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SECTION ONE  MISSION STATEMENT

UNIVERSITY OF CINCINNATI ATHLETIC TRAINING PROGRAM

Values Statement
The University of Cincinnati Athletic Training Program is grounded in values which guide program decisions, and reflect our work with students, university and community partners. We value:

- Accountability and Responsibility
- Integrity and Fairness
- Striving for Excellence
- Professional and Ethical Standards
- Collaboration and Community Partnerships

Vision Statement
The University of Cincinnati Athletic Training Program will be a first choice destination program for students and faculty because of our experience based learning, innovation, and interdisciplinary collaboration. We will prepare educated and skilled athletic trainers who will contribute to our city, state and the global community.

Mission Statement
The Mission of the University of Cincinnati Athletic Training Program is to advance the Athletic Training Profession through a commitment to:

- Student preparation of highest quality which
  - meets the standards of CAATE, BOC, and the NATA
  - provides a comprehensive academic and experience based education program
  - prepares students for licensure
- Leadership in the profession through innovation, interdisciplinary collaboration, community engagement and partnerships
- Effective use of current technology in online and face to face instruction to promote optimal student learning outcomes

SECTION TWO  LEARNING OUTCOMES

At the completion of the Athletic Training Education Program, the student will be able to:

- Demonstrate the comprehensive knowledge for practice in entry-level health care and other professional communities
- Demonstrate critical thinking and problem solving skills for the practice of athletic training
- Provide quality athletic training clinical education in a variety of settings
- Assume a leadership role in the local and state communities
- Demonstrate professional behaviors to promote ethical standards of practice
SECTION THREE  ACADEMIC GUIDELINES

The athletic training curriculum is designed by using the NATA Professional Education Council 5th Edition of the Athletic Training Education Competencies and Proficiencies.

1) A student enrolled in the Athletic Training Program professional cohort will follow the curriculum guidelines for the Athletic Training Program to fulfill the requirements for graduation, BOC certification and state license (Appendix A). The student must complete all academic and clinical education components of the program with satisfactory progress. The athletic training student will abide by the College of Education, Criminal Justice, and Human Services academic policies and procedures.

   a) Students need to apply for the twelve credit hour internship by the application deadline with the ATH Internship Coordinator. Internship materials are available on-line in the Athletic Training organization on your Blackboard web-site. A student is eligible for the internship after the Athletic Training Program academic requirements have been completed.

2) A student must maintain a “B-” average in core athletic training classes and a “C-“ in the athletic training content courses identified by the Athletic Training Program (Appendix A).

3) Each student is responsible for monitoring his/her IAP with the CECH academic advisor for program progress and graduation eligibility.

4) A student must be enrolled in an athletic training practicum class in order to complete the clinical education component of the curriculum.

SECTION FOUR  ADMISSION & RETENTION REQUIREMENTS

1) To be accepted into the Athletic Training Professional Cohort a student must meet the academic requirements, program requirements, and complete a portfolio as identified in the Prospective Athletic Training Student Handbook and www.cech.uc.edu/athletic_training. To fully participate in the Athletic Training Professional Cohort a student must maintain good academic standing and complete the clinical education components as required.

2) A student must make satisfactory progress in the program in order to proceed to the next academic level and competency level. A student is required to maintain good academic standing within the program.

3) GOOD ACADEMIC STANDING includes:

   a) A university cumulative GPA of 2.75 while enrolled in the professional cohort of the Athletic Training Program.

   b) A “B-“ average earned in all athletic training core courses. A student failing to earn a minimum grade of a “B-“ will be dismissed from the program.

   c) A “C-“ average in the athletic training content courses identified by the Athletic Training Program (see Appendix A). A student failing to earn a minimum grade of a “C-“ will be required to retake the respective course prior to the start of the next academic year.
d) Completing or demonstrating progress in the clinical education portion of academic program.

e) A student may be placed on **academic probation** for any of the following deficiencies:

   i) **Failure to achieve “Proficient” in 75% of the CIPs assigned for the respective semester**

   ii) **Failure to complete any of the programmatic responsibilities related to clinical education at the end of the semester outlined in the Practicum syllabi.**

   iii) **Receiving a grade below a C- in any athletic training content course**

   iv) **Falling below a cumulative GPA of 2.75**

f) A student identified by the Athletic Training Program placed on **PROBATION** will remain on academic probation until good academic standing is attained. Any incompletes or NG must be removed from the student’s transcript. The student must attain good academic standing before athletic training restrictions are reviewed.

g) A student must be involved in a clinical assignment at an approved clinical site the following semester after satisfying the academic requirement for the respective course in order to complete the associated proficiencies to that respective course.

4. The **PROBATIONARY PERIOD** could include but is not limited to the following criteria:

   i. Attend academic meetings determined by the Director, Athletic Training Program.

   ii. A restriction of clinical hours performed each week during the academic semester.

   iii. Meet with tutor/academic professionals as necessary.

   iv. Continue all criteria until good academic standing is achieved.

