



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize a standard agreement (purchase order) with the Commission on Accreditation in Physical Therapy Education (CAPTE) for Annual Accreditation fee renewal for the Physical Therapy Program. Fiscal Impact: \$5,085.00**

**Presenter(s):** Jamonica Rolle, Vice Provost, Academic Affairs

**at is the purpose of this contract and why is it needed?** Broward College PTA program is accredited by the Commission on Accreditation for Physical Therapy Education (CAPTE). Students can only sit for certification and licensure if they are graduates of a CAPTE accredited program. The annual accreditation fee is required by the Commission on Accreditation in Physical Therapy Education (CAPTE) for ongoing accreditation. Accrediting bodies monitor institutions regularly to ensure continued compliance with standards. The CAPTE fees support their ongoing monitoring activities, including periodic reports, data analysis, and follow-up evaluations. CAPTE Accreditation ensures that the Physical Therapy program meet specific educational standards and provide high-quality training to future professionals.

**What procurement process or bid waiver was used and why?** Small purchase for Category One (\$0.00 - \$10,000) per College Procedure A6Hx2-6.34 was used, where there are no formal or informal competitive requirements for goods and services acquired by the College at this dollar threshold.

**Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting?** Yes.

**What fund, cost center and line item(s) were used?** FD100, CC0146, GLC: 65000 Professional Fees.

**Has Broward College used this vendor before for these products or services?** Yes.

**Was the product or service acceptable in the past?** Yes.

**Was there a return on investment anticipated when entering this contract?** Yes.

**Was that return on investment not met, met, or exceeded and how?** Met.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** Yes, this is a annual accreditation fee which feeds the Social Enterprise tactic-Answer the Call for Healthcare Professionals and Actualize Employment tactics.

**Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?**

The General Counsel's office has reviewed the agreement and any deviation to the College's standard terms has been deemed acceptable.

### FISCAL IMPACT:

Description: \$5,085.00, CC0146, BU020, FD100, PG000059

06/25/24 CC0146 · Health Science - Physical Therapy

(\$5,085.00)

APPROVAL PATH: 12501 CAPTE - Annual Accreditation Renewal Fee FY2024-2025

 **Workflow**

 Edit View

 Add Work Item

Stage	Reviewer	Description	Due Date	Status	
1	Nora Powell	Dean Review		 Completed	
2	Jeffrey Guild	Vice Provost Review		 Completed	
3	Jamonica Rolle	Provost and SVP of Academic Affair		 Completed	
4	Natalia Triana-Aristizabal	Contracts Coordinator		 Completed	
5	Orlando Aponte	Procurement Approval		 Completed	
6	Rabia Azhar	CFO Review		 Completed	
6	Christine Sims	Budget Departmental Review		 Completed	
6	<b>Legal Services Review Group</b>	Review and Approval for Form and		 Completed	
7	Board Clerk	Agenda Preparation		 Pending	
8	District Board of Trustees	Meeting	10/08/24 11:00 AM	 Pending	
9	<b>Electronic Signature(s)</b>	Signatures obtained via DocuSig 		 Pending	
10	Natalia Triana-Aristizabal	Contracts Coordinator		 Pending	

# CAPTE

## Commission on Accreditation in Physical Therapy Education

Order Details | ORD-2025-ANN044

**Commission on Accreditation in Physical Therapy Education**

**American Physical Therapy Association**

3030 Potomac Ave., Suite 100

Alexandria, VA 22305-3085

Phone: (703) 706-3245

**Note:**

If paying by Visa, Mastercard or American Express, please navigate back to My Orders, select the box next to the order you would like to pay, and click pay order. If you have any questions, please contact 703-706-3383.

If paying by check, please print this invoice screen and return this invoice with check made payable to CAPTE.

Federal ID#: 131512769

**Return payment to:**

Commission on Accreditation in Physical Therapy Education  
c/o American Physical Therapy Association  
PO Box 70520  
Philadelphia, PA 19176-0520

**Invoice Number:** ORD-2025-ANN044

**Order Date:** 8/29/2024

**Due Date:** 12/1/2024

Martin Pinzon, EdD, PTA  
Broward College - PTA  
Health Sciences, Building 41  
1000 Coconut Creek Boulevard  
Coconut Creek, Florida 33066-1615

**Order Date:** 08/29/24

Product	List Price	Your Price	Tax	Qty	Total
Annual Accreditation Fee	\$5,085.00	\$5,085.00	\$0.00	1	\$5,085.00

Subtotal: \$5,085.00

Discount: \$0.00

Tax: \$0.00

Shipping: \$0.00

Total: \$5,085.00

[Back](#)

[Print](#)