

Texas A&M University-Corpus Christi
Athletic Training Program



ATHLETIC TRAINING
STUDENT HANDBOOK
2016-2017

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1.0 Program Information

1.1 Introduction

Athletic Trainers (ATs) are health care professionals who collaborate with physicians to optimize patient and client activity and participation in athletics, work and life. The practice of athletic training encompasses the prevention, examination and diagnosis, treatment, and rehabilitation of emergent, acute, subacute, and chronic neuromusculoskeletal conditions and certain medical conditions in order to minimize subsequent impairments, functional limitations, disability, and societal limitations. Athletic Training is recognized by the American Medical Association (AMA) as a health care profession.

Athletic trainers' work settings can include high schools, colleges, universities, professional sports teams, hospitals, rehabilitation clinics, physicians' offices, corporate and industrial institutions, the military, and the performing arts. Regardless of their practice setting, athletic trainers practice athletic training (or provide athletic training services) according to their education and state practice act.

(Athletic Training Services: An Overview of Skills and Services Performed by Certified Athletic Trainers. NATA 2010)

Students who want to become BOC Certified Athletic Trainers must earn a degree from an accredited athletic training curriculum. Accredited programs include formal instruction in areas such as injury/illness prevention, first aid and emergency care, assessment of injury/illness, human anatomy and physiology, therapeutic modalities, and nutrition. Classroom learning is enhanced through clinical education experiences. (Commission on Accreditation of Athletic Training Education, 2014)

1.2 Mission Statement

The TAMUCC Athletic Training Program strives to provide athletic training students a challenging and comprehensive educational experience, which incorporates the values of a supportive academic and clinical community, in order to prepare future leaders in athletic training and allied health professions.

1.3 Program Goals

Goals and objectives of the Athletic Training Program are:

1. To provide students quality instruction in the classroom and clinical settings
2. To provide students the opportunity to develop their skills in the classroom and in the clinical settings
3. To promote professional and ethical conduct at all times
4. To prepare students for employment in any of the various athletic training settings
5. To assist students in gaining admission to graduate school or other professional education programs
6. To prepare students to pass the Board of Certification (BOC) exam and obtain state licensure as appropriate

1.4 Program Objectives

Graduates of the BS degree in Athletic Training should be able to:

1. Apply appropriate preventative techniques, bracing, or taping to reduce the frequency or severity of athletic injuries.
2. Perform a clinical evaluation of an athletic injury, formulate a clinical impression of the diagnosis, and make appropriate referral to physicians or other healthcare professionals as needed to best serve the patient.
3. Provide immediate care to athletic injuries, including the use of standard emergency procedures.
4. Administer therapeutic interventions such as modalities and rehabilitation and reconditioning program in order to facilitate the recovery, function, and performance of the patient.
5. Establish and manage policies and procedures for the delivery of healthcare services following accepted guidelines to promote safe participation, timely care, and legal compliance.

1.5 Admission to the Program

Students majoring in Athletic Training must be admitted to the Pre-Professional Phase of the Athletic Training Program at Texas A&M University-Corpus Christi prior to enrolling in any clinical experience courses. Application forms for admission to the Athletic Training Program may be obtained from the Athletic Training Program, Island Hall 179 or 351 and online at <http://athletictraining.tamucc.edu>.
[See Appendix A for Medical Clearance Form]

The deadline for submitting applications is July 31 for students seeking admission to the Pre-Professional Phase of the Program in the following FALL semester. Requirements for admission to the Pre-Professional Phase of the Athletic Training Education Program include:

1. Admission to the University
2. Application for Admission Form
3. Essay & Professional Resume
4. Medical Clearance
5. Proof of Current TB Test Results
6. Current Immunization Record
7. Technical Standards Form

Formal acceptance into the Athletic Training Program will be determined at the end of the fall semester. A weighting scale will be used to determine the most qualified students. More information on the weighting scale can be found at http://athletictraining.tamucc.edu/files/apply/admission_policy.pdf.

1. The student must complete KINE 1320 Introduction to Athletic Training, KINE 2191 Clinical Experience in Athletic Training I, and KINE 2315 CPR for the Professional Rescuer with a grade of "B" or better.*
2. The student must have a minimum TAMUCC cumulative GPA of 2.75.* GPA points will be determined based on the weighting scale.**
3. The student must complete 100 observational hours as required by KINE 2191. Students will receive an observation evaluation from each of the two sites in which they complete observation experiences.**
4. Students will submit three professional references using the reference form provided. Reference forms should be submitted in the manner indicated on the form to be accepted. All three letters should be submitted to the Program Director at the same time. A score will be determined from the average of the three professional references as determined by the weighting scale.**
5. The student must complete a personal interview with a selection committee made up of members of Kinesiology department faculty, athletic training staff, and senior level athletic training students.**
6. The student will complete a written entrance examination.**
7. The student will be evaluated in a comprehensive evaluation by a selection committee made up of members of Kinesiology department faculty, athletic training staff, and senior level athletic training students.**

- * Minimum criterion required to be considered a candidate for the AT program.
- ** Scored item to be used with the weighting scale.

The students who meet the above criteria will be considered for selection at the end of the Pre-Professional semester. The Athletic Training Program Selection Committee will consider all professional and personal qualifications in determining applicants for formal admission to the program. The program is competitive and only a limited number of students will be admitted each year. The number of students accepted is determined by the number of faculty and clinical preceptors available for adequate supervision and learning. Individuals denied admission three times are ineligible to re-apply.

Conditional admission will only be considered if there is availability regarding student numbers within the AT Program and the selection committee agrees. Students admitted conditionally will have only one semester to meet the conditions for full admission set forth by the AT Program. Conditionally admitted students who do not meet the conditions set forth by the AT Program will be removed from the program and will be required to re-apply to the Athletic Training Program. Students removed from the program may appeal the removal to the Director of the Athletic Training Program.

Once the athletic training faculty and staff have selected the candidates for admission to the program, the Athletic Training Program Director will send each candidate an acceptance letter (approximately December 15-January1). Candidates who accept the invitation to enter the program must return the acceptance form prior to the beginning of the spring semester.

**TEXAS A&M UNIVERSITY, CORPUS CHRISTI ATHLETIC TRAINING PROGRAM
2016-2017 Weighting Procedures for Selection Process**

- **GPA (75-point max)** – A GPA of 2.75 equals 62 points. For each tenth of a point above a 2.75, one point is added to the final point total. All GPAs will be rounded up to the next tenth, EXCEPT 2.74, which does not round to 2.75.

• 2.75 = 62 pts	• 3.2 = 67 pts	• 3.7 = 72 pts	•
• 2.8 = 63 pts	• 3.3 = 68 pts	• 3.8 = 73 pts	•
• 2.9 = 64 pts	• 3.4 = 69 pts	• 3.9 = 74 pts	•
• 3.0 = 65 pts	• 3.5 = 70 pts	• 4.0 = 75 pts	•
• 3.1 = 66 pts	• 3.6 = 71 pts	•	•

- **Observations (12-point max)** - An average score from all evaluators of recommend receives 10 points; strongly recommend = 12; recommend = 10; neutral = 6, hesitate to recommend = 2 and do not recommend = 0. (scale = 1-5 [do not-strongly])
 - **5 = 12 points**
 - **4 = 10 points**
 - **3 = 6 points**
 - **2 = 2 point**
 - **1 = 0 points**
- **Recommendation Form (7-point max)** –Sum the point total from all questions and divide by the number of questions that the evaluator responded to (do not include "unable to evaluate"). Average the three evaluators' scores together. An average score of 4.50-5.00 = strongly recommend and 7 points; 3.60-4.40 = recommend and 5 points; 3.00-3.50 = neutral and 3 points; 2.90 and below = hesitate to recommend and or do not recommend and 0. (scale = 1-5 [do not-strongly])
 - **4.50-5.00 = 7 points**
 - **3.60-4.40 = 5 points**
 - **3.00-3.50 = 3 points**
 - **0.00-2.90 = 0 points**

- **Interview (12-point max)** – An average score from all evaluators of recommend receives 10 points; strongly recommend = 12; neutral = 6; hesitate to recommend = 2 and do not recommend = 0. (scale = 1-5 [do not-strongly])
 - **5 = 12 points**
 - **4 = 10 points**
 - **3 = 6 points**
 - **2 = 2 point**
 - **1 = 0 points**
- **Written Exam (12-point max)** – A score of (80-89.9%) receives 10 points; (90-100%) = 12; (70-79.9%) = 6; (60-69.9%) = 2 and (0-59.9%) = 0.
 - **90-100% = 12 points**
 - **80-89.9% = 10 points**
 - **70-79.9% = 6 points**
 - **60-69.9% = 2 points**
 - **00-59.9% = 0 points**
- **Comprehensive Evaluation (12-point max)** – Average score from all evaluators of recommend = 10 points; strongly recommend = 12; neutral = 6; hesitate to recommend = 2 and do not recommend = 0. (scale = 1-5 [do not-strongly])
 - **5 = 12 points**
 - **4 = 10 points**
 - **3 = 6 points**
 - **2 = 2 points**
 - **1 = 0 points**

1.6 Technical Standards for Athletic Training

TECHNICAL STANDARDS TAMUCC Athletic Training Program

The Athletic Training Program (AT Program) at Texas A&M University-Corpus Christi (TAMUCC) is a rigorous and intense academic and clinical educational program which places specific requirements and demands upon students enrolled in the program. The objective for the TAMUCC AT Program is to prepare graduates to enter a variety of employment settings in order to render care to a variety of individuals engaged in physical activity.

The technical standards set forth by the Athletic Training Program (AT Program Technical Standards) establish the essential qualities considered necessary for students admitted to the AT Program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency (Commission on the Accreditation of Athletic Training Education [CAATE]). TAMUCC does not use the AT Program Technical Standards in any manner for admissions decisions concerning AT Program applicants. After admission, each AT Program student will be required to affirm his or her ability to fulfill the AT Program Technical Standards, with or without reasonable accommodation. In the event a student is unable to fulfill the AT Program Technical Standards, with or without reasonable accommodation, the student will be removed from the AT Program.

Compliance with the AT Program Technical Standards does not guarantee a student's eligibility for the National Athletic Trainers' Association Board of Certification (BOC) examination.

Students in the 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 a 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 education 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.

Application of the AT Program Technical Standards

1. A copy of the AT Program Technical Standards will be placed in each application packet. The copy is for information and requires no action on the part of the applicant.
2. At the time a letter of acceptance is tendered to an applicant, the letter will be accompanied by another copy of the AT Program Technical Standards. At that time, the student must respond in writing that s/he does/does not accept the offer of admission. Further, the student must state in writing that s/he has read and can meet the AT PROGRAM Technical Standards with or without reasonable accommodation.
3. If the student does request accommodation, the requested accommodation must be specifically stated in writing. Further, the student will be required to submit written verification of disability and recommendations from the office of Disability Services (DS) for accommodation to the Director of Athletic Training.
4. The Director of Athletic Training will confer with Disabilities Services (DS) regarding assessment for and accommodation for the specific disability. DS will evaluate a student who states s/he could meet the AT Program Technical Standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws. This includes a review of whether the accommodations requested are reasonable, taking into account 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. Disability Services may require further examination and/or testing by a professional approved by the University. The additional documentation will be reviewed by Disability Services, which will then render a decision regarding the student's ability to meet the standards for completion of the curriculum with reasonable accommodation.
5. If the student is judged to be able to meet the AT Program Technical Standards, Disability Services will notify the Director of Athletic Training in writing regarding the accommodation to be provided to the student. The student will receive a copy of that letter.
6. If the student desires any change in accommodation, either deletion or addition of accommodation, Disability Services will validate their need for accommodation and will consult with the Athletic Training Program to determine if reasonable accommodation can be made. This determination will take into account whether accommodation would jeopardize clinician/patient safety or undercut an essential element of a course, clinical experience, or internship.
7. If the requested accommodations requested cannot be met in a reasonable manner, then the student will be removed from the AT Program because the student cannot meet the standards for completion of the curriculum. The Director of Athletic Training will notify the student verbally and in writing of such a decision.
8. Students may appeal academic removal decisions by submitting a formal appeal to the Athletic Training Program Director. The AT Program Director will refer the matter to the Chair of the Kinesiology Department and a committee of faculty members including two Athletic Training faculty and one Kinesiology faculty. The committee will hear the student's appeal and investigate the matter. The Chair will notify the AT Program Director and the student of the committee's decision in writing. Students can further appeal the decision by submitting a formal appeal to the appropriate university body (e.g. College of Education, Division of Student Engagement and Success).
9. Grievances concerning accommodations requests should be made to the Office of Disability Services.

