Limestone College
Athletic Training Program

Athletic Training Student (ATS) Handbook
2014-2015
**Section I:**
**Standards of Conduct**

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**Please Note:** The ATS Handbook describes all of the necessary components of the Athletic Training Program for faculty, staff, ATSSs, and Clinical Preceptors. Every effort will be made to follow the components of the program as outlined in this handbook; however, the Athletic Training Program reserves the right to modify this document.
BOC Standards of Professional Practice
Implemented January 1, 2006

Introduction
The mission of the Board of Certification Inc. (BOC) is to provide exceptional credentialing programs for healthcare professionals. The BOC has been responsible for the certification of Athletic Trainers since 1969. Upon its inception, the BOC was a division of the professional membership organization the National Athletic Trainers' Association. However, in 1989, the BOC became an independent non-profit corporation.

Accordingly, the BOC provides a certification program for the entry-level Athletic Trainer that confers the ATC® credential and establishes requirements for maintaining status as a Certified Athletic Trainer (to be referred to as “Athletic Trainer” from this point forward). A nine member Board of Directors governs the BOC. There are six Athletic Trainer Directors, one Physician Director, one Public Director and one Corporate/Educational Director.

The BOC is the only accredited certification program for Athletic Trainers in the United States. Every five years, the BOC must undergo review and re-accreditation by the National Commission for Certifying Agencies (NCCA). The NCCA is the accreditation body of the National Organization for Competency Assurance.

The BOC Standards of Professional Practice consists of two sections:
I. Practice Standards
II. Code of Professional Responsibility

I. Practice Standards

Preamble
The Practice Standards (Standards) establish essential practice expectations for all Athletic Trainers. Compliance with the Standards is mandatory.
The Standards are intended to:
• assist the public in understanding what to expect from an Athletic Trainer
• assist the Athletic Trainer in evaluating the quality of patient care
• assist the Athletic Trainer in understanding the duties and obligations imposed by virtue of holding the ATC® credential

The Standards are NOT intended to:
• prescribe services
• provide step-by-step procedures
• ensure specific patient outcomes

The BOC does not express an opinion on the competence or warrant job performance of credential holders; however, every Athletic Trainer and applicant must agree to comply with the Standards at all times.

Standard 1: Direction
The Athletic Trainer renders service or treatment under the direction of a physician.

Standard 2: Prevention
The Athletic Trainer understands and uses preventive measures to ensure the highest quality of care for every patient.

Standard 3: Immediate Care
The Athletic Trainer provides standard immediate care procedures used in emergency situations, independent of setting.

Standard 4: Clinical Evaluation and Diagnosis
Prior to treatment, the Athletic Trainer assesses the patient’s level of function. The patient’s input is considered an integral part of the initial assessment. The Athletic Trainer follows standardized clinical practice in the area of diagnostic reasoning and medical decision making.
Standard 5: Treatment, Rehabilitation and Reconditioning
In development of a treatment program, the Athletic Trainer determines appropriate treatment, rehabilitation and/or reconditioning strategies. Treatment program objectives include long and short-term goals and an appraisal of those which the patient can realistically be expected to achieve from the program. Assessment measures to determine effectiveness of the program are incorporated into the program.

Standard 6: Program Discontinuation
The Athletic Trainer, with collaboration of the physician, recommends discontinuation of the athletic training service when the patient has received optimal benefit of the program. The Athletic Trainer, at the time of discontinuation, notes the final assessment of the patient’s status.

Standard 7: Organization and Administration
All services are documented in writing by the Athletic Trainer and are part of the patient’s permanent records. The Athletic Trainer accepts responsibility for recording details of the patient’s health status.

II. Code of Professional Responsibility

Preamble
The Code of Professional Responsibility (Code) mandates that BOC credential holders and applicants act in a professionally responsible manner in all athletic training services and activities. The BOC requires all Athletic Trainers and applicants to comply with the Code. The BOC may discipline, revoke or take other action with regard to the application or certification of an individual that does not adhere to the Code.

The Professional Practice and Discipline Guidelines and Procedures may be accessed via the BOC website, www.bocatc.org.

Code 1: Patient Responsibility
The Athletic Trainer or applicant:

1.1 Renders quality patient care regardless of the patient’s race, religion, age, sex, nationality, disability, social/economic status or any other characteristic protected by law
1.2 Protects the patient from harm, acts always in the patient’s best interests and is an advocate for the patient’s welfare
1.3 Takes appropriate action to protect patients from Athletic Trainers, other healthcare providers or athletic training students who are incompetent, impaired or engaged in illegal or unethical practice
1.4 Maintains the confidentiality of patient information in accordance with applicable law
1.5 Communicates clearly and truthfully with patients and other persons involved in the patient’s program, including, but not limited to, appropriate discussion of assessment results, program plans and progress
1.6 Respects and safeguards his or her relationship of trust and confidence with the patient and does not exploit his or her relationship with the patient for personal or financial gain
1.7 Exercises reasonable care, skill and judgment in all professional work

Code 2: Competency
The Athletic Trainer or applicant:

2.1 Engages in lifelong, professional and continuing educational activities
2.2 Participates in continuous quality improvement activities
2.3 Complies with the most current BOC recertification policies and requirements

Code 3: Professional Responsibility
The Athletic Trainer or applicant:

3.1 Practices in accordance with the most current BOC Practice Standards
3.2 Knows and complies with applicable local, state and/or federal rules, requirements, regulations and/or laws related to the practice of athletic training
3.3 Collaborates and cooperates with other healthcare providers involved in a patient’s care
3.4 Respects the expertise and responsibility of all healthcare providers involved in a patient’s care
3.5 Reports any suspected or known violation of a rule, requirement, regulation or law by him/herself and/or by another Athletic Trainer that is related to the practice of athletic training, public health, patient care or education.

3.6 Reports any criminal convictions (with the exception of misdemeanor traffic offenses or traffic ordinance violations that do not involve the use of alcohol or drugs) and/or professional suspension, discipline or sanction received by him/herself or by another Athletic Trainer that is related to athletic training, public health, patient care or education.

3.7 Complies with all BOC exam eligibility requirements and ensures that any information provided to the BOC in connection with any certification application is accurate and truthful.

3.8 Does not, without proper authority, possess, use, copy, access, distribute or discuss certification exams, score reports, answer sheets, certificates, certificant or applicant files, documents or other materials.

3.9 Is candid, responsible and truthful in making any statement to the BOC, and in making any statement in connection with athletic training to the public.

3.10 Complies with all confidentiality and disclosure requirements of the BOC.

3.11 Does not take any action that leads, or may lead, to the conviction, plea of guilty or plea of nolo contendere (no contest) to any felony or to a misdemeanor related to public health, patient care, athletics or education; this includes, but is not limited to: rape; sexual abuse of a child or patient; actual or threatened use of a weapon of violence; the prohibited sale or distribution of controlled substance, or its possession with the intent to distribute; or the use of the position of an Athletic Trainer to improperly influence the outcome or score of an athletic contest or event or in connection with any gambling activity.

3.12 Cooperates with BOC investigations into alleged illegal or unethical activities; this includes but is not limited to, providing factual and non-misleading information and responding to requests for information in a timely fashion.

3.13 Does not endorse or advertise products or services with the use of, or by reference to, the BOC name without proper authorization.

**Code 4: Research**
The Athletic Trainer or applicant who engages in research:

4.1 Conducts research according to accepted ethical research and reporting standards established by public law, institutional procedures and/or the health professions.

4.2 Protects the rights and well being of research subjects.

4.3 Conducts research activities with the goal of improving practice, education and public policy relative to the health needs of diverse populations, the health workforce, the organization and administration of health systems and healthcare delivery.

**Code 5: Social Responsibility**
The Athletic Trainer or applicant:

5.1 Uses professional skills and knowledge to positively impact the community.

**Code 6: Business Practices**
The Athletic Trainer or applicant:

6.1 Refrains from deceptive or fraudulent business practices.

6.2 Maintains adequate and customary professional liability insurance.

**Reference:**
PREAMBLE
The National Athletic Trainers’ Association Code of Ethics states the principles of ethical behavior that should be followed in the practice of athletic training. It is intended to establish and maintain high standards and professionalism for the athletic training profession.

The principles do not cover every situation encountered by the practicing athletic trainer, but are representative of the spirit with which athletic trainers should make decisions. The principles are written generally; the circumstances of a situation will determine the interpretation and application of a given principle and of the Code as a whole. When a conflict exists between the Code and the law, the law prevails.

PRINCIPLE 1:
Members shall respect the rights, welfare and dignity of all.
1.1 Members shall not discriminate against any legally protected class.
1.2 Members shall be committed to providing competent care.
1.3 Members shall preserve the confidentiality of privileged information and shall not release such information to a third party not involved in the patient’s care without a release unless required by law.

PRINCIPLE 2:
Members shall comply with the laws and regulations governing the practice of athletic training.
2.1 Members shall comply with applicable local, state, and federal laws and institutional guidelines.
2.2 Members shall be familiar with and abide by all National Athletic Trainers’ Association standards, rules and regulations.
2.3 Members shall report illegal or unethical practices related to athletic training to the appropriate person or authority.
2.4 Members shall avoid substance abuse and, when necessary, seek rehabilitation for chemical dependency.

PRINCIPLE 3:
Members shall maintain and promote high standards in their provision of services.
3.1 Members shall not misrepresent, either directly or indirectly, their skills, training, professional credentials, identity or services.
3.2 Members shall provide only those services for which they are qualified through education or experience and which are allowed by their practice acts and other pertinent regulation.
3.3 Members shall provide services, make referrals, and seek compensation only for those services that are necessary.
3.4 Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge.
3.5 Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.
3.6 Members who are researchers or educators should maintain and promote ethical conduct in research and educational activities.

PRINCIPLE 4:
Members shall not engage in conduct that could be construed as a conflict of interest or that reflects negatively on the profession.
4.1 Members should conduct themselves personally and professionally in a manner that does not compromise their professional responsibilities or the practice of athletic training.
4.2 National Athletic Trainers’ Association current or past volunteer leaders shall not use the NATA logo in the endorsement of products or services or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.
4.3 Members shall not place financial gain above the patient’s welfare and shall not participate in any arrangement that exploits the patient.
4.4 Members shall not, through direct or indirect means, use information obtained in the course of the practice of athletic training to try to influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.

Reference:
Athletic Training Program Professional Expectations

“Athletic Trainers are healthcare professionals who collaborate with physicians to optimize activity and participation of patients and clients. Athletic training encompasses the prevention, diagnosis and intervention of emergency, acute and chronic medical conditions involving impairment, functional limitations and disabilities. Athletic Training is recognized by the American Medical Association (AMA) as a healthcare profession.” (CAATE, 2012)

Reference:
Commission on Accreditation of Athletic Training Education. (2012).

The CAATE-Accredited Athletic Training Program at Limestone College is responsible for the professional preparation of students for entry-level careers in Athletic Training. Students accepted into the Athletic Training Program are expected to adhere to the BOC Standards of Professional Practice, NATA Code of Ethics, State Practice Acts, ATS Code of Conduct, Academic Catalog, Gaslight Handbook, Student Code of Conduct, ATS Handbook, and all Limestone College policies, procedures, rules and/or regulations. Any College sanctions and penalties will be observed by the Athletic Training Program. Individuals found in violation of these policies will be subject to Disciplinary Procedures.

ATS Code of Conduct

The Athletic Training Program expects to students to demonstrate the following characteristics: accountability, respect, confidentiality, competence, integrity, diversity, and communication.

1. Accountability: Attend class, arrive on time, and return from break in a timely manner.
   - Participate in activities and assignments.
   - Complete work in a timely fashion and according to directions provided.
   - Come to class prepared, with readings and other homework completed.

2. Respect: Treat all faculty, staff, students, medical personnel, and patients with dignity and respect at all times.
   - Listen while others are speaking.
   - Give feedback in a constructive manner.
   - Approach conflict in a cooperative manner

3. Confidentiality: Regard all personal or medical information that you hear about a faculty, staff, student, medical personnel, and/or patient as strictly confidential.
   - Maintain any information shared in class and/or clinical setting.

4. Competence: Apply yourself to all academic endeavors with seriousness and conscientiousness. Meet all deadlines and strive for improvement.
   - Come to class prepared with texts, handouts, syllabus, paper, and pens.
   - Seek appropriate support when having academic difficulties.
   - Take responsibility for the quality of completed tests, assignments, and projects.
   - Strive for awareness of issues that may impede your effectiveness as an athletic trainer.

5. Integrity: Practice honesty with yourself, faculty, staff, students, medical personnel, and patients. Constantly strive to improve your abilities.
   - Commit yourself to learning the rules of citing other’s work properly.
   - Do your own work and take credit only for your own work.
   - Acknowledge areas where improvement is needed.
   - Accept and benefit from constructive feedback.
6. Diversity: Strive to become more open to various people, ideas, and creeds.
   • Demonstrate an understanding of cultural competence.

7. Communication: Strive to improve both verbal and written communication skills.
   • Demonstrate assertive communications with faculty, staff, students, medical personnel, and patients.
   • Practice positive, constructive, respectful, and professional communication skills.
   • Be aware of body language.

The Athletic Training Program, in conjunction with its disciplinary procedures, may terminate a student's participation in the program on the basis of professional non-suitability if the faculty determines that a student's behavior has constituted a significant violation or pattern of violations of the NATA Code of Ethics or ATS Handbook. These violations may include but are not limited to:

1. Failure to meet or maintain academic grade point requirements as established by the Limestone College and the Athletic Training Program.
2. Academic cheating, lying, or plagiarism. Behavior judged to be in violation of the NATA Code of Ethics.
3. Failure to meet generally accepted standards of professional conduct, personal integrity or emotional stability requisite for professional practice.
4. Engaging in a romantic relationship of any type with any member of the athletic team/staff to which the student is assigned.
5. Inappropriate or disruptive behavior toward faculty, staff, students, medical personnel, and/or patients.
6. Documented evidence of criminal activity occurring during the course of study.

