



The University of Texas at Arlington

**ATHLETIC TRAINING
EDUCATION PROGRAM**

**POLICIES & PROCEDURES
HANDBOOK**

2011-2012

**The University of Texas at Arlington
Athletic Training Education Program**

Policies and Procedures Handbook

TABLE OF CONTENTS

Introduction..... iv
Acknowledgement (Program Copy).....v
Acknowledgement (Student Copy) vi
General Program Information1
 Mission Statement.....1
 Program Goals1
 Program Summary1
 Additional Student Costs2
Level I Phase of Study3
 Admission Criteria3
 Clinical Placement Program Prerequisites4
 Program Requirements.....4
 Directed Clinical Education Experience5
 Forms/Documentation.....6
 Technical Standards.....6
 Technical Standards for Admission – Physician Copy.....7
 Technical Standards for Admission – Student Copy8
Directed Clinical Educational Experience Log Sheet10
 Level II- IV11
 Retention and Continuance Criteria11
Athletic Training Major12
 Academic Major Options12
 Academic Advising.....12
 Athletic Training Major Course Listing.....13
 Recommended Course Sequence14
Clinical Education Policies16
 Clinical Education Requirements and Guidelines.....16
 Clinical Supervision Policy.....20
 Clinical Placement Prerequisites.....21
 Blood-Borne Pathogens Exposure Control Plan.....22
 Clinical Rotations.....27
 Documentation of Hours27
 Student Job Descriptions.....28
Level I Athletic Training Student29

Level IIA Athletic Training Student	30
Level IIB Athletic Training Studen.....	31
Level IIIA Athletic Training Studen	32
Level IIIB Athletic Training Student	33
Level IV Athletic Training Student.....	34
First Responder	36
General Program Policies.....	37
Attendance Policy	37
Student Health Policy.....	39
Study Hall Policy	40
Student Grievance Policy.....	41
Practicum Dress Policy	42
Professional Conduct and Confidentiality Policy	43
Confidentiality Statement	44

INTRODUCTION

This online document contains the policies and procedures related to all aspects of the UT Arlington Athletic Training Education Program (ATEP). It is intended to be a reference for applicants, current athletic training students, athletic training faculty and staff, clinical instructors, and administrators. All persons involved in any aspect of the UT Arlington ATEP should read and be familiar with all parts of this handbook.

The UT Arlington ATEP, and thus the athletic training major, is designed to prepare students to be successful entry-level athletic trainers. The student who envisions a career in the allied health profession of athletic training must accept certain responsibilities beyond those associated with successful academic performance and clinical proficiency. Students within the UT Arlington ATEP are expected to possess and demonstrate appropriate professional behaviors throughout all phases of the education program, and to uphold the ethical standards outlined in the National Athletic Trainers' Association Code of Professional Ethics (<http://www.nata.org>). Failure to uphold these ethical standards can result in dismissal from the UT Arlington ATEP.

UNIVERSITY OF TEXAS AT ARLINGTON
ATHLETIC TRAINING EDUCATION PROGRAM
POLICIES AND PROCEDURES
ACKNOWLEDGEMENT (Program Copy)

I, _____, hereby acknowledge that I have read and understand all of the policies and procedures contained within the 2011-2012 ATEP Policies & Procedures Handbook. I understand that these policies and procedures govern all aspects of the academic and clinical components of the UT Arlington ATEP.

I further understand that failure to abide by these written policies and procedures may result in my dismissal from the UT Arlington ATEP and the academic major of athletic training.

Student Signature

Date

UNIVERSITY OF TEXAS AT ARLINGTON
ATHLETIC TRAINING EDUCATION PROGRAM
POLICIES AND PROCEDURES
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I further understand that failure to abide by these written policies and procedures may result in my dismissal from the UT Arlington ATEP and the academic major of athletic training.

Student Signature

Date

The University of Texas at Arlington

ATHLETIC TRAINING EDUCATION PROGRAM

MISSION STATEMENT

The mission of the Athletic Training Education Program (ATEP) is to provide an active learning environment for students to acquire and master the knowledge, skills, clinical proficiencies, and attitudes necessary for success as an Entry-Level Athletic Trainer.

ATEP PROGRAM GOALS

1. Prepare students to pass the BOC Certification Exam.
2. Prepare students to pass the Texas Advisory Board of Athletic Trainers State Licensure Exam.
3. Develop athletic training knowledge, skills, and interpersonal abilities necessary to be successful as a practicing athletic trainer.
4. Develop critical-thinking and decision-making skills for success in the ever-changing profession of athletic training.
5. Instill the value of professionalism.
6. Teach students the value of becoming involved in their professional associations through service work.
7. Facilitate students' efforts in locating and securing an athletic training job or placement in a graduate school.

PROGRAM SUMMARY

The UT Arlington ATEP is accredited by the Commission on Accreditation of Athletic Training Education (CAATE).

The UT Arlington ATEP is divided into four levels. Students enter as Level I's and progress through the three remaining levels each academic year. Completion of ATEP requires a minimum of six semesters (depending on the specific degree plan chosen). The program incorporates didactic (classroom), laboratory, and clinical education components structured around the 5th edition of the *Athletic Training Educational Competencies* published by the National Athletic Trainers' Association Education Council (NATA-EC) and the *Role Delineation Study* conducted and published by the Board of Certification (BOC). Completion of the ATEP prepares students for success on the Texas Advisory Board of Athletic Trainers' (TABAT) State Licensure Exam and the BOC Certification Exam. (NOTE: Endorsement to sit for these exams requires the completion of all aspects of the **ATEP**.)

**The University of Texas at Arlington
Department of Kinesiology**

ATHLETIC TRAINING EDUCATION PROGRAM

Additional Student Costs

Athletic Training majors will incur the following costs associated with the clinical portion of the Athletic Training Education Program.

LEVEL I (Spring semester)

Khaki pants and shorts	variable
White- or Gray-based tennis shoes	variable
Physical Exam	\$25 *
Hepatitis B Immunization (series of 3 shots)	\$50/shot *
First Aid/CPR with AED certifications	\$55 [†]
Transportation costs to off-campus clinical sites (gas)	variable
Student Liability Insurance	\$35 (approximately) annually (HPSO)

LEVELS II –IV

Student Liability Insurance	\$29 annually (HPSO)
TB Test (for some off-campus clinical sites)	\$10*
Transportation costs to off-campus clinical sites (gas)	variable
NATA Student Membership (to access A-Track)	variable (based on month joined)

*These figures reflect the costs of a physical exam and immunizations at the UT Arlington Student Health Center. Students may also complete their physical exam and/or immunizations with their family physician or off-campus medical facility.

[†]This figure reflects the combined costs of these two certifications when completed through Dunn CPR in Arlington, TX. Students may obtain these certifications through any American Heart Association or American Red Cross training center.

If current or prospective students have any questions about these additional costs, they should contact Dr. Paul Krawietz at 817-272-7290 or pkrawietz@uta.edu.

LEVEL 1 PHASE OF STUDY

Level 1 is open to any student interested in pursuing a degree in Athletic Training. This phase of study is typically completed during the student's spring semester of the freshmen year at UT Arlington and includes one semester of formal classroom and laboratory instruction, as well as clinical education experiences in a variety of athletic training settings. This phase provides students with the opportunity to gain both knowledge and practical experience working in the athletic training clinical environment. The purposes of this phase of the program are to help students gain a better understanding of the roles and responsibilities of the athletic trainer and to develop the foundational knowledge and skills necessary for successful continuance in the program. The Level 1 Phase also gives the student concrete information for deciding whether or not they wish to pursue a career in athletic training.