PLEASE SIGN ONE OF THE FOLLOWING STATEMENTS:

STUDENT STATEMENT

I certify that I have read and understand the AT Program Technical Standards for completion and graduation listed above, and I believe to the best of my knowledge that I meet each of the standards without reasonable accommodation(s). I understand that if I am unable to meet these standards I will be removed from the Athletic Training Program.

Printed Name of Applicant

Date

Signature of Applicant

Date

**ALTERNATIVE STATEMENT FOR STUDENTS REQUESTING
ACCOMMODATIONS**

I certify that I have read and understand the AT Program Technical Standards for completion and graduation listed above and I believe to the best of my knowledge that I can meet each of the standards with certain accommodations. I will contact Services for Students with Disabilities to determine what accommodations may be available. I understand that if I am unable to meet these standards with or without reasonable accommodations, I will be removed from the Athletic Training Program.

Printed Name of Applicant

Date

Signature of Applicant

Date

1.7 Disability Accommodations

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities.

If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in CCH 117.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

1.8 Medical Clearance for Admission/Retention

Each student must complete a medical examination performed by a licensed MD, DO, PA or NP prior to admission to the pre-professional phase of the program. Prior to each subsequent year and prior to engaging in any clinical experiences, the student must renew his/her medical clearance by obtaining a medical clearance and a TB test. These documents will be kept in the student's file with the AT Program Director.

Examples of Typical Skill Needed to Complete Essential Tasks

- Students typically sit for 2-6 hours daily in the classroom, stand for 1-2 hours daily at practice and must be able to ambulate approximately 10 yards indoor or outdoor over rough terrain.
- Students frequently lift less than 10 pounds and occasionally lift between 10-20 lbs. overhead.
- Students occasionally carry up to 25-30 lbs. while walking up to 10-20 feet.
- Students frequently exert 25 pounds of push/pull forces to objects up to 50 feet.
- Students frequently twist, bend, stoop, and kneel on the floor up to 15 minutes.
- Students frequently move from place to place and position to position and must do so at a speed that permits safe handling of classmates or injured athletes.
- Students frequently coordinate verbal and manual activities with gross motor activities.
- Students use auditory, tactile, and visual senses to receive classroom instruction and to evaluate and treat injured athletes.
- Students often work within an electrical field.
- Students will need to have 20/40 vision (or corrected to) to view activities.
- Students frequently need basic neurological function to perceive hot, cold, change in contour of surface/body part.
- Students need to possess the ability to make and execute quick, appropriate and accurate decisions in a stressful environment.

[See Appendix A for Medical Clearance Form]

1.9 Communicable Disease Policy

The following policy and procedures are designed to address appropriate notification and control of communicable disease.

A communicable disease is defined as a disease that may be transmitted directly or indirectly from one individual to another. Diseases such as streptococcal sore throat and influenza can be spread by discharges from the nose or throat, either by droplet through the air or by contact with objects contaminated by these discharges. Thus, they can be spread by casual contact such as those that occur in a school setting or healthcare environment.

Any Athletic Training Student that is diagnosed by a medical professional with having a communicable disease that may be transmitted by casual contact shall immediately notify the Director of Athletic Training, the Texas A&M University-Corpus Christi University Student Health Center and their clinical supervisor if applicable.

Students may not participate in clinical rotations and field experience (on-campus or off-campus) while they are affected by a communicable disease. Students may only return to clinical rotations and field experiences with written permission of the attending physician and with notification to the University Student Health Center.

1.10 Bloodborne Pathogens Policy

American Red Cross bloodborne pathogen training will be provided for all Pre-Professional students within the first week of the fall semester. Renewal of this training will be done yearly for all returning athletic training students along with CPR/AED for the Professional Rescuer recertification as needed at the beginning of each fall semester.

Bloodborne pathogens are defined as disease-causing microorganisms that can be transmitted through blood contact. Bloodborne pathogens of concern include Hepatitis B, Hepatitis C or HIV. Below are some definitions that will assist in managing situations where bloodborne pathogens may be present.

Infectious Materials – body fluid such as vomit, feces, urine, or saliva which could be contaminated with blood or blood itself

Contaminated – presence of blood or other infectious materials on an item or surface

Decontamination – use of physical or chemical means to remove or destroy bloodborne pathogens on a surface or item to the point where they are no longer capable of transmitting infectious particles. Commercial solutions (i.e. Sanicide or Iso-Quin) are usually used to decontaminate.

In the event that an athletic training student experiences an exposure to blood or body fluids via mucous membrane or non-intact skin, the following procedure must be followed.

The student and preceptor will:

1. Wash the area thoroughly
2. Report to his/her immediate supervisor and the AT Program Director to discuss follow-up testing and/or treatment.
3. Complete an incident/injury report, with a description of the occurrence including detailed information as to where and how exposure occurred, and if the exposure was related to a sharp device, the type of device, and how and when in the course of handling the device the exposure occurred. The report will be kept in the student's permanent file with the AT Program Director. See sample report form.

[See Appendix B for Incident/Injury Report Form]

The student with an exposure will be immediately referred to the University Student Health Center. The cost for student exposures testing and treatment will be billed to their insurance when available or the student will be responsible for the cost of the services provided.

1.11 Accelerated Program for Transfer Students

A prospective student with at least 30 hours of transferable credit from another field of study at TAMUCC or another university may be considered for an accelerated program, allowing the student to complete the clinical education in three years rather than four. To qualify for the accelerated program, students must meet the following criteria after completion of their first year (Pre-Professional semester and first semester in program):

1. The student must have completed KINE 1320 Introduction to Athletic Training, KINE 2191 Clinical Experience in Athletic Training I, KINE 2315 CPR for the Professional Rescuer, KINE 3318 Prevention and Care of Athletic Injuries, KINE 2192 Clinical Experience in Athletic Training II, BIOL 2401 Anatomy and Physiology I (with lab), and BIOL 2402 Anatomy and Physiology II (with lab) with a grade of "B" or better.
2. The student must have completed 24 credit hours at Texas A&M University-Corpus Christi with a minimum TAMUCC 3.0 GPA.

Students' eligibility will be decided at the end of the KINE 2192 Clinical Experience in Athletic Training II course. Students eligible for the accelerated program will be required to complete the following:

1. Fall Semester: lecture, clinical, and hour requirements (400 total hours) includes: KINE 3320 Therapeutic Modalities; KINE 3291 Clinical Experience in Athletic Training III (200 Clinical Hours required outside of class, plus

- competency workbook); KINE 3322 Evaluation of Upper Extremity Injuries; KINE 4291 Clinical Experience in Athletic Training V (200 Clinical Hours required outside of class, plus competency workbook)
2. Spring Semester: lecture, clinical, and hour requirements (400 total hours) includes: KINE 3324 Evaluation of Lower Extremity Injuries; KINE 3292 Clinical Experience in Athletic Training IV (200 Clinical Hours required outside of class, plus competency workbook); KINE 4322 Rehabilitation of Athletic Injuries; KINE 4292 Clinical Experience in Athletic Training VI (200 Clinical Hours required outside of class, plus competency workbook)

Upon completion of the accelerated year, students will complete the final year in the program as a traditional student with the standard requirements for lecture, clinical, and hour requirements per semester (200 Clinical Hours required outside of class, plus competency workbook).

1.12 Retention Policy

Students formally accepted to the program must meet the following criteria to remain in the Program:

1. The student must maintain a cumulative TAMUCC GPA of 2.75 or higher.
2. The student must complete each semester with a minimum TAMUCC GPA of 2.75 or higher.
3. The student must complete all major requirement courses with a grade of "B" or better.
4. The student must have mandatory advising contact at least once a semester with the Program Athletic Training Advisor.
5. The student must make satisfactory progress towards graduation as determined by the Program Athletic Training Advisor.

If a student fails to meet criterion 1 (Cumulative GPA), the student will be placed on a program probation for a period of one semester. The student will have one academic semester to raise the cumulative TAMUCC GPA to a 2.75 or higher (not including summer school). The student will be permitted to enroll in clinical experiences for one additional semester. If the criterion is still not met after the second semester, the student will be removed from the program.

If a student fails to meet criterion 2 (Semester GPA), the student will be placed on a program probation for a period of one semester. The student will have one academic semester to raise the TAMUCC semester GPA to a 2.75 or higher (not including summer school). The student will be permitted to enroll in clinical experiences for additional semester. If the criterion is still not met after the second semester, the student will be removed from the program.

Failure to meet criterion 3 (B or Better in Major Required Classes), will result in a program probation for a period of one year. Failed major required courses are highly

likely to result in delayed graduation and BOC exam eligibility for the student. If a student earns lower than a B in a clinical course, the student will be restricted from enrolling in future lecture courses as well as clinical courses within the degree sequence. If a student earns lower than a B in a lecture course, the student will be restricted from enrolling in future clinical courses as well as lecture courses within the degree sequence. Students will only be allowed to progress on the degree sequence when both the lecture and corresponding clinical courses are both successfully passed with a B or better. If the student has not corrected the unsatisfactory work by the end of the probationary period, the student will be removed from the program.

If a student fails to meet criterion 4 (Mandatory Advising), the student will be placed on a program probation for a period of one year. Intensive advising with the program is vital to ensuring students are on track to graduate and become BOC eligible in a timely manner due to courses only being offered at certain times of the year. Failure to meet criterion 4 for a second time, will result in a student's removal from the program.

If a student fails to meet criterion 5 (Satisfactory Academic Progress), the period of probation will be determined by the courses not successfully passed. If a student fails to pass the courses listed within the University Core Curriculum, Special Emphasis, or Special Foundations section of the degree plan, then the student will be placed on a program probation for a period of one semester dependent upon whether the course is offered the consecutive semester (not including summer). The student will be required to register, attend, and pass the courses failed. If a student does not pass the failed course on the second attempt, the student will be removed from the program.

If the student fails to meet the academic requirements in two (2) or more courses listed on the degree plan, either within one semester and/or over the course of their academic progression, the student will be placed on a program probation for one year. Multiple failed courses are highly likely to result in delayed graduation and BOC exam eligibility for the student. If the student has not corrected the unsatisfactory work by the end of the probationary period, the student will be removed from the program.

Each student will only be allowed a maximum of two probationary periods to successfully complete the athletic training program. Students who have been on probation for two semesters (sequentially or not), and fail to meet the retention criteria listed above, will be removed from the program. Students are highly encouraged to progress through the program in a timely sequential manner in order to have the best chance of passing the BOC examination on the first attempt.

Students removed from the program, may re-apply to the Athletic Training Program. If re-admitted, students would be required to re-start the clinical progression, including both clinical courses and corresponding lecture courses.

Program Requirements for Athletic Training Students

1. Students in the program must adhere to all policies in the Athletic Training Student (ATS) Handbook. The handbook can be located in electronic format at http://athletictraining.tamucc.edu/current_students_fac.html.
2. Students must submit to a criminal background check if required by an off-campus clinical site. The student is responsible for any fees involved in obtaining the criminal background check.
3. Liability insurance is required for all students in the program, including those in the Pre-Professional Phase. Students registered for clinical experience courses are automatically enrolled in a liability insurance policy. The fees are included in the materials fee charged for the clinical experience course. A copy of the policy and its coverage amounts can be found on file in the Kinesiology Department (IH 351).
4. Students are responsible for providing their own transportation to off-campus clinical sites.
5. Students will be provided with shirts to be worn as part of the uniform while in the clinical setting. Students will be responsible for providing any other clothing (shoes, khaki pants, dress clothes, etc.) necessary for each clinical setting.

1.13 Appeal of Disciplinary Action

Students may appeal admissions decisions, accelerated program selections, retention decisions, or disciplinary actions by submitting a formal appeal to the Athletic Training Program Director. The AT Program Director will refer the matter to the Chair of the Kinesiology Department and a committee of faculty members including two Athletic Training faculty members and one Kinesiology faculty member. The committee will hear the student's appeal and investigate the matter. The Chair will notify the AT Program Director and the student of the committee's decision in writing. Students can further appeal the decision by submitting a formal appeal to the appropriate university body (e.g. College of Education, Student Affairs, and Academic Affairs).