**Disciplinary Procedures**

The following procedures are put into place to help ensure the smooth operation of the Athletic Training Program and to provide understanding to all parties involved of the expectations for the ATS. These procedures are applicable to disciplinary issues, Athletic Training Program policies, academic standards and Limestone College policies. Violation of rules and regulations may be deemed as either a minor offense or a major offense. Disciplinary actions due to violations of above policies are considered cumulative in nature.

Minor offenses may include, but are not limited to, dress code violations, tardiness to clinical education experiences, and/or failure to complete required documentation. Accumulation of three minor offenses within a level will result in the ATS moving to the next disciplinary level.

Major offenses may include, but are not limited to, failure to attend assigned clinical educational experience, insubordination, failure to perform duties in a professional manner, violation of Athletic Training Program policies, and/or violation of the ATS Code of Conduct or Student Code of Conduct. All major offenses will be written up and the ATS will be subject to a meeting with the Athletic Training Program faculty and staff. ATSs will be subject to disciplinary action taken by both the College judicial process and the Athletic Training Program procedures listed below. With each consecutive offense the ATS will move up a level.

**Disciplinary Level 1:** For each minor offense or major offense, the ATS will receive a verbal warning from the instructor of record, Clinical Preceptor, or athletic training staff member. The warning should include the offense and a discussion regarding the resolution of the stated problem. The warning should be documented in the ATS Student Portfolio.

**Disciplinary Level 2:** If the ATS has a fourth minor offense or a second major offense he/she will receive a written notice and be required to attend a meeting with the PD, CEC, and Clinical Preceptor. During the meeting, the ATS will be given the chance to express his/her interpretations/concerns of the violation(s). After hearing all relevant evidence, a decision will be rendered as to the type of disciplinary action, if applicable. In the event of disciplinary action, notification will be given to the Chair of the Physical Education, Athletic Training, and Sport Management Department. The PD reserves the right to inform appropriate personnel/offices on campus. If disciplinary action is taken, the ATS has the right to appeal.
**Disciplinary Level 3:** On the seventh minor offense or the third major offense the ATS will be immediately dismissed from the Athletic Training Program.

Please note that each case will be dealt with on an individual basis and some violations may warrant a first offense falling under disciplinary level 2 or 3. If an ATS is in violation of the Student Code of Conduct he/she will be referred to the appropriate authorities.

Clinical Education: Students may be removed from a clinical experience for a day or entire semester, if they are not following Athletic Training Program policies and procedures, and have been given adequate notice and/or warning.

**Athletic Training Program Grievance Process**

In the event that an ATS wishes to file a complaint and/or challenge disciplinary action of the Athletic Training Program, he/she must decide within 72 hours following the meeting with the PD, CEC, and Clinical Preceptor. The ATS should submit a written request to the Chair of the Physical Education, Athletic Training, and Sport Management Department stating the grievance. The written request must thoroughly explain the circumstances of the disciplinary action and why the ATS believes the disciplinary action to be unwarranted.

If the grievance is not resolved by the Chair of the Physical Education, Athletic Training, and Sport Management Department to the ATS’s satisfaction, the ATS may forward the complaint to the Chair of the Education and Physical Education Division within 72 hours of the receipt of the Chair of the Physical Education, Athletic Training, and Sport Management Department decision.

If the grievance is not resolved by the Chair of the Education and Physical Education Division to the ATS’s satisfaction, the ATS may forward the complaint to the Associate Vice President for Academic Affairs, within 72 hours of the receipt of the Chair of the Education and Physical Education Division decision.

If the ATS wishes to appeal the resolution of the Associate Vice President for Academic Affairs, he/she should direct the complaint to the Executive Vice President/ Vice President for Academic Affairs within 72 hours of the receipt of the Associate Vice President for Academic Affairs Decision. The decision of the Executive Vice President/Associate Vice President of Academic Affairs should be considered final.

In the event that the disciplinary action of the Athletic Training Program is a result of a violation of Student Code of Conduct and/or other Limestone College policies, procedures, rules, and regulations, the ATS should refer to the Appeals Process in the Gaslight Handbook.
Limestone College
Athletic Training Program

ATS Handbook Agreement

I, ______________________________ (print name), have thoroughly read and understand all of the policies, procedures, and conditions that are set forth in the ATS Handbook. I have been given ample opportunity to have any and all of my questions answered regarding the policies, procedures, and conditions of Limestone College’s Athletic Training Program. Furthermore, my signature on this document signifies that I agree to comply with all of the policies, procedures, and conditions in the ATS Handbook, and I authorize the release of pertinent personal information and documentation by the Athletic Training Program to applicable parties as related to my education. This includes but is not limited to the Office of Student Services and affiliate clinical sites. I am aware that at any time if I am in violation of the policies, procedures, and/or conditions set forth in this Handbook, that disciplinary procedures will be invoked. I am also aware, that if I choose to leave the Athletic Training Program or am dismissed from the Athletic Training Program, I forfeit all scholarships awarded through Athletic Training Program and may lose work study funding through this particular department.

Student Signature: _______________________________ Date: ______________
Athletic Training Program Faculty Signature: ___________________________ Date: ______________

Confidentiality Agreement

My signature on this document is an agreement to maintain complete confidentiality in regard to any personal or medical information during and after my Athletic Training Program clinical experiences at Limestone College, internship and general medical rotation at affiliate clinical sites, and/or work study employment. I understand that I am prohibited to disclose any confidential information to any person or entity, or to utilize any information for any purpose, except in the course of my day to day responsibilities within the Athletic Training Program and Athletic Training Department. I understand that the release of any confidential personal or medical information is regulated by state and federal law, and will result in my dismissal from the Athletic Training Program or the immediate termination of my work study employment.

Student Signature: _______________________________ Date: ______________
Athletic Training Program Faculty Signature: ___________________________ Date: ______________
### Section II: Academics

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Limestone College Mission Statement
The mission of Limestone College is educate students from diverse backgrounds in the liberal arts and selected professional disciplines. By providing degree programs throughout South Carolina and by way of the Internet, Limestone College offers opportunities for personal and professional growth to individuals who may find access to higher education difficult.

In a nurturing, supportive environment based on Christian ideals and ethical principles, students are challenged to become critical thinkers and effective communicators who are prepared for responsible citizenship, successful careers, and graduate study.

The College’s faculty and staff, academic and co-curricular programs, financial resources, and support services are dedicated to an educational climate that upholds high academic standards and fosters respect for learning and beauty, creativity and hard work, tolerance and personal integrity, vigorous activity and spiritual reflection.

Athletic Training Program Mission Statement
It is the mission of the Athletic Training Program at Limestone College to provide our athletic training students (ATSs) with a well-rounded liberal arts education that is grounded with quality instruction and hands-on clinical experiences, which will ultimately prepare them for a career in the athletic training profession. It is also our mission to produce competent,confident, and dedicated professionals who are enabled to function independently in a variety of settings. Upon meeting all graduation requirements and passing the Board of Certification (BOC) Examination, ATSs will find themselves prepared for an entry-level position within the profession.

Athletic Training Program Goals
Upon successful completion of the Athletic Training Program:

1. Students will possesses the utmost moral, legal, and ethical behaviors of academic, personal, professional, and social integrity.
2. Students will develop the skills and values necessary for employment as an entry-level athletic trainer through individual and collaborative effort.
3. Students will utilize evidence-based practice and advanced critical thinking skills as entry-level athletic trainers.
4. Students will effectively communicate and interact with healthcare professionals in a variety of settings.

CAATE Accreditation
The Athletic Training Program at Limestone College is fully accredited by the Commission on Accreditation of Athletic Training Education (CAATE), 2201 Double Creek Drive, Suite 5006, Round Rock, TX 78664, (512) 733.9700. Students who pursue this major will earn a Bachelor of Science Degree in Athletic Training and will be enabled to challenge the BOC Examination.

Admission Requirements for the Athletic Training Program
Observation Period
Students interested in the Athletic Training Program must go through an observation and application process. Admittance to the program occurs at the conclusion of the fall semester. Students must enroll in AT 180: Fundamentals of Athletic Training, BI 101: Introduction to Biology I, and complete a 50-hour observation period prior to making their application for the Athletic Training Program. All observation hours must be completed prior to the Thanksgiving Holiday.

Application Period
After the completion of the approximately 12-week rotation period and the accumulation of 50 observation hours, students are eligible to make their application to the Athletic Training Program. In order to apply, students must obtain an application from the Program Director (PD) and submit a letter of intent stating why they desire an Athletic Training Major along with three letters of recommendation. After submission of the required materials, the Athletic Training faculty and staff will interview prospective ATSs. In addition, the following documents must be on file and/or verified with the Athletic Training Program: medical history and physical examination, health insurance, immunization record, proof (or declination) of the Hepatitis-B vaccination series, technical standards, bloodborne pathogen and disease prevention training, confidentiality/FERPA training, and a signed ATS Handbook and Confidentiality Agreement.
The number of applicants accepted and enrolled in the Athletic Training Program is limited by an 8:1 student/clinical preceptor (on campus) ratio due to the highly individualized, "hands-on" nature of this program. The number of applicants chosen will be based on the number of empty slots in the program. Fulfillment of the stated requirements is not a guarantee of acceptance into the Athletic Training Program. Students that are not accepted in the Athletic Training Program are welcome to reapply the following fall semester.

A copy of the Athletic Training Program Application and Recommendation Form is available in the Appendices on pp.43-44 and p. 45.

Admission Criteria
Admission into the Athletic Training Program is based on the following criteria:

- A minimum 2.5 cumulative GPA.
- A "C" or better in AT 180: Fundamentals of Athletic Training.
- A “C” or better in BI 101: Introduction to Biology I.
- Completion of a 50 hour observation period.
- Submission of an application, letter of intent, and three letters of recommendation.
- An interview with the Athletic Training faculty and staff.
- Demonstration of skills and traits (dependability, responsibility, integrity, initiative, and communication skills) that are mandatory for an entry-level certified athletic trainer.
- Verification of a Medical History and Physical Examination.
- Verification of Health Insurance.
- Verification of Technical Standards.
- Verification of Bloodborne Pathogen and Disease Prevention Training.
- Verification of Immunization Records.
- Verification/declination of the Hepatitis-B vaccination series.
- Verification of confidentiality/FERPA training
- A signed ATS Handbook and Confidentiality Agreement.

Weighted Criteria
Admission to the Athletic Training Program is competitive and objective criteria must be established to justify the selection of qualified applicants into the program. Upon declaring intent to go through the application and observation period, students are provided with a checklist that states the criteria that must be successfully completed in order for the student to be considered for the program.

The final determination of students who will be admitted to the Athletic Training Program is based on the following criteria: cumulative GPA (50%), Freshman Rotation Evaluations (25%), and Interview (25%). Percentages will be calculated on each student. In the event that the number of slots is limited, these percentages will determine who is admitted. Fulfillment of the stated requirements is not a guarantee of acceptance into the Athletic Training Program. A sample form is available in the Appendices on pp. 46-47.

Transfer Students
Transfer students who desire an Athletic Training Major must go through the initial observation and application process outlined above. Their academic coursework and clinical education experiences will be evaluated on an individual basis to determine the appropriate level at which the student should begin coursework within the Athletic Training Program. The Athletic Training Program does not accept Athletic Training courses from institutions that are not accredited by CAATE.

The Athletic Training Program was designed with the traditional four-year college student in mind; however, it can accommodate transfer students if they transfer in BI 205: Human Anatomy or BI 210: Anatomy and Physiology I. BI 205: Human Anatomy or BI 210: Anatomy and Physiology I serves as a prerequisite for several Athletic Training courses and enables transfer students to accelerate through the Athletic Training Program in three years. The Athletic Training Program only admits students after they have completed the observation and application period at the conclusion of the fall semester. In the spring semester students are required to begin the clinical education component of the program. The clinical education component of the Athletic Training Program is addressed primarily through the Athletic Training Practicum courses, which have been designed and implemented in a specific sequence to insure Learning Over Time.
In the Spring Semester, following their acceptance into the Athletic Training Program, transfer students will be required to sign up for AT 188: Athletic Training Practicum I and AT 288: Athletic Training Practicum III. They will complete AT 188: Athletic Training Practicum I and attend only the didactic portion of AT 288: Athletic Training Practicum III.

Transfer students will be required sign up for AT 189: Athletic Training Practicum II during the second summer session and complete the associated clinical hours. The transfer student will pay the summer rate for one credit hour. During the Fall Semester the transfer student will complete the didactic portion of AT 189: Athletic Training Practicum II.

The students will be awarded an In Progress (IP) for AT 189: Athletic Training Practicum II and AT 288: Athletic Training Practicum III until they have completed the didactic coursework and clinical hours associated with these practices. The students will be required to complete these hours over the summer months and may begin April 15th if all clinical hours have been completed for AT 188: Athletic Training Practicum I. Maximally, students will have from April 15th to the conclusion of Summer Session I to complete the 125 clinical hours associated with AT 288: Athletic Training Practicum III, and from Summer Session II to the beginning of the Fall Semester to complete the 125 clinical hours associated with AT 189: Athletic Training Practicum II. Clinical hours for AT 288: Athletic Training Practicum III may not begin until the April 15th deadline, regardless of the amount of clinical hours obtained in AT 188: Athletic Training Practicum I, and must take place over a six-week period. Additional information regarding appropriate timelines for clinical hours obtained during the summer months is available from the PD. Clinical hours may be earned only with a Clinical Preceptor through various non-traditional experiences, preseason activities, and/or by completing their general medical rotation.

A copy of the Suggested Course Sequence for the Four-Year Student and the Transfer Student is available in the Appendices on p. 22.

Any student that transfers an Athletic Training course from another CAATE-Accredited program will be required to complete/challenge clinical skills/proficiencies associated with those courses. In order to be deemed clinically proficient, students must successfully complete clinical skills at the Mastery Level. The Athletic Training Program requires that all students earn a minimum of 80% on all Mastery Level clinical skills.

