Middle Tennessee State University
Athletic Training Education Program
Student Manual

Department of Health and Human Performance
College of Education and Behavioral Science

MTSU Athletic Training……
Leading the way into the 21st Century
WELCOME TO MTSU ATHLETIC TRAINING EDUCATION PROGRAM!

The athletic training education program at Middle Tennessee State University is a Bachelor of Science Degree in Athletic Training within the Department of Health and Human Performance housed in the College of Education and Behavioral Science. Middle Tennessee State University athletic training education program provides students with the theoretical knowledge and understanding of the allied health care profession of athletic training as well as current procedures and techniques in sport injury management. As students gain this knowledge, through required course work, research, and clinical experiences they will be prepared to make successful contributions to the athletic training profession. The program combines a varied classroom and clinical experience in a process that culminates in the student graduating with eligibility to be a candidate for the Board of Certification Examination (BOC) for athletic training. Students who graduate from the program and successfully pass the national certification examination will be qualified to be employed as a certified athletic trainer in secondary schools (students often need teacher certification along with athletic training certification for public school employment), colleges and universities, professional athletic teams, sports medicine clinics, or industrial preventative medicine clinics. In addition, students who complete prerequisite class requirements may pursue graduate education in athletic training, exercise physiology, physical therapy, occupational therapy, physicians’ assistant school, physical education and other related field.

Students who successfully graduate from the program and pass BOC will also be eligible for athletic training licensure in Tennessee, which is required to practice athletic training in Tennessee.

Good Luck!

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ATHLETIC TRAINING

Mission Statement of the Athletic Training Education Program

Middle Tennessee State University Athletic Training Education Program is committed to providing a quality learning atmosphere for students pursuing BOC for athletic training or other allied health related career regardless of race, gender, religion, national origin, disability or veteran status. The program offers a broad-based comprehensive blend of academic, clinical and professional experiences in a student-centered environment. Middle Tennessee State University Athletic Training Education Program takes pride in providing quality entry-level athletic training education that incorporates the most recent research and technologies to meet the challenging needs of a dynamic athletic health care environment.

The mission of the program is based upon the following description of the profession of athletic training.

“An athletic trainer is a qualified allied health care professional educated and experienced in the management of health care problems associated with sports participation. In cooperation with physicians and other allied health care personnel, the athletic trainer functions as an integral member of the athletic health care team in secondary schools, colleges and universities, professional sport programs, sports medicine clinics, and other allied 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 is directed toward the development of specified competencies in the following domains: prevention, recognition, evaluation and assessment, immediate care, treatment rehabilitation and reconditioning, organization and administration, professional development and 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”

Learning Goals

Middle Tennessee State University Athletic Training Education Program prepares students to become well-rounded educated individuals. Those who avail themselves of the educational opportunities provided will be prepared to:

1. Acquire a working knowledge for the athletic training profession and related disciplines
2. Sit for the BOC for Athletic Training and become a professional athletic trainer
3. Think, logically, critically, and creatively and make sound judgement and decisions
4. Participate actively in the athletic training profession and general community by seeking and sharing knowledge, expertise, and creative activities
5. Successfully gain employment in entry-level athletic training positions in colleges, high schools, professional sports, sports medicine clinics, and other athletic training/sports medicine agencies.

Learning Outcomes

Middle Tennessee State University Athletic Training Education Program has specific learning outcomes based on the University and the Department of Health and Human Performance expectations.

1. Communicate effectively, both orally and in writing
2. Demonstrate discipline-specific content knowledge
3. Think logically, critically, and creatively to make sound judgments in problem-solving situations
4. Demonstrate knowledge of their health and person well-being
5. Demonstrate awareness of diverse culturally needs and abilities
6. Apply professional skills and research in discipline-specific situations
7. Value lifelong learning through professional advocacy and participation

Program Objectives

Middle Tennessee State University Athletic Training Education Program has specific program objectives:

1. Master cognitive, motor, and affective skills and competencies included in the Athletic Training Educational Competencies 4th ed., National Athletic Trainers’ Association
2. Demonstrate the application and mastery of the competencies in the areas of injury prevention, evaluation, management, rehabilitation, conditioning, and administration of athletic training.
3. Participate actively in university, community, and professional activities that will develop leadership, role modeling skills and acceptance of cultural diversity.
4. Demonstrate, through practice and behavior, the ethical standards as dictated by the National Athletic Trainers’ Association Code of Ethics
5. Complete the BOC for athletic training examination and gain certification.
6. Gain employment in athletic training/allied health setting and/or further educational opportunities upon graduation.
7. Provide continuing educational opportunities for alumni, certified athletic trainers, and allied health professionals in the state and nearby region.
8. Become the largest and most productive undergraduate athletic training education program in Tennessee.
**Vision Statement**
To become one of the leading athletic training education programs in the nation and a premier program in the region and state of Tennessee. Middle Tennessee State University will produce a large number of qualified students for the profession of athletic training and other allied health care settings.