Admission Criteria- Level I

1. Admission to UT Arlington
2. Completion of the UT Arlington ATEP Application form. Found at: <http://www.uta.edu/coehp/kinesiology/atep/>
3. Sincere interest in pursuing a career in the athletic training profession
4. Documented ability to meet the [technical standards](#) for admission to the ATEP
5. Completion of a medical history and physical exam by an appropriate healthcare professional (MD, DO) (examining physician also signs a technical standards form)
6. Overall GPA of 2.5 or higher
7. Completion of an advising meeting with the ATEP Program Director
8. Current First Aid/CPR/AED certification
9. Provide Immunization records; including Hepatitis B* shot series (3)
10. Completion of: contact information form, policies and procedures acknowledgement form, insurance verification through HPSO, confidentiality form, completion of blood borne pathogen training, completion of media release form, completion of acknowledgement of continuance form; Submission of two reference forms (to be provided)
11. Completion of a personal interview with the ATEP Admission Committee (made up of the Program Director, the Clinical Education Coordinator, the Head Athletic Trainer, at least one Assistant Athletic Trainer, and at least one upper level athletic training student. **Continuance in the UT Arlington ATEP is competitive and selective.**

12. A criminal background check will be required through a local independent school district once your clinical assignment has been made

* The hepatitis B (HBV) series of immunizations can be started upon arrival to UT Arlington. The series requires 3 shots: one initially, a second one month later and a third six months later. Documentation of the first shot is required before placement in the clinical setting.

Clinical Placement Prerequisites- all ATEP students

Documentation of the following prerequisites is required before a student can be placed in the clinical setting for directed clinical experience:

1. Current certification in CPR/AED and First Aid (may be done through American Red Cross, American Heart Association, etc.)
2. Completion of blood-borne pathogen training (to be completed by a UT Arlington ATEP faculty member)
3. Proof of immunization against measles, rubella, diphtheria, tetanus, and hepatitis B
4. Policies & Procedures Acknowledgement Form
5. Proof of Athletic Training Student Liability Insurance. (Level I – IV students)
6. Signed confidentiality form and Media release form
7. Membership in NATA (Student Member status)- which will allow access to A-Track (on online clinical education management system)
8. A criminal background check will be required through a local independent school district once your clinical assignment has been made (once the assignment has been made by Dr. Trowbridge, go to the school district website and complete the criminal background check). This will be due at the beginning of each semester.

Level 1 Program Requirements (Spring Semester)

- KINE 2420 Introduction to Athletic Training (4 credit hours) [Grade of B or better]
- KINE 2130 Clinical Practica I (1 credit hour) [Grade of B or better]
- Completion/documentation of a minimum of 120 hours of directed clinical experience under the supervision of a Texas Licensed and/or BOC Certified Athletic Trainer in the UT Arlington athletic training room(s) and other approved clinical education sites. ❶ ❷
- Successful completion/documentation of required competencies and clinical proficiencies with a score of 80% or better. ❷

❶ Placement in the clinical setting for directed clinical experience requires the completion of the clinical placement prerequisites.

- ② Transfer students may complete the Level I coursework and clinical experience hours at their current junior or senior college or complete them upon arrival to UT Arlington. Transferred students are advised to contact Dr. Paul Krawietz the ATEP Program Director, to determine what courses will be accepted for transfer credit.

Level I Clinical Education Experience

Spring Semester

During the spring semester Level 1 students will spend approximately 10-12 hours per week in the UT Arlington Athletic Training Room and associated clinical athletic training rooms in association with KINE 2130 Clinical Practicum I. These hours are to be documented by the student weekly. The student's supervising clinical instructor will approve his/her hours.

Students will be assigned to two rotations (6 weeks each). Students will complete one off-campus clinical rotation (at an area high school) and one on-campus clinical rotation (UTA Athletics). **For this reason, students are encouraged to have some form of transportation (car, motorcycle, etc.).**

Preceding the spring semester (September through December), students will formally apply for admission to the UT Arlington ATEP. All students meeting the admission requirements (see pg.3) will be scheduled for a meeting with the ATEP Program Director for advising.

Note: Those students continuing to the Level II Phase of the program are required to take BIOL 2457 Anatomy & Physiology I and BIOL 2458 Anatomy & Physiology II during the summer semesters. These two courses are prerequisites for Level II courses.



The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

**Technical Standards
Physical Examination Documentation**

STUDENT NAME _____

I certify that I have performed a physical examination of the above named student and found the following to be true:

_____ he/she is in good health and appears to meet the **attached** minimum technical standards (i.e., he/she does not have any physical limitations that might prevent him/her from working as an athletic health care provider).

_____ he/she has one or more physical limitations that might prevent him/her from working as an athletic health care provider.

Signature of Physician

Date

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM
TECHNICAL STANDARDS FOR ADMISSION
Physician Version

The Athletic Training Education Program at The University of Texas at Arlington is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training Education Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency (Commission on Accreditation of Athletic Training Education Programs [CAATE]). All students admitted to the Athletic Training Education Program must meet the abilities and expectations outlined below. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program.

Candidates for selection to The University of Texas at Arlington Athletic Training Education Program must demonstrate:

SENSORY CAPACITY

1. sufficient visual ability to observe events occurring in the classroom, laboratory, and clinical settings;
2. sufficient hearing ability and tactile sensation to perform appropriate patient assessments;

INTELECTUAL CAPACITY

1. the mental ability to acquire and retain knowledge;
2. the ability to analyze concepts and theoretical principles and integrate them into clinical practice;
3. the ability to develop problem-solving and decision-making skills to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm;

POSTURAL AND NEUROMUSCULAR CONTROL

1. sufficient motor coordination to perform appropriate patient assessments using standard evaluation techniques;
2. sufficient motor coordination to safely, accurately, and efficiently use equipment and materials required during the assessment and treatment of patients;
3. sufficient motor coordination to maneuver within and between classroom, laboratory, and clinical settings.
4. sufficient motor coordination and endurance to withstand extended periods of sitting or standing;
5. sufficient motor coordination and strength to carry appropriate medical or hydration equipment and perform patient transfers, which might require the lifting of a patient;

COMMUNICATION

1. the ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds;
2. the ability to establish a rapport with patients, peers, and clinical instructors in order to communicate judgments and treatment information effectively;
2. the ability to understand, speak, and write the English language at a level consistent with competent professional practice;
3. the ability to record the physical examination results and treatment plans clearly and accurately;

SOCIAL/AFFECTIVE

1. the capacity to maintain composure and continue to function well during periods of high stress;
2. the perseverance, diligence and commitment to complete the athletic training education program as outlined and sequenced.
3. the ability to adjust to changing situations and the uncertainty of a dynamic clinical setting;
4. the affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM
TECHNICAL STANDARDS FOR ADMISSION
Student Version

The Athletic Training Education Program at The University of Texas at Arlington is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training Education Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency (Commission on Accreditation of Athletic Training Education Programs [CAATE]). All students admitted to the Athletic Training Education Program must meet the abilities and expectations outlined below. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program.

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1. sufficient visual ability to observe events occurring in the classroom, laboratory, and clinical settings;
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1. the mental ability to acquire and retain knowledge;
2. the ability to analyze concepts and theoretical principles and integrate them into clinical practice;
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POSTURAL AND NEUROMUSCULAR CONTROL

1. sufficient motor coordination to perform appropriate patient assessments using standard evaluation techniques;
2. sufficient motor coordination to safely, accurately, and efficiently use equipment and materials required during the assessment and treatment of patients;
3. sufficient motor coordination to maneuver within and between classroom, laboratory, and clinical settings.
4. sufficient motor coordination and endurance to withstand extended periods of sitting or standing;
5. sufficient motor coordination and strength to carry appropriate medical or hydration equipment and perform patient transfers, which might require the lifting of a patient;

COMMUNICATION

1. the ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds;
2. the ability to establish a rapport with patients, peers, and clinical instructors in order to communicate judgments and treatment information effectively;
2. the ability to understand, speak, and write the English language at a level consistent with competent professional practice;
3. the ability to record the physical examination results and treatment plans clearly and accurately;

SOCIAL/AFFECTIVE

1. the capacity to maintain composure and continue to function well during periods of high stress;
2. the perseverance, diligence and commitment to complete the athletic training education program as outlined and sequenced.
3. the ability to adjust to changing situations and the uncertainty of a dynamic clinical setting;
4. the affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection to the athletic training education program are required to verify they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards.

The Office for Students with Disabilities will evaluate a student who states he/she could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws.

If a student states he/she can meet the technical standards with accommodation, then the University will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review as to whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/patient safety, or the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

INSTRUCTIONS: After reading the technical standards presented on page 1 of this document, please sign the ONE statement below that corresponds to your ability to meet the technical standards.