1.14 Student Responsibility for Academic Program

University personnel may assist students in progressing toward the degree that they are seeking. However, the final and ultimate responsibility for understanding and following the degree requirements rests with the students themselves. Each student is held responsible for knowing degree requirements, for enrolling in courses that fit into degree programs and for taking courses in the proper sequence to ensure orderly progression of work. The student must seek advice about degree requirements and other University policies when necessary. The student is held responsible for knowing and abiding by University regulations regarding the standard of work required to continue in the University, as well as those dealing with academic integrity, scholastic probation, suspension, and dismissal. Additionally, the student is expected to comply

with the rules in the Student Handbook and Student Code of Conduct, as well as the processes in the latter, which are administered by the Office of Student Affairs. The Student Handbook and Student Code of Conduct are accessible at <http://www.tamucc.edu/~students> .

The University reserves the right to require a student to withdraw at any time, as well as the right to impose probation on any student whose conduct is unsatisfactory. An admission on the basis of false statements or documents is void upon discovery of the fraud, and the student is not entitled to any credit for work that he/she may have done at the University. Upon dismissal or suspension from the University for cause, there will be no refund of tuition and fees. The balance due the University will be considered receivable and will be collected.

1.15 Equal Educational/Employment Opportunity

With respect to the admission and education of students; the availability of student loans, grants, scholarships and job opportunities; the employment and promotion of teaching and non-teaching personnel; and the student and faculty activities conducted on premises owned or occupied by the University, Texas A&M University-Corpus Christi shall not discriminate either in favor of or against any U.S. citizen on the basis of race, creed, color, sex, age, national origin or disability. (TAMUCC Undergraduate Catalog <http://catalog.tamucc.edu/index.php?catoid=3>) .

1.16 Degree Requirements

Students pursuing the Bachelor of Science in Athletic Training must complete at least 119 hours. In addition to the University's General Education Requirements (42 hours), the students must complete the following courses:

TEXAS A&M UNIVERSITY – CORPUS CHRISTI COLLEGE OF EDUCATION B.S. IN ATHLETIC TRAINING DEGREE HOURS – 119 SEMESTER HOURS			
University Core Curriculum Requirements – 42 Semester Hours			
Subject	Cr Hrs	Subject	Cr Hrs
COMM 1311	3	CHEM 1411**	3
ENGL 1302	3	ARTS 1301 or from core list	3
ENGL 2332, 2333, 2334, OR 2335	3	PSYC 2301	3
HIST 1301 or 3331	3	CAO – Choose any core curriculum course not previously taken	3/4
HIST 1302 or 3331	3	CAO – Choose any course curriculum course not previously taken	3/4
POLS 2305	3		
POLS 2306	3	CAO – Component Area Option - To satisfy the 6 semester hour Component Area Options students may select any Core course that is not already being used to satisfy another Core requirement.	
BIOL 2401 Anatomy and Physiology I*	4	Foreign Language: At least two high school credits in one foreign language or two semesters of study in a single foreign language at the college level are required.	
MATH 1314 or MATH 1442***	3		
UCCP 1101, 1102	0		
Major Requirements – 48 Semester Hours***			
KINE 1320 Introduction to Athletic Training	3	KINE 2191 Clinical Experience in Athletic Training I (Must be taken concurrently with KINE 1320)	1
KINE 2315 CPR and First Aid for the Professional Rescuer	3	KINE 2192 Clinical Experience in Athletic Training II (Must be taken concurrently with KINE 3318)	1
KINE 3318 Prevention and Care of Athletic Injuries	3	KINE 3291 Clinical Experience in Athletic Training III (Must be taken concurrently with KINE 3320)	2
KINE 3320 Therapeutic Modalities (Pre-requisite KINE 2325 or KINE 3318 or BIOL 2401)	3	KINE 3292 Clinical Experience in Athletic Training IV (Must be taken concurrently with KINE 3324)	2
KINE 3322 Evaluation of Upper Extremity Injuries (Pre-requisite KINE 3318, KINE 2325 or BIOL 2401)	3	KINE 4291 Clinical Experience in Athletic Training V (Must be taken concurrently with KINE 3322)	2
KINE 3324 Evaluation of Lower Extremity Injuries (Pre-requisite KINE 3318, KINE 2325 or BIOL 2401)	3	KINE 4292 Clinical Experience in Athletic Training VI (Must be taken concurrently with KINE 4322)	2
KINE 4322 Rehabilitation of Athletic Injuries (Pre-requisite KINE 3318, KINE 2325 or BIOL 2401)	3	KINE 4293 Clinical Experience in Athletic Training VII (Must be taken concurrently with KINE 4326)	2
KINE 4324 Administration of Athletic Training (Pre-requisite KINE 1320)	3	KINE 4294 Clinical Experience in Athletic Training VIII (Must be taken concurrently with KINE 4324)	2
KINE 4326 Terminology and Conditions in Sport and Exercise (Pre-requisite KINE 2325 or KINE 3318 or BIOL 2401)	3		
KINE 4328 Sport and Exercise Pharmacology	3		
*1 additional required hour for BIOL 2401 **1 additional required hour for CHEM 1411		***add 1 additional hour should student take a 4 hour math course from core list	
Special Emphasis – 12 semester hours			
KINE 2225 Sports Conditioning	2	KINE 4340 Exercise Testing and Prescription (Pre-requisites KINE 1320 or 2313, 4312 and KINE 2325 or BIOL 2401)	3
KINE 2375 Nutrition for Human Performance	3	BIMS 3401 Pathophysiology (Pre-requisite CHEM 1311 and BIOL 1407 or BIOL 2401)	4
BIOL 2402 Anatomy and Physiology II	4		
Special Foundations – 17 semester hours			
KINE 3337 Psychological Aspects of Kinesiology	3	KINE 4112 Physiology of Exercise Lab	1
KINE 4311 Measurement and Evaluation (Pre-requisite KINE 1320 or 2313)	3	KINE 4325 Kinetic Anatomy (Pre-requisites KINE 1320 or 2313 and KINE 2325 or BIOL 2401)	3
KINE 4312 Physiology of Exercise (Pre-requisites KINE 1320 or 2313, KINE 4325 and KINE 2325 or BIOL 2401; KINE 4112 must be taken concurrently with KINE 4312)	3	KINE 4327 Biomechanics (Pre-requisites KINE 1320 or KINE 2313, and KINE 2325 or BIOL 2401; KINE 4327 must be taken concurrently with KINE 4127)	3
		KINE 4127 Biomechanics Lab	1

3/16/16

1.17 Course Sequence

Following is the suggested sequence of courses for the Athletic Training Program.

ATHLETIC TRAINING PROGRAM Bachelor of Science in Athletic Training			
Sample Course Sequence (4-year plan) – Sample including core requirements			
Freshman Fall Semester	Sophomore Fall Semester	Junior Fall Semester	Senior Fall Semester
KINE 1320 Intro to Athletic Training KINE 2191 Clinical Experience I KINE 2315 CPR & First Aid for P.R. UCCP 1101 Freshman Seminar ENGL 1302 English Composition II POLS 2305 US Government & Politics 14 HOURS	KINE 3320 Therapeutic Modalities KINE 3291 Clinical Experience III KINE 2225 Sports Conditioning BIOL 2402 Anatomy & Phys II HIST 1301 US History to 1865 Foreign Language 14 HOURS	KINE 3322 Eval of Upper Extremity KINE 4291 Clinical Experience V KINE 4325 Kinetic Anatomy BIMS 3401 Pathophysiology Component Area Option (Core) 15 HOURS	KINE 4326 Gen. Med. Term & Cond. KINE 4293 Clinical Experience VII KINE 4337 Biomechanics KINE 4127 Biomechanics Lab KINE 3337 Psychology of Sport KINE 4311 Measurement & Eval 15 HOURS
Freshman Spring Semester	Sophomore Spring Semester	Junior Spring Semester	Senior Spring Semester
KINE 3318 Prev. & Care KINE 2192 Clinical Experience II BIOL 2401 Anatomy & Physiology I UCCP 1102 Freshman Seminar II POLS 2306 State & Local Government MATH 1314 College Algebra OR MATH1442 Statistics for Life 15 HOURS	KINE 3324 Eval. of Lower Extremity KINE 3292 Clinical Experience IV KINE 2375 Nutrition for Human Per HIST 1302 US History since 1865 CHEM 1411 General Chemistry I 15 HOURS	KINE 4322 Rehabilitation of Ath In KINE 4292 Clinical Experience VI KINE 4312 Exercise Physiology KINE 4112 Exercise Phys Lab KINE 4328 Sport & Exercise Pharm PSYC 2301 General Psychology 15 HOURS	KINE 4324 Admin of Athletic Tr. KINE 4294 Clinical Experience VIII KINE 4340 Exercise Testing and Per ART 1301 or from core fine arts list Foreign Language 14 HOURS
Freshman Summer	Sophomore Summer	Junior Summer	
COMM 1315 Public Speaking 3 HOURS	ENGL 2322 or language, philosophy, and culture from core list 3 HOURS		

1.18 Clinical Practical Exams & Exit Exam

Clinical Practical Examinations

Students will take a clinical practical examination at the end of the semester during their corresponding clinical courses. Students must earn at least an 80% during final semester examinations in order to pass the clinical course. If a student earns less than an 80%, then students will be given one additional opportunity to pass the examination. Students must schedule and take the second final practical examination within a reasonable time frame (students are required to wait at least 24 hours between tests). If a student does not pass on the second attempt, then the student will be given an F in the course and will be required to retake the clinical course. It is very important that students can demonstrate both the knowledge and skills of athletic training in order to prepare students to successfully pass the Board of Certification (BOC) examination and to prepare them to be exceptional clinical athletic trainers. Please see your syllabi for your clinical course for more details.

Exit Exam

Students in their last academic year must take a paid exit exam which will be required within Clinical VII. The students will be given a preliminary paid practice exam at the

beginning of the semester to give the students feedback. Students then must pass the exit exam given at the end of the semester to be eligible to progress to Clinical VIII. All examinations will be online with the initial testing cost covered by the department and/or college.

While it is realized students in Clinical VII have not taken the KINE 4324 Administration of Athletic Training course, basic information regarding administrative processes and procedures have been presented in multiple courses prior to testing. Students must obtain an average passing grade across all four (4) BOC role delineation study domains (Domains I-IV) to pass the course. Domain 5 (Domain V) will be calculated for the student but will only be included in the average if the domain raises the students overall average. A passing grade is an average of 62.5% across either the four (4) or five (5) BOC domains (if inclusion of Domain V increases the student's overall percent). The 62.5% is based on the passing rate for the BOC examination (500 points out of 800 points is required to pass all 5 domains). A 62.49% does not round up to a 62.5%.

If students do not pass on the first attempt, students may pay for additional tests (up to 3 different than the original test) to prove competency and readiness to take the BOC examination and to progress to Clinical VIII. Students who chose to retake the practice examination will be required to provide the examination results by logging into their account in front of either the program director or clinical education coordinator.

If students choose not to retake the examination, then they will fail Clinical VII and will be required to wait one calendar year to repeat the Clinical VII course.

Additional practice examinations will be given within Clinical VIII (KINE 4294) and will be proctored to help promote readiness to take the BOC examination. Topics and questions included will be submitted by faculty in the Department of Kinesiology and will include all courses in the "major requirements" and "special foundations" courses as listed on the BS in Athletic Training Degree Plan.

2.0 Clinical Experiences

2.1 Expectations

Athletic Training Students are an integral part of building the foundation for the Athletic Training Program. The AT Program is striving to gain a reputation for preparing students to become certified athletic trainers and for promoting the profession of athletic training. To build a quality program, it is important that the athletic training students excel both academically and clinically.

Students are expected to attend all athletic training classes and clinical experiences. Students cannot gain the knowledge base necessary to perform the clinical skills

without attending class, paying attention, and studying regularly. Class attendance and academic progress will be monitored throughout the academic year. If any student is having difficulty in a class, it is important that the student speak with the course instructor, seek tutoring if available, or any additional help.

Clinical Workbooks

Students are responsible for completing their own clinical workbooks. Please do not share these items with other students, as you are only cheating yourself if you are copying. Each student is responsible for the material within the handbooks not only in the lecture and clinical course but also the content may appear on the BOC (Board of Certification) examination. It is imperative that students perform their OWN work.