**Academic Component**

**Program Progression and Retention Standards**
Once a student has been accepted into the program the student will be given a program of study and will progress through a sequence of formal academic and clinical experiences. Progression requirements include:
- 2.5 overall grade point average
- completion of required clinical proficiencies
- completion of ATHT coursework with grade of B-
- yearly membership into NATA
- maintenance first-aid and professional rescuer certification
- attendance at yearly HBV-HIV seminar
- compliance with NATA code of ethics
- completion of HBV immunization series
- purchase of student insurance

**Probation Status**
Failure to meet one or more of the progressive criteria results in program probation. Failure in meeting the 2.5 overall grade point average automatically places the student on academic probation for one semester. If the student fails to re-establish the GPA to 2.5 after a semester, the student may be dismissed from the program. The athletic training education program committee will handle each case on an individual basis. Once a student is placed on academic probation the student is closely monitored by the program director.

**Transfer Policy**
Transfer students are welcome to apply to the MTSU Athletic Training Education Program. All student transcripts will be evaluated by the Program Director and Clinical Coordinator on an individual basis to determine if and what classes will be transferable from another athletic training program. All transfer students will be required to take all courses with competencies attached to them through MTSU without exception. Students must understand that MTSU Athletic Training Education Program is a 3 year curriculum and they may have an extended academic career because of the sequencing of courses.

**Academic Course Work**
Students must complete specific course work within general education of the University, athletic training core, and selected requirements. Course requirements meet and exceed the educational competencies established by the Joint Review Committee, American
Medical Association of Allied Health Accreditation Standards and the Board of Certification for athletic training. These competencies serve as the foundation for the educational preparation and experience of the Middle Tennessee State University athletic training education program.

**Clinical Component**
The clinical component of the MTSU athletic training education program is comprehensive and diverse; utilizing a variety of clinical sites and clinical instructors. The clinical component is composed of three distinctive experiences.

I. **Pre-program Clinical Experience**

Students who are making application to the program and enrolled in ATHT 2590 are required to observe 60 clinical hours (30 hours during the summer session) in MTSU athletic training room and under the supervision of MTSU staff athletic trainers. During these hours students observe a variety of college sports and are encouraged to volunteer at special events such as softball, volleyball, and tennis tournaments at MTSU and affiliated sites. Observational students are evaluated during their observational period by MTSU staff athletic trainers (who are clinical instructors) and this evaluation is used as part of the student’s admission process.

II. **Admitted Students (direct-supervision)**

Once students are admitted to the program they must take ATHT 3000-3001-3002-3003 (4 semesters). These courses are practical/clinical courses and include a clinical component. Competencies and proficiencies are taught and evaluated during these courses. Students are assigned a clinical instructor each semester and these clinical instructors also teach and evaluate clinical competencies and proficiencies. During these four semesters students will have both college and high school clinical experiences under the direct supervision of a certified athletic trainer who is a clinical instructor. Each practicum course requires a minimum of 200 clinical hours.

After a student has completed ATHT 3000-3001-3002-3003 they are required to do a practicum, ATHT 4430. This practicum is done during the summer of a student’s junior year. The practicum is done at a non-traditional sports medicine setting (clinic/hospital) under the direction of an occupational therapist and/or physical therapist. The objective of this practicum is to provide rehabilitation and non-traditional athletic training experiences for the student.

III. **Admitted Students (Field Experience)**

After a student has successfully completed ATHT 3000-3001-3002-3003 and ATHT 4430 they will do field experience as part of courses ATHT 4950 Pathology of Sports Illnesses and ATHT 4990 Senior Seminar. At least one of
the field experiences must be done at a college/university/high school setting. The other can be done at a nontraditional sports medicine setting. The decision for field experience placement will be based upon the student’s career goals. These field experiences will be done under the supervision of either a certified athletic trainer, physical therapist, physician assistant, or other approved allied/medical professional.

