



# Master of Athletic Training

## Program Handbook

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## **I. Athletic Training Program Overview**

### **A. Accreditation**

Immaculata University is currently seeking accreditation for their new Athletic Training program and is not accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The institution will be submitting a self-study to begin the accreditation process on July 1, 2022. Submission of the self-study and completion of a site visit does not guarantee that the program will become accredited. Students that graduate from the program prior to accreditation WILL NOT be eligible to sit for the credentialing examination for athletic trainers and will not be eligible for licensure in most states.

### **B. Athletic Training Program Mission Statement:**

The mission of the Athletic Training major at Immaculata University is to provide a comprehensive learning experience within the discipline of athletic training. Grounded in the mission and values of Immaculata University, this program integrates scientific inquiry, theoretical knowledge, and clinical practice.

### **C. Athletic Training Program Goals:**

The goals of the Athletic Training major are to:

1. Provide students with the knowledge, skills, and clinical integration proficiencies essential for Board of Certification eligibility
2. Prepare students for meaningful careers in athletic training
3. Prepare students for the diverse and changing world of healthcare
4. Encourage a lifelong commitment to learning and professional excellence.

### **D. Athletic Training Program Learning Outcomes:**

Upon completion of the athletic training curriculum students will be able to:

1. Demonstrate knowledge and practical skills in prevention and risk management of athletic injuries and illness.
2. Demonstrate critical decision making and problem solving skills that are essential in the recognition, evaluation, and management of athletic injuries and illnesses.
3. Design, implement, and assess treatment and rehabilitation protocols and reconditioning programs.
4. Exhibit ethical decision making, administrative, and leadership skills essential for success in athletic training.
5. Demonstrate effective written and oral communication skills, and technological skills in academic and professional activities.
6. Apply and synthesize evidence-based athletic training knowledge to current issues in the variety of athletic training settings.

## E. People you should know

### Full-Time Athletic Training/Exercise Science Faculty

Kelly A. Stalker, Ed.D., ATC	AT – Program Director
Michele Monaco, DSc., ATC	AT – Coordinator of Clinical Education
Laurie DiRosa, Ed.D.	Exercise Science
Nicholas “Cole” Racich, DPT	Exercise Science

### Part-Time Faculty

Cathy Holt, Ed.D., DHSc, ATC	Adjunct Faculty

### Immaculata University - On Campus Preceptors

Ethan Alderman	Head Athletic Trainer
Marquise Peel	Assistant Athletic Trainer
Grace Sperazza	Assistant Athletic Trainer

### Medical Director & Associated Physicians

Dr. John Kelly	AT Program Medical Director
Dr. John Luksch	Immaculata University Team Physician

### Approved Sites & Head Preceptor

Downingtown East High School	Mike Casey
Episcopal Academy	Cathy Holt
Great Valley High School	Keith Johnson
Spring-Ford High School	Dan Holman
Penn State Abington	Emily Gardyas
Widener University	AJ Duffy
Kinetic Physical Therapy	Angelo Labrinakos
IM Health	Rockland Walker

### MAT Advisory Board

Health, Nutrition & Exercise Sciences Department Chair	Kelly Stalker
Program Director	Kelly Stalker
Coordinator of Clinical Education	Michele Monaco
Medical Director	Dr. John Kelly
Clinical Education Preceptors	AJ Duffy Cathy Holt
Other Health Care Professionals	Tanya Dargusch Ellis Mair
Immaculata Alumnae	Kenneth Anderson, PA-C

## II. National Athletic Trainers' Association (NATA) Code of Ethics

(Updated March 2018)

### 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.

### 1. Members Shall Practice with Compassion, Respecting the Rights, Well-being, and Dignity of Others

- 1.1 Members shall render quality patient care regardless of the patient's race, religion, age, sex, ethnic or national origin, disability, health status, socioeconomic status, sexual orientation, or gender identity.
- 1.2 Member's duty to the patient is the first concern, and therefore members are obligated to place the well-being and long-term well-being of their patient above other groups and their own self-interest, to provide competent care in all decisions, and advocate for the best medical interest and safety of their patient at all times as delineated by professional statements and best practices.
- 1.3. Members shall preserve the confidentiality of privileged information and shall not release or otherwise publish in any form, including social media, such information to a third party not involved in the patient's care without a release unless required by law.

### 2. Members Shall Comply with the Laws and Regulations Governing the Practice of Athletic Training, National Athletic Trainers' Association (NATA) Membership Standards, and the NATA Code of Ethics.

- 2.1 Members shall comply with applicable local, state, and federal laws and any state athletic training practice acts.
- 2.2 Members shall understand and uphold all NATA Standards and the Code of Ethics.
- 2.3 Members shall refrain from, and report illegal or unethical practices related to athletic training.
- 2.4 Members shall cooperate in ethics investigations by the NATA, state professional licensing/regulatory boards, or other professional agencies governing the athletic training profession. Failure to fully cooperate in an ethics investigation is an ethical violation.
- 2.5 Members must not file, or encourage others to file, a frivolous ethics complaint with any organization or entity governing the athletic training profession such that the complaint is unfounded or willfully ignore facts that would disprove the allegation(s) in the complaint.
- 2.6 Members shall refrain from substance and alcohol abuse. For any member involved in an ethics proceeding with NATA and who, as part of that proceeding is seeking rehabilitation for substance or alcohol dependency, documentation of the completion of rehabilitation must be provided to the NATA Committee of Professional Ethics as a requisite to complete a NATA membership reinstatement or suspension process.

### 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 the applicable state athletic training practice acts and other applicable regulations for athletic trainers.
- 3.3 Members shall provide services, make referrals, and seek compensation only for those services that are necessary and are in the best interest of the patient as delineated by professional statements and best practices.
- 3.4 Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge and shall complete such educational requirements necessary to continue to qualify as athletic trainers under the applicable state athletic training practice acts.
- 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 must maintain and promote ethical conduct in research and educational activities.

**4: Members Shall Not Engage in Conduct that Could Be Construed as a Conflict of Interest, Reflects Negatively on the Athletic Training Profession, or Jeopardizes a Patient's Health and Well-Being.**

- 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 All NATA members, whether current or past, 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 well-being 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 and influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.
- 4.5 Members shall not provide or publish false or misleading information, photography, or any other communications in any media format, including on any social media platform, related to athletic training that negatively reflects the profession, other members of the NATA, NATA officers, and the NATA office.

### **III. BOC Standards of Professional Practice**

Version 3.2, Implemented January 1, 2019

#### **I. Practice Standards**

##### **Preamble**

The primary purpose of the Practice Standards is to establish essential duties and obligations imposed by virtue of holding the ATC© credential. Compliance with the Practice Standards is mandatory.

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

##### **Standard 1: Direction**

The Athletic Trainer renders service or treatment under the direction of, or in collaboration with a physician, in accordance with their training and the state's statutes, rules and regulations.

##### **Standard 2: Prevention**

The Athletic Trainer implements measures to prevent and/or mitigate injury, illness and long term disability.

##### **Standard 3: Immediate Care**

The Athletic Trainer provides care procedures used in acute and/or emergency situations, independent of setting.

##### **Standard 4: Examination, Assessment and Diagnosis**

The Athletic Trainer utilizes patient history and appropriate physical examination procedures to determine the patient's impairments, diagnosis, level of function and disposition.

##### **Standard 5: Therapeutic Intervention**

The Athletic Trainer determines appropriate treatment, rehabilitation and/or reconditioning strategies. Intervention program objectives include long and short-term goals and an appraisal of those which the patient can realistically be expected to achieve from the program. Appropriate patient-centered outcomes assessments are utilized to document efficacy of interventions.

##### **Standard 6: Program Discontinuation**

The Athletic Trainer may recommend discontinuation of the intervention program at such time the patient has received optimal benefit of the program. A final assessment of the patients' status is included in the discharge note.

