

## Frequently Asked Questions For US Academic Programs about the CPI and Copyright Restrictions



The copyright in the Physical Therapist Clinical Performance Instrument (PT CPI) and Physical Therapist Assistance Clinical Performance Instrument (PTA CPI) are owned by the American Physical Therapy Association. Making a copy of the CPI without the APTA's permission constitutes an infringement of copyright. Preparing a work based on the Instrument by transforming, adapting, abridging, condensing, or otherwise adapting it without the APTA's permission constitutes an infringement of copyright. Any person who infringes the APTA's copyright shall be subject to criminal liability in accordance with § 506 (Criminal offenses) of Title 17 and § 2319 (Criminal infringement of a copyright) of Title 18 of the United States Code. Please contact APTA and [permissions@apta.org](mailto:permissions@apta.org) with questions about CPI copyright.

### PUBLIC DOMAIN

#### Q: Are the PT CPI and PTA CPI instruments in the public domain?

A: No, the PT CPI and PTA CPI (CPI) are copyrighted instruments of the American Physical Therapy Association (APTA).

#### Q: We have found copies of the CPI posted in public areas of other academic institution websites. Is this permitted?

A: No, posting the instruments in portion or in full, for any reason, in public areas of the academic institution's website (not in a secure, password-protected area) is not permitted and doing so constitutes copyright infringement. The academic institutions may not be aware of the copyright violation. Please provide APTA ([permissions@apta.org](mailto:permissions@apta.org)) with a link to the websites, so we may contact the institutions to have them remove the CPI from public access.

### LICENSURE

#### Q: Are academic institutions that wish to use the CPI required to use the web-based version?

A: Yes, US academic institutions that wish to use the CPI may only subscribe to use the web-based version, unless explicit written permission to use a print copy of the instrument is granted by APTA.

#### Q: Can I continue to use or share the CPI after the academic program's CPI Web subscription has expired?

A: No. Once the program's annual CPI subscription has expired, it can no longer use the CPI tool or share the CPI PDF documentation online. US academic programs can renew subscriptions at <http://apta.liaison-intl.com/>

### PRINT VERSIONS

#### Q: May we use a print copy of the 1997 or 2006 CPI?

A: No, you may not use a print (hard-copy) of the current or previous version of the CPI in part or in full for student evaluation purposes, local clinical education manuals, or other reasons, unless explicit written permission is granted by APTA. Permission is only granted under limited circumstances. Unauthorized use of the print CPI instrument or documentation constitutes copyright infringement.

**Q: Can I print the CPI for my personal use?**

A: Yes, each CPI user is welcome to print a hard copy of the CPI for personal review purposes only. However, you may not use the printed CPI instrument or documentation for student assessment purposes or share with others.

**Q: Can we print the CPI and share it with CIs/CCCEs/students?**

A: No, users may not a print copy of the CPI instrument or documentation in full or in part to share with others or for student assessment purposes, unless explicit written permission is granted by APTA. Permission is only granted under limited circumstances. Unauthorized use of the print CPI constitutes copyright infringement.

**Q: We have remote sites that sometimes experience technical difficulties that prevent CIs from accessing the CPI. What are we supposed to do in situations like this?**

A: US academic institutions that are currently subscribed to the CPI Web may post CPI documentation and instrument on secure, password-protected areas of their internal (intranet) websites. They may only allow CIs/CCCEs/students in remote locations to use a print (hard copy) of the CPI if APTA has granted explicit, written permission for those specific locations in advance. Unauthorized use of the print CPI constitutes copyright infringement. Any CI or other user that edits, interprets, or reviews a print CPI must still complete the appropriate CPI training course (LMS-521: 2013 PT CPI or LMS-120: 2012 PTA CPI) on APTA’s Learning Center to ensure proper use of the tool.

**MODIFIED VERSIONS**

**Q: May we use only portions of the CPI (eg, for short clinical rotations)?**

A: No, validity and reliability are preserved only when used in its entirety and not altered or modified in any way (ie, additions, deletions, revisions, or otherwise) and only when they are used in accordance with the instructions that accompany them. APTA will explore the feasibility of an abbreviated CPI for short clinical rotations in the future.

**Q: May we condense the CPI to fit our clinical education model, as we don’t need the full version?**

A: No, the creation of condensed versions of the CPI is not permitted. Altering or modifying the instruments in any way invalidates them and eliminates the benefits of the standardized, validated, and web-based forms for clinical instructors (CI). An abbreviated instrument also results in a paper-based or electronic form that is not connected to the national database for aggregate data analysis. APTA will explore the feasibility of an abbreviated CPI for short clinical rotations in the future.