5. A student accepted in the Athletic Training Professional Cohort may be **dismissed** from the Athletic Training Professional Cohort for academic deficiencies after the appropriate review process. The dismissal period is for **one academic year.** The student will have the opportunity to apply for readmission to the program at the competency level at the time of suspension for any of the following deficiencies:

   a. Earning a grade below a B- in any athletic training core course (see Appendix A)

   b. Failure to rectify a probationary period and earning probationary status two semesters in a row.

Once dismissed a student is not permitted to enroll in the professional athletic training courses or be involved with a clinical rotation. A student may reapply to the program at the competency level in which they were dismissed once they have achieved good academic standing. If a student is re-admitted into the program and fails to meet any academic or programmatic requirement, the student will be dismissed from the program without the opportunity to re-apply.
Clinical Experience Guidelines establish the role of the athletic training student in the Athletic Training Program at the University of Cincinnati. It is defined as clinical education. The following guidelines describe the role of the athletic training student in their clinical experience.

1) Clinical Education
   a) Clinical Education involves the acquisition and practice of clinical skills and a Preceptor evaluation of the Entry-Level Athletic Training Clinical Integration Proficiencies in a clinical environment under the direct supervision of a Preceptor.

   b) Direct supervision is defined as constant visual and auditory interaction between the student and the Preceptor. The preceptor shall be physically present for proficiency instruction and evaluation and to intervene on behalf of the patient being treated.

   c) Supervision is defined as daily personal/verbal contact at the site of supervision between the athletic training student and the Preceptor who plans, directs, advises, and evaluates the student’s athletic training field experience. The supervising certified athletic trainer must be physically present in order to intervene on behalf of the patient being treated.

2) Clinical Education Practice
   a) Under Ohio Law, (ORC 4755-46-02) students are exempted from the requirements to hold a license to practice athletic training when they are performing athletic training activities as part of an education related, supervised clinical situation follows:
      i) “The athletic training student is an unlicensed person. However, in accordance with School (A)(3) of section 475.65 of the revised code if any person is pursuing a course of study leading to a degree or certificate in athletic training in an accredited or approved post-secondary education program and if the activities and services constitute a part of a supervised course of study and if the person is designated by a title which clearly indicates his/her status as a student or trainee, the person shall be exempt from this rule.

   b) In order to perform clinical experiences, the student must be enrolled in an Athletic Training Practicum course.

   c) Student practice of athletic training shall not exceed the student’s educational preparation.

Clinical Education Experiences:
   a) Program Delivery
      i) Program delivery includes didactic, laboratory, and clinical education courses. The content of the curriculum will include formal instruction in the expanded subject matter as identified in the NATA Education Council 5th ed of the Competencies. There will be opportunities for students to interact with other medical and health care personnel on a planned, annual, and continuing basis. Clinical education will allow students opportunities to practice with different patient populations, care providers, and in various allied health care settings. There
will be opportunities for students to gain clinical education and medical experiences that address the continuum of care that would prepare a student to function in a variety of athletic training settings.

ii. An athletic training student’s clinical experience will include but limited to an equipment intensive clinical experience, a lower extremity clinical experience, an upper extremity clinical experience, a rehabilitation rotation, and a general medical clinical experience during a practicum course.

b) Clinical experiences will be assigned by the Clinical Education Coordinator, Athletic Training Program with the approval of the Director, Athletic Training Program in conjunction with the Preceptors participating in the athletic training education program.

i) Clinical education experiences are assigned per semester for academic credit through the Athletic Training Practicum classes.

c) Prior to the start of the clinical experience, the athletic training student will meet with the Preceptor to discuss the objectives of the clinical site, to review their goals for the clinical site, and provide necessary information required of the specific site.

d) The clinical education experience must be performed under the direct supervision of a preceptor.

e) The athletic training student will fulfill the objectives of the assigned clinical site.

f) Clinical education experiences must be performed at an affiliate clinical site with a formal agreement between the University of Cincinnati Athletic Training Program and the affiliate clinical site. An athletic training student will not be assigned to a clinical instructor at an affiliate clinical site by the Athletic Training Program without this agreement in place.

g) If a student is on a university work study program in an athletic training environment, a documented job description must be presented outlining the student’s responsibilities outside of their clinical education experience.

h) The length of clinical education experiences identify the student should spend appropriate amount of time in the clinical setting to ensure that they emerge as having a competent entry-level athletic training experience. This policy is to ensure that students have adequate supervision, they do not complete a number of unreasonable hours, and they receive a quality educational experience. The length of the student’s clinical experience requirements will be monitored at mid-experience and end of the clinical experience.

The clinical education experience is defined as the 15 week academic semester averaging a minimum of 15 hours a week and an average maximum of 20 hours per week. All experiences outside of the 15 week academic semester are voluntarily on the part of the student. Students must have a minimum of one day off every 7 day period.

i) Clinical education experiences carry inherent risk for injury / illness. Take care to protect yourself whether on the field of play, in the athletic training room, or in the clinical setting. Should you
become injured or ill, contact your preceptor and Program Director immediately so the proper procedures can be initiated (Section 8, 3, e of P&P Manual). You should be referred to a health care provider that is covered through your personal medical insurance.

