SOUTHERN NAZARENE UNIVERSITY

ATHLETIC TRAINING EDUCATION PROGRAM

Introduction

The Athletic Training Education Program at Southern Nazarene University is a recognized major located within the Kinesiology Department. Central to all majors at Southern Nazarene University is a strong liberal arts core which educates students for responsible, Christian leadership. The program provides students with the theoretical knowledge and understanding related to this allied health profession, as well as current procedures and techniques in sport injury management. As students gain this knowledge and expertise through required course work, research, and clinical experiences, they will be prepared to make successful contributions to the athletic training profession.

The program combines classroom and clinical education to prepare the student who graduates to challenge the Board of Certification (BOC) examination. In addition, students who complete the class requirements may pursue graduate education in athletic training, exercise physiology or other related allied health professions.

It is the responsibility of each student to become familiar with the policies specific to the program and university. The Program Director and Clinical Education Coordinator reserve the right to alter the student handbook as necessary. Proper notification will be provided to students. The information that follows indicates policies, standards of achievement, and other data applicable to enrollment and progression in the professional component of the athletic training curriculum.

Accreditation

In October 2001, this program submitted the candidacy application. Subsequently, in January 2002, the program achieved candidacy status. The self-study was submitted in June of 2003. The site visit was conducted in October, 2003 and the initial accreditation was awarded January 31, 2004. The program in athletic training education at Southern Nazarene University was recognized and accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) through the Joint Review Committee on Educational Programs in Athletic Training (JRC-AT). Currently the program is recognized by the commission on Accreditation of Athletic Training Education (CAATE). The Athletic Training Education Program was reviewed by CAATE in 2009 and was granted a ten year...
accreditation status. The Athletic Training Education Program will seek re-accreditation in 2019.

**Mission Statement**

Southern Nazarene University educates athletic training students for responsible Christian living within the contexts of the liberal arts, Wesleyan-holiness theological perspective and a cross-cultural community life. The goal of the program is to provide Christian leadership in the profession of Athletic Training serving a diverse population. In keeping with the SNU mission, the athletic training program integrates faith, learning and life.

**Program Objectives**

Program objectives of the Athletic Training Program at Southern Nazarene University are as follows:

1. To provide a quality liberal arts undergraduate degree experience to enable students to be successful in their career selection.

2. To provide a liberal arts, undergraduate environment which fosters Christian leadership and service to humankind.

3. To provide quality academic learning experiences for students in the athletic training program.

4. To provide an athletic training curriculum for students seeking BOC certification.

5. To provide students with a wide variety of clinical experiences to increase their skills and orient them to specific demands of the profession.

6. To offer diverse clinical opportunities which enhance the student’s understanding of the profession and potential areas of employment.

7. To provide an academic program with adequate depth and challenges to enable students to successfully pursue advanced study in athletic training or a related discipline.

**What is Athletic Training**

An athletic trainer is a qualified allied health care professional educated and experienced in the management of health care problems of the physically active. In cooperation with physicians and other health personnel, the athletic trainer functions as an integral member of the athletic health care team in secondary schools, colleges and universities, professional
sports programs, sports medicine clinics, and other athletic health care settings. The athletic trainer functions in cooperation with medical personnel, athletic administrators, coaches and parents in the development and coordination of efficient and responsive athletic health care delivery systems.

The athletic trainer’s professional preparation includes the development of specified cognitive competencies, psychomotor competencies and clinical proficiencies in the following domains: prevention, clinical evaluation and diagnosis, immediate care, treatment, rehabilitation, and reconditioning, organization and administration, and professional responsibility. Through a combination of formal classroom instruction and clinical experience, the athletic trainer is prepared to apply a wide variety of specific health care skills and knowledge within each of the domains.

**Responsibilities of the Program Director**

The athletic training program director (ATPD) is responsible for the day-to-day operation, coordination, supervision, and evaluation of all aspects of the CAATE programs including assistance to the Clinical Education Coordinator with supervision of the clinical program. This individual must be an excellent leader, have a broad based knowledge of the athletic training profession, have excellent management skills, and possess the necessary qualifications to perform the functions as identified in the CAATE Standards. The director must be a full-time faculty member of Southern Nazarene University and shall do the following:

1. Provide updated information to the students, staff, and athletic training faculty in the athletic training program.

2. Determine the necessary curriculum changes and assessment to institute new academic and clinical courses.

3. Serve as the liaison with the CAATE, NATA, or the BOC and complete any and all correspondence which represents the program.

4. Document compliance of the CAATE standards on an annual basis, including the completion of reports and self-studies, as necessary.

5. Determines use and dispersion of program funds.

6. Serve as the final authority in determining any actions surrounding students in the program.

7. Regular attendance at State, Regional and National Athletic Training Conferences, and a willingness to supervise students attending these events.
Responsibilities of the Clinical Education Coordinator

The Clinical Education Coordinator (CEC) is primarily responsible for overseeing and ensuring a quality clinical education experience for the athletic training student. The Clinical Education Coordinator will provide training and oversight and serve as a resource to all preceptors. The Clinical Education Coordinator will assist the Program Director in the day-to-day operation, coordination, supervision, and evaluation of all aspects of the CAATE program. This individual must be an excellent leader, have a broad based knowledge of the athletic training profession, have excellent management skills, and possess the necessary qualifications to perform the functions as identified in the CAATE Standards. The Clinical Education Coordinator must be a full-time faculty member of Southern Nazarene University and shall do the following:

1. Determine appropriate affiliated sites, authorize preceptors at those sites, and review the clinical hour commitment of each student on a regular basis to insure appropriate student clinical progression.

