.0 contact hours)

This online course provides a standardized training program designed to educate physical therapist students, Clinical Instructors (CIs), Center Coordinators of Clinical Education (CCCEs), Academic Coordinators of Clinical Education/Directors of Clinical Education (ACCEs/DCEs) and other faculty about the appropriate, valid, and reliable use of the APTA Physical Therapist Clinical Performance Instrument (PT CPI): Version 2006.

[View Full Description](#)

[Purchase now](#)

3. Click on “Purchase Now” – you still have to purchase the course even though it’s free.
4. You will get a prompt to sign in. If you are a member then sign in as usual. If you are not a member and do not desire to become a member then follow the steps for the “New Customers”
5. Go through the steps of purchasing the course, making sure it shows up in your “basket”.
6. Once you have purchased the course, go back to the Learning Center’s Home Page.
7. On the top of the page, in the colored tabs, you will see an orange **My Courses** tab, click on it.
8. The CPI course will show up in your course list. You will then see under “Action” the ability to begin the course.
9. **NOTE: if you are a member, please take note of which email address the APTA has on file for you.** If this email address does not match the one you are going to use for the web CPI, you will need to change it. To see what email address the APTA has on file for you, go to “my APTA” at the top right hand side of the home page and select “my profile” in the drop down menu. If the email address listed in the APTA and the email address you are going to use for the CPI do not match, it will never show you as completing the course.
10. Begin the course. The training is in 5 modules but you can complete each module at different times.
11. Once completed, you may print your certificate for 2.0 CEU’s!!
12. **Final step!!** Please email Dana Kernan or Beth Jordan and let them know what email address you will be using for the CPI Web. **THIS WILL BE YOUR USERNAME FOR THE CPI Web.** Once this step is complete, Dana or Beth will send you the login instructions.

***Thank you for supporting ATSU’s Clinical Education!***

Please contact Dana Kernan or Beth Jordan, if you have any questions!

Dana Kernan, PT, DPT, ATC, MTC, ACCE

Email: [dkernan@atsu.edu](mailto:dkernan@atsu.edu)

Office 480-219-6024

Beth Jordan, Clinical Education Assistant

Email: [bajordan@atsu.edu](mailto:bajordan@atsu.edu)

Office 480-265-8035