Costs Associated with the Athletic Training Major
- Physical examination (varies)
- Health insurance (varies)
- Hepatitis-B series vaccination (approx. $150.00)
- Uniforms (varies)
- Lab fees (published in academic catalog)
- Membership dues to NATA (approx. $80.00/year. This is required on an annual basis after acceptance into the Athletic Training Program)
- Professional Student Liability Insurance (approx. $35.00/year. This is required on an annual basis after acceptance into the Athletic Training Program)
- Criminal Background Check (varies)

Application Materials
Application materials should be returned together in a manila-type envelope addressed to the attention of the PD. Reference letters should be typed, clearly labeled, and sealed with a signature on the outside of the envelope. Incomplete applications will not be considered. Application materials that are turned in any other format will not be accepted. Application materials will not be accepted after the 5:00 pm deadline on Tuesday, November 25, 2014.

Medical History, Physical Examination, and Immunization Record
Upon entrance to Limestone College all students must submit a Limestone College Medical History and Physical Examination. Students must also submit an immunization record that minimally indicates immunity to measles, tetanus, meningitis, hepatitis B, and tuberculosis.
The Health Center and Athletic Training Department at Limestone College currently utilize the same Medical History, Physical, and Immunizations Forms for all incoming freshmen and transfer students. Both departments only recognize forms that are signed off by a MD/DO/NP/PA. These records are housed in individual folders in the Athletic Training Room.

ATSs are required to obtain a physical prior to admission to the Athletic Training Program. This is just to ensure that the ATS is in a state of good health and able to meet the technical standards associated with the Athletic Training Program.

**Hepatitis-B Vaccination**

ATSs are required to obtain the hepatitis-B vaccination series or to sign a declination form. The vaccination is offered in the Health Center.

**Technical Standards**

The Athletic Training Program at Limestone College is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. The technical standards set forth by the Athletic Training Program establishes essential qualities considered necessary for students admitted to the program to achieve the knowledge, clinical skills, and physical demands of an entry-level Athletic Trainer and to meet the expectations of the program’s accrediting agency (CAATE). Students who apply to the Athletic Training Program must demonstrate and a minimum level of physical and cognitive ability and fulfill the program’s technical standards. All technical standards are in accordance with Limestone College’s policies and procedures. A copy of the Technical Standards is available in the Appendices on pp.48-49.

Limestone College will attempt to make all reasonable accommodations for students with certified disabilities. Students who have a physical or learning disability that may impact their academic performance should inform instructors at the beginning of each course.

Reasonable accommodations will be made upon the presentation of documentation from a registered psychologist, psychiatrist, or physician. Students should submit their documentation to:

Ms. Tina Vires
Director of Accessibility Services/PALS
Fort Hall 2-D, Ext. 8245
Limestone College, 1115 College Drive, Gaffney, SC 29340
tvires@limestone.edu, 864-488-8377

Technical Standards are addressed and signed during the observation and application period.

**One-Sport Policy**

Student-athletes are eligible to apply for admission to the Athletic Training Program; however, it is imperative that student-athletes and coaches understand that the clinical education component of the program will at times conflict with sports. ATSs participate in a structured sequence of academic and clinical education courses and in order to be successful in the program, they must be aware of the following requirements:

- All ATSs must limit their sport involvement to one sport per academic year following the completion of their freshman year. ATS that participate in Cross Country/ Track and Field must designate one semester as their off-season. For all intents and purposes, the Athletic Training Program considers Cross Country/ Track and Field as one sport. During the off-season, athletic training responsibilities will take precedence over sporting events.
- All ATSs must designate a semester as their off-season in order to fulfill the out-of-season requirements, which are available in more detail on pp. 25-26.
- All ATSs must be able to provide the Clinical Education Coordinator (CEC) and their assigned Clinical Preceptor with a monthly schedule for clinical hours. Coaches need to be aware that this schedule should include practice and competition times so that all parties can plan accordingly.
- All ATSs that participate in intercollegiate athletics must fulfill all academic and clinical education courses/experiences.
- All ATSs must participate in a general medical rotation and an internship at affiliate clinical sites.
Academics

Academic Advisement
All Athletic Training Majors will be advised by the Athletic Training Program Faculty.

Academic Requirements

In order to remain in good standing within the Athletic Training Program, the following academic requirements must be maintained:

• A minimum 2.5 cumulative GPA
• A “C” or better in all Athletic Training Courses. Failure to earn a “C” or better will result in suspension from the Athletic Training Program until the ATS retakes the course. The ATS must earn a “C” or better in order to progress in the Athletic Training Program.
• A “C” or better in BI 101: Introduction to Biology, BI 210: Anatomy and Physiology I, and BI 211: Anatomy and Physiology II. The ATS must earn a “C” or better in order to progress in the Athletic Training Program.

Graduation Requirements

In order to graduate with a Bachelor of Science in Athletic Training, ATSs must meet the following criteria:

• A minimum of 2.5 cumulative GPA.
• A "C" in all athletic training courses.
• A “C” or better in BI 101, BI 210, BI 211, MA 200, PE 201, PE 301, PE 302, PE 333, and PS 101

Academic Probation

ATSs may be placed on academic probation for the following reasons:

• A cumulative GPA that is below 2.5.

ATS cumulative GPAs are evaluated at the end of each semester, and if the required 2.5 is not met, the ATS will be notified via email correspondence of their probationary status by PD. ATSs are limited to two consecutive probation semesters, and may only be placed on academic probation one time during their academic career. If the student has been unable to attain Athletic Training Program standards, they will be dismissed from the program or placed on academic suspension from the program until they re-take the course(s) in question. A sample Academic Probation/Suspension Form Letter is located in the Appendices on p 50.

Academic Suspension

In the event that an ATS received a grade that is below a “C” in one of their Athletic Training and Biology Courses, they will be placed on academic suspension until the course has been satisfactorily retaken. The ATS must make a “C” or better in the course in order to progress in the Athletic Training Program.

ATSs are formally evaluated at the end of each semester, and if necessary, will be notified via email correspondence of their academic suspension status by PD. ATSs may only be placed on academic suspension one time during their academic career. If they have been unable to attain Athletic Training Program standards, they will be dismissed from the program or placed on academic suspension from the program until they re-take the course(s) in question. A sample Academic Probation/Suspension Form Letter is located in the Appendices on p 50.

Course Success

Course success is defined by obtaining a grade of “C” or better in all athletic training courses. If an ATS does not reach this grade, they will not be allowed to continue in the athletic training course sequence until the class is completed at the “C” level, or better.

Another component of course success is that specific assignments/projects, clinical skills, case studies, and clinical integration proficiencies have been designed to meet the Athletic Training Educational Competencies and require that the ATS score an 80% or better. ATSs who fail to score an 80% or better will not pass the course. This information will be communicated in course syllabi.

Lastly, all ATSs enrolled in the Athletic Training Program that score below 80% on written examinations in athletic training courses, including cumulative final examinations, will be required to resubmit the examination after it has been taken home.
for correction and further analysis. ATSs who fail to correct the examinations to a satisfactory score will not pass the course. This information will be communicated in the course syllabi.

**Benchmark Examinations**
The Athletic Training Program will administer Benchmark Assessments at the conclusion of AT 289, AT 388, AT 452, AT 489, and AT 490. ATSs enrolled in AT 289 and AT 388 must score a 60% or better on the Benchmark Examinations. ATSs enrolled in AT 452, AT 489, and AT 490 must score a 70% or better on the Benchmark Examinations. In the event that the target scores are not met, the ATS will be provided with an alternate examination. If the score is still not at the target level, the ATS will not pass the course.

**Athletic Training Program Late Policy**
Papers, assignments, quizzes, and/or presentations must be turned in/presented at the beginning of class on the due date indicated on the course schedule. *Late work will not be accepted for full credit.* If you turn in an assignment late, you will, at the most, receive half credit for the assignment. On the second late day, you will not be able to receive any credit for the assignment. If the assignment is due in class and you turn it in later under my office door, the assignment is considered late. Days of class, days outside of class, and weekends count as late days.

Also, students must turn in the assignment in class. Emailed assignments are not accepted and will be counted as late.

**Attendance Policy**
Students are expected to attend all classes. When a student’s absences exceed twenty percent (20%) of the total number of scheduled class periods in the semester or session, the student may be assigned a grade of F at the end of the class. In the event that a student is going to be absent from class s/he must contact the instructor BEFORE the class in order to make up the work.

The Athletic Training Program adheres to Limestone College’s attendance policy and will award an “F” to the student if absences exceed 20% of scheduled classes.

**Athletic Training Program Classroom Attendance Policy**
It is the policy of the Athletic Training Program that if ATSs are absent from class (and the absence is unexcused), they may not participate in any clinical experiences and/or obtain clinical hours on the day of that absence.
Retention Standards
In addition to specific academic requirements outlined on pp.16-17, retention standards are in place to ensure an ATS’s appropriate progression through the Athletic Training Program. There is specific paperwork that has to be completed by the Athletic Training Program and the ATS each year: current FA/CPR/AED, BBP Training, Confidentiality/FERPA Training, Communicable Infectious Disease Training, EAP Training, verification of professional liability insurance, verification of health insurance, verification ATS Handbook Agreement and Confidentiality Agreement, and NATA membership. There is also specific paperwork that has to be completed and documented each semester: ICEP Forms, Evaluations, Clinical Hours, and Cumulative GPAs.

If the retention standards are not met, the ATS will not be permitted to progress in the program. A copy of the Retention Standards is available in the Appendices on p.51.

Athletic Training Program Required Courses
The Athletic Training Major is housed in the Division of Education and Physical Education within the Physical Education, Athletic Training, and Sport Management Department. ATSs are awarded a Bachelor of Science degree upon the completion of a minimum of 123 credit hours. A copy of the Degree Audit is available in the LC Portal.

<table>
<thead>
<tr>
<th>Athletic Training Courses</th>
<th>Credit</th>
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<tbody>
<tr>
<td>AT 180 Fundamentals of Athletic Training</td>
<td>4</td>
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<tr>
<td>AT 201 First Aid and CPR/AED for the Professional Rescuer</td>
<td>3</td>
</tr>
<tr>
<td>AT 280 Clinical Anatomy I</td>
<td>2</td>
</tr>
<tr>
<td>AT 281 Clinical Anatomy II</td>
<td>2</td>
</tr>
<tr>
<td>AT 283W Medical Terminology and General Medical Conditions in Athletic Training</td>
<td>3</td>
</tr>
<tr>
<td>AT 380/380H Orthopaedic Injury Evaluation I</td>
<td>4</td>
</tr>
<tr>
<td>AT 381 Orthopaedic Injury Evaluation II</td>
<td>4</td>
</tr>
<tr>
<td>AT 383 Therapeutic Modalities in Athletic Training</td>
<td>4</td>
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<tr>
<td>AT 385/385H Rehabilitation in Athletic Training</td>
<td>4</td>
</tr>
<tr>
<td>AT 387 Basic Pharmacology and Nutrition in Athletic Training</td>
<td>3</td>
</tr>
<tr>
<td>AT 452 Senior Seminar</td>
<td>2</td>
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<tr>
<td>AT 481/481H Organization and Administration of Athletic Training</td>
<td>3</td>
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<tr>
<td>AT 490W Athletic Training Internship</td>
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<tr>
<td>AT 188,189,288, 289, 388, 489 Athletic Training Practicum</td>
<td>1 each</td>
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<thead>
<tr>
<th>Other Courses Required for the Major</th>
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</thead>
<tbody>
<tr>
<td>BI 101/101H General Biology</td>
<td>4</td>
</tr>
<tr>
<td>BI 210 Anatomy and Physiology I</td>
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</tr>
<tr>
<td>BI 211 Anatomy and Physiology II</td>
<td>4</td>
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<tr>
<td>MA 200 Elementary Statistics</td>
<td>3</td>
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<tr>
<td>PE 201 Personal and Community Health</td>
<td>3</td>
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<tr>
<td>PE301/301H Kinesiology</td>
<td>3</td>
</tr>
<tr>
<td>PE 302/302H Exercise Physiology</td>
<td>3</td>
</tr>
<tr>
<td>PE 333 Strength and Power Development</td>
<td>3</td>
</tr>
<tr>
<td>PS 101/101H Introduction to Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>
Course Descriptions

AT 180 Fundamentals of Athletic Training
This is an introductory athletic training course that deals with the prevention and care of injuries and illnesses as they relate to physical activity. Three hours of lecture and two hours of laboratory per week. Prerequisites: Open to prospective athletic training students or by permission of the Program Director. Lab Fee: $60. Credit, 4 hours.

AT 188 Athletic Training Practicum I
Application and performance of cognitive and psychomotor competencies and selected clinical proficiencies learned in Athletic Training 180, and assignment to a Clinical Preceptor for appropriate clinical experiences. Students supply own transportation. Prerequisites: Athletic Training 180, admission to the Athletic Training Program, and/or permission of the Program Director. Lab Fee: $60. Credit, 1 hour.

AT 189 Athletic Training Practicum II
Application and performance of cognitive and psychomotor competencies and selected clinical proficiencies learned in Athletic Training 201 and 283, and assignment to a Clinical Preceptor for appropriate clinical experiences. Students supply own transportation. Prerequisites: Athletic Training 188 and/or permission of the Program Director. Credit, 1 hour.

AT 201 First Aid and CPR/AED for the Professional Rescuer
In this course, students will be educated through the American Red Cross in First Aid and in CPR/AED for the Professional Rescuer. Students must pass certification requirements in order to progress within the Athletic Training Program. Prerequisite: Athletic Training 180, admission to the Athletic Training Program, and/or permission of the Program Director. Lab Fee: $60. Credit, 3 hours.