I certify that I have read and understand the technical standards for selection listed on the previous page, and I believe to the best of my knowledge that I meet each of these standards without accommodation. I understand that if I am unable to meet these standards I will not be admitted into the program.

Signature of Applicant

Date

I certify that I have read and understand the technical standards of selection listed on the previous page and I believe to the best of my knowledge that I can meet each of these standards **with certain accommodations**. I will contact the Office for Students with Disabilities to determine what accommodations may be available. I understand that if I am unable to meet these standards with or without accommodations, I will not be admitted into the program.

Signature of Applicant

Date



**The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM**

DIRECTED CLINICAL EDUCATION EXPERIENCE LOG SHEET

Name: _____ Semester/Year: _____

Athletic Training Room: _____

Week: ___/___/___ - ___/___/___

DAY / DATE	Description of Experience (sport, event, etc.)	In / Out	Daily Total/ Weekly Total	CI's or ATS' Initials
Monday ___/___/___		/		
Tuesday ___/___/___		/		
Wednesday ___/___/___		/		
Thursday ___/___/___		/		
Friday ___/___/___		/		
Saturday ___/___/___		/		
undaySun Sunday ___/___/___		/		

I certify that the above record of clinical experience hours is correct and accurate.

Student's Signature

Date

LEVELS II – IV

Levels II through IV of the ATEP require a minimum of five semesters of classroom study and structured clinical education experience. It is during these phases of the program, that students learn the theoretical concepts and advanced skills related to the profession of athletic training. Completion of the program requirements will enable students to be eligible for the Board of Certification (BOC) Exam and the Texas Advisory Board of Athletic Trainers Licensing (TABAT) Exam.

Criteria for Retention and Continuance in the UT Arlington ATEP*

Note: Students undergo a critical evaluation for continuance into the Level II through IV phases.

- 1) Successful completion of all previous Level requirements
- 3) Overall GPA of 2.5 or higher*
- 4) Academic Advising appointment with Program Director
- 5) Current CPR/AED- Healthcare Provider (AHA) or equivalent; Current First Aid
- 6) Membership in NATA (Student Member status)- which will allow access to A-Track
(on online clinical education management system)

For both admission and continuance, UT Arlington ATEP, students must meet the following academic requirements to remain in the program:

1. maintain a cumulative GPA of 2.5 or higher*
2. maintain a 3.0 GPA or higher in the athletic training core courses
3. earn a C or better in all 3000 and 4000 level athletic training courses (**athletic training courses with an earned grade of D or lower must be repeated**)

* If a student fails to maintain a cumulative GPA of 2.5 or an athletic training GPA of 3.0, the student will be placed on probation. A student will be afforded two semesters, at most, to satisfy the GPA requirements. During the first probationary semester, the student will be allowed to continue accruing clinical experience hours; however, he/she will be required to attend mandatory study hall (approximately 4-6 hrs/week). Should a second probationary semester be necessary, the student will be removed from the clinical aspect of the program, preventing him/her from accruing any clinical experience hours. This change will be made to help the student focus their time on improving their academic performance. Should the student fail to raise their GPA during the second probationary semester, he/she will be removed from the ATEP.

ATHLETIC TRAINING MAJOR

The University of Texas at Arlington offers a major in athletic training through the Department of Kinesiology, which is housed within the College of Education and Health Professions (COEHP).

Academic Major Options

Students admitted to the UT Arlington ATEP are able to choose between three possible degree plans:

- ◆ BS in Athletic Training with All Level Teaching Certificate
- ◆ BS in Athletic Training (non teaching)
- ◆ BA in Athletic Training (non-teaching)

Copies of the degree plans can be viewed by clicking on the links above.

Academic Advising

All athletic training majors and pre-majors will receive academic advising from [Dr. Paul Krawietz](#), the Program Director. Advising sessions will be conducted once each semester beginning approximately one month prior to open registration.

ATHLETIC TRAINING MAJOR

Athletic Training Core Courses

The following courses make up the Academic Core of the Undergraduate Athletic Training Major:

KINE 1400	Intro to Exercise Science (lecture and lab)	4 hrs
KINE 2420	Introduction to Athletic Training (lecture and lab) ★	4 hrs
KINE 3300	Functional Anatomy	3 hrs
KINE 3301	Biomechanics of Human Movement	3 hrs
KINE 3315	Physiology of Exercise	3 hrs
KINE 3320	Lower Extremity Evaluation ★	3 hrs
KINE 3324	Upper Extremity Evaluation ★	3 hrs
KINE 3330	Pathology and Pharmacology ★	3 hrs
KINE 3333	Therapeutic Modalities ★	3 hrs
KINE 4233	Organization and Administration ★	3 hrs
KINE 4336	Musculoskeletal Rehabilitation ★	3 hrs
KINE 4293	Seminar in Athletic Training ★	2 hrs
KINE 2130	Clinical Practicum I ★	1 hr
KINE 3130	Clinical Practicum II ★	1 hr
KINE 3131	Clinical Practicum III ★	1 hr
KINE 4130	Clinical Practicum IV ★	1 hr
KINE 4131	Clinical Practicum V ★	1 hr
KINE 4132	Clinical Practicum VI ★	1 hr

Total Hours for Major Core Curriculum in Athletic Training: **42 hours**

★ *Classes used to calculate AT GPA*

Additional Coursework

The following related courses are also required within each of the three Athletic Training degree plans:

BIOL 1441	Cellular and Molecular Biology	4 hrs
BIOL 2457	Anatomy and Physiology I	4 hrs
BIOL 2458	Anatomy and Physiology II	4 hrs
KINE 3325	Research Methods	3 hrs
KINE 4329	Strength & Conditioning	3 hrs
HEED 3301	Sports Nutrition	3 hrs

The remaining coursework for each of the three Athletic Training degree plans varies depending upon the actual degree (i.e., Bachelor of Arts or Bachelor of Science; with or without All-Level Teacher Certification).

RECOMMENDED COURSE SEQUENCE

LEVEL I

Fall (A)	Spring (B)
KINE 1400 Intro to Exercise Science + 9 hrs University Core Courses (i.e., ENGL, HIST, etc.)	KINE 2420 Intro to Athletic Training Lecture and Lab KINE 2130 Clinical Practicum I (120 clinical hours) BIOL 1441 Cellular and Molecular Biology +3 hrs University Core Courses
Summer 1	Summer 2
BIOL 2457 Anatomy & Physiology I*	BIOL 2458 Anatomy & Physiology II*

LEVEL II

Fall (A)	Spring (B)
KINE 3320 Lower Extremity Evaluation KINE 3130 Clinical Practicum II (250 clinical hrs) KINE 3300 Functional Anatomy +6 hrs of University Core Courses <u>Teacher Certification Students</u> KINE 2301 Teaching Games for Understanding	KINE 3324 Upper Extremity Evaluation KINE 3131 Clinical Practicum III (250 clinical hrs) KINE 3330 Pathology and Pharmacology KINE 3301 Biomechanics of Human Movement +3 hrs of University Core Courses
Summer	
<i>As needed to complete university core courses or other MAJOR courses</i>	

LEVEL III

Fall (A)	Spring (B)
KINE 4336 Musculoskeletal Rehabilitation (formerly Therapeutic Exercise) KINE 4130 Clinical Practicum IV (250 clinical hrs) KINE 3315 Exercise Physiology +6 hrs of remaining University Core Courses, other MAJOR courses, or COED prerequisites (teacher certification students only)	KINE 3333 Therapeutic Modalities KINE 4131 Clinical Practicum V (250 clinical hrs) KINE 4329 Strength & Conditioning <u>Teacher Certification Students</u> KINE 4321 Elementary Teaching Methods in PE EDML 4300 Pre-Adolescent/Adolescent Growth & Development <u>Non-Teaching Students</u> +6 hrs of remaining University Core Courses or other MAJOR course requirements
Summer	
<i>As needed to complete university core courses or other MAJOR course requirements</i>	

LEVEL IV

Fall (A)	Spring (B)
<p>KINE 4233 Organization & Administration KINE 4132 Clinical Practicum VI (190 clinical hrs) KINE 3325 Research Methods</p> <p><u>Teacher Certification Students</u> KINE 4320 Secondary Teaching Methods in PE EDUC 4352 Diversity in Education LIST 4343 Content Area Reading & Writing</p> <p><u>Non-Teaching Students</u> + remaining MAJOR courses</p>	<p>KINE 4293 Seminar in Athletic Training (190 clinical hrs)</p> <p><u>Teacher Certification Students</u> KINE 4667 Residency (student teaching)</p> <p><u>Non-Teaching Students</u> + remaining MAJOR courses</p>
TABAT State Licensure Exam (December)	BOC Certification Exam (April)

*Anatomy courses may be taken at a junior college and transferred to UT Arlington

Bold courses represent upper-level athletic training major courses and must be taken at UT Arlington.