Class Attendance

Attendance in all clinical classes (Clinical Experiences in AT I to VIII) is **required**, and choosing not to participate or attend will result in an Incident Report. For example, if a student is late to clinical class for 5 minutes or more for the first time, a verbal warning will be given to the student (as the same would happen in their required clinical rotation). If this (= coming to class late) occurs again for the second time, an Incident Report will be issued by the course instructor and the severity will be determined based on the situation (i.e. 5-min late: minor violation; no show: moderate violation). Every person enrolled in this course should have a strong desire to learn and participate.

Athletic Training Workshops

The Program offers at least 5 workshops throughout the semester, with most of them being offered Friday afternoon (after 2pm) to avoid class conflict. The workshop schedule will be announced to the students via email, BlackBoard and/or ATrack. Students are required to select, and fully attend and participate **at least 3 workshops** during each semester to receive 30 points. **There will be no partial points given** – student either receives 30 pts (for attending ≥ 3 workshops) or 0 pts (for attending < 3 workshops, or not attending any at all). Students must be present and actively engaging throughout the workshop period to be recognized as “attended.” If a student is late or leaves early for unexcused reasons, the student will be allowed to be at the workshop for the content, but the attendance will NOT be granted. Note that there may be a few mandatory workshops that require everyone’s attendance (i.e. Emergency Care Workshop in Fall) – students will be notified at least a month prior to the event date when a mandatory workshop occurs so that they can make necessary arrangement.

2.2 Attendance and Hours

It is the student’s responsibility to accurately record hours on the designated timesheet each day (www.atrackonline.com/). Failure to do so may result in a reduction of the Clinical Education grade for that semester. Students will have to log their hours in a timely fashion. ATrack will not let you log hours that are over a week old; therefore, it is

the student's responsibility to ensure hours are logged on a daily basis to receive credit for hours completed.

Falsifying the hours log will result in immediate disciplinary action. It is the student's ultimate responsibility with the assistance of the preceptor to ensure that the appropriate number of hours are being met and not exceeded. Additionally, it is required that each student have **1 day with no clinical experience hours each seven-day period**. Students should also collaborate with their preceptors to create and coordinate weekly schedules.

The goal of requiring clinical hours is to provide students the opportunity to have direct contact with patients and to gain valuable experience utilizing clinical skills. Thus, hours may *only* be counted for practices, competitions, scheduled treatment and rehabilitation sessions, time at clinic sites, office visits, evaluations, and surgeries. Hours spent in clinical (lab) class, proficiency assessments and peer reviews, study tables, workshops etc. does not count as clinical hours.

Requirements for KINE 2191 and KINE 2192

For the PreProfessional clinical course, Clinical Experiences in Athletic Training I (KINE 2191) as well as Clinical Experiences in Athletic Training II (KINE 2192), students are required to complete **100 hours per semester** in the clinical setting. Students in KINE 2191 and 2192 **may not exceed 10 hours in any given week**.

Requirements for KINE 3291, 3292, 4291, 4292, 4293, 4294

For students in Clinical Experiences in Athletic Training III – VIII, students are required to complete **200 hours per semester** in the clinical setting. Students in Clinical Experiences III - VIII **may not exceed 20 hours in any given week**.

Accelerated Program Students

Students who are in the accelerated program will enroll in two clinical courses per semester during their second year. Because students must meet the requirement for both clinical classes in which they are enrolled, accelerating students will be required to complete **400 hours per semester** in the clinical setting, and **may not exceed 40 hours in any given week**.

Request Forms

If a student would like to gain additional meaningful experience a Request for Special Event/Learning Opportunity form [see *Appendix B*] must be submitted to and approved by the Clinical Education Coordinator and/or AT Program Director prior to the event. The purpose of this request is to allow additional experiences which may cause a student to exceed the weekly limit of time for normal clinical hours. Thus, participation in these extra opportunities must be completely voluntary on the part of the student. Request forms can be used multiple times during the academic term as long as approved by the Clinical Education Coordinator and/or AT Program Director. The request forms will also be available on ATrack for student access.

Students are responsible for all of their clinical rotation assignments. If a student cannot attend their scheduled time, they must notify the supervisor of the assigned team or setting immediately by submitting a Request for Absence form [see *Appendix C*]. Students may utilize a Request for Absence form once per semester which can excuse a student from assigned clinical experience time for any reason, but must be completed in advance of the event.

Course Completion

In order for students to successfully complete the Clinical Experience course with a passing grade, students must complete the minimum hour requirement for the semester. Failure to do so will result in a failing grade in the Clinical Experience course, and the student will not be able to proceed to the next clinical level/course.

Sport Seasons that Reach Beyond the Academic Calendar

Some sports begin in-season activities prior to the first school day in the fall (Fall - football, volleyball etc.; Spring – basketball etc. If a student wishes to begin logging clinical hours during this time, those hours can count towards the total hours for the subsequent semester. However, starting clinical experience hours early must be approved by the Clinical Education Coordinator and/or the AT Program Director to ensure all appropriate documentation is in place for the student and their respective clinical site.

2.3 Outside Employment

Students are not prohibited from outside employment. However, if a student does have a job, it is the student's responsibility to coordinate his or her work schedule so it does not interfere with the student's class and clinical schedules. A schedule conflict with your job is not considered an excused absence. If a student is absent for a class or a clinical assignment due to an unexcused absence, an incident report will be placed in the student's file. This may result in a reduction in the student's grade in the respective clinical course.

2.4 Professionalism

Professionalism as an athletic training student includes the conduct or qualities that characterize the profession of athletic training. Students in the Athletic Training Program should not only strive to learn the content knowledge and skill proficiency, but also practice professional and ethical behavior. Each student will be evaluated on such behavior by every preceptor he/she is assigned with the goal of continued professional growth. The following is a sample list of professional qualities that are included in student evaluations. Each student is expected to:

- Be punctual in reporting for clinical assignments and meetings
- Fulfill the time requirements of the AT Program for clinical experiences
- Dress appropriately
- Follow directions given by clinical preceptors
- Demonstrate the initiative to learn

- Complete assignments thoroughly and on-time
- Follow the policies and procedures of the clinical setting
- Demonstrate the ability to accept criticism
- Demonstrate knowledge and decision making at his/her competence level
- Be an effective resource for others
- Demonstrate a positive attitude and professional demeanor
- Perform routine or needed tasks without being told
- Display effective communication
- Treat others with respect

All athletic training students are expected to treat each other and the professional staff with respect. If there is a conflict, it should be dealt with privately and professionally. Do not bring personal problems into the clinical setting. The Athletic Training Center is not the place for socializing. Students, staff, and faculty should always strive for professional conduct. For the program to excel, it is vital that all of the athletic training students, staff, and faculty are able to collaborate and work together.

In certain settings, students may interact more with some coaches than others. If a coach asks a student to perform a task for him or her that seems unreasonable or contrary to the directions from your supervising athletic trainer, contact your preceptor immediately. If you have a conflict with a coach, maintain your professionalism and contact your supervising preceptor immediately. Students should avoid conflict with members of the coaching staff and allow supervising athletic trainers to handle these situations.

Each student is expected to exude a high level of sportsmanship and professionalism when representing the athletic training staff, the University, and/or affiliate-sites. Remember students are there to observe, learn, and practice your athletic training skills. Even though you may be attending a game as a fan in the stands, please remember that you still represent the athletic training program, the athletic department, and the University.

Relationships with student-athletes, patients, and employees at various clinical sites should remain professional. This is particularly important with individuals you will have direct contact with at your clinical site. Dating individuals which you have a professional relationship is strongly discouraged. If this does occur, it is the athletic training student's responsibility to notify the Clinical Education Coordinator and Director as soon as possible so that clinical reassignment can be arranged in order to maintain professional relationships in the work place.

2.5 Social Media and Digital Professionalism Policy

Digital and Social media play a significant role in our daily lives. We have embraced technology in new and over-reaching ways in and out of the classroom. Sometimes the line of what should remain private and what is public information has become blurred.

It is our hope that these guidelines will allow you to build a responsible “digital footprint” which will follow you as an individual, student and professional.

SOME THOUGHTS ON SOCIAL MEDIA IDENTITIES AND DIGITAL PROFESSIONALISM:

(Courtesy of Denise Fandel and Susan McGowan of the BOC)

- Your professional identity extends into all online communities you join, and you are still a professional there
- Establish and sustain an on online professional presence that befits your responsibilities while representing your interests ... but be selective where you establish a profile.
- Use privacy controls to manage more personal parts of your online profile and do not make public anything that you would not be comfortable defending as professionally appropriate in a court of law or in front of a disciplinary panel
- Think carefully and critically about how what you say or do will be perceived by and reflect on others, including individuals and organizations. Act with appropriate restraint
- Almost everything online can be monitored, recorded or data mined by multiple groups. Consider every action online as permanent. Think carefully and critically how what you say or do online today will be perceived in years to come.
- Pretense and deceit are inappropriate behaviors for health professionals. Do not impersonate or seek to hide your identity for malicious or unprofessional purposes.
- Be aware of the potential for digital attack or impersonation. Know how to protect your reputation and what steps to take when it is under attack.
- Behave professionally and respectfully in all venues and using all media and take responsibility for modeling positive digital professionalism to others.

DIGITAL AND SOCIAL PROFESSIONALISM FOR THE TAMUCC ATHLETIC TRAINING STUDENT

Please keep the following guidelines in mind as you participate on social networking web sites and in your clinical experiences:

- ☑ Before participating in any online community understand that anything posted online is available to anyone in the world. Any text or photo online is completely out of your control the moment it is placed online – even if you limit access to your site.
- ☑ You should not participate in social media activities including those with student-athletes' at TAMUCC unless it is directly related to coursework at the university. Keep professional relationships professional. It is recommended you end these media based relationships as soon as the course is completed.
- ☑ You should not post information, photos, or other items online that could embarrass you, your family, your team, and the athletic department, or Texas A&M University-Corpus Christi.
- ☑ You should not post your home address, local address, phone number(s), birth day, or personal information. You could be opening up yourself to predators.
- ☑ Be very cautious of posting your whereabouts or travel information. While it might be exciting for you to travel with a team, announcing travel plans may allow predators to violate your residence and/or vehicle while you are gone.
- ☑ Athletic training faculty, coaches, and athletic department administrators can and do monitor these web sites. Any inappropriate content on these sites will be addressed immediately.
- ☑ Potential employers, internship supervisors, graduate programs, and scholarship committees now search these sites to screen candidates and applications.
- ☑ General rule of thumb: if you wouldn't show a postings and/or pictures to your grandparent and/or a child then you shouldn't be posting the information. Be cautious!
- ☑ Once information is posted, you never truly get it back! Someone somewhere has seen it and the damage is done.
- ☑ Be very careful when you speak or post things. Once they're out there it can only be forgiven.... Not forgotten.

- ☑ If you do have a social media site, it might be prudent to change your password frequently to prevent someone hacking your account.
- ☑ It is to your advantage to inform your friends about the dangers of posing unflattering or unprofessional photos or posts of you. Even though you cannot control what other people post, be vigilant about the company you keep and their social media habits.
- ☑ It may be in your best interest to unfriend people whom negatively reflect on your professional public image.
- ☑ Courts have determined recently that first amendment rights do not always apply to social networking sites.
- ☑ Courts have determined that posting “likes” on Facebook can be used against a person and is not a liberty protected by the first amendment rights.
- ☑ Use common sense, do not friend people online that you do not know! Protect yourself and use common sense.
- ☑ If a student is caught engaging in inappropriate, detrimental or derogatory behaviors, the student will automatically fail the course, be removed from the program, and turned into the university ethics board.
- ☑ Cell phones are permitted in class and clinical experiences but should not be used unless there is an emergency. If you are caught taking a picture with your cell phone or a camera during class or clinical experiences, you will face at minimum, a program violation. Because you are an allied health care professional, pictures (either for private or public use) can violate patient privacy laws; therefore, phones should not be visible in the classroom, athletic training center or clinical sites.