AT 280 Clinical Anatomy I
A clinical approach to the human body with emphasis on the musculoskeletal system. Topics and skills included in this course are palpation, range of motion testing, manual muscle testing, circulation testing, and neurological testing. These topics will be addressed for the shoulder, upper arm, hip, thigh, pelvis, cervical spine, head, face, eyes, ears, nose, and throat. Prerequisites: Biology 205, admission to the Athletic Training Program, and/or permission of the Program Director. Co-requisite: Athletic Training 380. Credit, 2 hours.

AT 281 Clinical Anatomy II
A clinical approach to the human body with emphasis on the musculoskeletal system. Topics and skills included in this course are palpation, range of motion testing, manual muscle testing, circulation testing, and neurological testing. These topics will be addressed for the knee, lower leg, ankle, foot, spine, trunk, wrist, hang, fingers, and elbow Prerequisites: Biology 205, admission to the Athletic Training Program, and/or permission of the Program Director. Co-requisite: Athletic Training 381. Credit, 2 hours.

AT 283W Medical Terminology and General Medical Conditions in Athletic Training
This course is a study of medical terminology with a thorough review of anatomy and physiology, general medical conditions per body system, and the utilization of documentation in the profession of athletic training. Prerequisites: Athletic Training 180, admission to the Athletic Training Program, and/or permission of the Program Director. Credit, 3 hours.

AT 288 Athletic Training Practicum III
Application and performance of cognitive and psychomotor competencies and selected clinical proficiencies learned in Athletic Training 280 and 380, and assignment to a Clinical Preceptor for appropriate clinical experiences. Students supply own transportation. Prerequisites: Athletic Training 189 and/or permission of the Program Director. Credit, 1 hour.

AT 289 Athletic Training Practicum IV
Application and performance of cognitive and psychomotor competencies and selected clinical proficiencies learned in Athletic Training 281, 381, and 383, and assignment to a Clinical Preceptor for appropriate clinical experiences. Students supply own transportation. Prerequisites: Athletic Training 288 and/or permission of the Program Director. Credit, 1 hour.
AT 380/380H Orthopaedic Injury Evaluation I
This course is a study in the clinical evaluation and treatment of cranial, facial, eye, temporomandibular joint, shoulder, upper arm, thorax, abdomen, hip, thigh, pelvis, and cervical spine injuries as they relate to various aspects of sports medicine trauma. Three hours of lecture and one hour of laboratory per week. Prerequisites: Biology 205, admittance to the Athletic Training Program, and/or permission of the Program Director. Co-requisite: Athletic Training 280. Credit, 4 hours.

AT 381 Orthopaedic Injury Evaluation II
This course is a study in the clinical evaluation and treatment of wrist, hand, elbow, forearm, knee, patellofemoral joint, knee, lower leg, foot, ankle, and thoracic and lumbar spine injuries as they relate to various aspects of sports medicine trauma. Three hours of lecture and one hour of laboratory per week. Prerequisites: Biology 205, admittance to the Athletic Training Program, and/or permission of the Program Director. Co-requisite: Athletic Training 281. Credit, 4 hours.

AT 383 Therapeutic Modalities in Athletic Training
This course is a study of the physical principles, physiological and therapeutic effects, indications and contraindications, and the standard operating procedures of therapeutic modalities employed in the athletic training setting. Three hours of lecture and one hour of laboratory per week. Prerequisites: Athletic Training 380, 381, Biology 205 and 206, admittance to the Athletic Training Program, and/or permission of the Program Director. Credit, 3 hours.

AT 385/385H Rehabilitation in Athletic Training
This course is a study of the physical principles, physiological and therapeutic effects, indications and contraindications, and the standard operating procedures of therapeutic exercises employed in the athletic training setting. Three hours of lecture and one hour of laboratory per week. Prerequisites: Athletic Training 380 and 381, 383, Biology 205 and 206, admittance to the Athletic Training Program, and/or permission of the Program Director. Credit, 4 hours.

AT 387 Basic Pharmacology and Nutrition in Athletic Training
The intent of this course is to introduce students to various pharmaceutical agents and nutritional concepts used in the prevention and treatment of injuries, illnesses, and medical conditions of the physically active. Prerequisites: Admittance to Athletic Training Program, and /or permission of the Program Director. Credit, 3 hours.

AT 388 Athletic Training Practicum V
Application and performance of cognitive and psychomotor competencies and selected clinical proficiencies learned in Athletic Training 201and 385, and assignment to a Clinical Preceptor for appropriate clinical experiences. Students supply own transportation. Prerequisites: Athletic Training 289 and/or permission of the Program Director. Lab Fee: $25. Credit, 1 hour.

AT 452 Senior Seminar
This course is the capstone course for the Athletic Training Major. In this course, students will review and discuss athletic training coursework, current issues and trends in the profession, and research methodology in preparation to challenge the BOC Examination. Prerequisites: Senior status, admittance to Athletic Training Program, and/or permission of Program Director. Lab Fee: $60. Credit, 2 hour.

AT 481/481H Organization and Administration of Athletic Training
This course educates students in the preparation of planning, designing, developing, organizing, programming, implementing, directing, and evaluating athletic training programs. Prerequisites: Admittance to the Athletic Training Program, and/or permission of the Program Director. Credit, 3 hours.

AT 488 Athletic Training Practicum
In this course, students will be assigned to a preceptor for appropriate clinical experiences. Students supply own transportation. Prerequisites: Senior status and/or permission of the Program Director. Credit, 1 hour.
AT 489 Athletic Training Practicum VI
Application and performance of cognitive and psychomotor competencies and selected clinical proficiencies learned in Athletic Training 387 and 481, and assignment to a Clinical Preceptor for appropriate clinical experiences. Students supply own transportation. Prerequisites: Athletic Training 388 and/or permission of the Program Director. Credit, 1 hour.

AT 490W Athletic Training Internship
The student is placed in a high school or college setting to gain work-related experience consistent with the athletic training field of study. Off campus internships are held at an institution that has been established as an affiliate clinical site and students are directly supervised by a Clinical Preceptor. Students are required to meet for one hour each week with the assigned instructor of this course. Students supply own transportation. Prerequisites: Senior status, a minimum cumulative 2.5 grade point average, and be in good standing with the Athletic Training Program and in accordance with the ATS Code of Conduct. This internship is only available for six credit hours which equates to a minimum of 250 clinical hours. Credit, 6 hours.

Please Note: The Athletic Training Program defines Clinical Preceptor as a certified/licensed professional who teaches and evaluates students in a clinical setting using an actual patient base.

BI 101W/101WH – Introduction to Biology I
An introduction to the basic concepts in Biology, covering the chemical basis of life, the cell, cellular respiration, photosynthesis, mitosis, meiosis, basic concepts of genetics, evolutionary concepts and biological diversity. Laboratory required. Three hours of lecture and two hours of laboratory per week. Students may not take Biology 113 or 114 in combination with either Biology 101 or 102 to fulfill their two course general education science requirement. Biology 101 is a pre-requisite for Biology 102. Lab Fee. Credit, 4 hours.

BI 210 Human Anatomy and Physiology I
Serve as the first half of a two part survey of the functional anatomy and physiology of the human body. This portion will include the microscopic and gross anatomy of human cells, tissues, and organs that compose the integumentary, skeletal, muscular, and nervous systems and how these body parts work and carry out their life sustaining activities. The aging process will be integrated with the appropriate systems. Biology 211 is a continuation of this course. There will be three hours of lecture and two hours of laboratory per week. Prerequisite: Biology 101 or permission of the instructor. Lab fee. Credit, 4 hours.

BI 211 Anatomy and Physiology II
Is a continuation of BI 210 Human Anatomy and Physiology I, and is the study of the human circulatory, respiratory, digestive, urinary, endocrine, and reproductive systems. Physiological mechanisms will be emphasized and the aging process will be integrated with appropriate systems. Three hours of lecture and two hours of laboratory per week. Prerequisite: Biology 210 Anatomy and Physiology I or permission of the instructor. Lab fee. Credit, 4 hours.

MA 200 – Elementary Statistics
Graphical presentation of data, measures of central tendency, dispersion and ranking, basic probability, the binomial and normal distributions, estimation of parameters, hypothesis testing and measures of correlation. (Same as BA 200, EC 200, or PS 200). Prerequisite: MA 091. (Offered every semester). Credit, 3 hours.

PE 201 – Personal and Community Health
An examination of the factors which influence the health of individuals and communities including physiological, psychological, environmental, and sociological perspectives on health and wellness. Credit, 3 hours.

PE 301/301H – Kinesiology
The study of human movement from structural and mechanical perspectives, including the analysis of motor skills. Prerequisite: BI 205. Credit, 3 hours.

PE 302/302H – Exercise Physiology
Responses and adaptations of body systems to activity stress. Prerequisite: BI 206. (Same as BI 309). Lab Fee: $10. Credit, 3 hours.
**PE 333 Strength & Power Development**
This is an advanced Strength & Conditioning course that deals with the proper execution, coaching, and technique correction of basic and advanced barbell training such as competitive Weightlifting (the Snatch and the Clean & Jerk) and competitive Powerlifting (the Squat, the Bench Press, and the Deadlift) along with many assistance and ancillary exercises. The course aims to give the student a practical understanding of anatomy, physiology, and kinesiology through the use biomechanically sound training regimens. Prerequisites: Open only to athletic training and strength & conditioning majors who have completed Biology 210 and 211, and Physical Education 301. Co-requisite: Physical Education 302 and/or by permission of the Program Director. Lab Fee: $10. Credit, 3 hours

**PS 101/101H – Introduction to Psychology**
A survey of the major areas of psychological study. Scientific psychology, psychophysiological processes, sociocultural determinants of behavior, personality development, and psychopathology. Credit, 3 hours.

### Suggested Four-Year Sequence: Bachelor of Science in Athletic Training

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>Fall Semester</th>
<th>Spring Semester</th>
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<tbody>
<tr>
<td>Freshman Year</td>
<td>AT 180: Fundamentals of Athletic Training</td>
<td>AT 188: Athletic Training Practicum I</td>
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<td>Bi 101: General Biology</td>
<td>AT 201: First Aid and CPR/AED for the Professional Rescuer</td>
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<td>AT 280: Clinical Anatomy I</td>
<td>AT 283: Medical Terminology and General Medical Conditions in Athletic Training</td>
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<td>AT 380: Orthopaedic Injury Evaluation I</td>
<td>Bi 205: Human Anatomy</td>
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<td>Bi 206: Human Physiology</td>
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<td>Sophomore Year</td>
<td>AT 189: Athletic Training Practicum II</td>
<td>AT 288: Athletic Training Practicum III</td>
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<td>AT 281: Clinical Anatomy II</td>
<td>AT 281: Clinical Anatomy II</td>
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<td>AT 381: Orthopaedic Injury Evaluation II</td>
<td>AT 383: Therapeutic Modalities in Athletic Training</td>
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<td>AT 387: Basic Pharmacology and Nutrition in Athletic Training</td>
<td>AT 481: Organization and Administration of Athletic Training</td>
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<tr>
<td>Junior Year</td>
<td>AT 289: Athletic Training Practicum IV</td>
<td>AT 388: Athletic Training Practicum V</td>
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<td>AT 385: Rehabilitation in Athletic Training</td>
<td>AT 387: Basic Pharmacology and Nutrition in Athletic Training</td>
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<td>AT 383: Therapeutic Modalities in Athletic Training</td>
<td>AT 481: Organization and Administration of Athletic Training</td>
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<tr>
<td>Senior Year</td>
<td>* AT 452: Senior Seminar</td>
<td>* AT 452: Senior Seminar</td>
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<td>* AT 489: Athletic Training Practicum VI</td>
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<td></td>
<td>* AT 490: Athletic Training Internship</td>
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### Suggested Transfer Student Sequence: Bachelor of Science in Athletic Training

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<th>Academic Year</th>
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<th>Spring Semester</th>
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<th>Summer II</th>
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<td>Freshman and Sophomore Year</td>
<td>AT 180</td>
<td>AT 188</td>
<td>Complete clinical hours from AT 288</td>
<td>Register for AT 189 and complete clinical hours.</td>
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<td>AT 280</td>
<td>AT 201</td>
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<td>AT 380</td>
<td>AT 281</td>
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<td>AT 383</td>
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<td>Junior Year</td>
<td>AT 189</td>
<td>AT 388</td>
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<td>AT 289</td>
<td>AT 387</td>
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<td>AT 385</td>
<td>AT 480</td>
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<td>Senior Year</td>
<td>* AT 489</td>
<td>AT 452</td>
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**Please Note:** the following Athletic Training Required Courses may be taken as the individual ATS’s schedule allows:
- MA 200, PE 201, PE 301, PE 302, PE 333 and PS 101 are offered every semester. * AT 489: Athletic Training Practicum VI and AT 490: Athletic Training Internship may be taken either semester during the ATS’s Senior Year. *
Financial Aid

Sophomore, Junior, and Senior Athletic Training Program Scholarships
The Athletic Training Program may award one scholarship to a sophomore, junior and senior ATS per academic year. ATSs must apply for this scholarship. The Athletic Training Program’s scholarship is based on the following criteria:

- In good standing with the Athletic Training Program and in accordance with the ATS Code of Conduct.
- Consistently attending and participating in activities associated with the Athletic training Program.
- GPA: Cumulative- 3.0 (40%)
- Positive Evaluations Clinical Experience Evaluations. (20%)
- Recommendation from Clinical Preceptor that the ATS has worked with during the last academic year. (40%)
- Documented financial need.

To apply for the Athletic Training Program Scholarship, ATSs must complete an application, a personal statement, and submit a recommendation from a Clinical Preceptor. Deadlines will be announced. A copy of the Athletic Training Program Scholarship Application and the Recommendation Form is available in the Appendices on p. 52 and p. 53.