**SHARING AND CLINICAL EDUCATION MANUALS**

**Q: Can we share the “CPI PDF” documentation on our website?**

A: Yes, US academic programs that are currently subscribed to the CPI Web are welcome and encouraged to download and post an unaltered version of the “CPI PDF” documentation on a secure, password-protected area of their internal (intranet) websites for CIs/CCCEs/students to access. The PDF includes important information for CIs/CCCEs/students on the use and components of the CPI. This PDF may not be shared on a public website or in print format.

**Q: Can we include parts of the CPI in our clinical education manual?**

A: No, US academic programs may not copy and paste any CPI components (eg, sample behaviors and descriptions, performance dimension chart, rating scale, anchors chart) into their program’s clinical education manual. APTA will consider exceptions to this policy if the program’s manual is only posted online on a secure, password-protected area of the program’s internal (intranet) website and not shared in print (hard-copy) format with CIs/CCCEs/students. Unauthorized use of the CPI components constitutes copyright infringement.

**Q: How can I give CIs/CCCEs/students access to the “CPI PDF”?**

A: Follow steps below to give CIs/CCCEs/students direct access to the “CPI PDF” documentation on the [CPI website](#). All CPI account holders can access this documentation, regardless of whether they have completed the CPI training course on the APTA Learning Center. Users cannot edit the CPI until the training course is complete.

1. **Make sure your CIs/CCCEs/students have a CPI account (<https://cpi2.amsapps.com>).** If not, create an account for them using their email address as the username.
2. **Provide CIs/CCCEs/students with CPI login instructions.** To view the CPI login instructions, go to the “CPI Web Instructions for CIs” and the “CPI Web Instructions for Students” on the Home tab in [CPI Web](#). You are welcome to download and share these CPI login instructions with CIs/CCCEs/students in print form, on a public website, or in the program’s clinical education manual, as desired.
3. **Provide directions to the CIs/CCCEs/students on how to access the “CPI PDF”, once logged into the CPI.** Instruct users to access the “CPI PDF” in the “APTA Docs & Links” section located in the right column on the Home tab of the [CPI Web](#).

**Q: Is there standard language about the CPI that we can include in our clinical education manual?**

A: Programs are welcome to use or adapt the following CPI instructions with CIs/CCCEs/students/other in a clinical education manual, on a public website, or in print form. Please replace “PT CPI” with “PTA CPI”, as appropriate.

*The Physical Therapist Clinical Performance Instrument (PT CPI) is a standardized, validated instrument used to assess student performance during clinical education experiences. Clinical instructors will access the CPI online to assess student performance during and at the end of the clinical education experience.*

*You must first take the appropriate free CPI training course (LMS-521: 2013 PT CPI or LMS-120: 2012 PTA CPI) on the APTA Learning Center before you can assess a student using the CPI Web. (APTA membership is not required for the course or CPI access.) Read the APTA instructions below.*

- [APTA Quick Start Instructions for CPI Online Training Course](#)
- [APTA Tips for CPI Online Training Course](#)
- [APTA Frequently Asked Questions about the CPI Training and Account Access](#)

*You have received [will soon receive] a CPI login account from [name of program]. Once received, go to <https://cpi2.amsapps.com/> to login to the CPI and access the “CPI PDF” located under the “APTA Docs & Links” section on the right column of the Home tab. The CPI PDF guide includes important information on the use of the CPI, components of the form, the clinical performance criteria, examples of completed forms, definitions of performance dimensions and rating scale anchors, and a glossary. The CPI training course provides additional information to help you better understand how to appropriately use the CPI.*

## **PUBLICATIONS**

**Q: I'm preparing a manuscript or book for publication and want to use content from the CPI. Is this permissible?**

A: The CPI instruments are copyrighted to APTA, so you must submit a written request to APTA stating the specific content you wish to use and the purpose for its use. Each request is considered on a case-by-case basis. APTA will then provide written approval or denial of its use.

**Q: How do I cite the CPI, if referenced in an article?**

A: *Physical Therapist Clinical Performance Instrument*. Alexandria, VA: American Physical Therapy Association. <http://www.apta.org/PTCPI/>. Published 2006. Accessed [insert actual date accessed].

## **FOREIGN STUDENTS**

**Q: Our clinic supervises foreign-educated PT students. Do we use the web-based CPI to perform their evaluations?**

A: Foreign-educated PT students supervised by clinics in the US may use the 1997 paper form. Contact [APTA](#).