See Appendix D – TAMUCC Athletic Training Program Digital and Social Professionalism Contract

2.6 Confidentiality

At various times students may be asked questions regarding the medical or playing status of a student-athlete or patient by a member of the media or someone else outside of the athletic training program. This information is confidential and may not be released. Students approached about the medical or playing status of a student-athlete should refer that person to the Head Athletic Trainer, the athlete him/herself, the supervising athletic trainer for that sport, or to the head coach of that sport. All written

and verbal reports or correspondence regarding a student-athlete's medical or playing status is confidential and must be handled accordingly.
[See the Confidentiality Agreement in Appendix F]

2.7 Liability

Whether utilizing athletic training skills on a fellow athletic training student or a patient in the clinical setting, it is part of the student's responsibility to make every effort to protect the welfare of any student-athlete, patient, coach, athletic trainer or other athletics personnel during an athletics practice or competition. Our main objective is SAFETY. The future well-being of the patient is of utmost importance. Remember what Hippocrates said "First, **"Do No Harm."** Make sure actions are those of a reasonable and prudent person. Students are expected to know their responsibilities and limitations as an athletic training student and not exceed them.

In order to prevent any type of injury or accident from occurring, students should always be aware of what is going on around you. Students and staff are expected to take a proactive approach to preventing accidents. Communication plays a key role. Students are to notify their supervisor something needs to be repaired. This may be as simple as picking up a piece of trash, wiping or mopping a wet spot on the floor, or moving a piece of equipment to a different location.

2.8 Liability Insurance

Each student in the program is required to have liability insurance coverage. Each athletic training student is enrolled in a blanket liability insurance policy by the Department of Kinesiology. The policy provides up to \$1,000,000 coverage per incident and \$3,000,000 coverage per year. The fees for this insurance are paid through the materials fee charged for enrollment in the Clinical Experience courses. It is important that each athletic training student is enrolled in a Clinical Experience course each semester to maintain their liability insurance coverage. A copy of the policy is kept in the Kinesiology Department.

2.9 Code of Conduct

Athletic Training Students must abide by the policies set forth in the Athletic Training Student Handbook. Students should be mindful of conduct both ethically and morally. The athletic training student's actions must remain consistent with the principles of the NATA Code of Ethics.

1. Athletic training students should show respect for all members of the professional staff, team physicians, coaches, and other members of the athletic department.

2. Athletic training students are discouraged from having any personal relationships with the student-athletes. Athletic training students must conduct themselves professionally at all times while representing the Athletic Training Program in the Athletic Training Center or elsewhere. Any personal problems or conflicts should be kept out of the Athletic Training Center.
3. When caring for student-athletes, please keep in mind that they may feel uncomfortable with you treating certain injuries. Before evaluating or treating an injury that may make a student-athlete uncomfortable, explain what you are going to do and ask whether the student-athlete feels comfortable with you continuing with the evaluation or treatment. If the student-athlete does not feel comfortable with you continuing, ask your preceptor or another staff member to provide care to the student-athlete. Please understand his/her concern and respect his/her wishes. The student-athletes also have a responsibility to respect you as a person. If any student-athlete makes you feel uncomfortable and fails to respect your position, contact your supervising preceptor, Clinical Education Coordinator, or the Athletic Training Program Director immediately.

2.10 Supervision

The athletic training student must be supervised at all times during clinical experience. If the situation should arise when the preceptor is called away from the clinical setting, the athletic training student must accompany the preceptor if possible or return to the Athletic Training Center. If the athletic training student returns to the Athletic Training Center, the student can continue his/her clinical experience **ONLY** if the student can be supervised by another preceptor until the student's assigned preceptor returns.

In the event where the preceptor must leave temporarily (5 minutes or less) to tend to a patient, retrieve equipment, answer a phone call, take a biological break etc., the athletic training student can provide emergency first aid and CPR/AED care only and has no authority to make clinical decisions within the scope of a licensed professional.

2.11 Clinical Rotations

Each student will enroll in a 1 or 2 credit(s) clinical experience course each semester of the program (total of 8 clinical courses). Students will receive clinical experience hours under the direct supervision of a preceptor assigned by the Program. Most of the hours will be earned while working with TAMUCC intercollegiate athletic teams; however, there will be an opportunity for Equipment Intensive, Physical Therapy, Orthopedic, and General Medical experience at off-campus locations. Clinical assignments will be made by the Program Director and Clinical Education Coordinator after consultation with the students [See *Clinical Request Form Appendix C*].

All students must complete clinical rotations to include the following categories: individual sports, team sports, sports requiring protective equipment, patients of different sexes, non-sport patient populations, and a variety of conditions other than orthopedics. Clinical assignments will be announced to the students as early as

possible for returning students to assist them with scheduling their courses for the next semester/year. New students to the program will receive their clinical assignments during their athletic training orientation meeting.

Clinical Rotation Assignments/Selection

Students will rank their clinical experiences preferences each year based on their career goals, strengths and weaknesses [See *Clinical Request Form Appendix C*]. Students will need to provide written explanation of their ranking and goals prior to the assignment process. The AT Program Clinical Education Coordinator and Director will consider students input into the assignment process by assigning students to experiences which will best prepare athletic training students with their future endeavors. There will be no discrimination in assigning rotations based on the sex of the athletic training student or the sport they will be assigned. The process will simply examine the best fit for the student and their learning needs. Over the course of the program, each student will be assigned to a variety of sport experiences.

Beginning during the student's second year, students will be assigned to clinic clinical assignments for approximately two hours per week at one of the AT Program's clinic affiliate sites (listed below). Students will gain experience at a physical therapy clinic during one semester of their second year. During the third year, students will spend time at an orthopedic surgeon's clinic. Finally, during the fourth year, students will gain general medical experience. [See *Appendix E for Clinical Rotation Diagram*]

Affiliated Sites

Clinic Sites

Armadillo Sport Chiropractic, 1220 Airline Rd, Suite 280, Corpus Christi, TX 78412
Coastal Bend Family Medicine, 5920 Saratoga Blvd, Suite 425, Corpus Christi, TX 78414
Corpus Christi Medical Associates, 6200 Saratoga Blvd, Corpus Christi, TX 78414
New Stride Physical Therapy, 14302 Nemo Ct, Corpus Christi, TX 78418
Orthopaedic Center of Corpus Christi, 6118 Parkway Dr, Corpus Christi, TX 78414
Orthopedic Physical Therapy, 5719 Spohn Dr, Suite 200, Corpus Christi, TX 78414
Shea Physical Therapy, 5440 Everhart Rd, Suite 1, Corpus Christi, TX 78414
South Texas Surgical Hospital, 6130 Parkway Dr, Corpus Christi, TX 78414

Sport Sites

Carroll High School, 5301 Weber Rd, Corpus Christi, TX 78411
King High School, 5225 Gollihar Rd, Corpus Christi, TX 78412
Ray High School, 1002 Texan Trail, Corpus Christi, TX 78411
Tuloso Midway High School, 2653 McKinzie Rd, Corpus Christi, TX
Gregory-Portland High School, 4601 Wildcat Dr, Portland, TX 78374
Veterans Memorial High School, 3750 Cimarron, Corpus Christi, Texas 78414

Sport Clinical Assignments

Pre-Professional Rotations

Clinic Clinical Assignments

The purpose of clinic assignments at affiliate sites is to expose the athletic training student to a variety of health care professions and settings. Additionally, the skills and knowledge gained while at these clinical settings should echo the content that is being taught in the clinical and didactic courses (i.e. modalities class and physical therapy rotation). Students are assigned to attend clinic assignments for two hours per week during the assigned semester. Evaluations from site supervisors will be collected for each student at the end of the semester. While this evaluation is not used to calculate a student's grade, any violation (verbal warnings or written reports) may affect a students' clinical course grade.

Physical Therapy

Orthopedic

General Medical

2.12 Background Checks

Students must submit to a criminal background check if required by an off campus clinical site. The student is responsible for any fees involved in obtaining the criminal background check.

2.13 Transportation to Clinical Sites

Students are responsible for providing their own transportation to clinical sites.

2.14 Appearance and Dress

All athletic training students are expected to observe good practices of personal hygiene and appearance. Athletic Training Students shall wear appropriate, professional attire any time they are representing the athletic training program. Each clinical site and supervisor may dictate the appropriate dress; however, students must be mindful that they represent Texas A&M University-Corpus Christi and the AT Program.

The following guidelines are to be followed on-campus:

The AT Program will provide t-shirts each academic year that can be worn as part of a uniform either at on or off campus clinical sites.

Islander Athletics has an exclusive contract with Adidas. Department issued gear including tennis shoes, shirts and shorts must be worn at practices and games unless dress attire (i.e. dress slacks, shirt & tie or blouse, and dress shoes) is worn. Socks must be worn at all times. Hats can be worn at outdoor practices only and must be an Islanders hat. T-shirts and polo shirts must be tucked at all times, except female-cut polo shirts that are too short. Non-compliance will result in disciplinary action.

Students, who have been accepted to the AT Program and are assigned to an on-campus clinical rotation, may receive clothing from Department of Intercollegiate Athletics. Students are expected to wear clothing and gear that is issued by their site and comply with each site rules regarding dress.

PREPROFESSIONAL STUDENT APPROPRIATE PRACTICE ATTIRE:

- AT Program Issued t-shirt (will be issued after course drop date) or polo shirt with University logo or no logo royal blue, green or white
- Khaki pants or shorts
 - All shorts must be as long as finger tips (all the way around the short)
- Tennis shoes and socks
- Digital or analog watch with a second hand must be worn at all times in the clinical setting

PROFESSIONAL STUDENT APPROPRIATE PRACTICE ATTIRE:

- Islander t-shirt (tucked in) or polo shirt
- Islander shorts, mesh shorts of neutral or university color, khaki shorts or khaki pants
 - All shorts must be as long as finger tips (all the way around the short)
- Tennis shoes and socks
- Digital or analog watch with a second hand must be worn at all times in the clinical setting

EVENT COVERAGE:

- Appropriate for the event/sport
- Athletic Training polo shirt, khaki shorts or pants, OR dress clothes

TEAM TRAVEL:

- Professional dress attire (i.e. slacks and polo) or other approved attire according to team travel rules is required at all times
- Travel by bus or van: sweat suits may be worn during travel to and from the destination
- Travel by plane: professional dress attire (or other approved attire according to team travel rules) is required at all times

HAIR, JEWELRY, BODY ART, ETC.:

- Hair style must be clean, neat and professional
- Hair needs to be appropriate for clinical situations (long hair should be pulled back)
- Jewelry may be worn, but must not interfere with the clinical experience
- No large rings, large hoop earrings, or bulky necklaces
- Clean fingernails are a must
- Fingernails need to be trimmed short
- Synthetic fingernails are prohibited at all times as they have been proven to harbor bacteria, if you are caught with synthetic fingernails you will be sent home and subjected to loss of clinical hours until they are removed at the individual's expense
- Beards and mustaches must be neatly trimmed and professional
- Pierced body parts other than women's pierced ears are discouraged. Use discretion and be professional. You must also abide by any team rules while you are assigned to that team.

- Attention causing tattoos are discouraged. Tattoos that include profanity, racist or sexist content must be covered.
- No new piercings and/or tattoos will be acquired while in the Athletic Training Program as they are an open wound and pose a health risk to the individual and those with whom the individual has contact, including athletes, instructors, preceptors, and classmates

If you are asked by a member of the athletic training staff to correct a dress code violation, you will need to correct the violation immediately. If the violation cannot be corrected immediately, you will be sent home and you will forfeit your clinical hours for the day.

Modes of dress or personal grooming which are deemed unprofessional or inappropriate by the AT Program and/or Preceptors will not be tolerated. Students will be given the opportunity to correct the inappropriate dress, failure to do so will result in a programmatic infraction and/or removal from the program based on severity of infraction

2.15 Clinical Evaluations

An athletic training student's general performance will be evaluated by supervising preceptors twice during each semester, at the midterm and at the end of the semester. Students will also complete mid-term self-evaluations. Although self-evaluations are not used in the grading process, they do provide some reflective feedback for student progress. Evaluations will be in survey format and issued to students and preceptors electronically. Students are expected to meet with their preceptor at the midterm and final for feedback concerning these evaluations.

[See Appendix G for a copy of the evaluation forms.]

2.16 Disciplinary Action

Athletic training students are expected to satisfactorily complete their clinical experience course assignments and clinical experience rotations. Failure to do so will result in disciplinary action being taken by the AT Program Director or Clinical Education Coordinator. If a student feels he/she has been treated unfairly in this process, he/she can submit an appeal in writing to the AT Program Director within 2 days of the incident. Anytime a student is reprimanded, all documents related to the incident will become part of the student's permanent file in the Director's office.