Work-Study
Work-study at Limestone College is awarded based on the student’s FAFSA form and is assigned via the Financial Aid Department. ATSs that are eligible for work-study may apply to work in the Athletic Training Room or for the Athletic Training Program. In either case, work-study does not take the place of the ATSs clinical education experiences. Typical duties include the cleaning of the facilities, field set-up and break-down, and/or clerical responsibilities. More information is available from either the Head Athletic Trainer or the PD.
Section III:
Clinical Education

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Please Note: The ATS Handbook describes all of the necessary components of the Athletic Training Program for faculty, staff, ATSS, and Clinical Preceptors. Every effort will be made to follow the components of the program as outlined in this handbook; however, the Athletic Training Program reserves the right to modify this document.
Clinical Education

Athletic Training Practicum
The foundation of the Athletic Training Program’s Clinical Education Program is primarily addressed through the Athletic Training Practicum courses. The Clinical Education Program allows academic coursework and clinical skills to merge in order to provide the ATS with a well-rounded and practical education experience. ATs participate in a curriculum that is designed and sequenced to begin with fundamental competencies/proficiencies and to progress through comprehensive skills. ATs are not permitted to apply any clinical skills until those skills have been formally instructed and/or evaluated in the classroom/laboratory setting. Clinical skills must be completed at a minimum of 80% in order to be deemed clinically proficient and must be signed off by an on-campus Clinical Preceptors. Clinical skills will be revisited during the Athletic Training Practicum courses and ATs are required to achieve 80% on specific assignments/projects, clinical skills, case studies, and clinical integration proficiencies that have been designed to meet the Athletic Training Educational Competencies. ATs who fail to score an 80% or better will not pass the course. This information will be communicated in course syllabi.

During the Athletic Training Practicum course(s), the ATS has the opportunity to work on assigned clinical skills, participate in assigned clinical experiences, and interact with medical and health personnel. ATs are evaluated numerous times during this course, both in the academic and clinical settings. The syllabus for the practicum courses will be distributed on the first day of class and will explain the components and expectations of Athletic Training Practicum.

Clinical Experiences
Clinical experiences provide the ATS with the opportunity to practice the skills in which he/she has been deemed proficient in the clinical setting. ATs are allowed to participate in clinical experiences as early as their freshman year. This allows time to progress through the program and grow as a professional

Following acceptance into the Athletic Training Program, ATs are provided with a schedule that will include any experiences that are to be at affiliate clinical sites. Clinical experiences are assigned to the ATS to coincide with academic coursework and to provide experiences with upper extremity sports, lower extremity sports, equipment intensive sports, an internship, and a general medical rotation.

Clinical Hours
ATs are required to log a minimum of 7 and a maximum of 25 clinical hours per week. The 7 clinical hours per week DO NOT include labs, lectures, meetings, and/or cleaning. The clinical hours must be obtained from actual clinical experiences with the ATS’s assigned Clinical Preceptor. If this requirement is not met, points will be subtracted from the Clinical Hour Portion of the Athletic Training Practicum’s grade. ATs are still expected to obtain the amount of clinical hours assigned to each Athletic Training Practicum course. More information is available in the Athletic Training Practicum’s syllabus.

ATs can expect to spend the following clinical hours working with their assigned clinical experiences:

<table>
<thead>
<tr>
<th>Athletic Training Practicum</th>
<th>Academic Level in Athletic Training Program</th>
<th>Clinical Hours</th>
</tr>
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<tbody>
<tr>
<td>AT 188</td>
<td>Freshman</td>
<td>100</td>
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<tr>
<td>AT 189</td>
<td>Sophomore</td>
<td>125</td>
</tr>
<tr>
<td>AT 288</td>
<td>Sophomore</td>
<td>125</td>
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<tr>
<td>AT 289</td>
<td>Junior</td>
<td>175</td>
</tr>
<tr>
<td>AT 388</td>
<td>Junior</td>
<td>175</td>
</tr>
<tr>
<td>AT 489</td>
<td>Senior</td>
<td>200</td>
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<tr>
<td>AT 490</td>
<td>Senior</td>
<td>250</td>
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</tbody>
</table>

Out of Season Sports
ATs are required to complete at least 3 pre-treatment sessions, 2 practices (beginning of practice through post-practice treatments), and 1 game per week with their assigned Clinical Preceptor. ATs may combine two of these requirements on a single day. In the event that there is no home game, the ATS should work an additional pre-treatment that week. These required times should be reflected on the ATS’s monthly schedule. Failure to complete these requirements each week will
result in deduction from the Clinical Hour Portion of the Athletic Training Practicum’s grade. More information is available in the Athletic Training Practicum’s syllabus.

**The Athletic Training Program defines Out of Season Sports as follows:**

Fall: MLAX, WLAX, MVB, Track and Field, BSB, SB, GLF, TN
Spring: MSOC, WSOC, WVB, FH, CC, FB
Winter: SW, WR, MBB, WBB

Winter Sport Athletes must maintain the “Out of Season” Requirements from the first day of classes in August until the beginning of Fall Break in October and then from the end of Spring Break in March to the last day of classes in April.

**Clinical Supervision Policy**

It is the policy of the Athletic Training Program that ATSs be directly supervised during ALL assigned clinical experiences, including the general medical rotation and internship. The Clinical Preceptor must be physically present and have the ability to intervene on behalf of the ATS and the patient. In the event that a Clinical Preceptor has to leave the practice and/or competition, the ATS will accompany them. If an ATS’s Clinical Preceptor is not available or on-campus, the ATS will report to the CEC and/or PD, and be assigned to another Clinical Preceptor for that day. This policy also includes medical appointments and ER visits. The ATS may not take a student-athlete to a medical appointment and/or the ER unless a Clinical Preceptor is present.

If an ATS is present at any sporting event without a Clinical Preceptor, he/she is there as a spectator.

**Documentation of Clinical Hours**

ATS are required to log clinical hours in ATrack within a three day time period. Clinical hours that are not logged within the three day window will not count.

**Confidentiality Policy**

It is expected that ATSs maintain complete confidentiality at all times in clinical experiences at Limestone College, participation in internship and general medical rotations at affiliate clinical sites, other rotations at affiliate clinical sites, and/or work-study employment, and not to breach that confidentiality. ATSs are not to discuss confidential athlete/patient information to anyone (press, scouts, coaches, roommates, teammates, parents, peers, significant others, etc.) other than their assigned Clinical Preceptor and/or consulting physician. In the event that the ATS has a question about whether or not it is appropriate to release information regarding the athlete/patient, the assigned Clinical Preceptor should be consulted. All business, financial, medical, and/or personal records (regardless of format) must not be removed from the facility. The release of confidential medical or personal information is regulated by state and federal laws, and is a violation of ethical conduct, and will result in dismissal from the Athletic Training Program or termination of work-study employment.

**Clinical Experience Orientation Checklist**

This form must be completed by the Clinical Preceptor and the ATS at the beginning of each clinical experience. The following topics should be addressed: expectations for the clinical experience, contact information, monthly schedule, attendance expectations, confidentiality policy, communicable/infectious disease policy, clinical supervision policy, dress code, facility orientation (EAPS, BBP Exposure Control Policy, and location of PPE/BSI), as well as anything else deemed relevant to either party. Clinical Preceptors and ATSs must initial by each item to indicate that the item has been thoroughly discussed/reviewed and understood. A copy of the Clinical Experience Checklist is located in the Appendices on p. 54.

**Relationships**

ATSs must disclose to the Athletic Training Program faculty if they are engaged in a romantic relationship of any type with a student-athlete/staff member on the athletic team to which they are assigned so that the ATS may be reassigned to another team. ATSs assigned to an athletic team may NOT enter into a romantic relationship of any type with any student-athlete/staff member to which they are assigned. Failure to adhere to this policy is a violation of the ATS Code of Conduct and will result in disciplinary action.
Criminal Background Checks
Depending on the requirements of the affiliate clinical sites, ATSs may be required to obtain a criminal background check (county, city, state, and federal) from the state where they reside prior to participating in the General Medical Rotation and/or the Internship. More information can be obtained from the PD.

Drug Screening
Depending on the requirements of the affiliate clinical sites, ATSs may be required to submit to a drug screen prior to participating in the General Medical Rotation and/or the Internship. Any positive drug screen would result in the appropriate documentation as stated by the Disciplinary Procedures and notification/referral to the Office of Student Services.

Individualized Clinical Education Plans
Upon admittance to the Athletic Training Program, ATSs will be provided with an Individualized Clinical Education Plan (ICEP) in conjunction with a syllabus for each Athletic Training Practicum course. The ICEP will detail the ATS’s self-assessment of strengths and weaknesses, goals for the clinical experience, specific clinical skill check-offs that must be completed, outside assignment/journal entries, and documentation of evaluations. A sample ICEP is located in the Appendices on pp. 55-56.

Psychomotor Clinical Skills
In order to ensure learning over time, psychomotor clinical skills for AT 201, AT 380, AT 381, AT 383, and AT 385 are to be assessed a minimum of three times: in the classroom/laboratory, by a peer ATS or Clinical Preceptors, and mastery. Mastery check-offs must be completed at 80%. During the associated Athletic Training Practicum course(s), ATSs will be checked-off for assigned clinical skills in comprehensive integration proficiencies. ATSs not completing the required clinical skills detailed in their ICEP will automatically not pass the course. Clinical skills for AT 180 and AT 283 must be completed in the classroom/laboratory and by a peer ATS or Clinical Preceptors. During the associated Athletic Training Practicum for these courses, the ATS will complete mastery check-offs. More information is available in the Athletic Training Practicum’s syllabus.

Additionally, specific assignments/projects, clinical skills, case studies, and clinical integration proficiencies have been designed to meet the Athletic Training Educational Competencies and require that the ATS score an 80% or better. ATS who fail to score an 80% or better will not pass the course. This information will be communicated in course syllabi.

Attendance to Athletic Training Program Functions
Attendance to all official Athletic Training Program functions is considered mandatory. This includes ALL meetings, in-services, clinical experience assignments, and other functions. Announcements and schedules will be posted throughout the Athletic Training Department. In the event that an ATS cannot attend an Athletic Training Program functions he/she should communicate to their assigned Clinical Preceptor and the PD as soon as possible.

ATSs MUST provide their assigned Clinical Preceptor with a course schedule detailing their availability for clinical experiences. Course schedules are due no later than one week from the start of the new clinical experience. The Clinical Preceptor and ATS will plan out a clinical schedule for clinical experiences.

ATSs who also participate in intercollegiate athletics are expected to be fully involved in their assigned clinical experiences during their “off-season”. The Athletic Training Program will try to cooperate with all ATSs who have outside commitments; however, it must be stated that all athletes and non-athletes have the same requirements and must maintain the same retention criteria.

Exit Interviews
All ATSS enrolled in the Athletic Training Program must schedule an Exit Interview at the conclusion of each semester with the Athletic Training Staff. This is a mandatory function. The purpose of this interview is to allow for dialogue between the Athletic Training Staff and ATS to discuss strengths, weaknesses, and plans for change. A sign-up sheet for these interviews will be posted on the PD’s door.

Monthly Meetings
All ATSs are expected to attend a monthly meeting. Dates for these meetings are published in each Athletic Training Practicum syllabus.
 Liability Insurance
All ATSS must purchase a student policy of professional liability insurance that will provide coverage in the amount $1,000,000 each incident/ $3,000,000 aggregate prior to participation in the Athletic Training Practicum courses. ATSS will not be allowed to participate in their assigned Athletic Training Practicum course until they show proof of liability insurance. This will be addressed fully in AT 180: Fundamentals of Athletic Training, and during the application/observation period. The professional student liability insurance utilized by this program is through Marsh Group Affinity Services.

 Health Insurance
All ATSS must show proof of current health insurance before participating in clinical hours.

 NATA Membership
After acceptance into the Athletic Training Program all ATSS are expected to join the NATA and maintain membership. ATSS will not be allowed to participate in their assigned Athletic Training Practicum course until they show proof of NATA membership.

 Student Travel
Junior and Senior ATSS are permitted to travel with their assigned Clinical Preceptor. Freshmen and Sophomore ATSS may travel if they receive permission from their assigned Clinical Preceptor. ATSS travel should be regarded as a privilege and is decided based on the following factors: the ATSS’s level of experience within the Athletic Training Program, adequate supervision, and the monetary support of the athletic team.

 It is the policy of the Athletic Training Program that ATSS may not travel independently to or from a Limestone College sponsored athletic event to obtain clinical hours, nor are they allowed to travel to a Limestone College sponsored athletic event and leave with someone other than a parent/legal guardian. This policy is not applicable to the general medical rotation and internship.

 Inclement Weather
ATSS should not attend clinical experiences if Limestone College is closed due to inclement weather. If Limestone College is not closed and the ATSS is unable to attend clinical experiences due to weather conditions, he/she must contact his/her supervising Clinical Preceptor. If at any time the ATSS is unsure of whether or not to attend clinical experiences, he/she should contact the PD and/or CEC.

 Transportation
It is the responsibility of each ATSS to arrange transportation to and from each clinical experience that is off-campus. The Athletic Training Program will let ATSS know when they are scheduled to be off campus shortly after acceptance into program.

 Athletic Training Program BBP Policy and BBP/DPT Training
It is the policy of the Athletic Training Program that Universal Precautions will be followed at all times. All body fluids are to be considered potentially infectious. ATSSs are to be under the direct supervision of a Clinical Preceptor at all times, educated in Bloodborne Pathogen Training/Disease Prevention Training on an annual basis, and utilize appropriate personal protective equipment during ALL assigned clinical experiences. ATSSs have access to the following types of personal protective equipment:

 - Latex/non-latex glove
 - Protective eyewear
 - Face masks/shields
 - CPR barriers
 - Biohazard/Sharps Containers
 - Sani-cloths/germicidal/antimicrobial cleaners
 - Hand sanitizer

 ATSSs participate in Bloodborne Pathogen Training/Disease Prevention Training during AT 180: Fundamentals of Athletic Training, which occurs prior to admission to the Athletic Training Program and participation in the Athletic Training Practicum courses. The training is administered by a Red Cross Instructor and takes place on an annual basis. ATSSs are
instructed regarding the location(s) of personal protective equipment prior to admission to the Athletic Training Program, and during the “facility” orientation at the affiliate clinical site.

