



Clinical Performance Instrument (CPI)

Adjunct Faculty User Guide





Login

Go to https://cpi.apta.org

Click Login.



Log in to your account using your APTA login credentials.

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The **Dashboard** appears.

Note the Adjunct Faculty Member will only see students he/she is associated with.

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For login issues: Email <u>CPI@APTA.com</u> or call 703-684-2782

Menu Options

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	Click to enter/exit full screen.
•	Click to access User Guides.
	Click your User Profile photo to: Update your user profile Log Out of the system





Dashboard

The Compency.AI dashboard shows a comprehensive and dynamic view of student competency levels.

Use the dashboard filters to sort information by Mid-Term or Final Assessment, Cohort, Batch, Clinical Experience and Student.



Select specific Domains and Competencies and mouse-over to see the score for each competency for additional information.



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PT/PTA Assessment

PT Assessments are assigned by the DCE.

Use PT Assessments to review assessment assignment and track assessment completion progress.

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PT/PTA Reports

PT/PTA Reports allows the CI to view and download scores and comments. The CI can only view and download information for students he/she is associated with.

Click PT Reports or PTA Reports

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User the filter to create your desired report

- a. Check "Include Comments & Narratives" to view and download comments and narrative made in both Faculty Assessments and Student Self Assessments.
- b. You MUST click Apply to apply the filters
- c. Download creates an excel version of your results



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Clinical Site Profile

The Clinical Site Profile allows the CI to view the detail previously created for each clinical site he/she is associated with.

Note the CI may NOT edit clinical site information.

Click View Details to view site details.

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My Notes

Use +Add Note to keep personal notes. Notes are NOT visible to any other user.

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For questions, comments or concerns about the CPI please Email <u>CPI@APTA.com</u> or call 703-684-2782.