CLINICAL EDUCATION POLICIES



The University of Texas at Arlington ATHLETIC TRAINING EDUCATION PROGRAM Clinical Education Requirements and Guidelines

The clinical education portion of the UT Arlington ATEP consists of seven semesters of clinical education coursework and clinical experience rotations (see Table 1 on next page).

Students **must be enrolled in a clinical education course** in order to be assigned to a clinical experience rotation. This also means that **students must be enrolled in a clinical education course to earn clinical education hours** (see Clinical Hour Policy).

The completion requirements for each clinical education course are outlined within each of the clinical course syllabi. The first five clinical courses (KINE 2130, 3130, 3131, 4130, and 4131) involve the formal instruction and evaluation of specific clinical skills (**psychomotor competencies**). Once students have demonstrated competency (80%) with a specific skill, they may begin using that skill in their clinical education rotation(s).

Clinical proficiencies represent the integration of both **knowledge** and **clinical skills** into the students' daily clinical practice in such a way as to include **clinical decision-making**. With the exception of KINE 2130, all clinical courses involve the formal evaluation of specific clinical proficiencies.

The UT Arlington ATEP follows the **learning over time** model which requires students to progress from **skill acquisition** (psychomotor skills) to **skill application** to **skill integration** (proficiencies). Following this model, students' clinical proficiencies are always evaluated the semester after the associated psychomotor skills are evaluated.

Example:

Level II fall semester: students learn, and are evaluated on, knee special tests (i.e. Lachman, Apley's compression, etc.) in KINE 3130 Clinical Practicum II

Level II spring semester: students are evaluated on their ability to perform a thorough knee evaluation in their clinical education rotation through KINE 3131 Clinical Practicum III

Ideally, the clinical proficiencies are best evaluated in **“live”, “real-world” injury situations**. Since it is not likely that you will encounter every possible injury or illness during the course of your clinical rotations at UT Arlington, your ACI may choose to evaluate certain clinical proficiencies using **“mock” patient scenarios**. It is your responsibility to capitalize on opportunities to demonstrate your proficiencies in real patient encounters.

TABLE 1. Clinical Education Coursework and Rotations

Level	Semester	Clinical Course	Clinical Hours	Clinical Experience Rotation
I	Spring	KINE 2130	120	On-campus rotations
II	Fall	KINE 3130	250	On-campus assignment in UE/LE rotation AND High school football assignment OR Off-campus assignment in high school setting
	Spring	KINE 3131	250	On-campus assignment in UE/LE rotation OR Off-campus assignment in high school setting (if on in Fall semester, then off in spring semester and visa versa)
III	Fall	KINE 4130	250	On-campus assignment in UE/LE rotation AND Football assignment (high school or SMU) OR Off-campus career specific assignment (high school, clinic, SMU) AND General medical assignment (20 hrs in UT Arlington Health Center or other gen med physician's office)
	Spring	KINE 4131	250	On-campus assignment in UE, LE, or LTR rotation OR Off-campus career specific assignment (high school, clinic, SMU, physician's office, prof. sports) AND General medical assignment (20 hrs in UT Arlington Health Center or other gen med physician's office) if not completed in fall semester
IV	Fall	KINE 4132	190	On-campus assignment in UE, LE, or LTR rotation OR Off-campus career specific assignment (high school, clinic, SMU, physician's office, prof. sports)
	Spring	KINE 4293	190	On-campus assignment in UE, LE, or LTR rotation OR Off-campus career specific assignment (high school, clinic, SMU, physician's office, prof. sports)

Clinical Hour Policy

Students must earn a total of 1500 clinical education hours in order to meet the program completion and graduation requirements of the UT Arlington ATEP. These 1500 hours are spread across seven clinical education courses. Students are expected to follow the weekly clinical hour averages listed below to stay on track for completing the total clinical hour requirement.

Recommended weekly clinical hour schedules

Level I:	approximately 10-12 hours/week
Level II:	approximately 15-18 hours/week
Level III:	approximately 15-18 hours/week
Level IV:	approximately 12-14 hours/week

It is believed that averaging more than 18 hours/week may interfere with a student's academic requirements. However, there will be times when it is necessary to log more than 18 hours a week, but the student should not consistently be earning more than 18 hours a week as this may interfere with the delicate balance between academic and clinical work.

Athletic training education students are provided with a summary of their clinical hours at the beginning of each semester. If students fall behind in their clinical hours accumulation, they will be notified and a plan will be established to get the student back on track for completion of 1500 hours prior to graduation. If it is determined that the athletic training student is logging an excess of hours with a clinical rotation, the Clinical Education Coordinator will contact the ACI or CI for that clinical rotation and develop a plan so the student can maintain a balance between clinical hours and academics.

Logging of Clinical Hours

Students are required to log their clinical hours on a weekly basis in ATRACK. Once students' hours have been entered ACI/CIs will access the weekly hour submissions to approve them. **Students are recommended to print and keep a copy of each weekly hour report after it has been approved.** It is the student's responsibility to maintain up to date clinical hour records.

Outside Employment Policy

The UT Arlington ATEP understands that most students must obtain a part-time job to fulfill financial responsibilities, but students must also meet the requirements of the clinical courses. Therefore, the athletic training student's clinical education experience takes precedence over any outside employment. Students are allowed to hold part-time jobs provided they do not interfere with the clinical aspect of the program. Clinical experiences take place primarily during the afternoons from approximately 1:00 pm to 6:00 pm. However, some practice schedules take place in the morning before courses are offered and many games/competitions take place on evenings and weekends.

UT Arlington ATEP students are also required to volunteer for one or more university hosted cross country/track meets and volleyball/baseball/softball tournaments. These additional clinical education opportunities provide students with exposure to the organization and health care delivery issues related to large, multi-team sporting events. The dates for these events are provided at the beginning of each semester. It is the student's responsibility to work cooperatively with their employer and ACI/CI in the establishment of a work schedule that will accommodate their clinical experience. All game/competition schedules are posted prior to the beginning of the season and most practice schedules are set up on a month

to month basis. Be proactive and establish an outside employment schedule that allows you to accomplish your financial goals but does not jeopardize your ability to complete your clinical hours.

Clinical Relief Policy

Every athletic training student should be scheduled for at least one day off per week (Relief Day) from his/her clinical education rotation. At the beginning of a clinical rotation, the ACI/CI and the athletic training student will meet and discuss their schedule for the duration of the clinical rotation.

The athletic training student also has the opportunity to ask for time off when they have an exam, group project, or large assignment due. The student **MUST** ask for the time off from their ACI/CI two to three days in advance so other athletic training students can be rescheduled.

Remember there are many times when more than one day off may be available when clinical experience opportunities are light. However, this does not mean that you should not be practicing and refining your clinical skills. The Athletic Training Education Laboratory remains open until 5 pm or later (depending on faculty schedules) and can be used for student learning.



The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

Clinical Supervision Policy

When earning clinical education hours within your assigned clinical education rotation, you must be directly supervised by your ACI or CI. This policy must be enforced in order for the UT Arlington ATEP to remain in compliance with the CAATE Standards and Guidelines.