2. Visit each affiliated site a minimum of three times during the student’s clinical rotation to review student’s progress, determine student competence in his/her clinical skills, identify areas of improvement, and serve as a moderator when problems arise.

3. Monitor students’ completion of clinical evaluations on A-Track. This includes but is not limited to: making forms available online and following up with preceptors in a timely manner to ensure proper documentation.

4. Meet with each student at least twice per semester to discuss clinical evaluations and experiences. The clinical hour commitment will be reviewed with each student as needed.

5. Assess the preceptor and provide feedback to improve clinical education.

6. Communicate pertinent information regarding clinical operations and athletic training students at clinical sites to the ATPD.

7. Regular attendance at State, Regional and National Athletic Training Conferences, and a willingness to supervise students attending these events.

Responsibilities of the Preceptors

The preceptors play an integral and essential role in the student’s total educational program and an extension of the classroom experience. It is the responsibility of the preceptors to guide students through their clinic skill development and provide ample opportunities for the students to apply their skills in the prevention, recognition, treatment and rehabilitation of various sport injuries. Preceptors are expected to do the following:
1. Know and understand all psychomotor competencies and clinical integration proficiencies required for the CAATE accredited athletic training education programs.

2. Supervise students during clinical education.

3. Know and understand all competencies expected of the athletic training students at the different practicum levels of their program for instruction and assessment.

4. Meet with the athletic training student at the beginning of the rotation to:
   (a) Discuss policies and procedures at the clinical site including but not limited to hazardous waste disposal, emergency procedures, referral protocol, and record keeping.
   (b) Develop a schedule so the athletic training student is not at the site unsupervised.
   (c) Identify regular hours that the student should be present at the site.

5. Ensure students dress professionally and complete their duties in a professional manner.

6. Review the students’ activity on A-Track on a weekly basis to ensure accurate documentation of the clinical hours, sports covered and special injuries/illnesses seen during the rotation.

6. Review clinical integration proficiencies on a regular basis and make recommendations for improvement of communication skills, clinical decision making and documentation.

7. Meet with the CEC at least three times during the student’s clinical rotation to discuss student progress.

8. Report any and all problems directly to the CEC regardless of whether the preceptor has resolved the problem himself or herself.

9. Complete student evaluation forms as supplied by the CEC through A-track.

10. Whenever possible, serve as resource person to the athletic training curriculum program for didactic class presentations, assist in the administration of practical examinations, and encourage students to participate in professional activities.

   Additionally the preceptor is responsible for teaching, evaluating and grading the student’s progress through the clinical coursework. (See appendix VII for clinical education syllabi)
Responsibilities of the Athletic Training Student

Athletic training students are expected to follow all guidelines established by the athletic training program, Kinesiology Department, Southern Nazarene University, the CAATE, and NATA. This manual details student expectations. Failure to uphold these policies may result in the student’s dismissal from the athletic training program.

1. Athletic training students are expected to attend each practice and/or game session on time unless prior arrangements have been made and approved by the preceptors.

2. Athletic training students should arrive early enough to adequately prepare the athletes and supplies for the day, and remain until all equipment is cleaned and put away. An exception will be placed on this requirement if students have conflicts with formal class attendance. Prior notification must be given to the preceptors.

3. Unwarranted and unannounced absences or tardiness from any assignment will not be tolerated. Preceptors will notify the CEC immediately so the problem can be rectified.

4. The athletic training student should notify their preceptor if he/she is ill and cannot attend the clinical experiences. Students should not be in contact with athletes or patients if they have an infective illness (i.e. flu, cold, strep throat).

5. Athletic training students must dress professionally. As aspiring healthcare professionals, professionalism is the goal. Preceptors reserve the right to determine what is not professional attire. Dress code is as follows:
   (a) Sloppy fitting clothes, clothing with holes, or apparel advertising alcohol, tobacco, or other substance products are unacceptable
   (b) Khaki pants or shorts must be worn at all practices and games.
      i. Shorts must maintain at least a five inch inseam
   (c) Polo shirts must be worn at all practices and games.
      i. A number of polo shirts will be provided to students throughout their academic career. These shirts will be official game day shirts. Practice shirts must be purchased at the student’s expense and should be plain white, grey, crimson, or black.
   (d) Close toed shoes with laces must be worn at all times. Shoes must be appropriate for the clinical setting and allow the student to perform daily activities associated with that setting.
Prohibited Items-
(a) Blue jeans or jean shorts, colored pants
(b) Cotton sweat pants
(c) Excessively tight shirts or polos
(d) Open toed shoes, flip flops or sandals
(e) Clothing with holes
(f) Apparel from other schools

6. Athletic training students are expected to be assertive in the athletic training clinic and ask athletes what they need prior to being told what to do by the preceptor. Students are expected to be proficient in their clinical skills at the appropriate practicum level.