After admission to the Athletic Training Program, ATSs are provided with access to gloves, breathing barriers, hand sanitizer, and a fanny pack. These materials must be brought to assigned clinical experiences on a daily basis. ATSs that do not bring appropriate materials will be asked to leave their assigned clinical experiences.

The Athletic Training Program adheres to the Limestone College Bloodborne Pathogen Exposure Control Plan, which is available in the Appendices on pp. 57-67. Any observation of non-compliance with this policy and/or BBP exposure must be reported immediately to the ATS’s Clinical Preceptor and the PD for appropriate follow up.

**Limestone College Communicable Disease Policy**

In accordance with the guidelines from the South Carolina Department of Health and Environmental Control and the Limestone College Health Center, the following policies and procedures have been developed for the control of communicable diseases. Any student who is diagnosed with a communicable disease identified on the South Carolina 2012 List of Reportable Conditions is required to be reported to the Region 2 Public Health Office. Students who contract a communicable disease are required to obey the prescribed guidelines by consulting physician(s) and may not participate in any Limestone College sanctioned events, including classes, until cleared by the consulting physician(s). The South Carolina 2012 List of Reportable Conditions may be accessed at [www.scdhec.gov/health/disease/reportables.htm](http://www.scdhec.gov/health/disease/reportables.htm).

**Athletic Training Program Communicable Disease Policy**

The Athletic Training Program adheres to the Limestone College Communicable Disease Policy.

The following guidelines have been established by the Athletic Training Program to prevent exposure and infection:

- ATSS must submit Limestone College Medical History and Physical Examination during the application period.
- ATSS must submit an immunization record that minimally indicates immunity to measles, tetanus, meningitis, hepatitis B, and tuberculosis.
- ATSS must successfully complete annual Bloodborne Pathogen Training.
- ATSS are required to use proper hand washing techniques and practice good hygiene at all times.
- ATSS are required to use Universal Precautions at all times when functioning as an ATS in the Athletic Training Program. This applies to all clinical sites and affiliated clinical sites.
- ATSS are not to attend clinical rotations or clinical experiences if they have active signs or symptoms of a communicable disease.

The following guidelines have been established by the Athletic Training Program to manage a potential infection:

- An ATS who has been exposed to a potential infection before, during, or after a clinical experience should report that exposure to his/her Clinical Preceptor immediately.
- Any ATS who demonstrates signs or symptoms of infection or disease that may place him/her and/or his/her patients at risk, should report that potential infection or disease immediately to the Clinical Preceptor so that they can set up a referral to a physician.
- Any ATS who has been diagnosed with a communicable disease may not return to clinical rotations and/or clinical experiences until they have been cleared by a consulting physician(s).
- The ATS is responsible for keeping the PD and/or CEC informed of his/her conditions that require extended care and/or missed class/clinical time. ATS may be required to provide written documentation from a physician to return to class and/or clinical site.
- If an ATS feels ill enough to miss ANY class, that ATS should notify the appropriate instructor immediately.
- If an ATS feels ill enough to miss ANY clinical experience, that ATS should notify the CEC and Clinical Preceptor immediately.

**Emergency Action Plans (EAP).**

ATSs will participate in EAP Training at the beginning of each academic year. EAPs will also be reviewed at the beginning of each clinical experience.

The EAPs for all Limestone College practice and/or game venues are available in the Appendices on pp.68-96.
Lightning Policy
The Athletic Training Department’s Lightning Policy is available in the Appendices on p. 77.

Internships

Each ATS is required to complete a six-credit hour internship during their senior year. Internships may take place at one of the affiliate high schools or colleges and allow the ATS to gain experience in a different setting. The internship is supervised by a Clinical Preceptor. The internship is intended to be a semester long clinical experience and should be continued until the last day of class at Limestone College. Students are expected to attend ALL practices and/or events, which may include clinical hours over the weekend. Absences must be approved, in advance, by the PD and/or CEC. Each unexcused absence will result in a 10 point deduction from the Athletic Training Internship’s final grade and may result in disciplinary action.

ATSs are required to complete a case study and literature review regarding an illness or injury that was observed during the internship experience. At the conclusion of the semester, the ATS will present case study and literature findings to the Athletic Training Program faculty and staff, Medical Directors, Clinical Preceptors, and other senior-level ATSs. More specific information regarding the Athletic Training Internship can be obtained by speaking with the PD and/or the CEC. The expectations for successful completion of the internship are included in the course syllabus.

ATSs must adhere to the Athletic Training Program Dress Code and set up weekly meeting with the internship faculty sponsor.

Affiliate Clinical Sites (Internship) 2014-2015:
- Boiling Springs High School
- Spartanburg High School
- Wofford College

General Medical Rotations

ATSs MUST set up their General Medical Rotation Schedule with the CEC PRIOR to beginning any rotation. Clinical hours will not count if the ATS does not go through the appropriate channels for the General Medical Rotation.

During the General Medical Rotation, ATSs will be required complete 105 clinical hours at the following affiliate clinical sites:
- 30 clinical hours at Orthopaedic Associates
- 30 clinical hours at Peachview Medical Park
- 30 clinical hours at Physical Rehabilitation Group (aka North Grove Physical Therapy)

ATSs will chose one of the affiliated clinical sites associated with the General Medical Rotation where to they would like to spend their remaining 15 clinical hours. The remaining clinical hours associated with the ATS’s Athletic Training Practicum will be completed in the Limestone College Athletic Training Room.

A sample Affiliate Clinical/Internship Site Agreement Form is located in the Appendices on pp. 97-98. A sample Clinical Hour Record is located in the Appendices on p. 99.
ATS Rules for Observation and Clinical Education Experiences

ATSs are expected to abide by the following rules during their Observation Period and/or Clinical Education Experiences as well as the ATR Rules. ATR Rules are available on p. 32. ATSs should remember that they are an extension of the Athletic Training Department and should strive to represent the department and themselves accordingly. ATSs that disregard the policies and procedures set forth in this handbook will be subject to disciplinary action, probation, and/or dismissal from the Athletic Training Program.

1. Arrive on-time to assigned clinical education experiences.
2. Clinical Skill Manuals should be brought to daily to your assigned clinical experience.
3. ICEP Forms need to be completed daily and signed daily.
4. Clinical hours must be signed-off within two days.
5. Do not attempt to do check-offs in the Athletic Training Room between the hours of 1:00 pm and 3:00 pm unless instructed otherwise by your assigned Clinical Preceptor.
6. Cell phone usage (including text messages) is prohibited except in cases of an emergency.
7. Call assigned Clinical Preceptor if you are going to be late and/or unable to come to assigned clinical education experience.
8. Contact assigned Clinical Preceptor if weather conditions are poor prior to attending clinical experiences.
10. Receive permission from assigned Clinical Preceptor before leaving clinical education experience.
11. Adhere to the Dress Code. The dress code is available on pp. 33-34.
12. Adhere to the Athletic Training Room Rules.
13. Do not go in Clinical Preceptor offices, use computers and/or telephones without permission.
14. The computers stationed in the Athletic Training Room and Classroom is for academic purposes only. It is not for checking personal email, surfing the Internet, and/or playing games.
15. Treat faculty, staff, and fellow students with respect.
16. ATSs should never be in the Athletic Training Room after hours or without appropriate supervision.
17. ATSs should be directly supervised at all times. If the Clinical Preceptor needs to leave a practice/event, the ATS must accompany them.
18. ATSs may not take student-athletes to medical appointments and/or the ER without an Clinical Preceptor.
19. Adhere to Limestone College’s Athletic Training Department HIPAA and Confidentiality Policies.
21. Unless participating in an internship or general medical rotation, ATSs may not drive to practices/competitions and/or leave a Limestone College sponsored athletic event unless with a parent/legal guardian.
Limestone College Athletic Training Room Rules

1. Athletes must shower prior to entering the Athletic Training Room after practices/games (unless in the case of an emergency).
2. Leave all equipment and personal bags outside of athletic training room.
3. Do not wear Cleats/Turfs in the building.
4. This is a co-ed facility. Proper dress is required at ALL times! (Shirts, shorts, etc). If using the whirlpool, you must have on gym shorts or swim trunks. If you need to change, do so in the locker room or in the bathroom, NOT in the Athletic Training Room.
5. Treatment will be administered by a Staff Athletic Trainer only after an evaluation. No athlete may administer treatment to him/her self or to anyone else.
6. It is your responsibility to report all athletic injuries/illnesses to a Staff member immediately. Failure to do so will invalidate any insurance coverage by the college.
7. Supplies and/or equipment are not to be removed from the Athletic Training Room without permission from a Staff Athletic Trainer (i.e. tape, scissors, exercise equipment, etc.).
8. The Athletic Training Room will be open Monday – Friday, at 1 PM, until treatments are concluded at the end of practices. On weekends, the Athletic Training Room will open 1 hour prior to any scheduled practice, and 2 hours prior to any scheduled game. Other times by appointment only. Being in the Athletic Training Room is not an excuse for being late to practice!
9. All athletes should obtain a medical referral form from a Staff Athletic Trainer, prior to making a medical appointment, regardless of reason. Athletes who are under a physician’s care are not clear for participation, until a referral form is completed and signed by the physician.
10. Any referrals made to a physician for illnesses, non-athletic injuries or pre-existing conditions are not covered by Limestone College or Limestone College Athletics’ Secondary Insurance Policy. *The athlete is solely responsible for any medical payments.
11. NO PROFANITY – NO LOITERING – NO TOBACCO PRODUCTS – NO INAPPROPRIATE ACTIONS/CONDUCT.
12. Place all equipment used back in their original places and clean up after yourself (ice bags, garbage, and hot packs, etc.).
13. Do NOT enter offices or use staff computers without permission of a Staff Athletic Trainer.

PLEASE NOTE: Failure to comply with any of these rules will result in your removal from the Athletic Training Room!!!
Athletic Training Program Dress Code

The purpose of a dress code is to promote professionalism within the program. ATs that are non-compliant with the dress code will be asked to leave the Athletic Training Room and return only when they can adhere to the dress code. They will also be subject to the Athletic Training Program Discipline Procedures.

Athletic Training Room Attire:

Shirts: Issued Limestone College athletic training t-shirt or collared shirt, or a sweatshirt with the Limestone College logo. For students applying to the Athletic Training Program, they must wear Limestone apparel or a polo shirt.

- Shirts must be tucked in at all times.
- Shirts need to fit appropriately and should have no high school, college, and/or professional athletic team logos. Shirts with inappropriate logos or sentiments are not permitted.
- Tank-tops/camisoles are not permitted.

Pants/Shorts: Khaki pants or shorts are preferred. Jeans may be worn in the ATR

- Khaki pants or shorts may be made of twill material
- Shorts must be mid-thigh in length. Individuals may not wear spandex underneath their shorts in order to make them seem more appropriate. Short-shorts and/or shorts with words on the seat are not permitted. Colors: khaki, navy, black, gray, and/or olive.
- Jeans must be worn at the waist, fit appropriately, and not have holes.
- Skinny jeans, wind pants, sweat pants, yoga-pants, athletic shorts, fitted sweatpants/leggings, and/or pants with words on the seat are not permitted in the ATR.

Shoes: Tennis shoes must be worn at all times unless working an indoor event.

- Flip-flops or open-toed sandals are not permitted per OSHA guidelines.
- Five finger shoes are not permitted.

Practice Attire: Dress appropriate for the weather conditions

Shirts: Issued Limestone College athletic training t-shirt or collared shirt, or a sweatshirt with the Limestone College logo. For students applying to the Athletic Training Program, they must wear Limestone apparel or a polo shirt.

- Shirts must be tucked in at all times.
- Shirts need to fit appropriately and should have no high school, college, and/or professional athletic team logos. Shirts with inappropriate logos or sentiments are not permitted.
- Tank-tops/camisoles are not permitted.

Pants/Shorts: Khaki pants or shorts are preferred. Jeans may be worn to practice.

- Khaki pants or shorts may be made of twill material
- Shorts must be mid-thigh in length. Individuals may not wear spandex underneath their shorts in order to make them seem more appropriate. Short-shorts and/or shorts with words on the seat are not permitted.
- Jeans must be worn at the waist, fit appropriately, and not have holes.
• Sweatpants/windpants/athletic shorts of Limestone College issue and/or of similar design may be worn to cover practices. These pants must be clean and not remotely resemble pajamas.

• Skinny jeans, yoga-pants, fitted sweatpants/leggings, and/or pants with words on the seat are not permitted.

Shoes: Tennis shoes must be worn at all times.

• Flip-flops or open-toed sandals are not permitted per OSHA guidelines.

• Five finger shoes are not permitted.

Event Attire:

Indoor Contests: Consult the Clinical Preceptors regarding appropriate dress prior to the event. Dress clothes should include dress slacks, shirt or sweater, close-toed dress shoes and socks. Clothing must be functional to allow running, bending, and carrying.

Outdoor Contests: Khaki pants or shorts, athletic training collared shirts, tennis shoes and socks. The outermost layer should have the athletic training logo. Athletic training t-shirts may be worn if a polo has not been issued.

Please Note:

• Watches with a secondhand should be worn while performing clinical hours.

• Purchase a belt for pants with belt loops.

• Hats are for outdoors only. They should not be worn in the ATR.

• You may change into practice attire just prior to departing for practice.

• Student-athletes who are also ATS must adhere to the Athletic Training Program dress code while performing clinical hours.

• Student-athletes who are also ATS may not receive treatment for any ailments while performing clinical hours.
Section IV:
Evaluation and Assessment

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Please Note: The ATS Handbook describes all of the necessary components of the Athletic Training Program for faculty, staff, ATSS, and Clinical Preceptors. Every effort will be made to follow the components of the program as outlined in this handbook; however, the Athletic Training Program reserves the right to modify this document.
Limestone College
Athletic Training Program
Master Assessment Plan

The following plan has been developed and adopted by the Limestone College Athletic Training Program to serve a variety of purposes in the overall goal of evaluating the effectiveness of the program and determining areas for changes in subsequent years. There are four main areas that are assessed: program effectiveness through the achievement of the program’s stated mission and goals via student learning outcomes, overall program effectiveness, effectiveness of student learning, and quality of instruction.