**SECTION SIX CLINICAL EDUCATION DOCUMENTATION**

1) Clinical Education

   a) Clinical Competencies and Clinical Integration Proficiencies must be evaluated by an Athletic Training Program Preceptor.

   b) Role of Preceptor
      i. A preceptor will function to:
         a. Supervise students during clinical education.
         b. Provide instruction and assessment of the current knowledge, skills, and clinical abilities designated by the CAATE.
         c. Provide instruction and opportunities for the student to develop clinical integration proficiencies, communication skills and clinical decision-making during actual patient/client care.
         d. Proved assessment of athletic training students’ clinical integration proficiencies, communication skills, and clinical decision-making during actual patient/client care.
         e. Facilitate the clinical integration of skills, knowledge, and evidence regarding the practice of athletic training
         f. Demonstrate understanding of and compliance with the program’s policies and procedures.
         g. Assist the athletic training student in setting and obtaining their educational goals throughout the clinical rotation.

2) Clinical Education Experience Hour Documentation

   a) A Student Clinical Education Hours Report will be submitted four times per semester.

   b) A student performing a general medical experience at an off-campus clinical site will use the General Medical Rotation Reporting Sheet.

**SECTION SEVEN CLINICAL EDUCATION EVALUATION**

The PRECEPTOR will be asked to evaluate the student two times during their clinical experience according to the Athletic Training Program’s evaluation procedures.

1) The following evaluations will be performed during the student’s clinical experience rotation between the student and the Preceptor:
a. Mid-Semester Evaluation – completed by the Preceptor.
b. Mid-Semester Self-Evaluation – completed by the athletic training student
c. End-of-Semester Evaluation – completed by Preceptor.
d. Clinical-Site/Supervisor Evaluation – completed by the athletic training student

These forms are evaluation tools used by the Athletic Training Program to monitor the progress of the athletic training student in their clinical experience. The first portion of the form is used to evaluate professional behavior at the clinical site. The score that you award the student should be based on what is expected of an entry level athletic trainer. The following questions should be filled out specifically to give feedback not only to the student but the Athletic Training Program.

2) The Preceptor and athletic training student will meet on a formal basis to review the evaluation.

3) The Preceptor and the athletic training student will fill out the appropriate evaluation tools for each respective evaluation. The Preceptor and athletic training student will sign the appropriate forms indicating they met on a formal basis and reviewed the evaluation.

4) The student will be evaluated on professional behavior and entry-level athletic training skills relative to their competency level. The goal statement and proficiency notebook should be brought to the evaluation with the Preceptor. The two items should be monitored throughout the clinical experience to assess whether they are being met or not.

5) The clinical skills being assessed are those that the student is currently becoming proficient in and the past skills which they have mastered to this point in their education.

6) During the spring semester year each athletic training student will meet with the Director, Athletic Training Program for annual performance evaluation and review of professional and academic goals.

7) If a student fails to accurately complete the clinical evaluations, clinical proficiencies, clinical hour documentation, and the PRECEPTOR evaluations, they will be placed on probation the following semester.

SECTION EIGHT    TECHNICAL & HEALTH CARE STANDARDS

1) Athletic Training Students are required to meet the Technical & Health Care Standards set forth by the Athletic Training Program.

2) Technical Standards

   a) No person, on the grounds of race, creed, religion, color, national origin, age, sex, disability, or sexual orientation shall be excluded from participation in; be denied the proceeds or benefits of, or be otherwise subjected to the discrimination in performance of this educational program.

   b) Each athletic training student must sign a Technical Standards Statement to acknowledge requests for assistance for their enrollment/success in the Athletic Training Program (Appendix B).
c) If a student requests assistance for their enrollment/success in the Athletic Training Program through the 1) Technical Standards form and/or 2) their Health Assessment, they will be referred to the Office of Disability Services for consultation.

3) Health Care Standards
You are now a health care worker in an educational setting. This means you are at a high risk for certain infections and you may pose a high risk to vulnerable patient populations. The information and requirements below are for your safety and the safety of the patients you will service.

a) Physical Examination: As a component of the technical standards, each athletic training student must demonstrate proof of a physical examination completed by an MD/DO for review by the Medical Director, Athletic Training Program. This physical examination should verify the student is capable of meeting the physical and mental requirements of an athletic trainer.

b) Medical History Questionnaire: Each athletic training student must complete the medical history questionnaire which will be reviewed by the Medical Director, Athletic Training Program.

c) Immunization History: Each student accepted into the Athletic Training Professional Cohort must provide a copy of their immunization history to submit for review to the Medical Director, Athletic Training Program. Documentation of immunization must be signed by your personal physician (not a relative). Notes from parents and records from baby books are not acceptable. Failure to comply may result in suspension from clinical experiences.

**MMR titer** - We require documentation of serologic immunity or two documentations of MMR immunizations (one since 1980).