7. Athletic training students must respect and maintain the confidentiality of all discussions, deliberations, records and other information generated in connection with health care activities for all athletes and patients at SNU and all clinical sites. (A-Track Documents; Confidentiality Statement)

8. Athletic training students are expected to maintain their portfolio on A-Track. This portfolio will be used to demonstrate the mastery of the clinical proficiencies throughout the course of their clinical education. The portfolio should contain application materials, clinical evaluations, proficiency evaluations, case studies, term papers and daily log of hours.

STUDENT EXPECTATIONS

Athletic Training Students should be:
1. Intellectually inquisitive
2. Enthusiastic and self-motivated
3. Possess good communication skills
4. Good listeners
5. Able to accept constructive criticism
6. Show concern and respect for others
7. Punctual and dependable for all assigned task and activities

Above everything else, SNU athletic training students are expected to be honest and forthright in all endeavors, and display dedication and commitment at all times to the health and welfare of the student-athletes, as well as the SNU Athletic Department and SNU Athletic Training Division as a whole. Insubordination, disloyalty, breach of duty, unprofessional behavior, theft/vandalism, sexual harassment, substance abuse, and conduct unbecoming of an athletic training student among others will not be tolerated and may result in decreased evaluations, a meeting with the ATPD, and disciplinary action. Keep in mind that most problems that arise are due to a lack of communication. It is expected that SNU athletic training students will be familiar with all policies, procedures, and expectations. If
there are ever any questions, comments, and/or concerns, it is expected that these will be
communicated immediately to the ATPD.

PROFESSIONALISM

Statement on professionalism-

1. As an athletic training student at SNU, you are a representative of the University, the
Athletic Department, the Athletic Training Services, the Division of Athletic Training
and the athletic team to which you are assigned. Your professional conduct and dress
is expected to reflect this at all times.
2. Athletic training students are expected to adhere to the NATA Code of Professional
Practice and Ethical Principles at all times.
3. Do not publicly express opinions of treatment and/or care rendered by a physician or
athletic trainer.
4. Information heard or discussed at team meetings, practices, games, etc. by coaches,
athletes, and/or administrators is considered confidential and should not be discussed
with other individuals.
5. No tobacco products or alcohol is to be consumed while representing SNU’s Athletic
Department and/or the Athletic Training Services.
6. No profane language, horseplay, etc. will be tolerated.
7. Use of personal cell phones or computers during clinical experience times are
prohibited except for emergency situations.

PROGRAM ADMISSION PROCESS

To be admitted to the Athletic Training Program the student must first be fully accepted to
the University. During the first semester the freshman student must be registered for the
following pre-professional courses.

Fall          KNES 1613  First Aid/CPR & Safety
              KNES 1624  Lower Ex Injury Recognition and Evaluation of the
              BIOL 2224  Human Anatomy

The student is required be enrolled in the following courses for second semester and at the
date of application.

Spring        KNES 1601  Foundations of Athletic Training
              BIOL 2234  Human Physiology
              KNES 2664  Upper Ex Injury Recognition and Evaluation of the
              Physically Active and Lab

Satisfactory grades of B or better must be achieved by the student in courses with a KNES
prefix. Students must achieve a C or better in all other pre-professional courses.
The continuation of KNES 1601 Foundations of Athletic Training must be completed by April 15th. The student’s documentation verifying the completion of 75 observation hours and a passing grade for the course must be submitted at that time.

Once the pre-professional requirements of first semester have been met and second semester underway, students wishing to enter the Athletic Training Program must complete the following application process.

1. The student should submit a formal letter of application to be received by the Program Director by April 15th.

2. The application form for admission to the Southern Nazarene University Athletic Training Program must be completed and submitted by April 15th. The writing assignment, a personal statement of professional goals is due with the application.

3. Three letters of recommendation must be mailed directly to the Program Director. These recommendations must come from any former or current professor, a Certified Athletic Trainer, and an individual who can speak on behalf of the applicant’s character (i.e. a coach or employer who has observed the applicants work habit).

4. After all documentation has been received, including the evaluation of technical standards, the student will interview with the admissions committee which consists at minimum of the Program Director, Clinical Education Coordinator, Head Athletic Trainer and an allied health faculty member.

The deadline for receiving application materials is April 15th. No applications will be accepted after that date. (Appendix II, Application Materials)

An evaluation system will be utilized to assess the application, personal statement, recommendations and interview of each student being considered for acceptance into the program. The committee will reach its final decisions after transcripts have been reviewed at the end of the semester. A minimum 2.5 GPA is required. Students will be notified in writing of their status with the Athletic Training Program by June 15th. Those students receiving notification of the acceptance into the SNU Athletic Training Program may begin their three-year clinical education. Students not accepted into the program may re-apply in the Spring of their sophomore year. (Appendix II ; Application Materials)

**Transfer Students**

Transfer students are required a semester of previous attendance at SNU before they are eligible to apply for entrance to the program. After the semester’s evaluation period, the transfer student would apply with other pre-professional students and would be required to complete at least five semesters of clinical education experience at SNU. Additionally, the transfer student is required to complete all practicum courses. Clinical hours obtained prior
to transferring to SNU may also be accepted if they were completed under the supervision of a BOC certified athletic trainer. A maximum of 200 hours may be transferred to SNU. Academic lecture classes may be transferred in the university, provided course content is equivalent to courses at SNU. This determination shall be made by the athletic training program director and the department chair. Transfer students are bound by the requirements set forth in this manual.