*All clinicals ATHT 3000-3001-3002-3003, ATHT 4430, ATHT 4950 and ATHT 4990 will require an evaluation of the student by their clinical instructor. This evaluation will be part of the student’s grade in the prospective course.

Students must make a B- or better in ATHT 3000(A)-3001(B)-3002(C)-3003(D). If a student fails to get a minimum grade of B- the student cannot matriculate onto the next clinical course. The student will be on leave from the clinical portion of the program for one year. The student can, however, continue taking academic coursework that does not require clinical courses as co-requisites or pre-requisites upon approval of the program director. A student must successfully pass ATHT 3000-3001-3002-3003 and ATHT 4430 with a B- or better before continuing onto ATHT 4950 and their semi-independent field experience.

**Supervision Policy**

Clinical instructors and approved clinical instructors are required to provide direct supervision at all times for MTSU athletic training students. As part of their agreement to serve in this capacity, it is a requirement that they be in direct auditory and visual contact so they may intervene if necessary between a student and patient. Students should never be unsupervised or placed in a compromised situation placing liability upon the student. As well, students should never be used as a work force and in place of a certified athletic trainer. As sophomores and juniors, the CI/ACI must be in direct contact at all times. As a senior level student, the CI/ACI will still be directly supervising but give the student more autonomy as they are seeking independence with their knowledge and skills.

**Student Work Policy**

Students enrolled in the University have the opportunity to apply for compensation if they qualify for work-study employment. The athletic training education program does not employ work-study students, however, the department does employ work-study students for clerical and office work.

Students are supervised under the direct supervision of a certified athletic trainer in both on-campus and off-campus clinical settings. Students are not allowed to refer to themselves as an athletic trainer until they become BOC certified. Only those students who have successfully completed ATHT 3000-3001-3002 and 3003 and have current professional rescuer certification may work semi-independently under the supervision of a certified athletic trainer or other approved allied health care professional.
Scholarship Information
Financial assistance for students at MTSU is available through the financial aid office on campus and is described in the MTSU undergraduate bulletin. In addition, there are athletic training scholarship opportunities at the state, district, and national level from various athletic training and allied health care organizations. Most of these scholarships are for junior and senior level students.

General Health and Safety Standards
General health and safety standards for athletic training students are the same as for all Middle Tennessee State University students. These standards can be found in the University undergraduate catalog. Students must show proof a physical examination by a licensed physician as part of the admission process. Health care and safety policies for students admitted into the athletic training program are the same as all other students at MTSU with the following exceptions:

Active Communicable Disease Policy
Students with illnesses are required to see a physician or nurse practitioner to determine if the illness is actively communicable. Students with active communicable diseases (e.g., influenza, strep, impetigo, ringworm, open sores, etc.) are not permitted to participate in patient care, or in any clinical experience until cleared by a physician’s or nurse practitioner’s written note. Students must have had no vomiting, diarrhea, or elevated temperature for at least 24 hours before returning to their clinical site.

OSHA/HBV/HIV Blood Borne Pathogen
Students enrolled in the athletic training program must attend an OSHA Blood Borne Pathogen lecture each year to receive current information and regulations concerning HBV/HIV infection control. Prospective students must begin or show verification of their HBV immunization series prior to being accepted into the program.

Current CPR and AED Certification
Students who are admitted to the program must maintain current professional rescuer/AED certification. A professional rescuer/AED certification course is offered through the program on a semester basis on campus.

Yearly Liability Insurance
All students are required to purchase athletic training student liability insurance prior to entering the program. Insurance application forms can be obtained from the office of the clinical coordinator or by going to www.hpso.com. Insurance is available to students at a minimal cost and is through a company supported by the NATA.
**Yearly Membership to NATA**

The National Athletic Trainers’ Association is the professional organization for Athletic Trainers. Becoming a member of the NATA provides the student with the following membership benefits:

- **NATA Scholarship Opportunities:** NATA Foundation provides approximately 70 scholarships annually, each for $2,000.
- **BOC for Athletic Training:** Discount on the cost of registration for the Board of Certification Examination.
- **Student Member Access to Student Forum:** CHATS (Communications Helping Athletic Training Students) is a great way to interact with other athletic training students around the country. You can share ideas and learn what your peers at other athletic training education programs are thinking and experiencing.
- **NATA News:** As an NATA member, you receive 12 issues of this award-publication each year. It’s available in both printed and online editions.
- **NATA Web site:** More and more, members rely on the Web site to keep them up to date with athletic training information. You get exclusive access to the Members-Only section of the site, containing much info that isn’t available elsewhere.
- **NATA Career Center:** The state-of-the-art resource for you to find an athletic training job (free access to the Career Center job listings is included with your membership), or post a job.
- **Journal of Athletic Training:** NATA’s award-winning scientific publication is published quarterly, and is available in print form to certified members.
- **Salary Survey information:** NATA has released the results of its comprehensive 2005 athletic training salary survey. This data is invaluable for both job seekers and employers.
- **Brochures:** NATA produces a variety of relevant, attractive brochures. Your membership entitles you to up to 25 free brochures per year.
- **Membership Directory:** It’s your source for contacting fellow athletic trainers nationwide.
- **Annual Meeting:** You get substantial savings at the NATA Annual Meeting (the premier live event for athletic trainers) as well as District Meetings (i.e. SEATA).
- **Affinity programs:** You’re eligible for discounts on high-quality products and services such as professional liability insurance, financial planning, auto insurance, legal services and more.
- **Networking:** Many members say the networking opportunities with thousands of your colleagues alone make their NATA membership worthwhile.

**Athletic Training Student Responsibilities**

Each student in the athletic training education program is expected to follow guidelines established by the NATA, BOC, and American Medical Association for athletic training education accreditation, Middle Tennessee State University and the MTSU athletic
training education program. Students are responsible for excelling in the classroom as well as in the clinical setting. The following section details expectations of athletic training students. Failure to uphold policies and procedures can result in a student being dismissed from the athletic training education program.

**General Academic Responsibilities**
Each student must:
- be active and take responsibility for their own learning and progression through the program
- maintain an overall GPA of 2.5
- maintain current first aid and professional rescuer/AED certification
- attend academic advisement sessions
- attend student athletic training meetings, workshops, and conferences.
- attend an annual HBV/HIV seminar
- follow all rules and regulations developed by MTSU athletic training education program
- join the professional organization (TATS, SEATA, NATA)
- record and report own clinical athletic training hours
- maintain the NATA code of ethics
- proof of HBV immunizations
- purchase student liability insurance yearly
- incur cost of transportation to clinical sites on a yearly basis

**General Duties**
- Obey and enforce all rules and regulations of the athletic training education program and sport and or clinical setting
- Keep athletic training facilities and equipment clean and organized.
- Record all treatments in daily logs and complete records.
- Assist with pre-season and post-season physical examinations.
- Assist other students with clinical skills and techniques.

*Students may be required to return early to campus when assigned to certain sports such as football, volleyball, and soccer. They may also be required to participate in their clinical assignment during holidays and beyond the academic school year (post-season play such as baseball and track and field.)*

*Fall clinical assignments end of the last day of fall classes unless a student is assigned to a sport that continues through the holiday season (a special schedule will be developed for these students). Students are to report to their spring clinical assignment by the 3rd day of classes.*

The following are responsibilities not expected of an athletic training student, and therefore, athletic training students should not be performing these duties during their assigned clinical schedule.

- perform personal errands for clinical instructors
- grade papers, projects or academic work of a clinical instructor
-perform professional work of a clinical instructor that is not associated with Middle Tennessee State University athletic training
-perform duties of a manager during practices or events
MIDDLE TENNESSEE STATE UNIVERSITY
ATHLETIC TRAINING EDUCATIONAL PROGRAM

TECHNICAL STANDARDS

The Athletic Training Educational Program at Middle Tennessee State University is a physically demanding and mentally intense curriculum that places specific requirements on students enrolled in this program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards, set forth in this document by the Middle Tennessee State University Athletic Training Educational Program, establish the essential qualities necessary for successful completion of the curriculum. Essential qualities are related to achieving the knowledge, skills, and competencies of an entry-level athletic trainer, which is the goal of the athletic training educational program. Furthermore, essential qualities meet the expectations of the Commission on Accreditation of Allied Health Education Programs, which is the accrediting agency of athletic training education.