**Hepatitis B** - Health care workers are at high risk for Hepatitis B infection. We, therefore, require that you receive a complete Hepatitis B vaccination series and have a Hepatitis B surface antibody titer drawn 4-8 weeks after your third immunization to show serologic immunity. Immunization may, therefore, take up to eight months to complete.

**Chickenpox** – All students will be required to have a VZV titer OR provide documentation of two immunization doses. Any susceptible students will be required to receive 2 doses of VZV vaccine.

**Tdap** – 1 adult Tdap vaccine.(Tetanus, Diphtheria, Pertussis)

**BASELINE AND ANNUAL TB TESTING IS REQUIRED.** Those individuals who have not had TB testing in the past 12 months will be required to have “2-step” baseline testing 7 days apart. If PPD skin test is positive: DOCUMENTATION IS REQUIRED. A chest x-ray report within 12 months is required for PPD positive persons or a negative Interferon Gamma Release Assay (IGRA). X-rays are available at University Health Services. YOU WILL NOT BE PERMITTED TO PARTICIPATE IN CLINICAL ROTATIONS IF YOU ARE NOT IN COMPLIANCE WITH THIS REQUIREMENT.
HIPAA – All of your medical documents will be considered confidential material and will only be released as described in the enclosed HIPAA form. Please return the signed portion of the HIPAA form and return it with your immunization history packet.

The above requirements apply unless medically contraindicated (must provide physician documentation). Additional testing, evaluation and documentation may be required in individual cases.

Any required vaccinations or titers may be obtained from University Health Services on a fee for service basis. University Health Services recommends that you obtain these immunizations from your personal physician prior to arriving on campus.

d) Flu Shot: A flu shot will be required prior to the start of the sophomore year in the athletic training program. This is requirement for surgical observations and medical clinics.

e) Injury/Illness: in the event of an injury/illness during your time at the clinical site, you should be referred to a health care provider that is covered through your personal medical insurance. The program faculty should be immediately notified of the situation.

i) An athletic training student will not perform clinical experiences if an illness/injury affects patient care in the clinical setting. This is to be determined by the Medical Director, Athletic Training Program, another medical physician, or Preceptor depending on the situation. Notice of this clearance will be made by the athletic training program faculty to the clinical instructor.

ii) The athletic training student must be cleared by the Medical Director, Athletic Training Program for return to clinical experience from any significant illness or injury. The Medical Director, Athletic Training Program has the final authority for return to clinical experiences while enrolled in the Athletic Training Program at the University of Cincinnati.

f) Health Insurance Requirement

i) The University of Cincinnati requires that you be insured for health care either under the available UC Student Health Insurance plan or a comparable policy of your own choice. As a full-time student you will be automatically enrolled in and billed for the insurance plan. If you have equal or better insurance and would like to waive the coverage, you must waive on-line. All requests for waiver for the semester must be received no later than the third Friday of that corresponding semester. The deadlines are posted on: www.onestop.uc.edu/ Failure to waive by the deadline will result in a non-refundable charge to your tuition account. Please call the Student Health Insurance Office at (513) 556-6868 if you have any questions.

SECTION NINE FIRST AID & CPR/AED CERTIFICATION

1) Each athletic training student is required to maintain valid First Aid and CPR/AED for the Professional Rescuer and Health Care Provider certifications. The student will assume financial responsibility for these certifications.

2) A student will be removed from their clinical site until proof of current certification is demonstrated (provide copy of current card).
SECTION TEN   OSHA STANDARDS & BLOODBORNE PATHOGEN TRAINING & EXPOSURE CONTROL

1) Athletic training students in the Athletic Training Professional Cohort are required to attend annual blood-borne pathogen training. This is a policy of the University of Cincinnati and as well as a standard for CAATE accreditation that requires all students who work in an environment for potential exposure to blood borne pathogens must attend an annual training.

2) An athletic training student will be removed from the clinical site until the annual training is complete.

3) Student responsibilities in the clinical sites does not involve injections or use of hypodermic needles. However, in the event an athletic training student is exposed to a bloodborne pathogen there are immediate procedures to follow for the student. When exposed to a bloodborne pathogen, the student has a two hour window for evaluation and primary prevention.

In the case of an exposure, the following actions should be taken:
1) On-campus or off-campus affiliate site:
   a. Report to Holmes Clinic of the University Health Services
      Hours of Operation: 8:00 am – 4:30 pm; Monday – Friday
      Call Dr. Ken Stephens @ (513) 556-2564 (office) or 1-888-832-4584 (pager)
   b. Outside the hours of Holmes Clinic – University Health Services
      Report to University Hospital Emergency Room
      Call Emergency Room Physician – 584-AMEN
      Call Dr. Stephens to report incident

Evaluation and treatment is extremely expensive, therefore, it is recommended to students to purchase a specific insurance for this evaluation and care through the University.

SECTION ELEVEN   BACKGROUND CHECKS

Each athletic training student will be required to receive a minimum of 3-4 background checks while enrolled in the Athletic Training Program. The background check will be due by the first day of the spring semester. It should include a FBI and BCI check which can be secured from a local law enforcement agency.