**Technical Standards for Admission and Progression**

Athletic training involves providing direct care to athletes which requires the application of knowledge in the performance of specific tasks. Technical standards represent the abilities needed to succeed in satisfying the objectives and competencies required performing these tasks. Those abilities include:

1. Sufficient visual acuity and reading ability, such as are needed for medical care for the physically active, equipment monitoring and manipulation, modality application, and the accurate ability to follow a treatment protocol.

2. Sufficient auditory perception, such as needed to receive communications from physicians, other allied health personnel and athletes in routine and emergency situations, and to assess the health status of athletes through monitoring and measuring devices such as stethoscopes, and to respond to modalities such as electric stimulation, ultrasound and timers.

3. Sufficient tactile ability for physical assessment, palpation, functions of physical examination and skills related to therapeutic intervention.

4. Sufficient verbal and non-verbal communication skills such as are needed to interact with the physically active, as well as other medical professionals to provide prompt and effective care.

5. Sufficient strength and motor coordination, such as are needed to position, transport, evaluate and assist with moving the physically active. This physical requirement must safely be carried out in emergency and non-emergency situations.

6. Sufficiently demonstrate those professional behaviors, such as are needed to clearly think in a logical manner, to assess, plan and implement care for the physically active in routine and emergency situations and to make medically sound value judgments and perform professionally and appropriately in stressful situations.

When faculty or clinical instructors consider it necessary, these abilities will be assessed by an appropriate health care professional. Students may request accommodation to one or more standards based upon disability. Such accommodation will be provided in accordance with University rules, state and federal statutes. *(Appendix IV; Technical Standards Evaluation Form)*
Immunizations and physical exams

Upon acceptance into the program, the student must provide documentation of a recent physical exam. The verification of a physical exam may be a record of an exam used in the University admissions process or for sport participation. If necessary the student may obtain a physical exam at a reduced cost from the Student Health Center.

Upon acceptance into the program, students must verify appropriate immunization history. In order to maintain immunity, students must possess a history of immunizations recommended by the Center for Disease Control for health care workers before being exposed to patients and to blood or blood contaminated products. As of 2001, these immunizations include hepatitis B, measles, mumps, rubella, tetanus, and diphtheria. Since the MMR and tetanus boosters are required for entrance into SNU, students need only to provide a copy of their records. Students may obtain hepatitis B and diphtheria immunizations at a reduced cost from the Student Health Center. A copy of these records must also be provided to the ATPD. The student must provide evidence of health insurance. (Appendix III; Immunization Waiver Forms)

Criminal Background

Starting in the Fall of 2006, all students accepted into the clinical education portion of the Athletic Training Education Program will be required to submit to a criminal background check. The Joint Commission on Accreditation of Healthcare Organization (JCAHO) requires a criminal background check for individuals who have direct contact with patients or employees; this includes students involved in clinical education rotations. Students enrolled in KNES 2632 Clinical Rotation I must submit to a criminal background check. Transfer students into the Athletic Training Education Program will also be subject to the background check at the point of entrance into the program. A student’s refusal to submit will result in the student being withdrawn from the clinical education.

Any felony conviction involving moral turpitude will be a disqualifying offense and would constitute a failure of the background check. No student will be permitted into the program with a felony conviction. Furthermore, the Oklahoma State Board of Medical Licensure and Supervision states “that the Board may refuse to issue a license to an applicant if he/she has been convicted of a felony or a misdemeanor involving moral turpitude”.

If a student fails the background check, that student will be notified in writing and will be required to withdraw from KNES 2632. That student may not reenroll until their record has been expunged.

The only persons who will have knowledge of the results of the student background check are the Athletic Training Education Program Director and the Clinical Education Coordinator. All results will be held in strict confidence. A copy of the individual
background check results will be provided to the individual student upon written request to the Athletic Training Education Program Director.

The background check will be conducted through ACCUFAX Screening Services, a national background check organization utilized by numerous state and national institutions. The cost of the background check is $25.00 and will be covered by the existing lab fees for the practicum courses.

Please review the information form for the criminal background check in Appendix V.

Probation and Dismissal Policy

Probationary status in the athletic training program means that the student is in difficulty (academic, professional, or ethical) within the program. A student cannot graduate from the Athletic Training program while on probationary status. The student on probationary status is prohibited from working in the clinical setting and/or continuing progress in the practicum course sequence.

A student will be placed on probation by the ATPD and will be notified in writing of this event if any of the following occurs:

- Cumulative grade point average falls below 2.5.
- Below a “B” grade is received in any course with a KNES prefix.
- Student displays unprofessional behavior.
- Violation of department or university policy.
- Inappropriate Use of Social Media
- Recommendation of a preceptor for probation based on poor performance or attitude in clinical experience.

Removal of probationary status will occur when:

1. The student’s cumulative GPA is above 2.5 in the term following the semester in which the student was place on probationary status.

2. In the case of a grade below a “B” in a KNES course, the course must be repeated successfully with a minimally satisfactory grade of a “B.”
   - (a) Students may only repeat an individual course once without dismissal from the program.