Compliance with the Middle Tennessee State University Athletic Training Educational Program’s technical standards does not guarantee a student’s eligibility for the Board of Certification certification examination.

The abilities and expectations listed on the next page must be met by all students admitted into the Middle Tennessee State University Athletic Training Educational Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program.

Candidates for selection to the Middle Tennessee State University Athletic Training Educational Program must demonstrate:

1. the mental capacity to acquire knowledge, comprehend, analyze, apply, evaluate, and synthesize cognitive educational material related to athletic training;
2. sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate assessments using accepted methods;
3. sufficient postural and neuromuscular control, sensory function, and coordination to accurately, safely, and efficiently use equipment and materials during the treatment and rehabilitation of patients;
4. the ability to clearly and accurately record the results of athletic injury and illness assessments;
5. the ability to clearly and accurately record plans for the treatment and rehabilitation of athletic injuries and illnesses;
6. the capacity to maintain composure and continue to function well during periods of high stress;
7. the perseverance, diligence, and commitment to complete the athletic training educational program as outlined and sequenced;
8. the flexibility and ability to adjust to the uncertainty of a dynamic clinical setting;
9. the affective skills, appropriate demeanor, and rapport that relate to professional education and quality patient care.

Candidates for selection to the Middle Tennessee State University Athletic Training Educational Program will be required to verify they understand and meet these technical standards or that they believe that they can meet these standards with reasonable accommodation. **If there is a change in health status or technical capabilities, the student may need reassessment before continuing in the clinical component of the athletic training education program.**

The Middle Tennessee State University Disabled Student Services will evaluate a student who states that he or she could meet the technical standards with reasonable accommodation. Also, the Middle Tennessee State University Disabled Student Services will be responsible for confirming that the stated condition qualifies as a disability under applicable laws. The Middle Tennessee State University Disabled Student Services will take into account whether the disability may jeopardize the clinician’s or patient’s safety and whether the disability may jeopardize the educational process of the student or the Middle Tennessee State University Athletic Training Educational Program, which includes coursework, clinical experiences and rotations, and senior internships deemed necessary for graduation.

**Waiver of Reasonable Accommodation**

*I certify that I have read and understand the technical standards stated above and I believe to the best of my knowledge that I can meet these technical standards without the need for reasonable accommodation. Furthermore, I understand that if I am unable to meet these technical standards, I will not be admitted into the athletic training educational program.*

______________________________        ________________
Applicant’s Signature                  Date

______________________________        ________________
Witness                              Date

**Acknowledgement of Need for Reasonable Accommodation**

*I certify that I have read and understand the technical standards stated above and I believe to the best of my knowledge that I could meet these technical standards with reasonable accommodation. Furthermore, I will contact the Middle Tennessee State University Disabled Student Service (898-2783) to determine what accommodations may be available. I further understand that if I am unable to meet these technical standards with reasonable accommodations, I will not be admitted into the athletic training educational program.*

______________________________        ________________
Clinical Assignments

All admitted students are assigned to a clinical instructor (CI) or approved clinical instructor (ACI) on a semester basis. Assignments are determined by CAATE accreditation standards for entry-level athletic training education programs. All students must have clinical experiences with: 1) equipment intensive sports, 2) sports with high risk of lower extremity injuries, 3) sports with high risk of upper extremity injuries and 4) general medicine. In addition, students need experiences with male and female athletes as well as team and individual sports, high school sports, college sports, sport medicine clinics and other allied health professionals.

Students enrolled in ATHT 3000, 3001, 3002, and 3003 must have direct supervision by a clinical instructor during their clinical experiences. After a student has successfully completed the ATHT 3000 series with a grade of B- or better, the student is assigned to a semi-independent experience still under direct supervision of an ACI. These semi-independent experiences are part of ATHT 4950 and ATHT 4990 course requirements and may be done at the collegiate, high school, professional sport or non-traditional athletic health care setting.

After a student has been advised and has registered for classes, the student completes and submits a class schedule to the Athletic Training Education Program (ATEP) Director. Class schedules should not allow for class conflicts between the hours of 1:30 pm and 6:00 pm. Special class scheduling must be discussed and approved by the ATEP Director prior to registration. Each student is assigned to a CI prior to the start of classes. Students are to meet with their clinical instructor prior to the start of school for introductions and orientation to the clinical assignment. At this time the CI will provide clinical expectations of the student.