Any positive results in the background check will be addressed with the appropriate personnel within the University of Cincinnati. A past criminal history may prevent a student from having access to a clinical rotation which will keep them from being able to graduate from the program.

SECTION TWELVE   ADDITIONAL RESPONSIBILITIES

1) The Athletic Training Program attempts to minimize additional costs for the athletic training student. However, there are some costs related to the Athletic Training Program that the student will be responsible for. They include but are not limited to:
a) Physical Examination and Immunization Updates*
   i) Tb skin test
   ii) Tetanus Shot
   iii) Vaccinations with titers
b) Flu shots
c) Blood Borne Pathogen Exposure Care/Insurance
d) Personal Medical Insurance
e) Professional Liability Insurance
f) Professional Membership Dues (NATA, etc)
g) Transportation to off-campus clinical sites
h) Personal background checks
   i) American Red Cross CPR for the Professional Rescuer re-certification (or equivalent)
   j) American Red Cross First Aid (or equivalent)
k) Other related expenses in regard to the above mentioned or other program related costs.

*Any required physical examination and vaccinations or titers may be obtained from University Health Services on a fee for service basis. University Health Services recommends that you obtain these immunizations from your personal physician prior to arriving on campus.

SECTION THIRTEEN  PROFESSIONAL BEHAVIOR

All athletic training students are expected to conduct themselves in a professional manner during their academic and clinical education experiences. Inappropriate behavior as described can result in disciplinary action up to and including removal from the clinical site and dismissal from the program.

1) Discourteous treatment of student athletes, patients, supervising athletic trainers, employees and administrators of the clinical site.

2) Failure to maintain a clean and neat appearance and to adhere to the Athletic Training Program’s Dress Code Policy.

3) Violation of HIPAA Policy of the clinical site or unauthorized discussion of sensitive information in regard the clinical site.

4) Possession or being under the influence of alcohol or drugs during the clinical experience.

5) Cell phone use is not permitted during clinical experience sites unless it is an emergency. If the athletic training student is expecting an emergency phone call, they should notify the supervising athletic trainer of this situation. Otherwise, the cell phone should be turned off or in the silent position.

6) Abuse, destruction, or theft of University of Cincinnati property.

7) Illegal conduct during the clinical experience.

8) Code of Professional Conduct
Athletic training students should conduct themselves personally and professionally in a manner that does not compromise their clinical education responsibilities in their educational practice of athletic training (NATA Code of Ethics Principle 4.1). The Athletic Training Program and its affiliate clinical sites does not permit athletic training students to be involved in non-professional relationships or interactions with a student – athlete and/or patient with the respective sport or clinical education site to which they are assigned through the Athletic Training Program. A non-professional relationship or interaction with a student – athlete and/or patient could compromise the athletic training student’s ability to perform his/her duties within the clinical education experience. This policy follows in the guidelines of the Ohio Revised Code CHAPTER 4755-41-01-E4 (http://www.otptat.ohio.gov/PracticeActs.aspx), the BOC Standards of Professional Practice (www.bocatc; Code 3 Professional Responsibility), and the NATA Code of Ethics (Principle 4.1; http://www.nata.org/codeofethics).

If a student is found to be involved a non-professional relationship or interaction with a student – athlete and/or patient, the student will be removed from the respective sport and/or clinical site and potentially be dismissed from the Athletic Training Program.

9) Insubordination
   a) Refusing to follow instruction or performed designated assignments/tasks when it is normally and properly required of an athletic training student.

10) Absence and Punctuality
   a) In the event of tardiness or absence, the student should immediately notify the Preceptor to explain the circumstances and probable duration of their absence. In the event of a temporary or permanent change in schedule, the supervisor as well as the Clinical Coordinator, Athletic Training Program should be notified in advance of what hours will be affected by the change as well as a written notice of the circumstances (email is acceptable).

11) Use of clinical site telephones for personal call without authorization (except in the case of an emergency).

12) Having visitors during clinical assignment without permission.

13) Failure to follow the operating procedures of the clinical site.

**SECTION FOURTEEN  DRESS CODE**

1. University of Cincinnati and Affiliate Clinical Sites*
   a) Shirts
      i) A collared University of Cincinnati shirt, a collared shirt, a University of Cincinnati T-Shirt, a solid color top/t-shirts, or a sport issued shirt is acceptable. There are to be no sleeveless shirts, halter – tops, low cut t-shirts, tube tops, tank tops, or mid-riff shirts, etc.
      ii) Shirts are to be tucked in (sit and reach test - the shirt should stay tucked in when sitting or standing up and reaching for something; no stomachs or backs are to be visible).

   b) Pants
      i) Khaki, Black or Dress Pants.
c) Shorts (site appropriate)
   i) Khaki, Black or Dress Shorts. The length of shorts must be at least mid-thigh (or past the tips of the fingers when arm is extended) and not down past your knees.
   ii) No cutoff sweat pants, cutoff jeans, boxers, lycra shorts/pants, or gym shorts.