3. A student on probation must petition the ATPD for re-admittance into the program and show documentation (i.e. grade report, competency testing, or be recommended for reinstatement by the supervising preceptor) to support the claim. It shall be determined by the ATPD, CEC, and Head Athletic Trainer with review by the Department Chair in the matter of inappropriate professional behavior whether the student will be permitted to remain in the program or be dismissed.
Dismissal from the program will be determined by the program director if any of the following occurs:

1. An “F” in a course with the KNES prefix. The student will be dismissed from the program at that time.

2. Two grades below a “B” in a clinical education athletic training course. The first course below “B” must be repeated. If a grade below “B” is achieved in any subsequent clinical experience the student will be dismissed from the program.

3. Academic dishonesty or cheating, which includes plagiarizing of materials will result in dismissal from the program. (SNU Catalog; p.36)

4. Failure to correct unprofessional behavior is grounds for dismissal from the program.

Grievance Policy / Procedure

The Southern Nazarene University Student Handbook publishes grievance policies and procedures regarding issues such as hazing and sexual harassment. Athletic Training Student will also be expected to know and abide by the NATA Code of Ethics (http://www.nata.org/codeofethics). Judicial councils as well as the student development office hear grievances and make recommendations of disciplinary action (Student Handbook: Appendix B, p.13).

The grade grievance is a separate policy and can be found in the Southern Nazarene University Catalog.

Students have the right to appeal the program admission decision and must follow university protocol.

Clinical Instruction

The Southern Nazarene University clinical instructional plan begins with KNES 1601 Foundations of Athletic Training. It is during this pre-professional phase that the student becomes acquainted with the culture and environment of the traditional athletic training setting. Upon successful completion of the pre-professional phase, the student may apply for acceptance into the program, as long as all of the prerequisites for the first athletic training practicum course have been met. The clinical instructional plan includes six semesters (three years) of sequential athletic training clinical rotation coursework. Advancement to the next clinical rotation course requires the student to achieve an A or B in the current course and maintain a 2.75 GPA within the major.
The clinical coursework parallels the didactic coursework in each sequential semester, relying upon the student to apply skills previously covered and satisfactorily demonstrated during the didactic laboratory class. During each semester, the student is required to successfully demonstrate skills in increasing levels of competency and application. (Appendix VI; Program of Study)

In the practicum courses, the psychomotor competencies and clinical proficiencies are instructed, mastered, verified and evaluated. Evaluation of the psychomotor competencies and clinical proficiencies include documented observation and oral/practical examination. (Appendix VII; Clinical Rotation Courses) Courses associated with clinical instruction include the following:

**Laboratory Courses**
- KNES 1613 First Aid/CPR & Safety
- KNES 1624 Lower Ex Injury Recognition and Evaluation of the Physically Active
- KNES 2664 Upper Ex Injury Recognition and Evaluation of the Physically Active
- KNES 3624 Therapeutic Modalities
- KNES 4634 Therapeutic Physical Rehabilitation

**Clinical Courses**
- KNES 1601 Foundations of Athletic Training (pre-professional)
- KNES 2632 Athletic Training Clinical Rotation I
- KNES 2642 Athletic Training Clinical Rotation II
- KNES 3652 Athletic Training Clinical Rotation III
- KNES 3662 Athletic Training Clinical Rotation IV
- KNES 4672 Athletic Training Clinical Rotation V
- KNES 4682 Athletic Training Clinical Rotation VI

**Internship Opportunities**

These opportunities are to be off-campus, summer or mini-term experiences. Arrangements are made by the student and approved by the athletic training program director and clinical education coordinator. These opportunities are clinical in nature and are intended to provide the student with hands-on experience in the prevention, treatment, and rehabilitation of athletic injuries under the direct supervision of a certified athletic trainer or certified health care professional in a sport or a setting not available to the student through the practicum sequence. Clinical hours obtained in internship opportunities may contribute to the overall hours requirement for graduation. (Appendix VIII; Internship Materials)

The general philosophy of the rotation schedule for students at the clinical sites is that each experience should add to the student’s knowledge base and become progressively challenging. As sophomores, (Clinical Rotations I & II), the athletic training student will be placed in two different sport experiences with two different preceptors. The educational emphasis of these rotations is to enhance prevention, recognition and evaluation skills. At the junior level (Clinical Rotations III & IV) the student will again be at two different clinical
sites with two different preceptors. The educational emphasis of these placements is on evaluation skills and the use of therapeutic modalities and therapeutic exercise. Finally, Clinical Rotations V & VI provide the student with a “capstone” experience of being responsible for a team and to mentor lower level athletic training students. During all clinical rotations, the student will have direct supervision from a preceptor. Professional development and Organization and Administration are the areas of educational emphasis for the last two clinical rotations. Students wishing to enroll in two clinical rotations during their final semester must have the approval of the program director and clinical education coordinator with input from the preceptors.

Every student’s clinical experiences are systematically coordinated to ensure that each student will have a fall football clinical rotation. Additionally, every senior level student will have a clinical rotation with the medical director to observe office evaluations and at least two surgical procedures. Other factors which determine the placement of students include achieving a balance of coverage for gender specific, high risk, upper and lower extremity injury, team and individual sports. Preceptors are advised about the needs of each student based upon previous coursework and experiences.