##### **Standard 7: Organization and Administration**

The Athletic Trainer documents all procedures and services in accordance with local, state and federal laws, rules and guidelines.

## II. Code of Professional Responsibility

### Preamble

The Code of Professional Responsibility (Code) mandates that BOC credential holders and applicants act in a professionally responsible manner in all athletic training services and activities. The BOC requires all Athletic Trainers and applicants to comply with the Code. The BOC may discipline, revoke or take other action with regard to the application or certification of an individual that does not adhere to the Code. The *Professional Practice and Discipline Guidelines and Procedures* may be accessed via the BOC website, [www.bocatc.org](http://www.bocatc.org)

### Code 1: Patient Responsibility

The Athletic Trainer or applicant:

- 1.1 Renders quality patient care regardless of the patient's age, gender, race, religion, disability, sexual orientation, or any other characteristic protected by law
- 1.2 Protects the patient from harm and acts always in the patient's best interests and is an advocate for the patient's welfare, including taking appropriate action to protect patients from healthcare providers or athletic training students who are, impaired or engaged in illegal or unethical practice
- 1.3 Demonstrates sound clinical judgment that is based upon current knowledge, evidence-based guidelines and that thoughtful and safe application of resources, treatments and therapies
- 1.4 Communicates effectively and truthfully with patients and other persons involved in the patient's program, while maintaining privacy and confidentiality of patient information in accordance with applicable law
  - 1.4.1 Demonstrates respect for cultural diversity and understanding of the impact of cultural and religious values
- 1.5 Develops and maintains a relationship of trust and confidence with the patient and/or the parent/guardian of a minor patient and does not exploit the relationship for personal or financial gain
- 1.6 Does not engage in intimate or sexual activity with a patient and/or the parent/guardian of a minor patient
- 1.7 Informs the patient and/or the parent/guardian of a minor patient of any risks involved in the treatment plan
  - 1.7.1 Does not make unsupported claims about the safety or efficacy of treatment

### Code 2: Competency

The Athletic Trainer or applicant:

- 2.1 Engages in lifelong, professional and continuing educational activities to promote continued competence
- 2.2 Complies with the most current BOC recertification policies and requirements

### Code 3: Professional Responsibility

The Athletic Trainer or applicant:

- 3.1 Practices in accordance with the most current BOC Practice Standards
- 3.2 Practices in accordance with applicable local, state and/or federal rules, requirements, regulations and/or laws related to the practice of athletic training
- 3.3 Practices in collaboration and cooperation with others involved in a patient's care when warranted; respecting the expertise and medico-legal responsibility of all parties.
- 3.4 Provides athletic training services only when there is a reasonable expectation that an individual will benefit from such services
- 3.5 Does not misrepresent in any manner, either directly or indirectly, their skills, training, professional credentials, identity or services or the skills, training, credentials, identity or services of athletic training
  - 3.5.1 Provides only those services for which they are prepared and permitted to perform by applicable local, state and/or federal rules, requirements, regulations and/or laws related to the practice of athletic training
- 3.6 Does not guarantee the results of any athletic training service
- 3.7 Complies with all BOC exam eligibility requirements
- 3.8 Ensures that any information provided to the BOC in connection with exam eligibility, certification recertification or reinstatement including but not limited to, exam applications, reinstatement applications or continuing education forms, is accurate and truthful



- 3.9 Does not possess, use, copy, access, distribute or discuss certification exams, self-assessment and practice exams, score reports, answer sheets, certificates, certificant or applicant files, documents of other materials without proper authorization
- 3.10 Takes no action that leads, or may lead, to the conviction, plea of guilty or plea of nolo contendere (no contest) to any felony or to a misdemeanor related to public health, patient care, athletics or education; this includes, but is not limited to: rape; sexual abuse or misconduct; actual or threatened use of violence; the prohibited sale or distribution of controlled substances, or the possession with intent to distribute controlled substances; or improper influence of the outcome or score of an athletic contest or event
- 3.11 Reports any suspected or known violation of applicable local, state and/or federal rules, requirements, regulations and/or laws by him/herself and/or by another Athletic Trainer that is related to the practice of athletic training
- 3.12 Reports any criminal convictions (with the exception of misdemeanor traffic offenses or traffic ordinance violations that do not involve the use of alcohol or drugs) and/or professional suspension, discipline or sanction received by him/herself or by another Athletic Trainer that is related to athletic training
- 3.13 Cooperates with BOC investigations into alleged illegal or unethical activities. Cooperation includes, but is not limited to, providing candid, honest and timely responses to requests for information
- 3.14 Complies with all confidentiality and disclosure requirements of the BOC and existing law
- 3.15 Does not endorse or advertise products or services with the use of, or by reference to, the OC name without proper authorization
- 3.16 Complies with all conditions and requirements arising from certification restrictions or disciplinary actions taken by the BOC, including, but not limited to, conditions and requirements contained in decision letters and consent agreements entered into pursuant to Section 4 of the *BOC Professional Practice and Discipline Guidelines and Procedures*.
- 3.17 Fulfills financial obligations for all BOC billable goods and services provided.

#### **Code 4: Research**

The Athletic Trainer or applicant who engages in research:

- 4.1 Conducts research according to accepted ethical research and reporting standards established by public law, institutional procedures and/or the health professions
- 4.2 Protects the human rights and well-being of research participants
- 4.3 Conducts research activities intended to improve knowledge, practice, education, outcomes and/or public policy relative to the organization and administration of health systems and/or healthcare delivery

#### **Code 5: Social Responsibility**

The Athletic Trainer or applicant:

- 5.1 Strives to serve the profession and the community in a manner that benefits society at large
- 5.2 Advocates for appropriate health care to address societal health needs and goals

#### **Code 6: Business Practices**

The Athletic Trainer or applicant:

- 6.1 Does not participate in deceptive or fraudulent business practices
- 6.2 Seeks remuneration only for those services rendered or supervised by an AT; does not charge for services not rendered
  - 6.2.1 Provides documentation to support recorded charges
  - 6.2.2 Ensures all fees are commensurate with services rendered
- 6.3 Maintains adequate and customary professional liability insurance
- 6.4 Acknowledges and mitigates conflicts of interest

## IV. The Athletic Training Student

### A. Athletic Training Student Professional Behaviors

The Athletic Training Program strives to develop professional behaviors in each athletic training student. This is a non-exhaustive list of the characteristics and behaviors necessary for success as an athletic training students and entry-level athletic trainer. Many of these behaviors will be evaluated by a preceptor at the end of each clinical experience as part of our evaluation process. The professional behaviors expected of athletic training students are as follows:

1. Demonstrates a positive professional attitude
2. Demonstrates punctuality and promptness
3. Dresses professionally and maintains professional personal appearance
4. Demonstrates reliability and dependability
5. Demonstrates organizational skills and manages time efficiently
6. Demonstrates the ability to adapt well to changes
7. Demonstrates emotional maturity
8. Maintains professional rapport/relationship with others
9. Communicates regularly and effectively with preceptor
10. Reflects upon constructive feedback and modifies behavior as needed
11. Demonstrates self-initiative
12. Seeks preceptor assistance in proficiency development in a timely fashion
13. Expresses thoughts effectively and concisely in verbal and written form
14. Uses appropriate medical terminology
15. Demonstrates the ability to understand and follow direction
16. Maintains patient confidentiality
17. Demonstrates ability to work as a team in diverse settings
18. Demonstrates the core values of the profession and institution including; honesty, integrity, compassion, service, teamwork and empathy
19. Understand the ethical and legal parameters within the scope of practice for athletic trainers
20. Demonstrates ability to formulate appropriate questions and seeks out potential answers
21. Demonstrates confidence in abilities
22. Demonstrates overall motivation to learn

Adapted from Florida International University's Athletic Training Program Policy and Procedure Manual (2015). Retrieved from <http://cnhs.fiu.edu/at/assets/ASSET%20DOCs/ms-at-p-p-manual.pdf>

Henry, T.J., Schneider, R.C., & Stier, W.F. (2009). Desirable qualities, attributes, and characteristics of successful athletic trainers – A national study. *The Sport Journal*, 12(2).