d) Footwear
   i) Wear footwear that is comfortable and functional; no open toed shoes, sandals, heels, or flip-flops. Sneakers are acceptable so long as they are clean and not bright crazy colors.

e) Self-presentation and good hygiene habits. This includes hair color, hair length, hair style, facial hair, and clean presentable clothing. There should be no crazy hair styles and only naturally occurring hair colors. Clothes should not look like they have been just pulled out of the drying after sitting in there for multiple hours.

f) Hats
   i) Are not to be worn inside the athletic training facilities and classrooms.
   ii) Hats worn during outdoor practices/events must be a University of Cincinnati logo hat. Hats from other institutions/organizations will not be worn.

g) Events
   i) Dress code standard or dress as required by specific sport

*The above dress code is the minimum a student should adhere to while at their clinical site. Students will further abide by dress code policies that are established by the respective affiliate site.

2) The athletic training student is representing his/herself, the Athletic Training Program, the University of Cincinnati, the respective clinical site, and the profession of athletic training. The Athletic Training Program expects dress and hygiene must be appropriate for a health care facility and the profession of athletic training.

SECTION FIFTEEN    BODY PIERCINGS AND TATTOOS

1) Visible body piercings are prohibited during while in attendance at the clinical site. This includes on-campus and off-campus sites.
   a) This piercing policy includes but is not limited:
      i. Facial piercings
      ii. Ear piercings for males (women will be allowed one ear piercing per ear)
      iii. Nose piercing
      iv. Tongue piercing

2) Body tattoos are not to be visible while at the clinical site. If a body tattoo is visible, it must be covered. This includes on-campus and off-campus sites.
SECTION SIXTEEN  INCLEMENT WEATHER

The University of Cincinnati is always officially open. During periods of severe inclement weather, public emergency, or other crisis, the president or a designated cabinet officer may announce, through the university of Cincinnati electronic mail system and through the local news media, that some or all of the university's offices and facilities are closed for part or all of a workday.  
(http://www.uc.edu/trustees/rules/RuleDetail.asp?ID=107)

- Such announcements may specify that University of Cincinnati classes, with the exception of the College of Medicine, are canceled until or after a specified time, or for an entire day.

- Such announcements may specify that all events or programs, including both University events and non-University events held in University facilities, are canceled.

If an affiliate site is closed for the day and activities canceled, then you should not report to that site. Specific questions may be directed to the Preceptor at the respective clinical site.

SECTION SEVENTEEN  LIABILITY COVERAGE

1) Athletic training students are covered by comprehensive liability insurance when assigned to a clinical site by the Athletic Training Program and enrolled in an Athletic Training Practicum/ATH Internship. This includes: working in the university’s athletic training facilities; working in assigned clinical settings; and completing the twelve credit hour internship requirement.

2) Athletic training students are encouraged to purchase student liability through an approved provider endorsed by the National Athletic Trainers’ Association.

3) All coverage requires athletic training students act within the scope of their qualifications under the guidelines for clinical education and appropriate supervision.

SECTION EIGHTEEN SCHOLARSHIPS

Scholarships are available through the CECH and athletic training organizations. Applications and additional information on these scholarships can be found on the organization’s web-site.

1) College of Education, Criminal Justice, and Human Services (cech.uc.edu)

2) James K. Ellis Scholarship (cech.uc.edu)

3) Greater Cincinnati Athletic Trainer’s Association (GCATA; gcata.org)

4) Ohio Athletic Trainer’s Association (OATA; oata.org)

5) National Athletic Trainer’s Association (NATA; nata.org)
SECTION NINETEEN  ATHLETIC TRAINING LABORATORY

1) The Athletic Training Program classroom is for educational use by students enrolled in the Athletic Training Professional Cohort. The use of this room is not monitored, therefore the use of the room is on an honor system. The following policies and procedures should be followed:

a) Laboratory Hours: 8:00 am- 5:00 pm unless there is class instruction. Contact an Athletic Training faculty member for use of the classroom outside of the scheduled hours.

b) Absolutely no food!

c) Texts and periodicals are held in the CECH Library.

d) Equipment IS NOT to be removed from the laboratory.

e) Return equipment to proper location when finished using it.

f) Return chairs and tables to original location.

g) Students are not permitted to use the computer and SmartBoard unless supervised by an Athletic Training Program faculty member.

h) The room should be locked at all times unless being used.

SECTION TWENTY  PROFESSIONAL & STUDENT ORGANIZATIONS

STUDENT ORGANIZATIONS: There are two student organizations associated with the Athletic Training Program.

REHABCATS is the Athletic Training Student organization. They are involved with community services, fund raising events, and volunteer community athletic training activities.

Eta Sigma Gamma is the honorary Health Promotion & Education student organization of which students may become involved with while enrolled in the athletic training professional cohort.