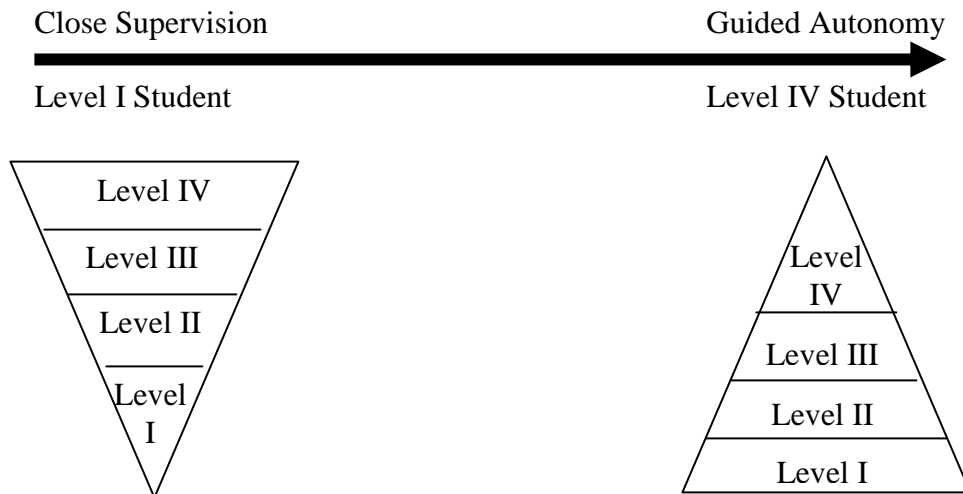
The CAATE defines direct supervision as:

- The ACI or CI will be physically present and have the ability to intervene on behalf of the athletic training student to provide on-going and consistent clinical education.
- The ACI or CI will consistently interact with the athletic training student at the site of the clinical experience.
- There will be regular planned communication between the ATEP and the ACI or CI.
- The number of students assigned to an ACI or CI in the clinical experience component will be maintained at a ratio that will ensure effective education and will not exceed a ratio of eight students per clinical instructor in any clinical setting.

Clinical supervision provides a **safe environment** for you to apply your clinical skills and develop the necessary **clinical decision-making** and **confidence** required for success in the athletic training profession.

As you progress in your level of knowledge and clinical skills, the level of clinical supervision provided by your ACI or CI should change. The level of supervision is based on your developmental level in the UT Arlington ATEP (Level I – IV) and your performance in your clinical education rotations.

Following this model of clinical supervision, you should progress from a position of close supervision to one of “guided autonomy”.



This progression of clinical supervision requires that you **ACTIVELY ENGAGE** in your clinical education rotation. This means that you should be proactive in **integrating (transferring)** the knowledge and skills that you learn in class to your day-to-day athletic training clinical practice. This goes beyond clinical proficiency evaluations.

CLINICAL PLACEMENT PREREQUISITES

To remain eligible for placement in a clinical education or field experience rotation, athletic training students (Levels I - IV) must meet the following criteria:

- have a current professional liability insurance policy
- maintain current certification in First Aid and CPR/AED
- have documentation for the completion of all three Hepatitis B vaccinations
- complete annual bloodborne pathogen training
- complete annual ATEP in-service programs
- be in good standing with all program retention requirements

**THE UNIVERSITY OF TEXAS AT ARLINGTON
ATHLETIC TRAINING EDUCATION PROGRAM
BLOOD-BORNE PATHOGENS EXPOSURE CONTROL PLAN**

Purpose

The purpose of the Blood-Borne Pathogens Exposure Control Plan is to:

- Comply with the Occupational Safety and Health Administration (OSHA) Bloodborne Pathogens Standard, 29 Code of Federal Regulations (CFR) 1910.1030.
- Eliminate or minimize occupational exposure to blood or certain other body fluids.

This policy is subject to updates as new knowledge is acquired.

Definitions

Reference: <http://www.osha.gov/>

Bloodborne Pathogens means pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

Contaminated means the presence or the reasonably anticipated presence of blood or other potentially infectious materials on an item or surface.

Personal Protective Equipment (PPE) is specialized clothing or equipment worn by an employee for protection against a hazard (e.g., gloves, CPR barrier).

Universal Precautions is an approach to infection control. According to the concept of Universal Precautions, all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV, and other bloodborne pathogens. Potentially infectious body fluids include: semen, vaginal secretions, cerebrospinal fluid, synovial fluid, saliva in dental procedures, any body fluid visibly contaminated with blood, all body fluids in situations where it is difficult or impossible to differentiate between body fluids.

Personal Protection

A. Universal Precaution Procedures

Athletic trainers and athletic training students will perform their duties with the understanding that body fluids and medical waste may be infectious. Please adhere to the following Universal Precaution procedures:

1. Treat all situations involving potential contact with blood, body fluids or medical waste with caution. Use Personal Protective Equipment (PPE) including gloves and micro-shields for CPR.
 - a. Gloves should be carried at all practice and game situations and are readily available in the Stadium Athletic Training Room, Texas Hall Athletic Training Room, and the Athletic Training Education Laboratory.
 - i. The gloves must be replaced if torn, punctured, contaminated, or if their ability to function as a barrier is compromised.
 - b. Pocket masks or micro-shields are located in each athletic training kit and in the Stadium Athletic Training Room, Texas Hall Athletic Training Room, and the Athletic Training Education Laboratory. They are also located along with portable AED units.
2. Wash hands after contact with any bodily substance or articles contaminated with a bodily substance. Use liquid soap from a dispenser, not bar soap. Athletic trainers and athletic training students must have immediate access to cleaning supplies and must not be required to wait for appropriate washing.
3. When unanticipated exposure occurs, remove contaminated substances by avoiding contact with the outer surface and washing hands and other skin surfaces immediately and thoroughly. If splashed in eyes, nose or mouth, flush with water immediately.

B. Disposal

1. A sharps box will be located in each athletic training facility for disposal of all blades, needles and glass products used for treatment of injuries of laboratory experiments. Following use, all needles will be placed in a sharps container without recapping or removing from the syringe. Scalpel blades will be removed with tweezers and discarded in a sharps box. The tweezers and scalpel handle will then be disinfected by procedure. Following injections by physicians, glass ampules will be discarded in a sharps box.
2. Blood contaminated soft goods (ie. bandages, bandaids, cotton tip applicators, gauze, towels, etc.) will be placed in biohazard bags/bins located in each athletic training facility. Bags are red and will be in an enclosed container marked with a Biohazard sticker. All used gloves should be placed in these containers.
3. When sharps boxes or biohazard bags are full it will be the responsibility of the athletic trainer in charge of the facility to contact the UT Arlington Environmental Safety Office (PH: (817) 272-2185 FX: (817) 272-2144 EMAIL: ehsafety@uta.edu) for removal and disposal.

C. Disinfection

1. Tables and work areas will be disinfected with medical grade cleaning solution rated to eliminate blood-borne pathogens (i.e., Iso-Quin or Cavicide) at the end of each treatment session and at the end of the working day. Use PPE while cleaning.
 - i. For specific spills of bloody fluids, the medical grade solution will be placed on the area and allowed to sit for 10 minutes. The fluid will then be absorbed using paper towels. The person performing this duty will wear gloves. The gloves and towel(s) will then be placed in the Biohazard container.
2. Instruments will be disinfected by the following procedures. Following use instrument will be placed in the designated disinfection tray. At the end of the day all used instruments will be soaked thoroughly, rinsed and the instruments then placed back into the original instrument tray.

D. Vaccination

1. All athletic training students need to obtain or provide proof of previous vaccination for the hepatitis B virus (HBV). Staff athletic trainers will be offered a vaccination for the hepatitis B virus (HBV) as per OSHA rules.
2. However, if an athletic training student declines vaccination, the student must sign a waiver form (Attachment B).

E. Training

1. Training will be conducted at the beginning of each academic year in August at the Athletic Training Education Program In-service. The program will be conducted by the Program Director, Clinical Coordinator, and Staff Athletic trainers and will consist of demonstration of the above procedures and review of UT Arlington policies.

F. Medical Records

1. Medical records (see post exposure record sheet) will be kept and post exposure care should be obtained at the Student Health Center or the Care Facility chosen by exposed individual. The exposed individual is responsible for all charges associated with treatment.

G. Post Exposure Evaluation and Follow-up

1. Should an exposure incident occur, contact your approved clinical instructor or clinical instructor. Do not delay evaluation/care. Seek medical assistance and report the incident to the clinical instructor as soon as is feasible. Fill out Post exposure form (Attachment A) and return to Cindy Trowbridge, PhD, ATC, LAT in MAC 228.