Time Off

Every student will get one day during the school week (Monday-Friday) off. Weekend clinical experiences may be required for some sport assignments. Students are not to be in their clinical assignments more than 25 hours per week unless there are approved special circumstances. If a student needs time off from their clinical assignment, they must get approval from their clinical instructor. Request for time-off must be done one week in advance unless there is an unforeseen situation warranting time-off.

Fair Practice Work Act

Athletic training students are not to serve in the capacity of a certified athletic trainer. They are not to refer to themselves as an athletic trainer rather they are athletic training students. Referring to an athletic training student who is not BOC certified as an athletic trainer is against the Tennessee Athletic Trainer’s Licensure Act and the Board of Certification. Athletic training students are not to act in the capacity of managers or secretarial staff. They are not to be asked or expected to perform duties that compromise their educational experience.
Qualifications of Clinical Instructors and Approved Clinical Instructors
An approved clinical instructor (ACI) is one who has successfully been trained in an ACI course by the NATA Education Council. Approved clinical instructors must be a certified athletic trainer who has been BOC certified for no less than one year. Approved clinical instructors can teach clinical skills and evaluated clinical skills. A clinical instructor (CI) is any health care professional or expert in their profession (i.e., strength/conditioning coaches, exercise physiologists) who has been certified/licensed for a minimum of one year. Clinical instructors can teach clinical skills but they cannot evaluate clinical skills.

Dress Code and Personal Conduct
Athletic training students will always observe good practices of personal hygiene and appearance. They serve as role models to the athletic and health care community in their physical health and daily behavior as guided by the code of ethics of the NATA. Athletic training students should always maintain a paramedical and professional working relationship with clinical instructors, athletes, coaches, administrators and peers. Socializing with athletes during clinical rotations is discouraged.

Personal Conduct and Professionalism
- Students are not to miss classes as a result of their clinical assignment unless previously approved by the ATEP.
- Students will only perform duties and skills they are qualified to perform based upon their successful completion of ATHT 3000, 3001, 3002 and 3003 and the discretion of their clinical instructor.
- Students will be on-time to their clinical assignment wearing the appropriate athletic training attire and be prepared to begin clinical duties.
- If a student is going to be late to their assignment, they are to telephone their clinical instructor.
- Students are expected to follow the rules and regulations of the ATEP, athletic training room and those of the clinic or sport assignment.
- There will be no bearing of weapons including knives.
- Students will never question or criticize team physicians, athletic training staff and other athletic training students in front of athletes. Questions should be asked in the appropriate manner and at the appropriate time.
- Students will never question a coach’s decision concerning game strategy or practice techniques.
- If students have concerns with coaches they should discuss the concerns with their CI.

Confidentiality
- Students will never discuss an athlete’s injury with anyone other than the athletic and athletic training staff. Never discuss the injury of one athlete with another athlete. If an athlete asks about another athlete’s injury, refer that athlete to a athletic training staff member. WHAT YOU SEE AND HEAR….STAYS HERE!
- Do not discuss an athlete’s injury with a parent. Refer the parents’ questions to an athletic training staff member.
• Never discuss an athlete’s injury with a member of the media. Refer the media to the head athletic trainer.

**Personal Appearance**
• Cleanliness and good personal hygiene will be a common practice.
• All facial hair will be groomed unless otherwise determined by your CI or athletic training staff.
• There will be no visible body piercing other than ear piercing. Ear piercing for males will be determined by your CI.
• There will be no visible body tattoos unless the student was admitted into the ATEP with existing visible tattoos.
• There will be no radical hair colors or hairstyles.

**Dress Code**
After a student has been admitted into the ATEP, they are required to purchase a uniform package as part of ATHT 3000. This package usually includes a medical fanny pack, MTSU athletic training polo shirt and a jacket. Students are given additional clothing on a yearly basis (ex., t-shirts, polo shirts, shorts, hats….).

*Students who are in the candidacy year of the program may be given MTSU-ATEP t-shirts to wear during their pre-program clinical rotations.