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<thead>
<tr>
<th>Preceptors</th>
<th>Location</th>
<th>Responsibilities</th>
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<tbody>
<tr>
<td>Rachel Hildebrand, M.Ed., ATC</td>
<td>SNU</td>
<td>Program Director/Faculty</td>
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<tr>
<td>Holly Bingham, MBA, ATC</td>
<td>SNU</td>
<td>Clinical Education Coordinator/ Faculty</td>
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<tr>
<td>Mike Mathis, M.Ed., ATC</td>
<td>SNU</td>
<td>Head Athletic Trainer/ Adj. Faculty</td>
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<tr>
<td>Travis Veatch, ATC</td>
<td>SNU</td>
<td>Assist. Athletic Trainer/ Adj. Faculty</td>
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<tr>
<td>Michael Brobston, ATC</td>
<td>SNU</td>
<td>Assist. Athletic Trainer</td>
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<tr>
<td>Jarrod Gatz, ATC</td>
<td>PC Original H.S</td>
<td>Head Athletic Trainer</td>
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<tr>
<td>Jared Hofer, ATC</td>
<td>Casady H.S.</td>
<td>Head Athletic Trainer</td>
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<tr>
<td>Joe Fidelie, ATC</td>
<td>Bethany H.S</td>
<td>Head Athletic Trainer</td>
</tr>
<tr>
<td>Chris Kromer, ATC, PTA</td>
<td>Mustang H.S.</td>
<td>Head Athletic Trainer</td>
</tr>
<tr>
<td>Leander Walker, ATC</td>
<td>Yukon H.S.</td>
<td>Head Athletic Trainer</td>
</tr>
<tr>
<td>Erin Herrmann, ATC</td>
<td>PC North H.S.</td>
<td>Head Athletic Trainer</td>
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<tr>
<td>Joe Waldron, ATC</td>
<td>Heritage Hall H.S.</td>
<td>Head Athletic Trainer</td>
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<tr>
<td>Ami Siems MD</td>
<td>SNU</td>
<td>Medical Director</td>
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**Affiliated Sites**

1. Putnam City Original High School is located at 5300 NW 50th St in Oklahoma City. It is approximately 2.5 miles northeast of SNU.
2. Casady High School is located at 9500 N. Pennsylvania Ave in Oklahoma City. Just north of the Penn and Britton intersection on the east side of the road. Cassidy is approximately 9 miles northeast of SNU.
3. Bethany High School is located at 4500 N Mueller Ave in Bethany. It is approximately 0.44 miles northwest of SNU.
4. Mustang High School is located at 801 S Snyder Dr in Mustang. It is approximately 14 miles southwest of SNU.
5. Yukon High School is located at 1777 S Yukon Parkway in Yukon. It is approximately 7 miles southwest of SNU.
6. Putnam City North High School is located at 11800 N Rockwell Ave in Oklahoma City. It is approximately 7.5 miles northwest of SNU.
7. Heritage Hall High School is located at 1800 NW 122nd Street in Oklahoma City. It is approximately 11 miles northeast of SNU.

**Evaluation of Clinical Experience**

The student must complete a minimum of 1,100 hours and a maximum of 1,500 hours of clinical experience. Written and oral/practical exams are given to evaluate the student’s mastery of the clinical proficiency within the structure of each clinical rotation course. However, additional performance evaluations are completed during each clinical experience. The preceptor to which the student is assigned will complete a mid-term and final evaluation of the student’s clinical experience at that site or rotation. Students and preceptors will compare their mid-term evaluations. The preceptor will make notations and recommendations to the student. Additionally the athletic training student will complete a mid-term self evaluation as well as a final preceptor and clinical site evaluation. All forms will be electronically completed, signed and stored in A-Track within the student’s portfolio. These completed forms will be accessible to the student and preceptor as well as the ATPD and CEC. The only exception is the final student evaluation of the preceptor and clinical site. This evaluation will not be released to the preceptor until the student has completed his or her clinical rotation. There is no formal grade attached to the evaluations.

The final evaluation, which is completed by the preceptor, takes place at the end of the clinical rotation or semester. Once the evaluation is completed, the preceptor meets with each student and reviews the evaluation. Each clinical area is evaluated using a five-point Likert scale. Students must achieve a minimal average of a “3” to progress to the next clinical affiliation. Again a copy of the final evaluation is stored in A-Track within the student’s portfolio. If a deficiency or problem arises, the ATPD or CEC may request a formal meeting with the preceptor and student and the ATPD/CEC. If a formal meeting is required, meeting notes will be taken by the ATPD, and these notes will become a permanent part of the student’s file. (A-Track Documents)

**Recording of Hours**

It is the athletic training student’s responsibility to document all hours on appropriate forms. This will be done in A-Track. Students should complete a minimum of 1,100 and a maximum of 1,500 clinical education hours to fulfill the requirements of the program. Additionally, students must have 1 day off per 7 day period. Hours should be recorded daily on A-Track. Each day students’ must make sure to have their preceptor electronically sign to verify hours. Students and preceptors only have a window of seven days to record
documented hours. The ATPD will review the total hours of each student at the end of each semester. Students are responsible for knowing the number of clinical rotation hours they have completed. This can easily be found on A-Track.

**Hours that may be counted** toward the practicum courses include the following:

- Time spent in the athletic training clinic.
- Time spent preparing for and covering practices/games.
- Hours spent in an internship opportunity under the supervision of a preceptor.