## **B. Athletic Training Student Responsibilities**

Each clinical education site will have their own policies & procedures for you to follow, in addition to assigning daily tasks that need to be completed. It is the students' responsibility to know their required tasks and perform them without the prompting of the preceptor. Preceptors communicate with the Coordinator of Clinical Education on a regular basis and will report if these duties are not being completed successfully. This will result in a disciplinary warning for a first offense and subsequent disciplinary actions for further offenses.

1. Communication
  - a. Communicate regularly with your preceptor.
  - b. Maintain confidentiality of patients and medical conditions.
2. Policies and Procedures
  - a. Follow all rules set by your clinical education site.
  - b. Adhere to policies and procedures outlined in the athletic training student handbook.
3. Attendance
  - a. Arrive promptly to your clinical site at the time assigned and stay at your clinical site until excused by your preceptor.
  - b. Attend all practices and games unless excused by the clinical education coordinator and/or the preceptor.
  - c. Follow the athletic training student dress code during all practices and contests.
  - d. Practice clinical proficiencies during down time in the athletic training room.
4. Complete daily facility duties and other duties as assigned by the preceptor.
  - a. Assist the preceptor with preparation for and clean-up following evaluations, rehabilitations, practices and competitions.
    - i. Assist in the prevention of injuries and hazardous situations by correcting the situation when possible and bringing to the attention of the preceptor.
    - ii. Assist patients immediately when they come into the facility.
    - iii. Restock taping areas, emergency kits and equipment bags. Notify the preceptor when supplies are low.
    - iv. Wipe down tables and equipment between patients.
    - v. Return equipment to appropriate location when finished.
    - vi. Sweep debris off the floor, empty trash cans when full, and clean sink area following use.
    - vii. Clean equipment (including coolers, water bottles, whirlpools, etc.) daily.
  - b. Assist in wound care, evaluations, treatment and rehabilitation as trained.
  - c. Assist in the maintenance of student athlete files, including daily records of treatments and rehabilitations.
5. While at athletic practices and competitions
  - a. Face the field or court at all times.
  - b. If multiple athletic training students are on site, avoid congregating as a group.
  - c. Assist with emergency care, evaluation, and treatment as trained.
6. Represent Immaculata University's athletic training program in a positive manner.

## V. AT PROGRAM Academic Requirements

### A. Admission Requirements Specific to Athletic Training Major

All applicants must submit their applications through ATCAS. The pre-requisites for admissions include the following:

Immaculata University College of Graduate Studies requirements:

- Official undergraduate transcripts
- Two letters of recommendation
- GRE scores for students with a cumulative GPA <3.0
- Goals statement
- Interview

Athletic Training Program Requirements:

- Cumulative GPA of 3.0 or above
- 100 hours of observation with a certified athletic trainer
- Current certification in First Aid and CPR/AED (BLS, Healthcare provider, or Professional Rescuer)
- Required courses (Note: a 'B' or above is required for all courses)
  - Human Anatomy – 4 credits
  - Human Physiology – 4 credits
  - (or 8 credits total in Human Anatomy & Physiology I&II)
  - Biology – 3 credits
  - Physics – 4 credits
  - Chemistry – 4 credits
  - Kinesiology or Structural/Functional Anatomy – 3 credits
  - Exercise Physiology – 3 credits
  - Nutrition – 3 credits
  - Introduction to Research – 3 credits
  - General Psychology – 3 credits
  - Statistics – 3 credits
  - Medical Terminology – 1-3 credits
  - 6 credits from the following courses:
    - Prevention & Care of Athletic Injuries
    - Biomechanics
    - Exercise Evaluation & Prescription
    - Sport Nutrition
    - Sport Psychology
    - Health Psychology

### B. Non-Discrimination Policy

Immaculata University is committed to the principle of equal educational opportunity without unlawful discrimination because of an applicant's or student's race, gender, ethnicity, religion, age, national origin, color, disability, marital status, familial status, veteran status, ancestry, genetic characteristics, pregnancy, or other classifications protected by law of University Policy.

### **C. Transfer Credit**

According to Immaculata University's College of Graduate Studies policy, the decision for acceptance of transfer credits is at the discretion of the program. Due to the nature of the Athletic Training program and the clinical competencies associated with each course, the MAT program will not accept transfer credit for courses in which the completion of athletic training competencies/standards are required.

### **D. Retention Requirements Specific to Athletic Training Major**

Students enrolled in the Master of Athletic Training program must maintain rigorous academic standards to prepare themselves for the BOC examination. In order to maintain successful progression towards graduation, students must earn a C+ or above in all athletic training classes. Since courses must be taken in the prescribed order outlined in the program's course sequence sheet, unsuccessful completion of a course may result in program dismissal. Additionally, students must successfully pass a cumulative examination at the conclusion of each clinical course in order to progress to the next semester and next level of clinical education.

### **E. Academic Probation Policy**

As stated in the Immaculata University College of Graduate Studies catalog, students may be placed on academic probation if they fail to maintain a 3.0 minimum GPA. Students who receive two grades in the category of "below standard performance" (B-, C+, C, or C-) will be placed on academic probation. Any grade at the "D" level will result in academic probation. Students on academic probation may not sit for the comprehensive examination or graduate.

Athletic Training program policies are more stringent than those set by the university. As stated in the above policy, students may be dismissed from the program if they receive a grade of "C" or below in any athletic training course.

### **F. Athletic Training Probation and Dismissal Appeal**

When placed on academic probation or being dismissed from the program, students will be informed in writing by the academic dean and/or the Program Director. If students wish to appeal the decision, they must submit a written statement of appeal to the Program Director by the date stated on the letter. This letter should include a detailed rationale as to why the student is appealing the decision. A committee consisting of the Program Director, Clinical Education Coordinator, and an appointed faculty member/administrator will meet to review the appeal. Students will be notified of the committee's decision in writing within three (3) weeks of receipt of the appeal. If students would like to pursue the issue further they will be advised to follow the University's Grievance Policy.

### **G. University Withdraw**

As stated in the Immaculata University College of Graduate Studies Catalog, requests for complete withdrawal from the College must be made in writing to the Dean of the College of Graduate Studies. If students have completely withdrawn from a program, they may not resume their studies unless they have been formally re-admitted. If students are withdrawing from the University prior to the end of the semester, they must follow the procedure outlined

for withdrawal from classes in order to avoid receiving failing grades for their courses. Students who withdraw without approval will receive an F grade in any courses in which they are enrolled.

## **H. Grading Policy**

Letter Grade	Lowest Percentage	Highest Percentage
A	93.00%	100%
A-	90.00%	92.99%
B+	87.00%	89.99%
B	83.00%	86.99%
B-	80.00%	82.99%
C+	77.00%	79.99%
C	73.00%	76.99%
C-	70.00%	72.99%
F	0.00%	69.99%

## **I. Academic Integrity and Ethical Conduct**

The MAT sets high academic standards for its students and expects students to complete assignments and activities with integrity and ethical standards. Cheating, plagiarism, collusion, recycling of work, sabotage of another's work, and falsification of information will not be tolerated. Those students found responsible for violating these standards will be disciplined appropriately. More information about the Academic Integrity and Ethical Conduct policy and procedures can be found in the Immaculata University College of Graduate Studies Catalog,

## **J. BOC Exam Eligibility**

The BOC exam is the gateway to becoming an Athletic Trainer. Students/graduates must successfully pass this exam in order to gain employment as an athletic trainer. Following program accreditation, students are eligible to take the BOC exam upon graduation or while enrolled in their final semester of the AT curriculum.