It is the mission of the Athletic Training Program at Limestone College to provide our athletic training students (ATSs) with a well-rounded liberal arts education that is grounded with quality instruction and hands-on clinical experiences, which will ultimately prepare them for a career in the athletic training profession. It is also our mission to produce competent, confident, and dedicated professionals who are enabled to function independently in a variety of settings. Upon meeting all graduation requirements and passing the Board of Certification (BOC) Examination, ATSs will find themselves prepared for an entry-level position within the profession.

Assessments of Program Effectiveness via Student Learning Outcomes
The following areas are the Athletic Training Program mission and goals and are assessed via student learning outcomes to determine overall program effectiveness by the means stated.

Goal 1: Students will possess the utmost moral, legal, and ethical behaviors of academic, personal, professional, and social integrity.

Outcome 1.1: Demonstrates awareness of cultural competence and diversity with a variety of settings and populations.
- Objective 1.1a: Students will be evaluated by on-campus Clinical Preceptors in the area of cultural competence.
- Objective 1.1b: Students will be evaluated by Clinical Preceptors in the area of cultural competence during the General Medical Rotation.
- Objective 1.1c: Students will be evaluated by Athletic Training Faculty in the areas of cultural competence during the Internship.
- Objective 1.1d: Students will show sensitivity and flexibility in the approach and treatment of patients during Clinical Integration Proficiencies.

Outcome 1.2: Demonstrate the ability to remain a member in good standing in the Athletic Training Program, the institution, and professional organizations.
- Objective 1.2a: Students conduct themselves in a professional manner in the clinical setting.
- Objective 1.2b: Students will remain a member in good standing with the Athletic Training Program, Limestone College, and the NATA.
- Objective 1.2c: Students will demonstrate a leadership role through participation in SATA and/or other LC student organizations.

Outcome 1.3: Recognizes the importance of continued professional development.
- Objective 1.3a: Students will research and report on various developments and initiatives within the profession of Athletic Training.
- Objective 1.3b: Students will attend and/or present at a professional conference before graduation.
- Objective 1.3c: Students will complete reflections on the Foundations of Professional Practices.

Goal 2: Students will develop the skills and values necessary for employment as an entry-level athletic trainer through individual and collaborative efforts.

Outcome 2.1: Demonstrate appropriate strategies for injury/illness prevention and wellness protection.
- Objective 2.1a: Students will be able to complete a risk management assessment.
- Objective 2.1b: Students will perform a nutritional and body composition assessment.
- Objective 2.1c: Students will develop specific policies and procedures in the event of various common emergent conditions.

Outcome 2.2: Demonstrate the ability to perform an accurate clinical evaluation and arrive at an appropriate diagnosis.
• Objective 2.2a: Students will show competency in evaluation and assessment of orthopaedic injuries.
• Objective 2.2b: Students will analyze case studies with an emphasis on evaluation and differential diagnosis.

**Outcome 2.3: Demonstrate the ability to initiate immediate emergency care.**
• Objective 2.3a Students will develop a comprehensive, venue-specific EAP.
• Objective 2.3b. Students will participate in various Clinical Integration Proficiencies involving emergency situations.
• Objective 2.3c Students will demonstrate competency with FA/CPR/AED skills.

**Outcome 2.4: Demonstrate the ability to integrate appropriate therapeutic interventions into the patient’s treatment and rehabilitation plan.**
• Objective 2.4a Students will show competency in the development of advanced SOAP Note writing including appropriate abbreviations and terminology.
• Objective 2.4b Students will design a rehabilitation protocol and progression for an assigned injury.

**Outcome 2.5: Demonstrate organization and professional health and well-being.**
• Objective 2.5a Students will show fiscal responsibility and understanding through the preparation of a budget proposal.
• Objective 2.5b Students will analyze the components of a comprehensive medical record and administrative documentation.
• Objective 2.5c Students will recognize, refer, and assist with the development of a management plan for patients with possible psychosocial disorders.

Goal 3: Students will utilize evidence-based practice and advanced critical thinking skills as entry-level athletic trainers.

**Outcome 3.1: Demonstrate the ability to gather, synthesize, and analyze original research.**
• Objective 3.1a: Students will develop a clinical question.
• Objective 3.1b: Students will use standard criteria to critically appraise structure, rigor, and overall quality of research studies.
• Objective 3.1c: Students will conduct a literature review/search using a clinical question.
• Objective 3.1d: Students will conduct a Research Project that includes the following components: PICO question, literature review, introduction, methods, results, and conclusion.

**Outcome 3.2: Demonstrate the ability to synthesize information and make appropriate deductions/decisions.**
• Objective 3.2a: Students will be presented with a variety of situations/patient populations via Clinical Integration Proficiencies that require critical thinking skills to determine appropriate assessment, intervention, and progression of an injury/illness.
• Objective 3.2b: Students will analyze the information presented in case studies and arrive at an appropriate assessment and proper therapeutic interventions.
• Objective 3.2c: Students will possess the cognitive ability to function as a competent entry-level certified athletic trainer.

Goal 4: Students will effectively communicate and interact with a variety of healthcare professionals in a variety of settings.

**Outcome 4.1: Demonstrate effective oral communication in academic and clinical settings.**
• Objective 4.1a: Students will be able to present research and findings to the Athletic Training Program Faculty, Staff, and Clinical Preceptors.
• Objective 4.1b: Students will maintain appropriate communication with Clinical Preceptors.

**Outcome 4.2: Demonstrate the ability to communicate in written form.**
• Objective 4.2a: Students will show proficiency with SOAP Notes, Injury Reports, Progress Reports, and Discharge Summaries.
• Objective 4.2b: Students will complete a literature review based on internship experiences.
• Objective 4.2c: Students will prepare a case study based on internship experiences.

**Outcome 4.3: Demonstrate the ability to utilize current technology to enhance communications/ disperse information to the public.**
• Objective 4.3a: Students will design a single slide electronic media poster board presentation.
• Objective 4.3b: Students will prepare an audiovisual presentation for the internship based literature review and case study.
• Objective 4.3c: Students will utilize a comprehensive injury tracking software system.
Assessments of Overall Program Effectiveness
The following areas are the Athletic Training Program mission and goals and are assessed to determine overall program effectiveness by the means stated.

Goal 1: Students will possess the utmost moral, legal, and ethical behaviors of academic, personal, professional, and social integrity.
- Remaining in good standing with the Athletic Training Program, Limestone College, and professional organizations.

Goal 2: Students will develop the skills and values necessary for employment as an entry-level athletic trainer through individual and collaborative effort.
- Completion of all necessary coursework, including a minimum cumulative GPA of 2.5.
- Completion of BOC Preparation Examination
- BOC Examination Results
- Athletic Training Program Alumni Survey
- General Medical Evaluations
- Clinical Experience Evaluations
- Internship Evaluations

Goal 3: Students will utilize evidence-based practice and advanced critical thinking skills as entry-level athletic trainers.
- Completion of clinical integration proficiencies at a score of 80% or better.
- Completion of all necessary coursework, including a minimum cumulative GPA of 2.5.
- Completion of a cumulative research project.

Goal 4: Students will effectively communicate and interact with healthcare professionals in a variety of settings.
- Exit Interviews / Evaluations
- Clinical Experience Evaluations
- General Medical Evaluations
- Internship Evaluations
- ATS Evaluations of the Clinical Preceptor
- ATS Evaluations of the Affiliate Clinical Site and Clinical Preceptor.
- Athletic Training Program Alumni Survey

Assessment of Effectiveness of Student Learning
In addition to assessing the overall program effectiveness through the Athletic Training Program mission and goals, this plan will assess specifically the effectiveness of learning of the students didactically and clinically. The didactic learning will be assessed using course success in didactic courses, cumulative GPA, and completion of all clinical skills.

Course success is defined by obtaining a grade of “C” or better in all athletic training courses. If the student does not reach this grade, they will not be allowed to continue in the athletic training course sequence until the class is completed at the “C” level, or better.

Cumulative GPAs will be obtained at the end of each semester by the PD. If the student falls below the 2.5 GPA, they will be placed on academic probation. The student may only be on probation for two consecutive semesters. If the student fails to improve their deficient GPA by the end of the second semester of academic probation, they will be removed from the Athletic Training Program.

Psychomotor skills in didactic courses will be addressed by the student a minimum of three times. The first is during the teaching of this skill by the course instructor (Teaching/Lab). The second is while practicing this skill either with fellow students or with a Clinical Preceptors (Peer/Clinical Preceptors). The third is during a clinical skill evaluation, during which the student must complete the skill at 80% proficiency in order to have mastered that clinical skill (Mastery). If a student
Course success is defined by obtaining a grade of “C” or better in all athletic training courses. If the student does not reach this grade, they will not be allowed to continue in the athletic training course sequence until the class is completed at the “C” level, or better.

Each practicum course addresses a number of clinical skills from the didactic courses already taken by the students enrolled. These clinical skills are then assessed through clinical integration proficiencies. These scenarios are expected to be completed at the 80% proficiency level, as the students have already shown mastery in these skills. If the student attempts a scenario for a skill and does not make the 80% proficiency, they will have to re-take the evaluation until the grade of 80% or better is received. If these clinical skills are not met by the end of the semester, the student will at most receive the grade of “D” in the course, and will have to re-take the course.

Another component of course success is that specific assignments/projects, clinical skills, case studies, and clinical integration proficiencies have been designed to meet the Athletic Training Educational Competencies and require that the ATS score an 80% or better. ATS who fail to score an 80% or better will not pass the course. This information will be communicated in course syllabi.

Clinical experience evaluations are done on a monthly basis by the Clinical Preceptors for each student that they are currently supervising. They are distributed and completed prior to the 25th of each full month during the semester (September, October, November, February, March, April). These are reviewed with the ATS, discussed, signed and submitted to the CEC.

General Medical Rotation evaluations are done at the end of each rotation. As the students are assigned to affiliate clinical during specific time frames (by the CEC), these evaluations are completed approximately monthly as well. They are reviewed with the ATS, discussed, signed and submitted to the CEC.

Clinical Integration Proficiencies are done within practicum courses and are designed to address multiple content areas within a single scenario. The student will be required to perform evaluation, treatment, rehabilitation and administration skills (as well as others depending on the scenario) for the situation. This is designed to improve critical thinking and decision making skills of the ATS. Since the clinical skills contained within any given scenario will have already been completed at the Mastery level, the ATS will be required to complete this evaluation at the 80% proficiency level as well. If the student does not make the 80% proficiency, they will have to re-take the evaluation until the grade of 80% or better is received. The average of all scenario attempts will be used as the grade for that evaluation in the course. If these clinical integration proficiencies are not met by the end of the semester, the student will at most receive the grade of “D” in the course, and will have to re-take the course.

Assessment of Quality of Instruction

Just as the Athletic Training Program is designed to evaluate the ability of the ATS to perform the skills necessary of a certified athletic trainer, the Athletic Training Program should be evaluated to ensure proper instruction is taking place, both didactically and clinically. The quality of didactic instruction is assessed through student opinion of course and instruction surveys, annual faculty evaluations and exit interviews/evaluations.

Student opinions of course and instruction surveys have been transitioned from paper-based to web-based. Towards the end of the semester, the Associate Vice President for Academic Affairs office distributes emails to students with links and login information for students to complete these surveys. These surveys ask questions associated to the quality of the course and the instructor of the course.
Annual faculty evaluations are completed by the department chairs for their associated faculty. Department chairs are evaluated by Division chairs. These evaluations address teaching effectiveness, service to the college, professional activity and contributions to student recruitment.

Exit interviews/evaluations are completed at the end of each academic semester. This is an informal discussion between the AT faculty, Clinical Preceptors and ATS to determine areas for improvement on all parts and to delineate administrative information (future clinical rotations, housing issues, transportation issues, etc).

The quality of clinical instruction is evaluated through ATS evaluation of Clinical Preceptor, ATS evaluation of Affiliate Clinical Sites, Athletic Training Program evaluation of Clinical Preceptor, Athletic Training Program evaluation of Affiliate Clinical Sites and Exit Interviews/Evaluations.

ATSs evaluations of Clinical Preceptors are done on a monthly basis by the ATS for the Clinical Preceptors that they are currently assisting. They are distributed and completed prior to the 25th of each full month during the semester (September, October, November, February, March, April). These are submitted to the CEC, then analyzed by the Athletic Training Program and overall results are distributed to each Clinical Preceptors in an effort to maximize anonymity.

ATSs evaluations of affiliate clinical sites are done on a monthly basis by the ATS during the internship and general medical rotation. They are distributed and completed prior to the 25th of each full month during the semester (September, October, November, February, March, April). These are submitted to the CEC, then analyzed by the Athletic Training Program and overall results are distributed to each affiliate clinical site (Clinical Preceptor).

The Athletic Training Program Evaluation of the Clinical Preceptor is administered by an Athletic Training Program Faculty Member to evaluate the quality of interaction between the Clinical Preceptor and ATS. This evaluation is conducted a minimum of once per semester while that Clinical Preceptor is working with an ATS. These evaluations will be reviewed and discussed with the Clinical Preceptor, signed and maintained by the CEC.

The Athletic Training Program Evaluation of the Affiliate Clinical Site is performed by an Athletic Training Program Faculty Member on an annual basis. This evaluation is to assess/observe the learning environment in which the ATSs will be associated with to ensure meeting CAATE standards.