**Hours that cannot be counted** towards practicum courses include the following:

- Hours not spent under the supervision of a preceptor.
- Hours spent at an unapproved site.
- Hours spent traveling with a team or overnight trips.
- Hours spent with a sport rotation when school is not in formally in session.

**Confidentiality and Social Media Policy**

Athletic training students are in a unique situation to have access to confidential medical information regarding a patient’s medical condition. At no time should an athletic training student discuss any information concerning the status of an injured or ill patient with any party outside of those directly responsible for the patients care. All questions or comments regarding the status of a patient should be directed to the Head Athletic Trainer. *(A-Track Documents; Confidentiality Statement)*

As an athletic training student at Southern Nazarene University, you are a representative of the university and the affiliated sites of your clinical rotations. Please keep the following guidelines in mind as you participate on social networking web sites.

1. 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.
2. You should not post information, photos, or other items online that could embarrass you, your family, the Athletic Training Education Program, and the athletic department or Southern Nazarene University.
3. You should not post your home address, local address, phone number(s), birthday, or personal information as well as your whereabouts or your plans. You could be opening up yourself to predators.

4. Potential employers, internship supervisors, graduate programs and scholarship committees now search these sites to screen candidates and applications.

The malicious use of on-line social networks such as derogatory language, demeaning statements or threats, and incriminating photos or statements depicting hazing, sexual harassment, vandalism, stalking, drinking, illegal drug use, or other inappropriate behavior violating the Southern Nazarene Student Handbook or the Athletic Training Education Program Student Handbook will be subject to disciplinary action by the ATPD, CEC, or Head Athletic Trainer. Sanctions are defined in the Grievance Policy in this handbook.

**Professional Development Requirement**

Each year students will be required to attend a professional development function (i.e. Mid-America Athletic Trainers Association Symposium, Oklahoma Athletic Trainers Association Symposium, High School Athletic Training Day, National Athletic Trainers Association Symposium) or a function approved by the ATPD. The expense of attending a professional development function will be assessed to the student.

The purpose of the professional development requirement is to assist students in networking with certified athletic training professionals and to encourage service to the profession.

**Junior Practical Examination**

In the Spring semester of the student’s Junior year (i.e enrollment in clinical rotation IV) the athletic training student will take a junior practical comprehensive exam. It will be consist of a series of clinical evaluation skills that the students has been taught through didactic education and reinforced through clinical education.

The purpose of the exam is to help SNU faculty and preceptors determine clinical preparation as well as the effectiveness of the educational program by evaluating skill sets that should be proficient for students completing clinical rotation IV. Additionally, it will help the ATPD identify areas of weakness in the student’s preparation as well as in the curriculum program. Curricular changes would be justified by trends identified in areas of weakness in preparation.

A grade of 70 percent is a passing score. Athletic Training Students will be required to repeat the exam until a passing grade is achieved. Failure to complete the Junior Practical Exam may result in ineligibility for the BOC Exam.
**Senior Comprehensive Examination**

In the final semester prior to completion of the Athletic Training Education Program (i.e., enrollment in clinical rotation VI) the athletic training student will take a senior comprehensive exam. The nature and difficulty of the exam will simulate the BOC certification exam. It will be composed of an online examination consisting of multiple choice and hybrid questions. The exam will be of cost to the student through NATA.

The purpose of the exam is to help prepare the student for the BOC certification exam by identifying areas of weakness. Additionally, it will help the ATPD identify areas of weakness in the student’s preparation as well as in the curriculum program. Curricular changes would be justified by trends identified in areas of weakness in preparation.

A student must achieve a score of possible strength in three of the five evaluated categories. Failure to complete the Senior Comprehensive Exam will result in ineligibility for the BOC Exam.

**First Responder and Service Work**

The Athletic Training Education Program nor the Athletic Department of Southern Nazarene University allows students to work as First Responders to provide coverage for athletic events or practice. Preceptors are to practice direct supervision of Athletic Training Students. However, it is recognized that there may be extremely short time periods (15 minutes) where students are acting as first responders as long as the preceptor is still on the premises and communication equipment is provided. The role of First Responder is totally voluntary and may be refused by the student.

When in this situation, a student is restricted to the role of a *first responder*. This means that the student can only perform the following functions:

1. Apply ice, compression and elevation to an injured body part
2. Splint an injured body part
3. Activate the emergency medical system
4. Perform emergency procedures they are qualified to perform (e.g.: CPR)
5. Apply taping or wrapping to prevent an injury (once the skill is mastered)
6. Control bleeding, and clean and dress a wound
7. Aid in stretching
8. Refer the athlete at the first available opportunity to a program clinical instructor

When unsupervised, a student **CANNOT**:

1. Apply modalities other than ice.
2. Perform an evaluation, other than for emergency referral
3. Perform any rehabilitation procedures
4. Make decisions about the disposition of an athlete (including playing)
The institution is obligated to provide for the first responder:
1. Communication equipment
2. CPR and 1st Aid training

**SNU Athletic Training Student Scholarships**

The athletic training program has scholarship money available to students who have been admitted into the professional track of the program. Sophomores, Juniors and Seniors are eligible for a $300.00 book scholarship per academic year. A total of twenty scholarships will be awarded in any academic year. The awarding of the scholarships will be based on grade point average and financial need. The GPA will be weighted more heavily than financial need in the awarding process. No student with a GPA below a 2.5 will be considered for this scholarship. Additionally NATA membership dues will be covered by scholarship funds. Sophomores will receive $60.00 and Juniors and Seniors will receive $80.00 to be paid to NATA by the program director, regardless of academic performance.