GENERAL INFORMATION ABOUT HEPATITIS B

A. What is Hepatitis B?

- a. By basic definition, Hepatitis is an inflammation of the liver. The liver cells are damaged and gradually replaced by scar tissue. It is usually accompanied by the following clinical symptoms: Fever, Fatigue, Jaundice, Vomiting, Enlarged Liver, Dark-colored Urine, Malaise, and Anorexia.¹
- b. Incubation period is 15 - 50 days with the norm being 28 - 30 days.¹ The disease is caused by a virus and some people can be carriers without actively having the disease. Approximately 8% of the persons exposed become carriers of the disease. Of these 8%, 25% will develop chronic active Hepatitis.

B. Facts About Hepatitis B

- a. Fourteen people die each day from Hepatitis B related illnesses, such as cirrhosis and liver cancer.²
- b. 60,000 persons are infected yearly.²
- c. Highest rate of disease occurs in 20-49-year-olds.²
- d. The Hepatitis B virus has been detected up to 7 days after the carriers blood or body fluids have dried on a counter top or other surface.²
- e. The virus is inactivated quickly after being exposed to medical grade cleaning agents (i.e., Cavicide) or household bleach (1:10 ratio).
- f. A vaccine is available for health care workers and others at risk to immunize against the virus. If a worker is exposed routinely to body fluids and/or blood, they are required to be immunized against the virus, sign a statement as to their wish not to be immunized, or show that they have the antibody present in their blood stream. The vaccine is given in a 3 treatment regimen. The 2nd injection follows the first by 1 month with the 3rd 6 months later.
- g. The Hepatitis B virus is far more widespread throughout the world than HIV and is 300 times more contagious.²

References:

1. Taber's Medical Dictionary
2. Center for Disease Control (<http://www.cdc.gov/vaccines/vpd-vac/hepb/default.htm>)

Attachment A
EXPOSURE INCIDENT REPORT- Athletic Training Education Program
Please Print

Employee's Name _____ Date ____/____/____

Date of Birth ____/____/____

Telephone (Home) _____ (Work) _____

Job Title _____

Date of Exposure ____/____/____ Time of Exposure _____ AM ___ PM ___

Hepatitis B Vaccination Status _____

Location of Incident _____

Describe what job duties you were performing when the exposure incident occurred:

Describe the circumstances under which the exposure incident occurred:

Name the body fluids, if any, that you were exposed to:

Describe the route of exposure (mucosal contact, contact with non-intact skin, percutaneous):

Describe any personal protective equipment (PPE) in use at time of exposure incident:

Did PPE fail? _____ If yes, how? _____

Identification of source individual(s) name(s):

Other pertinent information:

Complete this form and return to Cindy Trowbridge PhD, ATC, LAT, Clinical Education Coordinator Athletic Training Education Program in MAC 228 (817-272-3134). This record is to be kept for the duration of the individual's term at UT Arlington plus 7 years.

Attachment B

Hepatitis B Vaccine Declination Form

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring hepatitis B virus (HBV) infection. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B.

Athletic Training Student Signature

Witness Signature

Name (Printed)

Name (Printed)

Date

Date

CLINICAL EDUCATION ROTATIONS

While working under the supervision of their ACI/CI, students will gain experience working with athletes and patients within several different clinical settings. Students will complete a minimum of two clinical rotations per academic year. A special emphasis will be placed on ensuring that every student's clinical education experiences include each the following:

- upper extremity intensive sport (baseball, softball, volleyball)
- lower extremity intensive sport (track/cross country, basketball)
- equipment intensive sport (football, hockey)
- general medical setting (physician's office, university health center, or similar setting)
- high school setting
- sports medicine clinic setting

When possible, additional clinical field experiences will be provided based on the career interests of the individual student.

DOCUMENTATION OF HOURS

Each clinical practicum course requires the completion of clinical education experience hours under the supervision of an ACI /CI. Level IV B students, although not enrolled in a clinical practicum course, are required to complete clinical education experience hours through KINE 4293 Seminar in Athletic Training.

A minimum of 1500 clock hours, distributed over a minimum of five semesters, is required for eligibility to take the Texas Advisory Board of Athletic Trainers State Licensure Exam. In order to meet the 1500 hour minimum, students will need to average 250 hours per semester (18 – 20/week) in the professional program. It is the student's responsibility to complete the documentation of clinical education experience hours each week in ATRACK. The weekly clinical education experience hours must be approved online by your ACI/CI.

JOB DESCRIPTION POLICY

As stated within the CAATE Standards and Guidelines, athletic training students should not perform skills in the athletic training setting prior to receiving formal instruction in those skills. This standard is required for the protection of the patient and the athletic training student.

The UT Arlington ATEP is designed to progress students through four developmental levels of clinical competency and proficiency. These developmental levels are described below:

Level I –(Spring semester only)

Students are introduced to the profession of athletic training.

Students receive formal instruction in the basic skills related to prevention, immediate care of sport-related injuries, and taping and wrapping.

Level II A & II B

Students receive formal instruction in the areas of upper and lower extremity evaluation as well as the evaluation of general medical conditions.

Students refine and integrate the Level I skills into their daily clinical practice.

Level III A & III B

Students receive formal instruction in the areas of rehabilitation and therapeutic modalities.

Students refine and integrate the Level II skills.

Students continue to use and further refine the Level I skills.

Level IV A & IV B

Students receive formal instruction in the areas of organization and administration, professional development, and psychosocial intervention.

Students refine and integrate the Level III skills.

Students continue to use and further refine the Level I – II skills.

Students prepare for the Texas Advisory Board of Athletic Trainers (TABAT) State Licensure Exam and the BOC Certification Exam.

These developmental levels have been further delineated into specific job descriptions for athletic training students to follow when completing clinical education rotations. These job descriptions have been provided within the next five pages.

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

JOB DESCRIPTION

LEVEL I Athletic Training Student

Using the knowledge and skills gained through CPR and First Aid Certification, the Level I Athletic Training Student is able to perform the following tasks during their directed clinical experience rotations:

1. Determine level of care needed – ambulance vs. basic first aid (RICE)
2. Wound care
3. Emergency splinting
4. CPR

During this spring semester, Level I students will be taking KINE 2420 Introduction to Athletic Training Lecture and Lab, and KINE 2130 Clinical Practicum I. As the students progress through these classes and demonstrate competency in the required knowledge and skills, they may begin practicing the following skills within their directed clinical experience rotations under the supervision of a clinical instructor:

5. Prophylactic bracing, taping, wrapping and padding
6. Athlete stretching and warm up
7. Set-up and application of superficial cooling and heating modalities (cryotherapy, hydrocollator, paraffin bath, whirlpool)
8. Acute care of musculoskeletal injuries (splinting, RICE, etc).

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

JOB DESCRIPTION

LEVEL II A Athletic Training Student

Level IIA athletic training students will have completed the following coursework:

KINE 2420 Introduction to Athletic Training
KINE 2420 Introduction to Athletic Training Lab
KINE 2130 Clinical Practicum I (Taping & Wrapping)

This coursework, coupled with the previous clinical practicum experiences, have prepared the Level IIA students to perform the following tasks and responsibilities under the supervision of their clinical instructor:

1. Practice and game set up
2. Wound care
3. Paperwork – (filing, treatment logs, record rehabilitations, review medical history)
4. Work on SportsWare cataloguing athletic information and injuries
5. General taping and wrapping
6. CPR & emergency first aid
7. Bracing and protective equipment fitting
8. Athlete stretching and warm up
9. Splinting and crutch-fitting
10. Monitor student athlete rehabilitation programs
11. Set-up and application of superficial cooling and heating modalities (cryotherapy, hydrocollator, paraffin bath, whirlpool)

During this academic semester, Level IIA students will be taking the following courses:

KINE 3320 Lower Extremity Evaluation
KINE 3130 Clinical Practicum II (LE Eval Lab)

As the students progress through these courses and demonstrate competency with the required knowledge and skills, they may begin practicing the following tasks within their clinical assignments under the supervision of their approved clinical instructor:

12. Evaluation and management of lower extremity injuries

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

JOB DESCRIPTION

LEVEL II B Athletic Training Student

Level IIB athletic training students will have completed the following coursework:

- KINE 2420 Introduction to Athletic Training
- KINE 2420 Introduction to Athletic Training Lab
- KINE 2130 Clinical Practicum I (Taping & Wrapping)
- KINE 3320 Lower Extremity Evaluation
- KINE 3130 Clinical Practicum II (LE Eval Lab)

This coursework, coupled with the previous clinical practicum experiences, have prepared the Level IIB students to perform the following tasks and responsibilities under the supervision of their clinical instructor:

1. Practice and game set up
2. Wound care
3. Paperwork – (filing, treatment logs, record rehabilitations, review medical history)
4. Work on SportsWare cataloguing athletic information and injuries
5. General taping and wrapping
6. CPR & emergency first aid
7. Bracing and protective equipment fitting
8. Athlete stretching and warm up
9. Splinting and crutch-fitting
10. Monitor student athlete rehabilitation programs
11. Set-up and application of superficial cooling and heating modalities (cryotherapy, hydrocollator, paraffin bath, whirlpool)
12. Evaluation and management of lower extremity injuries

During this academic semester, Level IIB students will be taking the following courses:

- KINE 3324 Upper Extremity Evaluation
- KINE 3131 Clinical Practicum III (UE Eval Lab)
- KINE 3330 Pathology and Pharmacology

As the students progress through these courses and demonstrate competency with the required knowledge and skills, they will begin practicing the following tasks within their clinical assignments under the supervision of their clinical instructor:

13. Evaluation and management of upper extremity injuries
14. Evaluation and management of general medical conditions and illnesses

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

JOB DESCRIPTION

LEVEL III A Athletic Training Student

Level IIIA athletic training students will have completed the following coursework:

- KINE 2420 Introduction to Athletic Training
- KINE 2420 Introduction to Athletic Training Lab
- KINE 2130 Clinical Practicum I (Taping & Wrapping)
- KINE 3320 Lower Extremity Evaluation
- KINE 3130 Clinical Practicum II (LE Eval Lab)
- KINE 3324 Upper Extremity Evaluation
- KINE 3131 Clinical Practicum III (UE Eval Lab)
- KINE 3330 Pathology and Pharmacology

This coursework, coupled with the previous clinical practicum experiences, have prepared the Level IIIA students to perform the following tasks and responsibilities under the supervision of their clinical instructor:

1. Practice and game set up
2. Wound care
3. Paperwork – (filing, treatment logs, record rehabilitations, review medical history)
4. Work on SportsWare cataloguing athletic information and injuries
5. General taping and wrapping
6. CPR & emergency first aid
7. Bracing and protective equipment fitting
8. Athlete stretching and warm up
9. Splinting and crutch-fitting
10. Monitor student athlete rehabilitation programs
11. Set-up and application of superficial cooling and heating modalities (cryotherapy, hydrocollator, paraffin bath, whirlpool)
12. Evaluation and management of upper and lower extremity injuries
13. Evaluation and management of general medical conditions and illnesses

During this academic semester, Level IIIA students will be taking KINE 4336 Musculoskeletal Rehabilitation and KINE 4130 Clinical Practicum IV. As the students progress through these classes and demonstrate competency with the required knowledge and skills, they may begin practicing the following tasks within their clinical assignments under the supervision of their clinical instructor:

14. Develop rehabilitation programs, initiate progression, and monitor progress.

THE UNIVERSITY OF TEXAS AT ARLINGTON
ATHLETIC TRAINING EDUCATION PROGRAM

JOB DESCRIPTION

LEVEL III B Athletic Training Student

Level IIIB athletic training students will have completed the following coursework:

KINE 2420 Introduction to Athletic Training	KINE 3131 Clinical Practicum III
KINE 2420 Introduction to Athletic Training Lab	KINE 3330 Pathology and Pharmacology
KINE 2130 Clinical Practicum I	KINE 4336 Therapeutic Exercise
KINE 3320 Lower Extremity Evaluation	KINE 4130 Clinical Practicum IV
KINE 3130 Clinical Practicum II	
KINE 3324 Upper Extremity Evaluation	

This coursework, coupled with the previous clinical practicum experiences, have prepared the Level IIIB students to perform the following tasks and responsibilities under the supervision of their clinical instructor:

1. Practice and game set up
2. Wound care
3. Paperwork – (filing, treatment logs, record rehabilitations, review medical history)
4. Work on SportsWare cataloguing athletic information and injuries
5. General taping and wrapping
6. CPR & emergency first aid
7. Bracing and protective equipment fitting
8. Athlete stretching and warm up
9. Splinting and crutch-fitting
10. Monitor student athlete rehabilitation programs
11. Set-up and application of superficial cooling and heating modalities (cryotherapy, hydrocollator, paraffin bath, whirlpool)
12. Evaluation and management of upper and lower extremity injuries
13. Evaluation and management of general medical conditions and illnesses
14. Develop rehabilitation programs, initiate progression, and monitor progress

During this academic semester, Level IIIB students will be taking KINE 3333 Therapeutic Modalities and KINE 4131 Clinical Practicum V. As the students progress through these classes and demonstrate mastery of the required knowledge and skills, they will begin practicing the following tasks within their clinical assignments under the supervision of their clinical instructor:

15. Select, set up, and apply all modalities under supervision of a certified and/or licensed athletic trainer

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

JOB DESCRIPTION

LEVEL IV Athletic Training Student

Level IV athletic training students will have completed the following coursework:

KINE 2420 Introduction to Athletic Training	KINE 3131 Clinical Practicum III
KINE 2420 Intro. to Athletic Training Lab	KINE 3330 Pathology and Pharmacology
KINE 2130 Clinical Practicum I	KINE 4336 Therapeutic Exercise
KINE 3320 Lower Extremity Evaluation	KINE 4130 Clinical Practicum IV
KINE 3130 Clinical Practicum II	KINE 3333 Therapeutic Modalities
KINE 3324 Upper Extremity Evaluation	KINE 4131 Clinical Practicum V

This coursework, coupled with the previous clinical practicum experiences, have prepared the Level IV students to perform the following tasks and responsibilities under the supervision of their clinical instructor:

1. Practice and game set up
2. Wound care
3. Paperwork – (filing, treatment logs, record rehabilitations, review medical history)
4. Work on SportsWare cataloguing athletic information and injuries
5. General taping and wrapping
6. CPR & emergency first aid
7. Bracing and protective equipment fitting
8. Athlete stretching and warm up
9. Splinting and crutch-fitting
10. Monitor student athlete rehabilitation programs
11. Evaluation and management of upper and lower extremity injuries
12. Evaluation and management of general medical conditions and illnesses
13. Select, set up, and apply all modalities
14. Develop rehabilitation programs, initiate progression, and monitor progress

During this academic year, Level IV students will be taking KINE 4233 Organization and Administration, KINE 4132 Clinical Practicum IV and KINE 4293 Seminar in Athletic Training. As the students progress through these classes and demonstrate mastery of the required knowledge and skills, they will begin practicing the following tasks with their clinical instructor:

15. Assist supervising athletic trainers with insurance filing and associated paperwork
16. Demonstrates appropriate communication skills to effectively communicate and work with physicians, EMTs, allied health care professionals, and family members.

17. Demonstrates the ability to use ethnic and cultural sensitivity in communicating with diverse community populations.
18. Demonstrates an understanding of facility design concepts.
19. Demonstrates an understanding of administrative plans.
20. Develops and implements psychosocial techniques for athletes and others involved in physical activity in regards to injury management, stress reduction, and substance abuse intervention.

The University of Texas at Arlington
ATHLETIC TRAINING EDUCATION PROGRAM

JOB DESCRIPTION

First Responder

Using the knowledge and skills gained through CPR and First Aid Certification, the First Responder Student is able to perform the following tasks:

1. Determine level of care needed – ambulance vs. basic first aid (RICE)
2. Wound care
3. Practice and game set up
4. Emergency splinting
5. CPR
6. Prophylactic bracing, taping, wrapping and padding
7. Athlete stretching and warm

ATTENDANCE REQUIREMENTS

Class:

Each athletic training student is expected to perform to the best of his/her ability in the classroom. The theoretical concepts and clinical skills learned in class provide the foundation for your growth and development as an athletic trainer. All athletic training students are expected to attend class regularly, turn in assignments, and take exams on schedule. Points will be deducted from your athletic training class grades for unexcused absences. If you know you will miss class due to your athletic training clinical assignment, notify your instructor in advance. Also, if you know you will miss class for any reason, it is **your** responsibility to contact your instructor.