Successful completion of the BOC exam demonstrates entry-level knowledge into the profession. Due to the intensity of the examination, cost of the exam, and limited window in which to take the exam, Immaculata University has established specific criteria for students to complete before registering and obtaining program director verification.

Students/graduates must meet the following criteria before registering for the examination:

- Completion of ACES preparatory course
- Individual meeting with the PD or CCE to discuss timelines and study goals
- Successful completion of Athletic Training Comprehensive Examination
- Successful completion of all course proficiencies

Please see the BOC website for detailed information regarding BOC exam registration.  
[www.bocact.org](http://www.bocact.org)

## **K. AT PROGRAM Curriculum Requirements**

The Master of Athletic Training (MAT) program is a full-time 60 credit graduate program providing students with the didactic knowledge and clinical education experiences necessary to prepare students for successful careers in athletic training. The follow courses are graduation requirements:

### Core Graduate Curriculum (3 credits)

GEN 502 Methods of Research (3)

### Athletic Training Curriculum (57 credits)

ATP 501 Foundations in Athletic Training (3)

ATP 503 Structural and Functional Kinesiology (3)

ATP 504 Emergency Medical Care (4)

ATP 505 Lower Extremity Assessment (3)

ATP 506 Upper Extremity Assessment (3)

ATP 507 Head & Spine Assessment (3)

ATP 508 Therapeutic Exercise (3)

ATP 509 Therapeutic Modalities (3)

ATP 510 General Medical Conditions (3)

ATP 511 Athletic Training Administration (3)

ATP 512 Mental Health Strategies (3)

ATP 513 Manual Therapy/Alternative Treatments (3)

ATP 514 Orthopedic Procedures (3)

ATP 599 Comprehensive Exam in Athletic Training (0)

ATP 650 Special Topics (3)

ATP 551 Clinical I (2)

ATP 552 Clinical II (2)

ATP 553 Clinical III (2)

ATP 554 Clinical IV (2)

ATP 555 Clinical V (5)

ATP 556 General Medical Clinical (1)

### **K.1. Interprofessional Education**

Interprofessional Education is a required component of the Master of Athletic Training program and is embedded into the courses within the curriculum. GEN 502 Methods of Research is a course required of all masters degree students and will be taken with students of varying health care and other disciplines. Additionally MAT students will engage with students and professionals of other health care disciplines through a planned trauma experience in ATP 551 Clinical I, a manual therapy seminar course in ATP 513 Manual Therapy/Alternative Treatments, and CEU courses in various clinical courses.

Interprofessional educational experiences are planned for each fall and spring semester. Students are required to attend a minimum of two opportunities per academic year.

## L. MAT PROGRAM Course Sequence Sheet

### IMMACULATA UNIVERSITY TWO-YEAR COURSE SEQUENCE SHEET

DEPARTMENT: HEALTH & HUMAN SCIENCES

MAJOR: ATHLETIC TRAINING

M.A.T.

<b><i>1<sup>st</sup> Year - Summer Semester</i></b>	<b><i>1<sup>st</sup> Year - Fall Semester</i></b>	<b><i>1<sup>st</sup> Year – Spring Semester</i></b>
ATP 501: Foundations in Athletic Training (3)	ATP 505: Lower Extremity Assessment (3)	ATP 506: Upper Extremity Assessment (3)
ATP 503: Structural & Functional Kinesiology (3)	ATP 508: Therapeutic Exercise (3)	ATP 509: Therapeutic Modalities (3)
AEP 504: Emergency Medical Care (4)	ATP 551: Clinical I (2)	ATP 513: Manual Therapy/Alternative Tx (3)
	GEN 502: Methods of Research (3)	ATP 552: Clinical II (2)
10 cr.	11 cr.	11 cr.
<b><i>2<sup>nd</sup> Year - Summer Semester</i></b>	<b><i>2<sup>nd</sup> Year - Fall Semester</i></b>	<b><i>2<sup>nd</sup> Year – Spring Semester</i></b>
ATP 507: Head & Spine Assessment (3)	ATP 511: Athletic Training Administration (3)	ATP 650: Special Topics in Ath. Train (3)
ATP 510: General Medical Conditions (3)	ATP 514: Orthopedic Procedures (3)	ATP 555: Clinical V (5)*
ATP 512: Mental Health Strategies (3)	ATP 554: Clinical IV (2)*	
ATP 553: Clinical III (2)	ATP 599: Comprehensive Exam in AT (0)	
ATP 556: General Medical Clinical (1)		
12 cr.	8 cr.	8 cr.
		TOTAL CREDITS: 60 cr.

\*ATEP 554-555 Clinical courses are immersive experience



## VI. Athletic Training Program Specific Policies

### A. Additional Financial Costs

In addition to the cost of tuition and course related fees (~\$2800), students must be aware that there are other fees associated with enrollment in the Athletic Training Program at Immaculata University. Some of these fees may include the following items:

- Purchase of CastleBranch Package (~\$150)
  - Background checks (child abuse, FBI and state criminal background checks)
  - Drug screening
  - Copy of current physical examination and immunization records (may be additional costs if you need to see your physician and update immunizations)
  - Bloodborne pathogen and OSHA training
  - Liability insurance (\$40-50)
- Annual certification in CPR/AED for the Health Care Provider & Standard First Aid
- Athletic Training Program clothing/attire/gear
- Travel to clinical sites (gas, parking, etc.)
- ATrack Membership - \$45 annual fee or \$90 lifetime fee

### B. Athletic Participation Policy

Due to the rigorous nature of the program and the required clinical education experiences, students are not allowed to participate in intercollegiate athletics even if the student has remaining NCAA eligibility.

### C. Outside Employment Policy

The rising costs of tuition, books, and other expenses are a concern for athletic training students. It is strongly recommended that you apply for financial aid and look for outside scholarships. While outside employment is not prohibited, students are advised that academics (including clinical education experiences) is the primary responsibility and must come first. Unfortunately when trying to balance academics, athletic training responsibilities, employment and other obligations something usually suffers. If you have a financial concern, please discuss your options with a counselor in Financial Aid.

### D. Confidentiality Policy

Due to your role in the healthcare system, you will be exposed to personal information of your athletes and patients. Please remember that all the information you obtain through your clinical experiences is confidential. At no time should any information obtained be shared or repeated. All athletic training students are responsible for completing HIPAA training through CastleBranch and signing the MAT Confidentiality Policy form. **\*\*Please complete the Confidentiality Policy form on ATrack\*\***

#### D.1. Health Insurance Portability and Accountability Act (HIPAA)

The *Standards for Privacy of Individually Identifiable Health Information* ("Privacy Rule") establishes, for the first time, a set of national standards for the protection of certain health

information. The U.S. Department of Health and Human Services (“HHS”) issued the Privacy Rule to implement the requirement of the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”).<sup>1</sup> The Privacy Rule standards address the use and disclosure of individuals’ health information—called “protected health information” by organizations subject to the Privacy Rule — called “covered entities,” as well as standards for individuals’ privacy rights to understand and control how their health information is used. Within HHS, the Office for Civil Rights (“OCR”) has responsibility for implementing and enforcing the Privacy Rule with respect to voluntary compliance activities and civil money penalties.

A major goal of the Privacy Rule is to assure that individuals’ health information is properly protected while allowing the flow of health information needed to provide and promote high quality health care and to protect the public’s health and well being. The Rule strikes a balance that permits important uses of information, while protecting the privacy of people who seek care and healing. Given that the health care marketplace is diverse, the Rule is designed to be flexible and comprehensive to cover the variety of uses and disclosures that need to be addressed.