PROFESSIONAL ORGANIZATIONS:

NATA (National Athletic Trainers’ Association): The National Athletic Trainers’ Association (NATA) is the professional membership association for certified athletic trainers, students, and others who support the athletic training profession. Each student is required to maintain an ongoing annual membership while enrolled in the Athletic Training Professional cohort.

GCATA (Greater Cincinnati Athletic Trainer’s Association): The Greater Cincinnati Athletic Trainers Association is the local professional membership association for certified athletic trainers and athletic
training students. This association supports student scholarships, professional development, and volunteer opportunities for its membership.

### SECTION TWENTY-ONE GROUNDS FOR DISMISSAL

1) Inappropriate or unauthorized use of facilities or equipment.

2) Gross or repeated negligence or malpractice in professional work.

3) The conviction or plea of guilty or plea of nolo contendere to a felony which is related to public health or athletic care or education.

4) Violation of the “NATA Code of Professional Practice” (Appendix C).

5) Violation of the University of Cincinnati’s Student Code of Conduct (http://www.uc.edu/conduct/Code_of_Conduct.html)

6) Violation of the University of Cincinnati Academic Misconduct Policy (http://www.uc.edu/conduct/Academic_Integrity.html)

7) Failure to meet academic standards of the Athletic Training Student Policy and Procedural Manual.

8) Failure to comply with the policies and procedures of the university’s athletic training facilities and affiliate clinical sites with the Athletic Training Program at the University of Cincinnati. This includes the Athletic Training Student Policy and Procedure Manual.

9) Inappropriate behavior as determined by the Athletic Training Program faculty and the Preceptor which is unbecoming to the University of Cincinnati, the Athletic Training Program, or the program’s affiliate clinical sites.

10) Violation of the University of Cincinnati Code of Ethics.

11) If dismissed from the Athletic Training Program, the athletic training student will have the opportunity to appeal the decision. The appeal process will follow the University guidelines.

### SECTION TWENTY-TWO DISCIPLINARY ACTION & APPEAL PROCESS

1) DISCIPLINARY ACTION

   a) The Director, Athletic Training Program and/or the director of the assigned clinical site is responsible for imposing any and all penalties for infractions of rules/regulations or inappropriate behavior.

   b) If the Director, Athletic Training Program or the director of the assigned clinical site allege a violation of the rules/regulations or inappropriate behavior the athletic training student will be removed from the clinical site until the situation is investigated.
c) Pending the outcome of the investigation the student may be suspended from the clinical site to which they are assigned and potentially be suspended from the Athletic Training Program. In these cases and for episodes of inappropriate behavior, documentation will be placed in the athletic training student’s permanent file. The athletic training student may appeal the suspension.

2) DISCIPLINARY APPEAL PROCESS (http://www.uc.edu/righttoknow/policies.html)

   a) Academic Grievances
      i) If the athletic training student alleges a violation of the student rights in an academic matter, the student may redress through the provisions of the University appeal procedures (http://www.uc.edu/about/documents/2009-10RTK.page_3.pdf).

   b) Clinical Site Grievances
      i) If the athletic training student protests a suspension from a clinical assignment, the student should request a meeting with the Director, Athletic Training Program and the director of the assigned clinical site.

      ii) When charged with a misconduct, an athletic training student shall have the right:

          To be given written documentation of the specific charges against him/her.
          To be given adequate time to prepare a defense of charges.
          To appear alone with the Director, Athletic Training Program and the director of the clinical site or with any other person of his/her choice to advise or assist him/her.
          To be confronted with evidence against him/her.
          To present evidence on his/her behalf.
          To be confronted by his/her accuser(s).
          To have reasonable cross-examination of his/her accusers and of the witnesses appearing against him/her.

      iii) If the problem is not resolved between the Director, Athletic Training Program and the director of the assigned clinical site the student would request to meet with the Director, School of Human Services. This follows in line with the University’s Grievance Policy.

3) ADMISSION APPEALS PROCEDURE

   a) The prospective athletic training student may appeal the admission decision within two weeks of the postmark of the official notification. The appeal should be made to the Director, Athletic Training Program. The student must submit all materials that may substantiate the appeal.

   b) After meeting with the Athletic Training Program Director the student may redress through the provisions of the University appeal procedures (http://www.uc.edu/about/documents/2009-10RTK.page_3.pdf).
To graduate from the University of Cincinnati, the student must follow the CECH graduation policy (reference College Bulletin) and Athletic Training Program academic and clinical education requirements. In addition, a student must have a minimum of a 2.75 university gpa and complete all clinical education requirements.

In order to be endorsed for the BOC Certification Test and state licensure, all Athletic Training Program academic and clinical education requirements must be completed with satisfactory progress.

http://www.uc.edu/commencement/checklist.html
APPENDIX A

Athletic Training Program
Core & Content Courses

The following are a list of courses in the Athletic Training Curriculum that have a minimum grade requirement. Failure to achieve the minimal requirements will result in academic disciplinary action.