Reprimand Procedures

Student Behavioral Incident Reports are used to provide a tool for documenting inappropriate behavior and subsequent discussions regarding the behavior. Behavioral Incident Reports will directly impact clinical experiences grades by dropping the final grade according to the severity of the violation.

1. A Behavioral Incident Report must be completed within 3 weekdays of a violation.
2. A meeting must be conducted between the supervisor and the student within 3 weekdays to discuss the report or the student is not allowed to engage in his/her clinical experiences.
3. The student is allowed the opportunity to add their comments to the Behavioral Incident Report regarding the incident.
4. Violations will be ranked:
 - Severe Violations** include, but are not limited to: very serious offenses that show disregard for the NATA Code of Ethics, safety of a student-athlete, violation of university regulations, or theft or destruction of university equipment or property.
 - Moderate Violations** include, but are not limited to: verbal abuse of staff, peers, or university employees, failure to abide by policies and procedures set forth in this handbook or specific to the clinical site, breaking patient confidentiality, and being habitually late or absent for clinical assignments.
 - Minor Violations** include, but are not limited to, minor infractions of student handbook rules or inappropriate behaviors displayed by the student such as: tardiness, unprofessional language and conversation, and unauthorized use of telephones and computers.
5. Overall clinical experience course grades (percentages) will be impacted based on the severity of the violation (severe: 25 percentage points, moderate: 15 percentage points, minor: 5 percentage points). After four minor violations, two moderate violations, or one severe violation, the student shall be placed on probation. Any violation occurring after the student has been placed on probation may result in suspension from the program.
6. A supervisor may immediately suspend a student from his/her clinical rotation due to student-athlete or patient safety issues, use of or influence of illegal drugs or alcohol, or destruction of university property. A meeting must be conducted between the AT Program Director, the Clinical Education Coordinator, the supervising athletic trainer, and the student within 3 weekdays to discuss the incident. The student may then be dismissed from the program.
[See *Appendix C for Behavioral Incident Report Form*]

3.0 TAMUCC Athletic Training Operational Procedures

3.1 Facility Rules

Athletic Training Center Rules and Regulations

1. Report all injuries immediately to an athletic trainer.
2. All treatments must be initiated by a member of the athletic training staff. Student-athletes may not treat themselves or prescribe their own treatment.
3. The Athletic Training Center is a co-ed facility. Appropriate dress is required at all times.
4. All belongings (coats, shoes, boots, backpacks, etc.) should be left in the locker room or outside the Athletic Training Center during the visit.
5. Absolutely no tobacco at any time on athletic fields, courts, or athletic training facilities. Food and drinks (except water) are not allowed in the treatment areas of any Athletic Training Centers at any time.
6. Student-athletes may not use any equipment in the Athletic Training Center without the supervision of an athletic trainer.
7. Excessive noise or the use of inappropriate language while using the Athletic Training Center will not be tolerated.

3.2 Parking

Island Hall

Students and staff may pull up to the utility room door for loading/unloading or injury. Time in this loading zone is limited and parking will not be tolerated.

Field House

Students and staff may park next to the Field House for loading/unloading of supplies and equipment only. Physicians may park next to the Field House during clinic time with appropriate identification in the front window. At no time shall a staff member or student drive on a sidewalk or on the grass to gain closer access to the Field House or the Fields.

American Bank Center

Students may park in Lot 3 when working an event at the American Bank Center. Students must show their credential to gain access to the lot. Students may not park on the loading dock unless they are loading/unloading supplies. Only staff with the appropriate parking pass may park on the loading dock during the event.

Whataburger Field

Students working an event at Whataburger Field may park in the lot on the west side of Whataburger field. Students must show their credential to gain access to the lot.

3.3 First Aid and Emergency Care

The athletic training student's role in an emergency situation will be determined by the Certified and/or Licensed Athletic Trainer with direct oversight. Students should never provide care without direct supervision by a Certified and/or Licensed Athletic Trainer. Students may only perform tasks which they are authorized to perform. For example, if the student is Professional Rescuer Certified, he/she can provide care within that certification. Also, students are only authorized to perform skills for which they have shown to be proficient; therefore, students may not perform tasks unless they have been authorized to do so by their clinical preceptor and the Clinical Education Coordinator. All preceptors will be continually informed of the authorized skills a student may perform during their clinical experiences by the Clinical Education Coordinator or the AT Program Director. However, it is ultimately the responsibility of the student to only perform those skills that they are authorized to perform.

University vehicles should be used by staff athletic trainers or athletic training students (must be approved University driver) to transport student-athletes when available and appropriate (as determined by the Certified and/or Licensed Athletic Trainer). However, **athletic training students should never transport student-athletes in personal vehicles.**

Emergency Action Plans for each site should be provided to the student on the first day at that site, and any questions/clarifications should be made between the clinical preceptor and the student.

[See *Appendix H for TAMU-CC Emergency Action Plans*]

3.4 Emergency Procedures

Emergency Action Plans (EAPs) will be provided at each site and/or within the medical kit of the Athletic Trainer. The EAP includes information about location of emergency equipment, site address, entrances for emergency personnel and vehicles, and nearest hospital. It is always best to err on the side of caution and activate EMS in emergency situations. Students are prohibited from transporting student-athletes in personal vehicles.

Athletic Training Students and staff are expected to review the EAPs at each site a minimum of twice a year (the beginning of each semester). During review of the EAP, students and staff are to discuss and understand specific roles of the personnel in an emergency situation. If the situation calls for modification of the procedure to ensure

the safety of the patient or the response team, the licensed athletic trainer shall assign roles to Athletic Training Students as needed.

3.5 Medications

At no time may an athletic training student handle any prescription medications unless it is to hold onto medication that has already been dispensed to the student-athlete (i.e. asthma inhaler). Athletic Training Students may only administer over-the-counter medications under the direct supervision of a credentialed athletic trainer (reference the Athletic Training Staff Operating Guidelines). Before any student distributes an OTC to a student-athlete, he/she must know the indications and contraindications for that OTC and obtain a history of relevant medical conditions and drug allergies. Only single doses of an OTC may be given out. Any time an OTC is provided to a student-athlete, it must be recorded in the OTC log.

3.6 Physician Referral

In non-emergency situations, the supervising staff athletic trainer shall decide whether or not to refer an athlete to the team physician. If the student-athlete visits a physician without a referral from a staff athletic trainer, he/she will be held financially responsible for the charges from the visit. At no time may any athletic training student or coach schedule an appointment for a student-athlete to visit a physician without authorization from the supervising athletic trainer.

The team physician is responsible for referring student-athletes to outside medical specialists. Without the team physician's referral, the student-athlete will be held financially responsible for the charges from the visit unless approved by the Head Athletic Trainer. If a student-athlete is under the care of any physician for an injury or illness, he/she must have clearance by the team physician to return to participation.

3.7 Record Keeping

All injuries should be recorded by completing an injury report using SportsWare as soon after the injury as possible. The supervising athletic trainer for the sport shall then update the case daily (progress, change in participation status, etc.). All injury treatment and rehabilitation interventions must be recorded in the student-athletes file within SportsWare or within the paper file for a given patient. Students entering notes in SportsWare must provide their name at the end of the note.

3.8 Student Travel

Students may travel with their clinical preceptors to away competition, conferences and for other learning experiences. Students must be supervised by their clinical preceptor when performing clinical skills during away trips. The same procedure as if at home should be followed for caring for the student-athlete if he/she is injured or becomes ill during competition. Students and/or clinical preceptors are expected to notify the Clinical Education Coordinator prior to travel. When a student is traveling, emergency contact information must be taken with the clinical preceptor and a copy turned into the University Police Department prior to departure. Additionally, it is the student's responsibility to speak with instructors to make arrangements for course work.

3.9 Transporting Student-Athletes

Athletic training students on occasion may be asked to accompany a student-athlete to doctor's appointment. Athletic training students should use this opportunity as a learning experience. Unless the student-athlete objects, the athletic training student should be present in the exam room while the doctor is evaluating the student-athlete. When the athletic training student returns the student-athlete to the Athletic Training Center, the student must communicate with the student-athlete's supervising athletic trainer regarding the doctor's recommendations.

Only students approved by the Athletic Department may transport a student-athlete. At **NO** time shall a student use his or her personal vehicle to transport a student-athlete. Athletic training personnel are encouraged to use departmental vehicles for transportation of student-athletes and students when available.

3.10 Emergency Contact Information

Each athletic training student is required to provide the Emergency Contact Information on ATrack. This information is available to The Clinical Education Coordinator, the AT Program Director and the student's clinical preceptor(s). Should the athletic training student become ill or injured during his/her clinical experience and need emergency care, a member of the athletic training staff shall contact the student's emergency contact person listed on the form.

When a student has the opportunity to travel with a team while accompanied by his/her clinical preceptor, emergency contact forms must be turned into University Police Department prior to departure from campus (preferably with that sport's emergency contact forms).

4.0 Professional Information

4.1 Professional Association Memberships

Students are required to join the National Athletic Trainers' Association if they are accepted to the Professional Phase of the Athletic Training Program. Professional Athletic Training Students will apply online (www.nata.org). Membership benefits include:

- A subscription to the Journal of Athletic Training and NATA News
- Access to the placement vacancy notices
- Reduced rates for registration to the NATA Annual Meeting
- Reduced rates for taking for the BOC exam
- Eligibility for NATA scholarships
- Membership to Regional (SWATA) and state (TSATA) associations and all benefits pertaining to (e.g. scholarships)

Students are also encouraged to join the SWATA Athletic Training Students' Association (ATSA). This is a student organization within the Southwest Athletic Trainers' Association (NATA District VI). Students can join online at www.swata.org. Members of SWATA are also eligible for scholarships through SWATA. Membership to the NATA includes membership to SWATA.

Other professional associations with benefits for athletic training students are the National Strength and Conditioning Association (NSCA) and the American College of Sports Medicine (ACSM).

Membership benefits of the NSCA include:

- Subscription to the Strength and Conditioning Journal, the Journal of Strength and Conditioning Research, Performance Training Journal, TSAC Report and the NSCA Bulletin
- Reduced rates for sitting for the CSCS (Certified Strength and Conditioning Specialist) exams and NSCA-CPT (NSCA Certified Personal Trainer) exams
- NSCA-CPT (NSCA Certified Personal Trainer) exams
- NSCA Career Services.
- Educational resources and products at a member discount
- Eligibility for NSCA scholarships and grants
- For more information about the National Strength and Conditioning Association, check their website at www.nsca-lift.org.

Membership benefits of the ACSM include:

- Subscription to Medicine & Science in Sports & Exercise, Exercise and Sport Sciences Reviews, and the Sports Medicine Bulletin
- Discounted registration for any ACSM national meeting, ACSM Certification exams, ACSM self-test fees, insurance and consumer products, and submission fee to Medicine & Science in Sports & Exercise

- Access to and inclusion in ACSM's electronic membership directory
- Access to an online mentoring program
- Access to group rate insurance (including liability insurance)
- For more information about the American College of Sports Medicine, check their website at www.acsm.org.

4.2 Islander Student Athletic Trainers' Association

The Islander Student Athletic Trainers' Association (ISATA) is a recognized student organization on the campus of TAMUCC. The objectives of ISATA are to increase awareness of the athletic training profession, provide educational opportunities for students, and to raise funds to assist members in attending professional workshops. All students in the program are encouraged to participate in ISATA.

4.3 Attendance to Professional Seminars

Students are encouraged to attend seminars, workshops, and lectures that pertain to athletic training profession. Professional seminars that are recommended include, but are not limited to, the NATA Annual Meeting & Clinical Symposium, the SWATA Annual Meeting & Clinical Symposium, and the National Strength Conditioning Association Annual Meeting. When attending a seminar, everyone shall wear appropriate professional dress and conduct him or herself accordingly.

4.4 Board of Certification (BOC) Requirements

Per <http://www.bocatc.org/candidates/exam-eligibility>

In order to attain BOC certification, an individual must complete an professional level athletic training program accredited by the [Commission on Accreditation of Athletic Training Education \(CAATE\)](http://www.caate.org) and pass the BOC certification exam. A list of accredited programs can be found on the [CAATE website](http://www.caate.org).

In order to qualify as a candidate for the BOC certification exam, an individual must be confirmed by the recognized Program Director of the CAATE accredited education program.

For additional information regarding exam policies and procedures including fee structure, see the [BOC Exam Candidate Handbook](#).