(<http://www.hhs.gov/ocr/privacy/hipaa/understanding/summary/index.html>)

## **D.2. Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act of 1974 grants students the right to review their educational records. Under FERPA, a school may not generally disclose personally identifiable information from an eligible student’s education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA’s prohibition against non-consensual disclosure that can be found on FERPA’s website. Through these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. (<https://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>)

## **E. Athletic Training Student Conduct & Disciplinary Procedures**

Athletic training students are expected to conduct themselves in a professional manner at all times. This includes following the core values of Immaculata University, the Code of Ethics of the National Athletic Trainers’ Association, the BOC Standards of Practice and all guidelines set within this manual. Please conduct yourself as an athletic training professional when working with preceptors, physicians, coaches, athletes, parents, and administrators.

### **E.1. Disciplinary Procedures**

- 1<sup>st</sup> offense – verbal warning and official documentation in the student file
- 2<sup>nd</sup> offense – disciplinary probation from the Athletic Training Program
- 3<sup>rd</sup> offense – disciplinary dismissal from the Athletic Training Program

Note: The severity of the offense might necessitate a council be convened to determine the level of disciplinary action necessary. Regardless of the number of the offense, the action may be a warning, probation, or dismissal from the program.

*Disciplinary Warning* – students placed on disciplinary warning will remain in their clinical assignment, but will be under close supervision from the preceptor and clinical education coordinator. Any additional offense (of any type) may result in probation.

*Disciplinary Probation* – when a student is placed on disciplinary probation, they will be removed from their clinical assignment and may be subject to lowering of their course grade or a failure for the clinical course. While on probation, the ATS is expected to meet all other educational requirements associated with the program and all policies and procedures as stated in this manual. The program director and clinical education coordinator will determine the length of probation.

*Program Dismissal* – if an athletic training student is dismissed from the program, they will be required to meet with the program director and dean of the College of Graduate Studies to discuss options for continuing their academic studies. Students may appeal the dismissal in writing prior to the beginning of the next semester. The appeal will be evaluated following the procedures listed below.

#### **E.1.a. Athletic Training Program Appeal Policy**

When placed on disciplinary probation, students will be informed in writing from the Program Director. If students wish to appeal the decision, they must submit a written statement of appeal, including a rationale to justify the appeal. When a student is being dismissed from the program due to disciplinary or academic concerns, the student will be informed in writing by the dean of the college and the program director. If the student wishes to appeal the decision, they must submit a written statement of dismissal appeal, including a rationale to justify the appeal, by the date stated on the letter from the Program Director which will be approximately two weeks following the date the letter was sent. A committee consisting of the Program Director, Clinical Education Coordinator, and an appointed faculty member will meet to review the appeal. Students will be notified of the committee's decision in writing within three weeks of receipt of the appeal. If students would like to pursue the issue further they will be advised to follow the University's Grievance Policy.

#### **E.1.b. Athletic Training Program Grievance Policy**

If an ATS has a concern with a decision made or action performed within the athletic training program, they should first discuss their concern with the individual of concern (faculty member, preceptor, etc.). If the issue is not resolved, the ATS should bring the concern to the Athletic Training Program Director. All attempts will be made to resolve the situation with the Program Director as a mediator. If situation cannot be resolved or involves the Program Director, the department chair and/or the Dean of the College of Graduate Studies will become involved.

## **E.2. Social Conduct Policies**

### **E.2.a. Drug and Alcohol Policy:**

If an athletic training student reports to class, open lab hours, or clinical education experience under the influence of alcohol or illegal drugs or partakes in their use while at any of the mentioned locations they will be subject to immediate suspension from the athletic training program. Students may also face campus disciplinary procedures and/or legal consequences.

### **E.2.b. Social Media Policy**

It is acknowledged that students will use social media for personal reasons. The following guidelines should be followed when using social media:

1. No reference to being an athletic training student at Immaculata University should be posted in conjunction with offensive or inappropriate pictures or comments. This includes, but is not limited to, reference to drunkenness, illegal drugs, acts punishable by law, sexual innuendos, and foul language.
2. No information related to the health or playing status of any athlete or patient from Immaculata University or clinical sites utilized by the Athletic Training Program should be posted.

### **E.2.c. Professional Relationships Policy**

Athletic Training students are often placed in unusual and sometimes uncomfortable situations due to the relationships formed during their educational process. It is important that athletic training students maintain a professional demeanor during their clinical education experiences. All relationships must remain professional and should never become personal. Disciplinary action will be taken if professional relationships are broken. Below are guidelines regarding your interaction with different individuals you will encounter throughout your experiences. If you have any questions regarding your relationships with any of the following individuals, please contact the clinical education coordinator or program director. **\*\*Please complete the Professional Relationships Policy form on ATrack\*\***

## VII. Health and Safety Policies

### A. Bloodborne Pathology Policy

Immaculata University Athletic Training Program is committed to providing a safe learning and clinical education experience for all of our athletic training students. Immaculata University and all other clinical sites are required to follow bloodborne pathogen standards and provide the ATS with all of the appropriate materials to protect their health and safety during the clinical experience. The following procedures should be followed during all classes and clinical education experiences:

1. Gloves and other personal protective equipment must be worn at all times when in contact with body fluids, including blood.
2. Soiled supplies and disposable sharps must be disposed of in red biohazard waste bags and/or sharps containers.
3. If bleeding occurs outside of the athletic training facility, all soiled items must be contained in a plastic bag and disposed of as soon as possible in the appropriate biohazard container.
4. All blood spills must be cleaned following the appropriate procedures.
5. Report any exposure to body fluids to your preceptor and clinical coordinator/program director as soon as possible.
  - a) Follow all guidelines for reporting exposure as outlined by the site.
  - b) It is highly recommended that the ATS seek out medical guidance and be tested for any blood borne pathogens.
  - c) Note that students are responsible for all fees associated with the doctor's visit and laboratory testing.

In addition, all Athletic Training Students will undergo Blood Borne Pathogen training prior to the start of the program and then reviewed annually prior to the start of the second year of the program. Additionally, students will annually sign the MAT Bloodborne Pathology Policy form. **\*\*Please complete the Blood Borne Pathogen and Communicable Disease form on ATrack\*\***

### B. Communicable and Infectious Disease Policy

Prior to starting clinical education experiences, students must have updated immunization records on file, which include: Hepatitis B, meningitis, MMR, polio, varicella, tetanus, diphtheria, pertussis (TDaP), tuberculosis testing, and annual flu vaccination. The ATS is responsible for keeping all immunizations up to date and submitting appropriate documentation through CastleBranch.

Communicable Diseases (as cited by the Center for Disease Control) include, but are not limited to bloodborne pathogens, conjunctivitis, diarrheal diseases, diphtheria, hepatitis, herpes simplex, measles, meningococcal infections, mumps, pertussis, rubella, scabies, streptococcal infection, varicella, and viral respiratory infections. Communicable diseases are transmitted through physical contact, air (cough, sneeze, etc.), ingestion or injection and through animals.

To prevent transmission of communicable and infectious diseases athletic training students must follow proper hand washing techniques and practice good hygiene. All sites are required to provide students access to appropriate blood-borne pathogen barriers and control measures.

The ATS must follow Universal Precautions and should not participate in patient care if exhibiting symptoms of a communicable disease. If a student is suspected of having a communicable disease they must report to the Immaculata University health center or their personal physician for evaluation and care. The ATS must notify the AT Program Director and/or the Clinical education coordinator and will be relieved from their clinical assignments until cleared by a physician to return. Appropriate medical documentation is necessary before returning to your clinical assignment. The clinical education coordinator will communicate with the preceptor regarding your absence. **\*\*Please complete the Blood Borne Pathogen and Communicable Disease form on ATrack\*\***

**For more information related to all of the policies listed above please refer to Volume II of the Immaculata University Policy Manual (Section 2.2)**

### **C. Venue-Specific Health & Safety Procedures**

Throughout the course of the curriculum, students will be exposed to a variety of clinical settings. Each location will be unique in its policies, procedures, equipment, and expectations. Prior to the start of each clinical rotation, students are responsible for meeting with their preceptor to review health and safety guidelines for the facility. This includes EAPs, location of personal protective equipment, exposure procedures, and any other training required by the particular facility. Students should discuss with their preceptor their roles and responsibilities in various situations and how patients will be able to differentiate between the student and other healthcare providers on a daily basis. Additionally, the Clinical Education Coordinator will regularly request equipment calibration and maintenance reports from the facilities to ensure the safety of all individuals using the equipment.