• Clothes must always be clean, pressed and in good repair
• MTSU ATEP t-shirt or polo shirts will be worn daily (if a team provides a student with a team shirt, the student may wear the team shirt during the team practice session)
• Shoes will be flat bottomed and have no holes
• No blue jeans will be worn during clinical assignments
• Colors of shorts/pants will be of black, khaki, white, gray or blue
• Shorts/skirts will be of mid-thigh length
• Socks must be worn and color-coded with uniform
• Only MTSU hats/caps will be worn
• No MTSU ATEP attire will be worn in establishments that serve alcohol

**Event Dress Code**
• MTSU-ATEP polo shirts or appropriate clothing must be worn for all competitions
• If an athletic training student is associated with an indoor event/competition (basketball, volleyball, etc…) they may wear dress clothes as approved by their CI
• Students assigned to high schools or other colleges or universities may wear the school’s uniform colors.

**Rules when Traveling with Teams**
• Students must always travel with a CI. A student may obtain service-learning hours by traveling to a site with a MTSU approved clinical instructor.
• Students must obey all rules and regulations as set forth by the CI or head coach of the team whom they are traveling.
• Students will not use alcohol while traveling with teams.
Special Events
Students who volunteer for special events (ie., road races, Special Olympics…) will refer to themselves as Professional Rescuers (based on American Red Cross certification). Students will follow all procedures as set forth by the event coordinator and will wear clothing as determined by the event coordinator.

MTSU Athletic Training Room Rules and Regulations
Students assigned to the MTSU athletic training room will be under the direction supervision of their assigned CI. They must adhere to all rules and regulations as set forth by the MTSU Athletic Training Staff.
• Answer the telephone in a professional manner by saying, “Hello, MTSU Athletic Training Room may I help you”.
• Report all injuries/illnesses to your CI or head athletic trainer
• Do not attempt to use any equipment unless you have been properly trained and evaluated to use the equipment
• Keep the athletic training room clean and tidy at all times
• If supplies are needed after looking in the supply room, report needed supplies to an athletic training staff member.
• Report all equipment that is not working properly to an athletic training staff member.
• Keep the injury log and other records updated as deemed necessary by your CI
• Keep coolers clean and dry at all times

Professional Responsibilities
• All students will be trained in Professional Rescuer/AED certification. These certifications will be provided by the ATEP program and may require a nominal fee.
• Students must attend an annual OSHA training session. This is provided by the ATEP at no charge.
• Students are recommended to complete the HBV vaccination series by the end of their first year in the program. Students are responsible for the charge of the vaccination series.
• Students will be required to maintain NATA student membership.
• Students will maintain liability student insurance.

*Failing to do any of the above requirements will keep a student from continuing in the clinical portion of the program.

Clinical Evaluations
Clinical instructors will evaluate students twice during each semester. Evaluations will be based upon the level of which the student is in the program. Students are evaluated on their professional behavior and clinical skills. The student’s ACI will discuss the evaluation with the student prior to sending the evaluation to the ATEP director. The student, CI and ATEP director will get a copy of the evaluation. The clinical coordinator will meet once each semester with each student to discuss clinical experiences and assignments. Clinical instructor evaluations of students will be part of a student’s clinical grade (ATHT 3000 through 3003, ATHT 4430, ATHT 4950 and ATHT 4990).
Consequences of Policy Violations

1st Offense: The CI will meet and talk with the student and send a letter to the ATEP director documenting the violation(s). The letter will be placed in the student’s academic file.

2nd Offense: The student will meet with the ACI and ATEP director to further discuss the violation(s). This may result in reassignment or suspension from the clinical portion of the program.

3rd Offense: The student is released from the clinical portion of the program.
First Year ATS

Specific duties of a 1st year Athletic Training Student

A. Taping Techniques
   • Student applies correct technique using correct materials
   • Student applies technique using neatness and appropriate time
   • Student explains anatomical basis for taping
   • Student explains benefit of taping technique to athlete

B. Treatment/First Aid techniques
   • Student applies basic first aid techniques for wound care and acute musculoskeletal injury (PRICES) and chronic injuries with confidence
   • Student demonstrates the use of Universal Precautions
   • Student explains treatment technique to athlete in understandable terms
   • Student applies immobilization apparatus appropriately (crutches, splints, etc.)