For additional information regarding the exam application process, see [Easy Steps for Online Exam Application Approval](#).

4.5 Texas State Athletic Trainer License Requirements

Per http://www.dshs.state.tx.us/at/at_req.shtm

Specialized Education and Training

1. A baccalaureate or post baccalaureate degree from an accredited college or university and one of the following: (a) current licensure, registration, or certification as an athletic trainer issued by another state, jurisdiction, or territory of the United States; or (b) current national certification as an athletic trainer issued by the National Athletic Trainers Association Board of Certification (NATABOC).
2. In lieu of the requirements in #1 above, **a person shall hold a baccalaureate or post-baccalaureate degree which includes at least 24 hours of combined academic credit from each of the following course areas:** (A) human anatomy; (B) health, disease, nutrition, fitness, wellness, emergency care, first aid, or drug and alcohol education; (C) kinesiology or biomechanics; (D) physiology of exercise; (E) athletic training, sports medicine, or care and prevention of injuries; (F) advanced athletic training, advanced sports medicine, or assessment of injury; and (G) therapeutic exercise or rehabilitation or therapeutic modalities; **In addition, a person must have completed an apprenticeship program in athletic training that** (a) consists of 1800 clock-hours completed in college or university intercollegiate sports programs; (b) is based on the academic calendar; (c) is completed during at least five fall and/or spring semesters; and (d) is completed while enrolled as a student at a college or university for at least 1500 of the 1800 clock-hours.
3. In lieu of the requirements in #1 and #2 above applicants shall have a baccalaureate or post-baccalaureate degree in athletic training from a college or university which held accreditation, during the applicants matriculation at the college or university and at the time the degree was conferred, from a nationally recognized accrediting organization that is approved by the board.
4. All applicants must hold current certification in adult cardiopulmonary resuscitation (CPR) or current certification for emergency medical services (EMS) with the Department of State Health Services.
5. Applicants who hold a degree in physical therapy or corrective therapy should refer to the board's rules for specific information about licensure requirements.
6. Applicants must successfully complete the Texas Athletic Trainer Written Examination and the Texas Athletic Trainer Practical Examination. If an applicant has taken and passed the BOC certification exam on or after January 1, 2004, that applicant may be eligible for licensure without taking these exams. See the board rule at 22 Texas Administrative Code §871.9 (m) for details.

Jurisprudence Exam

All Applicants must complete the board's jurisprudence examination and submit proof of completion.

[Select this link to pay the exam fee or return to your exam for the Advisory Board of Athletic Trainers exam](#) (In the eCommerce system, this payment is referred to as a "purchase.")

4.6 NATA Code of Ethics (<http://www.nata.org/codeofethics>)

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

Appendix A - H

Appendix A

Medical Clearance Form

TEXAS A&M UNIVERSITY-CORPUS CHRISTI ATHLETIC TRAINING EDUCATION PROGRAM

PHYSICAL EXAMINATION

Patient Information (to be completed by student)

Student's Name _____ Today's Date _____

Date of Birth _____

Medical History

Do you have, or have you had any of the following illnesses or conditions? (Please Circle)

Asthma	Yes	No	Diabetes	Yes	No
High Blood Pressure	Yes	No	Heart Disease	Yes	No
Cancer	Yes	No	TB	Yes	No
Seizures	Yes	No	Hepatitis	Yes	No
Other serious illness or condition	Yes	No			

Details of any "Yes" answers from above: _____

Previous Injuries: _____

Previous Surgeries: _____

Allergies: _____

Current Medications: _____

(To be completed by examining physician)

General Information:		Height (in.) _____	Weight (lbs.) _____
		Blood Pressure _____ / _____	Pulse _____
		Vision: R _____ L _____ corrected/uncorrected (circle one)	
Examination	Normal	Physician's Statement	
Head		Comments on abnormal findings:	
Eyes			
Ears, Nose & Throat			
Neck			
Lungs			
Heart			
Abdomen			
Hernia			
Orthopedic (ROM, strength)			
Neuromuscular			
Emotional/Psychological			

Are there any conditions, physical and/or emotional, which may interfere with this person functioning as a health profession student in the classroom or clinical setting? _____ Yes _____ No

If yes, please describe on a separate sheet.

Physician's Name (please print): _____

Address: _____


City: _____ State: _____ Zip: _____

Physician's Signature: _____ Date: _____

TAMUCC ATEP
Revised 08/20/07

Appendix B Incident/Injury Form

<http://safety.tamucc.edu/forms>

 <p>TEXAS A&M UNIVERSITY CORPUS CHRISTI</p>	<h2>INCIDENT / INJURY REPORT</h2> <p>for</p> <h3>NON – TAMUCC EMPLOYEES</h3>	<p>Environmental, Health & Safety Dept. Phone Number: (361) 825 -6666 Fax Number: (361) 825 -5556 Texas A&M University – C.C. 6300 Ocean Drive, Unit 5876 Natural Resources Center, Ste. 1100 Corpus Christi, Texas 78412-5876</p> <p>University Police Department Phone Number: (361) 825 -4444</p>												
Please PRINT or TYPE														
TIME & PLACE	Date/Time of Incident _____ Location: Street, City, Building, Room No. (Be specific) _____													
PREMISES CONDITION	Type of Premises <input type="checkbox"/> Construction Site <input type="checkbox"/> Parking Lot <input type="checkbox"/> Hallway <input type="checkbox"/> Sidewalk <input type="checkbox"/> Lobby/Entrance <input type="checkbox"/> Stairway <input type="checkbox"/> Office <input type="checkbox"/> Street <input type="checkbox"/> Other: _____	Conditions <input type="checkbox"/> Dry <input type="checkbox"/> Uneven Surface <input type="checkbox"/> Icy <input type="checkbox"/> Other: _____ <input type="checkbox"/> Snowy <input type="checkbox"/> Wet												
INCIDENT DESCRIPTION	Describe What Happened (Use additional sheet if necessary): _____ _____ _____													
INJURED PERSON	Name _____ Phone Number _____ Address _____													
DESCRIPTION OF INJURY & MEDICAL TREATMENT	Injury - Describe the type, severity, body part involved, and treatment * (see below) _____ _____ _____ Was Medical Treatment Given? Yes <input type="checkbox"/> No <input type="checkbox"/> Will seek treatment later <input type="checkbox"/> Name of Medical Facility/Doctor _____ <input type="checkbox"/> Transported by Ambulance: _____ <input type="checkbox"/> Transported by Other: _____													
DESCRIPTION OF PROPERTY DAMAGE	Owner's Name _____ Phone Number _____ Other Contact Information (e-mail, cell #, etc.) _____ Property Damaged: <input type="checkbox"/> Vehicle <input type="checkbox"/> Building <input type="checkbox"/> Furniture <input type="checkbox"/> Equipment <input type="checkbox"/> Tools <input type="checkbox"/> Other _____ Description: _____													
WITNESSES	<table border="1"> <thead> <tr> <th>Name</th> <th>Address</th> <th>Phone #</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>		Name	Address	Phone #	_____	_____	_____	_____	_____	_____	_____	_____	_____
Name	Address	Phone #												
_____	_____	_____												
_____	_____	_____												
_____	_____	_____												
Name of the Employee Completing this Report _____ Signature _____ Department _____		Phone Number _____ Date _____												

* This form can be located at the following website: <http://safety.tamucc.edu/forms>

IMPORTANT !

DO NOT GIVE THIS FORM TO THE INJURED PERSON TO COMPLETE !

(Ver. 06/23/2009)

INSTRUCTIONS FOR COMPLETION OF INCIDENT/ INJURY REPORT :

- 1) Report all incidents or injuries to University Police Department x4444.
- 2) Assist the individual. If it is life threatening dial 9-911 (campus phone), or dial 911 on a cell phone. A cell phone call should be followed up by calling 825-4444.
- 3) Report safety hazards to Environmental, Health & Safety x5555.

PROCEDURES TO FOLLOW :

- 1) The TAMUCC employee involved in, observing or discovering the incident/injury is responsible for completing this report.
- 2) Relate only to the facts on this form.
- 3) **DO NOT** contact the injured person later to obtain information. Be observant – attempt to get as much information as possible at the time of the incident/injury.
- 4) **DO NOT** discuss the incident/injury with anyone – except the police authority and/or Environmental, Health & Safety personnel.
- 5) After completion – **FORWARD this form** to:

Environmental, Health & Safety
Texas A&M University – Corpus Christi
Natural Resources Center, Suite 1100
6300 Ocean Drive, Unit 5878
Corpus Christi, TX 78412-5878

OR

Fax to: (361)-825-5556

- 6) **The Environmental, Health & Safety Department will coordinate the investigation.**

Appendix C

Clinical Experience Forms

Request for Absence from Clinical Experience Form
Request for Special Clinical Experience Opportunity Form
Exit Notification Form

**Texas A&M University-Corpus Christi
Athletic Training Education Program
Request for Absence from Clinical Experience**

Name_____

Clinical Level_____

I am requesting advance approval for absence from assigned clinical experience(s) on the dates and times as listed below. I have received approval from my clinical instructor, and in anticipation of my absence I have suggested a replacement if needed to complete my responsibilities/duties while I am gone.

Date Submitted: _____ (mm/dd/yyyy)

From: _____
(time, mm/dd/yyyy)To: _____
(time, mm/dd/yyyy)

Assigned Clinical Experience (included specific schedule for event, practice, treatments etc):

Possible Replacement(s) (if needed):

Reason for Absence:

Requesting ATS Signature_____ Date_____

Preceptor Signature_____ Date_____

Replacement Signature (if applicable)_____ Date_____

Clinical Education Coordinator/
Program Director Signature _____ Approval Date_____

**Texas A&M University-Corpus Christi
Athletic Training Education Program
Request for Special Opportunity**

Name_____

Clinical Level_____

I am requesting advance approval for additional clinical experience on the date(s) and time(s) as listed below. I believe this unique opportunity will provide a priceless and valuable learning experience for me and I have received approval from my Preceptor.

Date Submitted: _____ (mm/dd/yyyy)

From: _____
(time, mm/dd/yyyy)

To: _____
(time, mm/dd/yyyy)

Estimated Number of Clinical Hours you will receive from this event: _____

Content of Additional Clinical Experience (i.e. Observing ortho surgery, etc):

Supervising Preceptor's Name for this event:

Possible Learning Outcome(s):

Requesting ATS Signature_____ Date_____

Preceptor Signature_____ Date_____

Clinical Education Coordinator/
Program Director Signature _____ Approval Date_____

Appendix D

TAMUCC AT PROGRAM DIGITAL AND SOCIAL PROFESSIONALISM CONTRACT

Digital and Social Professionalism:

Please keep the following guidelines in mind as you participate on social networking web sites:

- ☒ Before participating in any online community understand that anything posted online is available to anyone in the world. Any text or photo online is completely out of your control the moment it is placed online – even if you limit access to your site.
- ☒ You should not participate in social media activities including those with student-athletes' at TAMUCC unless it is directly related to coursework at the university. Keep professional relationships professional.
- ☒ You should not post information, photos, or other items online that could embarrass you, your family, your team, and the athletic department, or Texas A&M University-Corpus Christi.
- ☒ You should not post your home address, local address, phone number(s), birth day, or personal information as well as your whereabouts or your plans. You could be opening up yourself to predators.
- ☒ Athletic training faculty, coaches, and athletic department administrators can and do monitor these web sites.
- ☒ Potential employers, internship supervisors, graduate programs and scholarship committees now search these sites to screen candidates and applications.
- ☒ General rule of thumb: if you wouldn't show a posting or picture to your grandparent or a child then you shouldn't be posting the information. Be cautious!
- ☒ If a student is caught engaging in inappropriate, detrimental or derogatory behaviors, the student will automatically fail the course, be removed from the program, and turned into the university ethics board.

By signing below, I am confirming that I have read and understand the policies as pertain to social media and digital professionalism and agree to abide by same.