## **VIII. Clinical Education Requirements**

### **A. Purpose**

The purpose of clinical education experiences are to provide students with the opportunity to work under the supervision of preceptors (athletic trainers, physicians, etc.) while gaining crucial, real life experiences in athletic training. Through these experiences students will integrate cognitive and psychomotor skills by applying classroom theory to clinical experiences.

### **B. Clinical Education Pre-Requisites**

Prior to start of clinical education experiences, students must submit the following items to the program.

CastleBranch Submission:

- Current physical examination and immunizations record
- Health Insurance
- Liability Insurance
- HIPAA and OSHA Certifications
- Pennsylvania Statewide Criminal Search
- Pennsylvania Fingerprint Clearance
- Pennsylvania Child Abuse Clearance
- 10 panel urine drug test

Program Director Submission:

- Signed statement of technical standards specified by the profession
- CPR/AED for the Professional Rescuer or Health Care Provider certification
- Annual communicable disease and blood borne pathogen training
- Mandated Reporter Training certificate

### **C. First Aid & CPR/AED Requirements**

Athletic Training Students will be responsible for basic first aid under the supervision of their preceptor. Therefore, students must maintain current certifications in First Aid and CPR/AED for the Health Care Provider. The athletic training program will offer recertification courses annually. It is the responsibility of the athletic training student to attend initial and recertification training, successfully complete the certification courses, maintain certification at all times and keep record of their certifications.

### **D. Liability Insurance**

Athletic Training Students are required to carry professional liability insurance during their clinical experiences. Students may obtain the liability insurance from a few different sources. HPSO is an excellent company with reasonable annual rates (\$40-50) for students. A copy of the insurance policy must be submitted to the Clinical Education Coordinator prior to the start of the clinical education experience.

## E. Clinical Sites and Contacts

Sites and preceptors vary each year. Please see Section I: People You Should Know for updated information. The clinical education coordinator has a complete listing of all sites and contacts.

## F. Placements

Students are required to complete a total of six clinical education experiences. Each clinical course is scheduled to focus on particular skills and populations. The Clinical Education Coordinator will assign students to a variety of athletic training and other health care settings. During the first year of the program, clinical locations will be within the local region. To prepare for the second year of the program, students should work with the Clinical Education Coordinator to determine experiences that meet their future career goals and potentially identify experiences that are located outside of the immediate area.

In order to ensure a balance between academic, clinical experiences and out of school obligations, required hours are set for each clinical education experience. On average, students spend approximately 20 hours per week at their clinical education location. These hour ranges were set to ensure students obtain optimal clinical experiences, while trying to maintain time for academic coursework, personal responsibilities, and self-care. During immersive experiences, students will spend upwards of 40 hours per week at the site.

Semester/Year	Course	Focus	Immersion	Required Hours
Fall 1	ATP 551: Clinical I	Immediate Care	No	250-350 hours
Spring 1	ATP 552: Clinical II	Evaluation/TherEx	No	200-300 hours
Summer 2	ATP 553: Clinical III	Evaluation/Modalities	No	75-125 hours (6 weeks)
Summer 2	ATP 556: General Medical Clinical	General Medical Skills	No	Minimum of 75 hours
Fall 2	ATP 554: Clinical IV	Emergency Management	Yes	250-300 hours (7 weeks)
Spring 2	ATP 555: Clinical V	Comprehensive Skills	Yes	500-600 hours

## G. Immersive Clinical Experiences

During the second year of the MAT program, students will experience two (2) immersive clinical placements. The purpose of an immersive experience is for second year students to fully engage in a clinical experience that exposes them to the full scope of athletic training on an everyday, multi-week basis. During these immersive experiences, students will not have on-campus academic responsibilities, but will have assignments related to the didactic portion of the clinical course. Additionally, some semesters will have online courses running concurrently.

For each immersive experience, students will be assigned to a preceptor at the site. Students must abide by the required minimum and maximum clinical hours during the immersive clinical experience, but the experience should mimic the regular hours of the preceptor. The student is expected to be in attendance at the clinical site during the time the preceptor is at the clinical site.

Clinical sites in the surrounding area are available and will be used for all three immersive clinical experiences. During Spring 2, students may elect to participate in a clinical immersive experience outside of the region. Students who wish to do this are expected to



communicate with the Clinical Education Coordinator, as soon as possible, so an appropriate Clinical Agreement with the site can be secured. Students may not obtain clinical experiences with any site in which there is not an appropriate Clinical Agreement.

## **H. Clinical Progression**

The Immaculata University MAT uses a learning over time model to progress students towards autonomous practice of athletic training. Through the prescribed course and clinical progression and associated course competencies, students will learn didactic content and practice their clinical skills in a progressive manner. This model reinforces knowledge and skills in order for students to be successful in the classroom, clinical, and ultimately in their careers.

Students must be successful in their didactic learning in order to be equipped for hands on clinical patient care practice. Therefore, students will be given a comprehensive clinical examination at the conclusion of each clinical education course. Students who do not successfully pass the clinical exam, with an 80% or above, will not be able to progress to the next clinical experience. Students will be given an additional opportunity to pass the exam if they are not successful on the first attempt.

### **H.1. Clinical Competencies**

The CAATE 2020 Standards list the core clinical competencies that must be completed as part of the athletic training students' curriculum. ATS completion of these competencies will be monitored and graded using ATRACK. Students are provided a mapping of the competencies in the handbook, program framework, and each course syllabus. Students must complete and "pass" the activities and assignments associated with each clinical competency listed on their course syllabus. It is the responsibility of the student to inform the preceptor which skills they need to complete each week and initiate practice sessions. Students that have not passed each competency associated with the course will not receive full points, which will impact the student's overall grade in the course. All competencies for the course must be at least attempted during the assigned semester, students that have not attempted all competencies for the course, will receive an "F" for the course.

### **H.2. Student Evaluations**

Athletic Training students are to be evaluated by the preceptor using the forms provided on ATRACK. Students will be evaluated on their professionalism, competency, technical skills, and other related areas. Additionally, students are required to complete self-evaluations of their clinical education experiences using the forms provided on ATRACK. The ATS and preceptor should discuss the evaluation summary prior to completion of the clinical experience.

## **I. Communication with Preceptor**

Students are expected to maintain regular contact with their preceptor. Prior to the start of each clinical rotation, students should discuss with the preceptor their preferred method of communication (email, text, phone call). Students should discuss their schedule prior to the start of the clinical and note any requested days off for special events or other obligations. In the case of an emergency that will not allow the student to attend clinical that day, the student should notify the preceptor and clinical education coordinator. There are occasions when the

ATS may request additional days away from clinical due to unseen circumstances; these must be approved by the clinical education coordinator and preceptor to ensure that students will still receive the required learning experiences.

Additionally, it is the responsibility of the student to know the learning outcomes associated with each clinical education course. The ATS must be proactive in communicating the activities, assignments, and standards with the preceptor at the start of the clinical experience. The student must take the initiative to practice these skills and ask the preceptor for opportunities to practice and receive feedback. It is not the preceptors' responsibility to make sure that you complete the requirements; they are there to facilitate the learning and provide constructive feedback. Do not wait until the end of the semester to complete your requirements.

## **J. Transportation Policy**

Students are required to obtain their own transportation to and from assigned clinical sites. Students will not be reimbursed for mileage or gas. Attempts will be made to keep clinical sites within the local region, but due to the availability of locations and the number of athletic training students some students will be expected to travel a distance to their clinical site. In addition, some of the more "prestigious" assignments may be located outside of the local region. If you believe that transportation will be a concern for you, please discuss these concerns with the clinical education coordinator prior to assignment of the clinical experience. Sites might be available via public transportation. For the ideal clinical experience, the student must provide his or her own personal means of transportation.