ATHLETIC TRAINING CORE CLASSES (minimum grade of a “B-“)

- ATH1061 Introduction to Athletic Training
- ATH1062L Prospective Applications in AT I
- ATH1071 Athletic Training Practicum I
- ATH1080 Emergency Management
- ATH1078 Foundations of Human Movement
- ATH2071 Athletic Training Practicum II
- ATH2072 Athletic Training Practicum III
- ATH2084 Therapeutic Practice
- ATH2086 Pathomechanics I
- ATH3071 Athletic Training Practicum IV
- ATH3072 Athletic Training Practicum V
- ATH3050 Athletic Health & Safety
- ATH3075C General Medical Conditions in AT
- ATH3081 Administration of Sports Med
- ATH3082 Methods & Applications of Strength & Cond
- ATH3086 Pathomechanics II
- ATH4071 Athletic Training Practicum VI
- ATH4072 Athletic Training Practicum VII
- ATH4073 Internship (“P” grade)
- ATH5071 Athletic Training Seminar
- HPE3031 Exercise Physiology
- HPE3032 Exercise Physiology Lab
- HPE6085 Biomechanics & Human Movement
- NUTR1030 Personal Nutrition
- SMGT2050 Psychology of Sport

ATHLETIC TRAINING CONTENT CLASSES (minimum grade of a “C-“)

- HPE1001 Personal Health
- HPE2071 Applied Statistics for Human Services
- HPE3071 Health Education Program Plan, Implement, Evaluation
- HPE3072 Health Education Program Plan, Implement, Evaluation
- BIOL2001C Anatomy & Physiology
- BIOL2002C Anatomy & Physiology
APPENDIX B

UNIVERSITY OF CINCINNATI
ATHLETIC TRAINING EDUCATIONAL PROGRAM

TECHNICAL STANDARDS FOR ADMISSION

The Athletic Training Educational Program at the University of Cincinnati is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training Educational Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program’s accrediting agency (Commission on Accreditation of Athletic Training Education [CAATE]). The following abilities and expectations must be met by all students admitted to the 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.

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

Candidates for selection to the Athletic Training Educational Program must demonstrate:

1) The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm.

2) Sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients.

3) The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice.

4) The ability to record the physical examination results and a treatment plan clearly and accurately.

5) The capacity to maintain composure and continue to function well during periods of high stress.

6) The perseverance, diligence and commitment to complete the athletic training education program as outlined and sequenced.

7) Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations.

8) Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

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

Based on documentation from a licensed professional, the University of Cincinnati Disability Services Office will confirm that the stated condition qualifies as a disability under applicable laws. Disability Services will also identify and coordinate the implementation of reasonable accommodations designed to mitigate the impact of the disability.
If a student states he/she can meet the technical standards with accommodation, then the University will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review of whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/patient safety, or the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

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

________________________________  ____________
Signature of Applicant Date

Alternative statement for students requesting accommodations.

I certify that I have read and understand the technical standards of selection listed above and I believe to the best of my knowledge that I can meet each of these standards with certain accommodations. I will contact the University of Cincinnati Office of Disability Services to determine what accommodations may be available. I understand that if I am unable to meet these standards with or without accommodations, I will not be admitted into the program.

________________________________  ____________
Signature of Applicant Date
APPENDIX C

NATA CODE OF ETHICS
September 28, 2005

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

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

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

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

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

**PRINCIPLE 4:**
Members shall not engage in conduct that could be construed as a conflict of interest or that reflects negatively on the profession.

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

other person's except when such conduct compromises the fulfillment of professional responsibilities.

5.2 Members of the National Athletic Trainers' Association and others serving on the Association's committees or acting as consultants shall not use, directly or by implication, the Association's name or logo or their affiliation with the Association in the endorsement of products or services.

5.3 Members shall not place financial gain above the welfare of the patient being treated and shall not participate in any arrangement that exploits the patient.

5.4 Members may seek remuneration for their services that is commensurate with their services and in compliance with applicable law.

Reporting of Ethics Violations

Anyone having information regarding allegations of ethical violations, and wishing to supply such information to NATA, shall supply this information, with as much specificity and documentation as possible, to NATA's Executive Director or Chair of the Ethics Committee. Information need not be supplied in writing, and the reporting individual need not identify him or herself. Information, however, that is too vague, cannot be substantiated without the assistance of the reporting person, or information where, in the opinion of the NATA Executive Director or Ethics Chair, there is no need for anonymity for the reporting individual will not be forwarded for action by the committee.

An individual may report information on the condition that the individual's name or certain other facts be kept confidential. NATA may proceed with an investigation subject to such a condition; however, NATA must inform the reporting individual that at some point in the investigation NATA may determine that it cannot proceed further without disclosing some of the confidential information, either to the applicant or member under investigation or to some other party. A reporting individual, upon receiving this information from NATA, may decide whether or not to allow the information to be revealed. If the reporting individual decides that the necessary information must remain confidential, NATA may be required to close the unfinished investigation for lack of necessary information. Individuals are strongly encouraged to provide relevant information, with as much detail as possible, in writing to:

NATA
Ethics Investigations
2952 Stemmons Fwy
Dallas, TX 75247-6196