



PHYSICAL THERAPY PROGRAM
University of Wisconsin School of Medicine and Public Health Department of Orthopedics and Rehabilitation

Instructions for Writers of Recommendation Letters

To the Letter Writer:

You have been asked to write a letter of recommendation addressed to the Physical Therapy Admissions Committee for an individual applying to the University of Wisconsin–Madison Doctor of Physical Therapy Program (DPT). In this letter, please comment on your relationship to this applicant, including the time frame in which you have known him/her. If you have completed a Patient Care Experience Form for this applicant, do not also write a Letter of Recommendation.

The UW–Madison DPT Program utilizes 10 generic criteria to facilitate student development of professional behaviors (see back). These behaviors have been accepted as defining professional behavior in physical therapy and have been adopted by many programs across the country. Please provide insight and specific examples of the applicant’s unique qualities that illustrate her/his potential to develop the professional behaviors necessary to become a physical therapist.

How you perceive these qualities in the applicant is helpful; however, it is not necessary to comment specifically on all 10 generic abilities. Thank you very much for your time and thoughtful assessment of this candidate.

The letter may be returned to the applicant, or the letter may be sent directly to the DPT Program.

Physical Therapy Admissions Committee
5173 Medical Sciences Center
1300 University Avenue
Madison, Wisconsin 53706-1532

To the Applicant:

Under the Family Education Rights and Privacy Act of 1974 (Buckley Amendment), you are entitled to review this letter of recommendation or to waive your right to access. If you do not waive this right, and request to review the recommendation letter, we will provide you with a copy.

Please check the appropriate box and sign below before giving this form to the individual from whom you are requesting a letter of recommendation.

- I waive my right to review this letter of recommendation.
- I refuse to waive my right to review this letter of recommendation.

Name (please print) _____ Date _____

Signature _____

Letters of recommendation may be returned to you in a sealed envelope with the letter writer’s signature over the seal and you may submit letters with your other application materials. Letters may also be mailed directly to the Physical Therapy Admissions Committee.

Physical Therapy-Specific Generic Abilities:

Generic Ability

Definition

1. Commitment to Learning
The ability to self assess, self correct and self direct; identify needs and sources of learning; continually seek new knowledge and understanding.
2. Interpersonal Skills
The ability to interact effectively with patients, families, colleagues, other health care professionals and the community; deal effectively with cultural/ethnic diversity issues.
3. Communication Skills
The ability to communicate effectively (speaking, body language, reading, writing, listening) for varied audiences and purposes.
4. Effective Use of Time and Resources
The ability to obtain the maximum benefit from a minimum investment of time and resources.
5. Use of Constructive Feedback
The ability to identify sources of feedback and to seek out feedback; to effectively use and provide feedback for improving personal interaction.
6. Problem-Solving
The ability to recognize and define problems, analyze data, develop and implement solutions, and evaluate outcomes.
7. Professionalism
The ability to exhibit appropriate professional conduct and to represent the profession effectively (attitude, demeanor and appearance appropriate for health care setting).
8. Responsibility
The ability to fulfill commitments and be accountable for actions and outcomes.
9. Critical Thinking
The ability to question logically; identify, generate and evaluate elements of logical argument; recognize and differentiate facts, illusions, and assumptions; distinguish relevant from irrelevant information.
10. Stress Management
The ability to identify sources of stress and to develop effective coping behaviors (ability to cope with illness, disability, pace, interactions, etc.).