Students assume full responsibility for incidents that may occur while traveling to and from the clinical experience or while participating in the clinical experience provided by the university. The student should not hold Immaculata University and/or related agencies liable if an accident/incident is to occur. **\*\*Please complete the Travel Agreement form on ATrack\*\***

**J.1. Carpool Policy.** If students are not able to secure their own transportation or multiple students are assigned to the same clinical education site, carpooling may occur. In these situations, students are responsible for coordinating their schedules and providing reimbursement for travel expenses including gas, parking, and/or tolls.

## **K. Away Contest Travel policy**

Athletic training students may only travel to away contests if their supervising preceptor is also traveling to the event. Athletic training students may not volunteer for unsupervised travel in the role as a "first responder" and "first aider". All athletic training students must provide care under the direct supervision of their preceptor and this individual must be present to intervene if necessary. Any unsupervised student travel is in direct non-compliance of the CAATE Standards. If you wish to travel to an away contest without a preceptor you will attend the event as a spectator. You will be responsible for your own transportation and you must sit in the stands as a spectator.

## **L. Remuneration for Services**

Athletic training students are not to be paid for any services rendered in the context of their clinical education experiences. If a student is found responsible for accepting payment for clinical education services, they will be held responsible through the athletic training program conduct system. **\*\*Please complete the Remuneration for Services form on ATrack\*\***

## **M. Clinical Requirements during Preseason and/or Breaks**

The athletic training student will be required to participate in pre-season, winter season and post-season clinical experiences. Each clinical site has a particular schedule that will be coordinated with the Clinical Education Coordinator. The ATS is expected to participate in the clinical prior to the season in the fall (pre-season) during the winter break (winter season) and post season experiences pending on the status of the ATS and teams. Please see the Clinical Education Coordinator for details concerning clinical assignments.

## **N. Inclement Weather Policy**

If Immaculata University cancels on campus classes all clinical education experiences are also cancelled. If the university has not cancelled classes, but hazardous travel conditions exist for specific clinical sites, the student should evaluate the weather/travel situation with their preceptor and the clinical education coordinator. Decisions to cancel clinical experiences for the day will be made on a case-by-case basis.

If Immaculata University classes are cancelled due to weather conditions, the announcement will be made on KYW (1060am) and Philadelphia new stations. Weather related closings are also noted on the University webpage at [www.immaculata.edu](http://www.immaculata.edu) and through MyIU. It is recommended that students subscribe to "IU Alert" announcements for information set directly to your email and cell phone.

Please make arrangements with your preceptor to determine the appropriate method for communication if activities are cancelled at your clinical education site.

## **O. Dress Code/Appropriate Attire**

Athletic training students are expected to represent Immaculata University and the Athletic Training Program in a positive manner through both their behaviors and personal appearance. Students must adhere to the dress code at all clinical sites. If in doubt, ask your preceptor

1. Daily Dress Code
  - a) Khaki/tan or gray/black pants or shorts
    1. No Jeans!
    2. Shorts must be longer than the fingertips!
  - b) IU Athletic Training polo shirt, t-shirt, or sweatshirt or plain, school colored collared or polo shirt
    1. Must wear the polo shirt for general medical and rehabilitation rotations
    2. Shirts must be tucked in at all times!
2. Game Day Dress Code
  - a) Khaki/tan or gray/black pants or shorts
  - b) IU Athletic Training or school assigned polo shirt

- c) Dress clothes are acceptable for most indoor sports
- 3. Inclement Weather Dress Code
  - a) Immaculata University or plain colored jacket, fleece or pull-over.
  - b) Black or blue wind pants
- 4. General Guidelines
  - a) Footwear must be appropriate to the clinical setting. Dress shoes or sneakers are required. Sandals, flip-flops, clogs, crocs, and high heels are not permitted.
  - b) Hats are not permitted in the athletic training facility or clinic. Immaculata University hats/visors or those without a logo may be worn outside but must be worn appropriately.
  - c) Hair must be pulled back or kept out of the face to prevent interference in patient care. Facial Hair is permitted as long as it is kept neatly groomed.
  - d) Fingernails are encouraged to be kept short and trimmed to prevent interference in patient care.
  - e) Minimal amounts of jewelry may be worn, but should not interfere with the ability to provide treatments and care. (No long earrings, dangling necklaces, bulky rings, or lip piercings, etc.)
  - f) Tattoos should be covered up to the best of your ability. Offensive body markings must be fully covered. Final decisions of appropriate tattoo coverage is up to the discretion of the specific clinical education site.

## **P. Clinical and Program Evaluations**

Athletic training students will have the opportunity to evaluate their preceptors and clinical sites through the form provided on ATRACK. These evaluations should be completed at the conclusion of the clinical education experience, but no later than the last day of classes for the semester. This feedback is extremely important in evaluating the quality of educational experience that our students are obtaining and helps the Clinical Education Coordinator determine if the preceptor and site should be used for future experiences. Please remember that if you have concerns regarding the preceptor or clinical site during semester, bring them to our attention immediately. Do not wait until the end of semester evaluation.

Athletic Training students and preceptors will be given the opportunity to evaluate Immaculata University's Athletic Training Program at the conclusion of each year. The athletic training program evaluation form will be accessible through ATRACK and will include evaluation of the program director, clinical education coordinator, educational experiences and the program in general. We value student feedback and appreciate your help in improving our program.

## **IX. Other Program Opportunities**

### **A. Athletic Training Student Organization**

The Athletic Training Student Organization (ATSO) is a student run organization that is registered with the Office of Student Development and Engagement. The organization provides opportunities for athletic training students to obtain leadership positions, participate in community service opportunities, and attend local, regional, and national conferences. All athletic training students are encouraged to be active participants in this organization.

### **B. In Service Training/Educational Opportunities**

Throughout each semester, the Athletic Training Program will conduct in-service training and educational sessions. Many of these events are considered to be a part of your clinical education experience and are reflected in your course syllabi. Therefore, it is required that all athletic training students attend all scheduled events. The in-service trainings will include required sessions in blood borne pathogens, First Aid, CPR/AED, spinal injury management, etc. Educational opportunities will include guest speakers from the medical community that will discuss the latest topics related to the profession of athletic training. If a student has a particular topic in which they would like presented, they should discuss their interest with the Program Director or Clinical Education Coordinator. If a student is unable to attend an in-service training or educational event, he/she must notify the Program Director or Clinical Education Coordinator prior to the scheduled event. If it is determined that the student has a reasonable excuse for missing the event, accommodations for a comparable make-up session will be made.

### **C. Professional Organizations**

Membership in professional organizations provides an opportunity for students to become involved in the profession prior to certification. Athletic training students are highly encouraged to become active in the state, regional and national organizations. Membership in the organization allows you to attend annual conferences, apply for scholarships and network with peers and professionals in the field. It will be required that all students become members of the NATA during the first year of the curriculum.

#### **National Athletic Trainers' Association**

[www.nata.org](http://www.nata.org)

The National Athletic Trainers' Association (NATA) is the professional membership association for certified athletic trainers and others who support the athletic training profession. Founded in 1950, the NATA has grown to more than 30,000 members worldwide today. The majority of certified athletic trainers choose to be members of the NATA – to support their profession, and to receive a broad array of membership benefits.

#### **Eastern Athletic Trainers' Association**

[www.goeata.org](http://www.goeata.org)

The Eastern Athletic Trainers' Association was first formed in January 1949 when a few athletic trainers in the northeast decided to gather and share information. Today, the EATA

encompasses all members of the National Athletic Trainers' Association who reside in either District I or District II. The EATA holds an annual meeting and provides scholarships and research opportunities for students and certified athletic trainers who are members.