C. Evaluation/Assessment skills
   • Student can initiate evaluation of injury/illness by taking an accurate history
   • Student can complete palpation and observation techniques for lower extremity injuries
   • Student knows the EMS plan and protocol for the assigned clinical site
   • Student can determine which injuries require EMS verses non-EMS transport and care

D. Knowledge and Use of Athletic Training Room supplies
   • Student identifies basic supplies including various types of tape/wraps and understand their use
   • Students pack an athletic training kit with sport specific needs in mind
   • Student stocks cabinets and tables
   • Student identifies equipment needed for on the field emergency situations
2nd Year ATS

Specific duties of a 2nd year Athletic Training Student

A. Taping Techniques
   • Student applies correct technique using correct materials
   • Student applies technique using neatness and efficiency
   • Student explains anatomical and biomechanical basis for taping
   • Student explains benefit of taping technique to athlete
   • Student can modify existing taping techniques to meet individual needs of athlete

B. Treatment/First Aid techniques
   • Student applies basic first aid techniques for wound care and acute musculoskeletal injury (PRICES) and chronic injuries with confidence
   • Student demonstrates the use of Universal Precautions
   • Student explains treatment technique to athlete in understandable terms
   • Student applies immobilization apparatus appropriately (crutches, splints, etc.)
   • Student maintains composure “on-the-field” or in an emergency situation

C. Evaluation/Assessment skills
   • Student can initiate evaluation of injury/illness by taking an accurate history
   • Student can determine which injuries require EMS verses non-EMS transport and care
   • Student differentiates between “on-the-field” and “clinical evaluation”
   • Student recognizes need for additional testing (x-ray) or referral to more qualified personnel
   • Student documents evaluation according to accepted format for clinical site (HOPRS, SOAP)

D. Knowledge and Use of Athletic Training Room supplies
   • Student identifies basic supplies including various types of tape/wraps and understands their use
   • Students pack an athletic training kit with sport specific needs in mind
   • Student stocks cabinets and tables
   • Student identifies equipment needed for on the field emergency situations
   • Student teaches less experienced students the use of supplies/equipment and provides constructive feedback
3rd Year ATS

Specific duties of a 3rd year Athletic Training Student

A. Taping Techniques
   • Student applies correct technique using correct materials
   • Student applies technique using neatness and efficiency
   • Student explains anatomical and biomechanical basis for taping
   • Student explains benefit of taping technique to athlete
   • Student can modify existing taping techniques to meet individual needs of athlete
     • Student can perform techniques to solve problems (given a clinical situation, can determine needed treatment and provide appropriate protection based upon sound anatomical and biomechanical principles)
     • Student teaches taping techniques to less experienced students and provides constructive feedback

B. Treatment/First Aid techniques
   • Student applies basic first aid techniques for wound care and acute musculoskeletal injury (PRICES) and chronic injuries with confidence
   • Student demonstrates the use of Universal Precautions
   • Student explains treatment technique to athlete in understandable terms
   • Student applies immobilization apparatus appropriately (crutches, splints, etc.)
     • Student maintains composure “on-the-field” or in an emergency situation
     • Student applies treatment techniques with a holistic approach (psychological and psychosocial components of healing)
     • Student communicates with coaches and supervisor using logical, understandable explanation for injury/treatment progress
     • Student teaches treatment/first aid techniques to less experienced students and provides constructive feedback

C. Evaluation/Assessment skills
   • Student can initiate evaluation of injury/illness according to HOPRS format
   • Student can determine which injuries require EMS verses non-EMS transport and care
     • Student differentiates between “on-the-field” and “clinical evaluation”
     • Student combines evaluation findings to determine appropriate treatment procedures
     • Student recognizes need for additional testing (x-ray) or referral to more qualified personnel
     • Student documents evaluation according to accepted format for clinical site (HOPRS, SOAP)
       • Student explains finding to athlete, coaches, and parents in understandable terms
• Student teaches evaluation/assessment skills to less experienced students and provides constructive feedback

D. Knowledge and Use of Athletic Training Room supplies
• Student identifies basic supplies including various types of tape/wraps and understands their use
• Students pack an athletic training kit with sport specific needs in mind
• Student stocks cabinets and tables
• Student identifies equipment needed for on the field emergency situations
• Student teaches less experienced students the use of supplies/equipment and provides constructive feedback
• Student identifies alternative and conservative uses for supplies
• Student demonstrates ability to inventory supplies and provide suggestions for supplies needed

E. Other duties
• Attend a regional or national athletic training conference/meeting
• Makes application for graduation and BOC examination
• Makes application to take GRE
• Creates a resume and makes application for employment