Information regarding NATA and OATA student scholarships may be obtained in the program director’s office.

*Scholarship information is subject to change depending on availability of funds. NATA dues will take precedence over book scholarships.

**Employment, Sport Participation, Student Activities**

Once accepted into the program, the athletic training student is expected to complete a minimum of 1,100 hours and a maximum of 1,500 hours of clinical experience. Employment on or off campus is the choice of the student. Work schedules should be arranged according to availability set by the preceptor during each rotation.

An athletic training student may participate in varsity athletics. However, the student is discouraged from playing more than one sport. Special considerations will not be given to students participating in club, intramural or JV sports. The athletic training student is still required to complete a minimum of 1,100 hours and a maximum of 1,500 hours of clinical experience.

The athletic training student is encouraged to enjoy campus life. Participation in a varsity sport, music ensemble or student government organization demonstrates leadership. It is important that athletic training students are positive leaders on campus. All extracurricular activities should be scheduled around the requirements of the clinical experience. The student must work closely with the preceptor to schedule appropriate hours during each rotation. The student will be required to complete a minimum of 1,100 hours and a maximum of 1,500 hours of clinical experience.
Weather, Local, State and National Emergencies

If University, public school or government officials deem travel or environment conditions pose a threat to student safety and have cancelled University and public school activities, the athletic training student release from all clinical course obligations. If an athletic training student is placed at public school and that school is closed due to an emergency, the student should not report to the clinical placement. The same is true if Southern Nazarene University is closed due to an emergency. Athletic department may choose to run practices during these times cannot require athletic training students to be in attendance.

Additionally, the school calendar will be observed as it relates to Fall, Christmas and Spring Breaks.

Blood-borne Pathogens and OSHA Guidelines

Each student must complete blood-borne pathogen and infection control education annually. The date and time of the educational session will be announced by the ATPD. Though each clinical setting will have an infection control policy, the following section provides a summary of OSHA (Occupational Safety & Health Administration) regulations pertaining to blood-borne pathogens.

The risk of transmission of blood-borne pathogens within the athletic training setting is associated with contact with blood and other body fluids. Hepatitis B and HIV (Human Immunodeficiency Virus) are the diseases of main concern for the athletic trainer. There are specific universal precautions outlined by OSHA, as well as guidelines by national governing bodies, to reduce the risk of exposure to blood-borne pathogens.

1. **Sharps:** Sharp objects such as scalpels and needles are utilized in the clinical setting. All sharps should be disposed of immediately after use in a Biohazard labeled, puncture-resistant container. Sharps objects should never be recapped, bent, or broken by hand.

2. **Hand Care & Protection:** Gloves must be worn if contact with blood, potentially infectious materials, mucous membranes, or non-intact skin is anticipated. Gloves should be disposed of in an appropriate biohazard container after use, being careful that no substances for the soiled gloves contact the hands upon removal. Gloves should be changed after contact with each athlete.

   Hand washing with soap and warm water is an important step in reducing the risk of exposure, and should be done as soon as possible after contact with body fluids or after removing gloves. If hand washing facilities are not available, the use of alcohol or other skin antiseptic should be used.
3. **Wounds and Bleeding:**

   A. Existing wounds should be covered before competition with an occlusive dressing that will withstand the demands of competitions.

   B. Whenever an athletic participant suffers a laceration or wound where oozing or bleeding occurs, the practice or game should be stopped at the earliest possible time, and the player should leave the field of play and be given appropriate medical treatment.

   C. Uniforms saturated with blood must be evaluated by appropriate medical personnel for potential infectivity and changed if necessary before return to participation.

4. **General Environmental Protections:**

   A. **Surfaces:** Contaminated areas should be cleaned immediately with a solution that will inactivate the virus. Gloves and disposable toweling should be used and disposed of in the appropriate biohazard container. Hands should be washed thoroughly.

   B. **Soiled Linen:** Soiled linens (uniforms, towels, etc.) should be bagged and transported in red containers/bags labeled as biohazard. The linens should be washed in hot water with detergent known to deactivate the virus. Gloves should be worn and hands washed thoroughly.

5. **Exposure:** Any exposure should be reported immediately to the preceptor.

Any student, who feels they may have contracted a communicable or infectious disease outside of the athletic training room, must report it immediately to the ATPD or CEC for appropriate testing. Appropriate accommodations will be made to contagious athletic training students to ensure the safety of the student, student athletes and preceptors.

**Safety Policy of Therapeutic Equipment**

Each clinical site will have an annual maintenance check (inspected, calibrated and maintained) of their therapeutic equipment by a third party. The cost of this therapeutic equipment check will be absorbed by each individual clinical site and a copy of the report must be submitted to the ATPD.

To ensure the safety of the athletic training student as well as student athletes, use of therapeutic equipment is prohibited until students receive formal instruction through coursework within the Athletic Training Education curriculum. After this is completed, students will be permitted to reinforce what they have learned so long as they are directly supervised by their Preceptor. Any use of therapeutic equipment by students in the clinical rotation must be appropriate to the education level of the Athletic Training Student.