Exit interviews/evaluations are completed at the end of each academic semester. This is an informal discussion between the AT faculty, Clinical Preceptors and ATS to determine areas for improvement on all parts and to delineate administrative information (future clinical rotations, housing issues, transportation issues, etc).
### Evaluations

**Evaluation Criteria**

When performing any type of evaluation, there is a subjective component that is involved. In order to decrease the amount of subjectivity in the evaluation of an ATS and to increase the amount of objectivity, the following evaluative criteria has been developed:

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<th>Numeric Value</th>
<th>Rating</th>
<th>Standard</th>
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</thead>
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<tr>
<td>10</td>
<td>Exceeds Expectations</td>
<td>ATS is 100% proficient in the didactic theory and clinical application of stated behavior or skill for their level in the Athletic Training Program. ATS required zero instruction, direction, and/or assistance to complete the stated behavior/skill.</td>
</tr>
<tr>
<td>9</td>
<td>Above Average</td>
<td>ATS is 90% proficient in the didactic theory and clinical application of stated behavior or skill for their level in the Athletic Training Program. ATS required zero to minimal instruction, direction, and/or assistance to complete the stated behavior/skill.</td>
</tr>
<tr>
<td>8</td>
<td>Average</td>
<td>ATS is 80% proficient in the didactic theory and clinical application of stated behavior or skill for their level in the Athletic Training Program. ATS required minimal instruction, direction, and/or assistance to complete the stated behavior/skill.</td>
</tr>
<tr>
<td>7</td>
<td>Needs Improvement</td>
<td>ATS is 70% proficient in the didactic theory and clinical application of stated behavior or skill for their level in the Athletic Training Program. ATS required moderate instruction, direction, and/or assistance to complete the stated behavior/skill.</td>
</tr>
<tr>
<td>6</td>
<td>Below Average</td>
<td>ATS is 60% proficient in the didactic theory and clinical application of stated behavior or skill for their level in the Athletic Training Program. ATS required significant instruction, direction, and/or assistance to complete the stated behavior/skill.</td>
</tr>
<tr>
<td>4</td>
<td>Poor</td>
<td>ATS is 40% proficient in the didactic theory and clinical application of stated behavior or skill for their level in the Athletic Training Program.</td>
</tr>
<tr>
<td>0</td>
<td>Not Performed</td>
<td>ATS did not perform the theory and application of stated behavior or skill.</td>
</tr>
<tr>
<td>N/A</td>
<td>Not Applicable</td>
<td>The behavior or skill is not applicable at this time or the ATS has not yet been instructed regarding this behavior or skill.</td>
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This is the standard criteria, which is applied to all freshmen, sophomores, juniors, and seniors in the evaluation process. At the freshman level, ATSs are expected to be knowledgeable about the topics presented in the evaluations. At the sophomore level, ATSs are expected to be knowledgeable and demonstrate understanding regarding the purpose of the topics presented in the evaluations. At the junior level, ATSs are expected to be able to utilize their knowledge and skills under the supervision of a Clinical Preceptor on the topics presented in evaluation. At the senior level, ATSs should be competent in their knowledge, skills, and critical thinking ability and be able to perform as an aspiring, entry-level athletic trainer on the topics presented in the evaluation.

**Evaluation Forms**

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Limestone College
Athletic Training Program
Admission Application

Date of Application: ________________________________________________________________

Personal/Contact Information
Name: _________________________________________________________________________
Student Identification Number: ___________________________________________________________________________________
Date of Birth: _____________________________________________________________________
Email Address: _____________________________________________________________________
Home Mailing Address: _____________________________________________________________________________________________

Home Phone Number: _____________________________________________________________________
Campus Mailing Address: _____________________________________________________________________________________________

Campus Phone Number: _____________________________________________________________________
Cell Phone Number: _____________________________________________________________________
Emergency Contact Person and Phone Number: _________________________________________________________________________

Educational Information
High School Name and Address: _______________________________________________________________________________________

Previous Junior Colleges/Colleges/Universities Attended and Addresses: ________________________________________________________________________________________________

Course of Study at Previous Institution: __________________________________________________________________________________
Anticipated Major(s) at Limestone College: ________________________________________________________________________________

Anticipated Minor(s) at Limestone College: ________________________________________________________________________________

Extracurricular Activities at Limestone College: ________________________________________________________________________________
Athletic Training Experience

Previous Athletic Training Experiences and Dates (high school, colleges/universities, camps, student symposiums/workshops):
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

Recommendations

Please list the three individuals that will be providing recommendations for your acceptance into the Athletic Training Education Program.
1. ___________________________________________________________
2. ___________________________________________________________
3. ___________________________________________________________

Letter of Intent

Please submit a letter of intent stating why you desire to be a part of the Athletic Training Education Program and why you are an ideal candidate. Expound upon your short and long-term career goals, your perceived strengths and weaknesses, and any other information that you would like us to know about yourself.

Application Materials Deadline and Procedures:
All materials should be submitted to the Program Director no later than Tuesday, November 25, 2014 in a manila envelope. Materials should include the application, letter of intent, and all three recommendation letters in sealed envelopes. Materials turned in after the deadline will not be accepted. This includes the items detailed on the Admissions Checklist.
To the Applicant:
In accordance with the Family Education Rights and Privacy Act of 1974, an applicant for the Athletic Training Program may waive his/her right to inspect the recommendation form. Such a recommendation will only be used in determining admission to the Athletic Training Program. An applicant is not required to execute a waiver.

I (print your name) __________________________________________
Waive my right _____ Do not waive my right _____ to inspect or review the recommendation form as related to my admission to the Athletic Training Program.

__________________________________________
Applicant Signature

__________________________________________
Date

Applicants are instructed to receive recommendation letters from individuals who can attest to the applicant’s 1) academic capabilities, 2) clinical abilities, and 3) character. All recommendations must be non-familial.

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Above Average (5)</th>
<th>Average (4)</th>
<th>Below Average (3)</th>
<th>Poor (2)</th>
<th>Not able to judge</th>
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<td>Responsibility</td>
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<td>Communication skills</td>
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<td>Time management skills</td>
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<td>Respectful</td>
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<td>Demonstrates academic competence</td>
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<tr>
<td>Demonstrates clinical competence</td>
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<td>Demonstrates integrity</td>
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<tr>
<td>Demonstrates cultural competence</td>
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<td>Demonstrates situational awareness</td>
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<tr>
<td>Motivation</td>
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<tr>
<td>Maturity</td>
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<tr>
<td>Positive Attitude</td>
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<tr>
<td>Consistent in efforts</td>
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<tr>
<td>Potential</td>
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</table>

Please take a moment to comment on the applicant’s strengths and weaknesses as well as why you believe applicant should be considered for admission to the Athletic Training Program. Feel free to use additional paper.

_____________________________________________________________________________________________________
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__________________________________________
Signature

__________________________________________
Date
Limestone College  
Athletic Training Program  
Admission Requirements Checklist

Applicant: ___________________________________________  ___________________________________________

Admission to the Athletic Training Program is based on the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Date Verified/ Specific Information</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>A minimum of 2.5 cumulative GPA.</td>
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<tr>
<td>A. “C” or better in AT 180: Fundamentals of Athletic Training</td>
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<tr>
<td>A. “C” or better in BI 101: Introduction to Biology I</td>
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<tr>
<td>Completion of 50 Observation Hours.</td>
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<tr>
<td>Verification of a Medical History and Physical Examination.</td>
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<tr>
<td>Verification of Health Insurance.</td>
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<tr>
<td>Verification of Technical Standards.</td>
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<tr>
<td>Verification of Bloodborne Pathogen and Disease Prevention Training.</td>
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<tr>
<td>Verification of Immunization Records.</td>
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<tr>
<td>Verification/declination of the Hepatitis-B vaccination series.</td>
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<tr>
<td>Verification of confidentiality/FERPA training</td>
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<tr>
<td>A signed ATS Handbook and Confidentiality Agreement.</td>
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</tbody>
</table>

Application Materials

Application materials are due by 5:00 pm on Tuesday, November 25, 2014. Materials turned in after this date will not be considered.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Date Verified/ Specific Information</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
<td></td>
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<tr>
<td>Letter of Intent</td>
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<tr>
<td>3 Letters of Recommendation:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. ___________________________________</td>
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<td>2. ___________________________________</td>
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<td>3. ___________________________________</td>
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</tbody>
</table>

Weighted Criteria

I. Cumulative GPA (50%)

<table>
<thead>
<tr>
<th>Weighted GPA</th>
<th>4.0 – 50</th>
<th>3.9 – 49</th>
<th>3.8 – 48</th>
<th>3.7 – 47</th>
<th>3.6 – 46</th>
<th>3.5 – 45</th>
<th>3.4 – 44</th>
<th>3.3 – 43</th>
<th>3.2 – 42</th>
<th>3.1 – 41</th>
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</thead>
<tbody>
<tr>
<td>4.0 – 50</td>
<td>3.9 – 49</td>
<td>3.8 – 48</td>
<td>3.7 – 47</td>
<td>3.6 – 46</td>
<td>3.5 – 45</td>
<td>3.4 – 44</td>
<td>3.3 – 43</td>
<td>3.2 – 42</td>
<td>3.1 – 41</td>
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</tbody>
</table>
II. Freshman Rotation Evaluations (25%)
At the conclusion of each rotation, the Clinical Preceptors will evaluate the ATS. ATS must complete rotations with all five staff Clinical Preceptors.

<table>
<thead>
<tr>
<th>Evaluation</th>
<th>Dates of Rotation</th>
<th>Clinical Preceptors</th>
<th>Grade</th>
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</thead>
<tbody>
<tr>
<td>1</td>
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Mean Score of Freshman Rotation Evaluations:

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</thead>
<tbody>
<tr>
<td>80 – 5</td>
<td>79 – 4</td>
<td>78 – 3</td>
<td>77 – 2</td>
<td>76 – 1</td>
<td>75 – 0</td>
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</tbody>
</table>

III. Interview Scores (25%)
The interview will be evaluated by all members of the Athletic Training Program and Athletic Training Department.

<table>
<thead>
<tr>
<th>Interview</th>
<th>Clinical Preceptors</th>
<th>Score</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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<tr>
<td>2</td>
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Mean Score of the Interview Evaluations:

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<tbody>
<tr>
<td>80 – 5</td>
<td>79 – 4</td>
<td>78 – 3</td>
<td>77 – 2</td>
<td>76 – 1</td>
<td>75 – 0</td>
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</table>

IV. Totals

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Grade/Score</th>
<th>Points Earned</th>
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</thead>
<tbody>
<tr>
<td>GPA</td>
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<tr>
<td>Evaluations</td>
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<td></td>
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<tr>
<td>Interviews</td>
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</tbody>
</table>
The Athletic Training Program at Limestone College 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 Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, competencies, and physical demands of an entry-level athletic trainer, and meet the expectations of the program’s accrediting agency (CAATE). All students admitted to the Athletic Training Program must demonstrate and fulfill a minimum level of cognitive and physical abilities. In the event that a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program. All technical standards are in accordance with Limestone College policies and procedures.

Compliance with the program’s technical standards does not guarantee a student’s eligibility for the BOC examination.

Candidates applying for admission to the Limestone College Athletic Training Program must demonstrate:

1. The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm.
2. Sufficient postural and neuromuscular control, sensory function and coordination to perform appropriate physical examinations using accepted techniques and accurately, safely, and efficiently use equipment and materials during the assessment and treatment of patients.
3. The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice.
4. The ability to record the physical examination results and treatment plan clearly and accurately.
5. The capacity to maintain composure and continue to function well during periods of high stress.
6. The perseverance, diligence and commitment to complete the Athletic Training Program as outlined and sequenced.
7. Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations.
8. Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection into the Athletic Training Program will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards.

It is the responsibility of the student who states that he/she has a disability and could meet the Athletic Training Program Technical Standards with accommodation to provide the appropriate documentation that the stated condition qualifies as a disability under applicable laws.

If a student states that he/she can meet the technical standards with accommodation, then he/she will be referred to the Director of Accessibility Services/PALS for further assessment. The Athletic Training Program Faculty, Chair of the Physical Education, Athletic Training, and Sport Management Department, Chair of the Education and Physical Education Division, Associate Vice President for Academic Affairs, Executive Vice President/Vice President for Academic Affairs, Director of Accessibility Services/PALS, and Officer(s) of Affirmative Action will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review of whether the 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.
**Wavier of Reasonable Accommodation:**

I certify that I have read and understand the technical standards for the selection listed above, and I believe to the best of my knowledge that I can meet each of these standards without accommodation. I understand that if I am unable to meet these standards I will not be admitted to the Athletic Training Program.

___________________________________  ____________________________
Applicant’s Signature                  Date

**Acknowledgement of Need for Reasonable Accommodation:**

I certify that I have read and understand the technical standards for the selection listed above, and I believe to the best of my knowledge that I can meet each of these standards with reasonable accommodation. I will contact Limestone College’s Office of Affirmative Action to determine what accommodations may be available. I understand that if I am unable to meet these technical standards with reasonable accommodations, that I will not be admitted to the Athletic Training Program.

___________________________________  ____________________________
Applicant’s Signature                  Date
Dear ________________________,

Unfortunately, I must notify you that you have been placed on academic probation. This academic probation has been instituted because of your failure to meet one or more of the academic retention criteria listed below. The academic retention criteria are explained in the ATS Handbook, which you received upon stating your desire to be apart of the Athletic Training Program. The purpose of enforcing academic criteria is to increase your knowledge base in areas considered to be below average, in order to prepare you for the BOC Examination as well as to enhance your effectiveness as a future professional in the field of athletic training. Please note that the athletic training faculty and staff is more than willing to work with you in whatever way necessary to help you achieve success in this program.

Probation has been instituted for the following reasons:
1.
2.

The terms of the probation:
1.
2.

At this time, it must be pointed out that ATSs are allowed no more than two consecutive semesters of academic probation. If satisfactory progress has not been made at the end of the second semester, then the ATS will be dismissed from the Athletic Training Program. In the event that you decide that you no longer desire to be a part of the Athletic Training Program, we ask that you submit a brief letter stating your intentions. If you desire to continue in the program, please sign, date, and return this form.

PD Signature: ___________________________ Date: ___________________________
ATS Signature: ___________________________ Date: ___________________________