Remember, you have chosen Athletic Training as your profession and your career. Strive for excellence! Everything you learn will improve the care you are able to give your athletes and patients.

Clinical Education:

The hours you spend in the UT Arlington athletic training facilities or other clinical settings are just as important as those spent in the classroom. **While completing clinical education rotations in the UT Arlington athletic training facilities, students are expected to follow the policies and procedures established by the UT Arlington Department of Athletics Athletic Training Program.** While completing off-campus clinical education rotations students are expected to follow the policies and procedures established by that particular clinical facility (i.e., dress, assignment schedule, etc.).

You are expected to arrive on time wearing the designated clinical uniform and behave in a professional manner as described by the NATA Code of Ethics. If you know you will be absent or late to your clinical assignment, you are expected to call your ACI/CI. Remember, your clinical experience gives you the opportunity to apply what you have learned in the classroom toward the actual care of patients and athletes, while also developing clinical decision-making skills. Take advantage of every opportunity for learning. Be proactive in your quest for knowledge. Don't be afraid to ask questions.

Distinguished Lecture Series in Sports Medicine:

Each semester, two to three presentations will be scheduled on various topics related to the 20 subject matter areas of athletic training. These programs will be presented by athletic trainers, physicians, or other allied health professionals who are local, regional, or nationally recognized experts in their particular area of specialty. The schedule of lectures will be posted early each semester. All students within the ATEP are expected to attend these presentations unless they have a class or clinical assignment conflict. If you will be unable to attend, please notify the Program Director **in advance** of the lecture.

Other Scheduled Clinical Education Experiences:

Occasionally, you will be given the opportunity to volunteer for additional clinical assignments (important dates) within the UT Arlington athletic training facilities or other clinical settings. These experiences are designed to give you additional opportunities for experiential learning and will provide a great opportunity to earn additional hours toward the 1500 clinical hour requirement.

STUDENT HEALTHCARE POLICY

The following policies are designed to protect both the athletic training student and the student-athlete or patient from the spread of communicable diseases.

1. Athletic training students with contagious or potentially contagious illnesses should avoid direct patient contact, regardless of the clinical setting.
 - a. Students suffering from a cold, sore throat, respiratory illness, intestinal illness, or other condition with an oral temperature of 101° or greater should report to the student health center.
 - b. If a student must miss a class or clinical assignment due to illness, they should contact their instructor prior to their absence. If unable to contact their instructor prior to class, students should contact him/her as soon as possible after the conclusion of their class.
 - c. Upon returning to their class or clinical assignment, students should submit a note from the student health center documenting their illness.
2. Athletic training students should always practice sound prevention techniques when working in the healthcare environment (i.e., regular hand washing, secretion and cough management, wearing of gloves when appropriate, etc.).
3. Athletic training students should always cover all open wounds or cuts before treating a student-athlete or patient.
4. If an athletic training student suspects that he/she has a medical condition that may impact the safety of the student or patient, the student must inform the clinical instructor and the Clinical Education Coordinator as soon as possible.

STUDY HALL POLICY

Athletic training students who are currently on probation or are at risk of being on probation will be required to attend mandatory study hall sessions arranged through the Program Director. For the purpose of this policy, “at risk of being on probation” is defined as any student who is at risk of not earning a semester and/or cumulative GPA of 2.5 or not earning an overall GPA of 3.0 in athletic training core coursework.

The number of study hall hours required each week will be assigned on a case-by-case basis, although the average assignment usually requires **six** hours per week. A student’s unwillingness to follow this study hall policy will result in suspension from the ATEP program until such time that they either agree to abide by the policy or are no longer considered an at risk student.

STUDENT GRIEVANCE POLICY

The UT Arlington student grievance policies are utilized for any grievances involving athletic training students or faculty.

Grievances Related to Grades

It is the student's obligation to attempt to resolve the matter with the individual with whom the grievance originated. Individual course instructors retain primary responsibility for assigning grades. The instructor's judgment is final unless compelling evidence shows discrimination, preferential treatment or procedural irregularities. If an athletic training student wishes to appeal, their request must be submitted in writing – to the department chair or associate department chair. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are program director, department chair, academic dean, and the provost. However, before considering a grievance, the department chair or dean will refer the issue to a departmental or school committee of faculty. If the committee cannot reach a decision that is acceptable to all parties involved, the matter will follow the remaining academic channels. The decision of the provost is final.

Grievances Other Than Grades

It is the student's obligation to attempt to resolve the matter with the individual with whom the grievance originated. Grievances involving clinical education matters (i.e. clinical education matters) other than grades are appealed to the clinical education coordinator, program director, the department chair, the academic dean if appropriate, then to the senior vice president for finance and administration or the executive vice president for academic affairs and provost. If the matter remains unresolved at this level, the student may make a final appeal to the president. Appeals to the executive vice president for academic affairs and provost must be submitted in writing on an appeal form available in academic departments or the Office of the Registrar.

CLINICAL EDUCATION DRESS POLICY

When completing clinical education rotations in an assigned clinical setting, athletic training students are expected to wear the appropriate practicum uniform.

Athletic Training Students are expected to display the type of personal appearance and attire reflective of a professional. Your attire must reflect consideration of image, safety, and infection control.

When assigned to the UT Arlington Athletic Training Facilities, the UT Arlington Athletic Training Program's dress policy is to be followed. When assigned to an off-campus clinical setting, students will follow the dress policy of that particular facility. If the facility does not have a dress policy, athletic training students will follow the UT Arlington ATEP's policy (see below)

Clothing: Should fit appropriately, be clean, wrinkle-free and without holes or frayed areas. Clothing which is too revealing, suggestive, or tight fitting is not acceptable.

Footwear: Shoes should be kept clean, in good repair, and appropriate for professional attire.

Grooming: Personal cleanliness/hygiene reflects professional standards (clean and neat). Hair is to be clean, neatly arranged and should not interfere with clinical practicum functions. Hair should not be extreme in color or styling. Face should be shaved or mustache/beards/sideburns, etc., if worn, are to be neatly trimmed, clean, and appropriate for business appearance.

Jewelry: Selection of jewelry for the clinical practicum should reflect a concern for professionalism, safety and infection control precautions. Women should limit earrings to one/two per ear and men should remove all earrings. Tattoos or non-ear piercings should be kept out of sight during the clinical practicum work hours.

Nails: Men and women fingernails should be short and clean (no longer than about ¼" beyond the fingertip) (in hospital settings OSHA policies do not allow for acrylic nails- for the purpose of infection control).

UT Arlington ATEP Dress Policy

- Khaki pants or shorts
- Windpants (Wednesdays)
- UT Arlington athletic training t-shirt or polo (shirt must be worn tucked in)
- Brown or black belt
- White-based tennis shoes
- UTA hats or visors only

PROFESSIONAL CONDUCT & CONFIDENTIALITY POLICY

As a UT Arlington athletic training student, you will be expected to conduct yourself professionally at all times. This includes your appearance, conduct, and actions.

Please conduct yourself professionally and politely during your experience by addressing athletes, parents, athletic trainers, physicians, and administrators as professionals.

Remember that all the information you obtain through your clinical experience interaction is confidential and should not be repeated.

CONFIDENTIALITY STATEMENT
for
ATHLETIC TRAINING STUDENTS

I _____, understand that information in the
Please Print Full Name
offices of the UT Arlington Athletic Training Room and other approved clinical sites is confidential and may not be divulged to anyone except the person who owns the information, those faculty, staff, or administrators who have need to know and those individuals or agencies who fulfill the requirements under the Federal Educational Rights and Privacy Act of 1974, as amended (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA). If I release confidential information or discuss confidential information outside of the office, I understand that I will be immediately discharged from my clinical education rotation and possibly from the Athletic Training Education Program.

I have read the above statement and agree to maintain the confidentiality of all information that I have access to through this office.

Athletic Training Student Signature

Date

Witness Signature

Date