Print name

Date

Signature

Appendix E

Clinical Experiences Rotation Diagrams

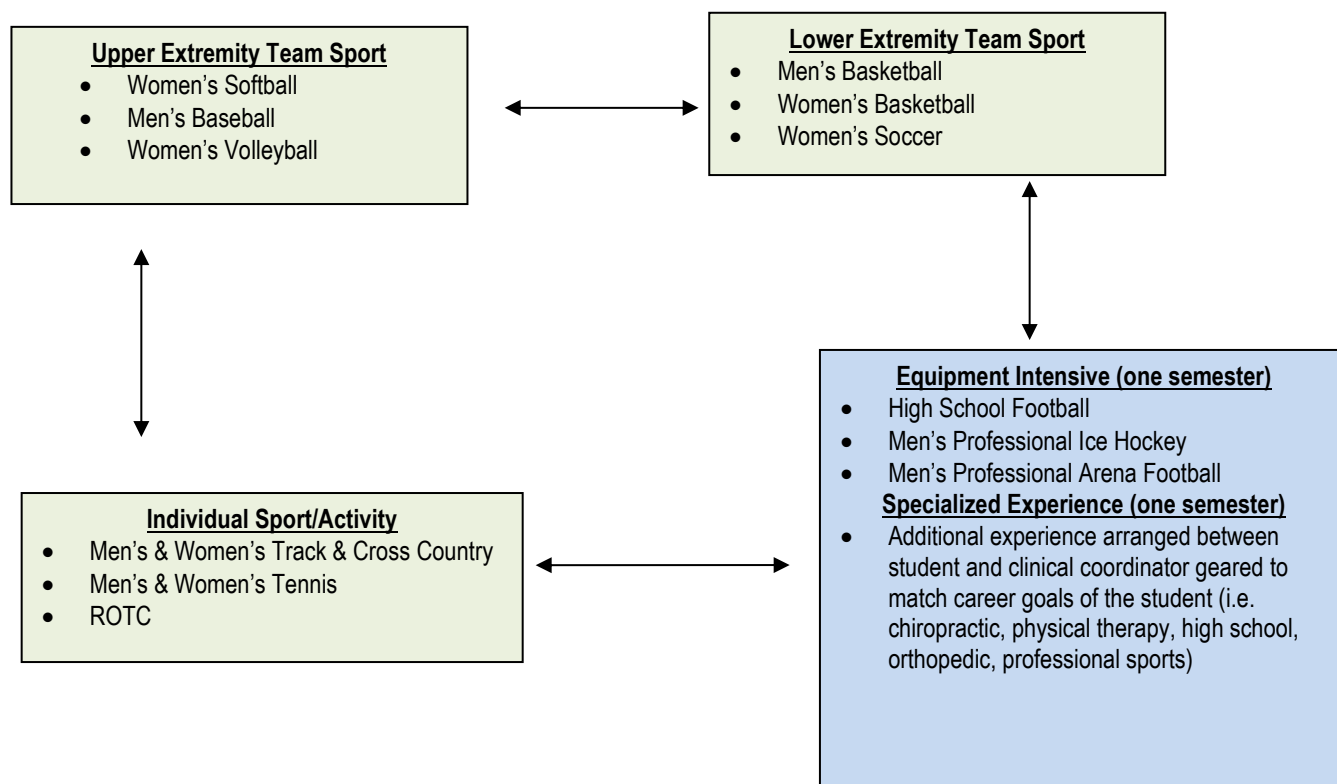
Per CAATE 12th edition Professional Standards, clinical experiences must include, but are not limited to: individual and team sports; sports requiring protective equipment, patients of different sexes, non-sport populations, and a variety of conditions other than orthopedics. Clinical education assignments cannot discriminate based on sex, ethnicity, religious affiliation, or sexual orientation.

Clinical assignments will be announced to the students as early as possible for returning athletic training students to assist them with scheduling their courses for the next semester/year. New students to the program will receive their clinical assignments during their athletic training orientation meeting.

Clinical Experience Sport Assignments (Year 2, 3, &4)

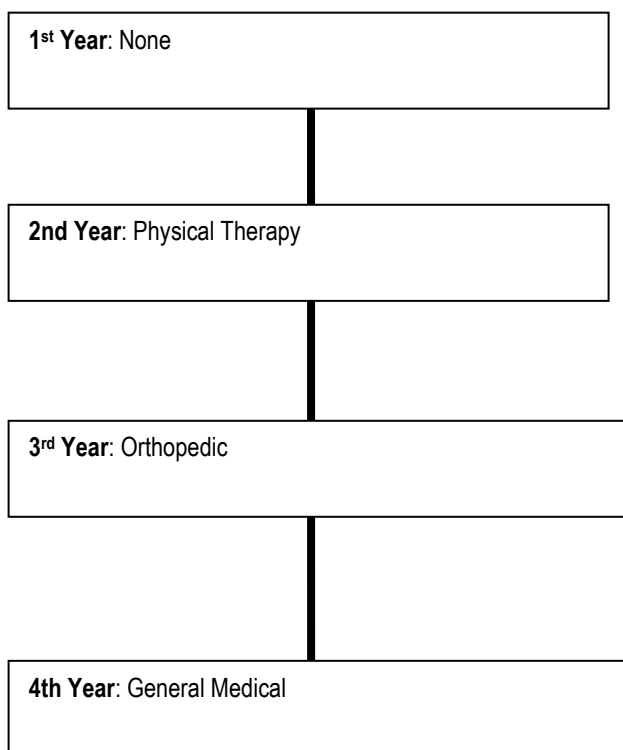
Clinical experiences include

1. Upper Extremity Team Sport Assignments (1st semester or 2-4 full years): Men's Baseball, Women's Softball, Women's Volleyball
2. Lower Extremity Team Sport Assignments (1st semester or 2-4 full years): Men's Basketball, Women's Basketball, Women's Soccer
3. Individual Sport/Activity Assignments (1st semester or 2-4 full years): Men's & Women's Track & Cross Country, Men's & Women's Tennis, ROTC
4. Equipment Intensive Sport Assignments (3rd or 4th year only; 1 semester): High School Football, Men's Professional Hockey (when available), Men's Professional Arena Football (when available)
5. Specialized Experience (3rd or 4th year only; 1 semester): Experience arranged by the student and the Clinical Education Coordinator to meet the specific career goals of the student. This experiences may also involve an experience that addresses a weakness has been identified by both the student and the Clinical Education Coordinator. The student will have direct involvement and input on the clinical experience. Affiliate site agreements will be made accordingly.



Clinical Experience Clinic Assignments (Year 2, 3, and 4)

In addition to an athletic training student's clinical experience sport assignment, students will also engage in clinical learning experiences at off-campus clinic settings. Athletic Training Students in their second, third, and fourth years in the program will spend approximately two hours per week in a clinic (non-sport) setting.



Appendix F

Risk Management Forms/Information

Student Handbook Acknowledgement Form

Confidentiality Agreement Form

Behavioral Incident Form

Liability Insurance Policy (on file with Department of Kinesiology)

**Athletic Training Program
Texas A&M University-Corpus Christi
Student Handbook Acknowledgement**

I _____ have fully read and understand the rules set forth by the Athletic Training Program within the 2016-2017 Athletic Training Student Handbook. I understand that I will have electronic access to the handbook on the athletic training web site <http://athletictraining.tamucc.edu> and on ATrack. Moreover, I understand that there will be a minimum of one bound copy available to students in the Athletic Training Center (Island Hall 179).

Signature _____

Date _____

Student ID # _____

NATA # _____

Texas A&M University-Corpus Christi Athletic Training Program Confidentiality Agreement

Texas A&M University-Corpus Christi Athletic Training Program has an ethical, legal and moral obligation to protect the confidentiality of our student-athletes and any patient that you may come into contact with during your clinical rotations. Protected health information will be held in the strictest confidence and in accordance with the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA). All information relating to student-athlete or patient evaluation, care, treatment, rehabilitation, condition, payment or operations constitutes confidential information.

- Athletic Training Students shall never discuss a student-athletes or patient's condition with any individual who is not directly supervising the athletic training student in the clinical setting (i.e. Preceptors, Team Physicians and other Health Care Providers) at Texas A&M University-Corpus Christi. Reasonable accommodation should be made to ensure the privacy of all student-athletes and patients such as discussing any questions in private with Preceptors, Physicians, and other health care providers.
- Any disclosure of protected health or confidential information by Athletic Training Students could render Texas A&M University-Corpus Christi, Athletic Training Staff, Team Physicians, and other health care providers liable for damages. Any Athletic Training Student who violates the confidentiality of student-athletes and/or patients during clinical rotations/assignments will result in immediate **disciplinary action** by the Director of Athletic Training. Disciplinary action may include **suspension or termination** from the clinical rotation and may also result in **suspension or termination** from the Athletic Training Program at Texas A&M University-Corpus Christi. Documentation of any such incident will be kept in the Athletic Training Student's academic file.
- Should the Athletic Training Student feel that confidential or protected health information has been disclosed to an unauthorized individual or entity, he/she should immediately notify the Approved Clinical Instructor, Clinical Instructor, Physician or other health care provider who is supervising the Athletic Training Student in the clinical setting so that the Director of Athletic Training can be notified immediately and appropriate follow up can be made with the student-athlete or the patient involved.

I have received a copy, read, understand and agree to comply with this written policy on matters of privacy and confidentiality of student-athletes and patients in the clinical setting. I also understand that in my daily duties and observation, I may have access to confidential student-athlete and/or patient information. Any violation of confidentiality, in whole or part, could result in my **suspension or termination** from the Athletic Training Program at Texas A&M University-Corpus Christi, that particular clinical rotation/assignment, and/or legal action. I recognize that this signed document of my agreement to uphold the provisions of this policy will be kept in my academic file.

Athletic Training Student _____ Date _____

Witness: _____

STUDENT BEHAVIORAL INCIDENT REPORT

Student: _____

Date: _____

Severe Violations

- Theft or malicious destruction of any Athletic Training Center, Recreational Sports, or Athletic Department property.
- Any activities in violation of university regulations.
- Negligent performance or failure to prevent the endangerment of a student-athlete.
- Violation of the NATA Code of Ethics for Athletic Training Students (see ATS Handbook)
- Other:

Moderate Violations

- Verbal abuse of staff, student-athletes, or other athletic personnel (profanity, derogatory language, threats, etc.).
- Physical abuse of staff, student-athletes, or other athletic personnel.
- Failure to abide by the ATS Handbook and the Athletic Training Policy and Procedures.
- Unexcused absence from clinical rotations or mandatory ATEP meetings.
- Habitually reporting late to your clinical assignment.
- Breaking patient confidentiality (HIPAA laws).
- Displaying disrespectful behavior to a student-athlete, coach, or other athletic personnel (including fans) of TAMUCC or a visiting team prior to, during, or after a competition.
- Other:

Minor Violations

- Tardiness: Habitually reporting late (~10min) to clinical assignments.
- Unprofessional dress appearance (revealing tops, short shorts, other universities' apparel etc.).
- Unauthorized personal use of the telephone.
- Unauthorized use of the staffs' computers.
- Failure to assist with opening or closing procedures as directed by an AT staff member.
- Not fulfilling the clinical duties assigned by your ACI during your scheduled time.
- Displaying unprofessional language (swearing, inappropriate conversation, etc.).
- Other:

Description of work-related behavior: _____

Athletic training student's comments: _____

Staff Member Filing Report: _____

I am aware of my work related behavior that caused this report. I have read this report and discussed the described behavior with my clinical supervisor. I know that I can appeal the addition of this report to my permanent file or any disciplinary action taken by submitting an appeal in writing to the ATEP Director.

Athletic training student's signature _____

Liability Insurance Policy

A policy can be found on file with the Department of Kinesiology.

Appendix G

Clinical Experiences Evaluation Forms

See ATrack for Clinical Experience Forms

Appendix H

Emergency Action Plans

Please see your designated Athletic Training Staff for the EAPs.

Texas A&M University-Corpus Christi

Island Hall (Athletic Training Center)

Dugan Wellness Center

Moody Field House

Chapman Fields

Islanders Tennis Center

West Guth Park

Cabannis Field

Whataburger Field

American Bank Center

Corpus Christi Country Club

HEB Tennis Center

Corpus Christi Athletic Club

Dugan Stadium

Momentum Course

Off-Campus Clinical Sites

CCISD Ray High School

CCISD Carroll High School

CCISD Veterans Memorial High School

Tuloso-Midway High School

Gregory-Portland High School

CCISD Game Site – Buccaneer Stadium

CCISD Game Site - Multi-Purpose Stadium

Shea Physical Therapy

New Stride Physical Therapy

Orthopedic Physical Therapy

Coastal Bend Family Medicine

Corpus Christi Medical Associates

Orthopaedic Center of Corpus Christi

Armadillo Sport Chiropractic