### **Pennsylvania Athletic Trainer's Association**

[www.gopats.org](http://www.gopats.org)

The Pennsylvania Athletic Trainers' Society is a progressive organization of health care professionals who work under the direction of a licensed physician. Certified Athletic Trainers working in the Commonwealth protect and enhance the health and welfare of our clients through prevention, recognition, management, and rehabilitation of injuries. Further, the society's vision is to continue to promote our profession and to serve the needs of the membership.

The mission of the Pennsylvania Athletic Trainers' Society is to:

<b>P</b>	Promote the profession of athletic training through public awareness and education.
<b>A</b>	Advocate the certified athletic trainer as a recognized health care provider for the physically active in the Commonwealth through legislative and credentialing efforts.
<b>T</b>	Transact business on behalf of the Society's membership in a prudent, effective, and collaborative manner.
<b>S</b>	Serve the membership by providing a gateway to educational, research, scholarship, and networking opportunities.

### **Other Professional Organizations**

- American College of Sports Medicine
- National Academy of Sports Medicine
- National Strength and Conditioning Association

## APPENDICES

## Appendix A – Athletic Training Glossary

### ATHLETIC TRAINING GLOSSARY COMPILED BY ATHLETIC TRAINING STRATEGIC ALLIANCE INTER-AGENCY TERMINOLOGY WORK GROUP

The following document is used to provide common definitions  
to be used across the athletic training profession.  
Revised 5/2019

**Academic plan:** The document that encompasses all aspects of the student's classroom, laboratory, and clinical experiences. Also called a specimen program or curriculum plan.

**Academic year:** Two academic semesters or three academic quarters.

**Affiliation agreement:** formal, written document signed by administrative personnel, who have the authority to act on behalf of the or affiliate, from the sponsoring institution and affiliated site. This agreement defines the roles and responsibilities of the host site, the affiliate, and the student. Same as the memorandum of understanding.

**Appropriate administrative authority:** Individuals identified by the host institution and, when applicable, the affiliate who have been authorized to enter an agreement on behalf of the institution or affiliate. The individuals having appropriate administrative authority may vary based on the nature of the agreement.

**Assessment plan:** See Comprehensive Assessment Plan

**Clinical education:** The application of athletic training knowledge, skills, and clinical abilities on an actual patient base that is evaluated and feedback provided by a preceptor.

**Clinical site:** A physical area where clinical education occurs.

**Communicable disease:** A contagion that may be directly transmitted from person-to-person or by a person from an inert surface.

**Comprehensive Assessment Plan:** The process of identifying program outcomes, collecting relevant data, and analyzing those data, then making a judgment on the efficacy of the program in meeting its goals and objectives. When applicable, remedial or corrective changes are made in the program.

**Course/coursework:** Courses involve classroom (didactic), laboratory, and clinical learning experience.

**Curricular Plan:** See Academic Plan



**Degree:** The award conferred by the college or university that indicates the level of education (baccalaureate or masters) that the student has successfully completed in athletic training.

**Direct patient care:** The application of athletic training knowledge, skills, and clinical abilities on an actual patient.

**Distant learning site:** Classroom and laboratory instruction accomplished with electronic media with the primary instructor at one institution interacting with students at other locations. Instruction may be via the internet, telecommunication, video link, or other electronic media. Distance education does not include clinical education or the participation in clinical experiences.

**Emergency Action Plan:** A venue-specific “blueprint” used for the management of medical emergencies. See: <http://www.nata.org/sites/default/files/EmergencyPlanningInAthletics.pdf>

**Faculty:** An individual who has full faculty status, rights, responsibilities, privileges, and full college voting rights as defined by institution policy and that are consistent with similar positions at the institution necessary to provide appropriate program representation in institutional decisions.

**Fees:** Institutional charges incurred by the student other than tuition and excluding room and board.

**Goals:** The primary or desired results needed to meet an outcome. These are usually larger and longer term than objectives.

**Health Care Professional:** Athletic Trainer, Chiropractor, Dentist, Registered Dietician, Emergency Medical Technician, Nurse Practitioner, Nutritionist, Occupational Therapist, Optometrist, Orthotist, Paramedic, Pharmacist, Physical Therapist, Physician Assistant, Physician (MD/DO), Podiatrist, Prosthetist, Psychologist, Registered Nurse, or Social Worker. These individuals must hold a current credential to practice the discipline in the state and whose discipline provides direct patient care in a field that has direct relevancy to the practice and discipline of Athletic Training. These individuals may or may not hold formal appointments to the instructional faculty.

**Higher education accrediting agency:** An organization that evaluates post-secondary educational institutions.

**Infectious disease:** A disease caused by microorganisms entering the body. An infectious disease may or may not be contagious.

**Laboratory:** A setting where students practice skills on a simulated patient (i.e., role playing) in a controlled environment.

**Major:** The designation as a major must be consistent with institutional and system wide requirements. Institutional documents (e.g., catalog, web pages) must list athletic training as a major.

**Medical director:** The physician who serves as a resource regarding the program's medical content. There is no requirement that the medical director participates in the clinical delivery of the program.

**Memorandum of understanding (MOU):** Similar to an affiliation agreement, but tends not to include legally binding language or intent.

**Monetary remuneration:** Direct cash payment received by students for athletic training services and/or time (e.g., hourly wage, work study).

**Objectives:** Sub-goals required to meet the larger goal. Generally objectives are more focused and shorter-term than the overriding goal.

**Official publication:** An institutional document (printed or electronic) that has been approved by the appropriate institutional personnel.

**Outcome (program):** The quantification of the program's ability to meet its published mission. The outcome is generally formed by multiple goals and objectives. For example, based on the evaluation of the goals associated with the outcomes, each outcome may be measured as "met," "partially met," or "not met."

**Outcome assessment instruments:** A collection of documents used to measure the program's progress towards meeting its published outcomes. Examples of outcomes assessment instruments include course evaluation forms, employer surveys, alumni surveys, student evaluation forms, preceptor evaluation forms, and so on.

**Physician:** A medical doctor (MD) or doctor of osteopathic medicine (DO) who possesses the appropriate state licensure.

**Preprofessional student:** A student who is not formally admitted into the program. Preprofessional students may be required to participate in non-patient activities as described by the term Directed Observation Athletic Training.

**Preceptor:** A certified/licensed professional who teaches and evaluates students in a clinical setting using an actual patient base.

**Professional development:** Continuing education opportunities and professional enhancement, typically is offered through the participation in symposia, conferences, and in-services that allow for the continuation of eligibility for professional credentials.

**Program Director:** The full-time faculty member of the host institution and a BOC Certified Athletic Trainer responsible for the implementation, delivery, and administration of the AT program.

**Release time (reassigned work load):** A reduction in the base teaching load to allow for the administrative functions associated with functioning as the Program Director and/or clinical coordinator.

**Retention:** Matriculating through the AT program culminating in graduation.

**Retention rate:** A time-based measure of the number of students who are enrolled at the state of the period being student (e.g., 1 year, 4 years) versus those enrolled at the end of the period. Retention rate is calculated as: number at end/number at start \* 100.

**Secondary selective admissions process:** A formal admission process used for acceptance into the AT major following acceptance into the institution. Secondary selective admissions is optional and determined by the program.

**Similar academic institution (Syn: Peer institution):** Institutions of comparable size, academic mission, and other criteria used for comparing metrics. Many institutions publish a list of peer institutions.

**Sponsoring institution:** The college or university that offers the academic program and awards the degree associated with the athletic training program.

**Stakeholder:** Those who are affected by the program's outcomes. Examples include the public, employers, the Board of Certification, Inc., and alumni.

**Team physician:** The physician (MD or DO) responsible for the provision of health care services for the student athlete. The team physician may also be the medical director; however, this is not required by the Standards.

**Technical standards:** The physical and mental skills and abilities of a student needed to fulfill the academic and clinical requirements of the program. The standards promote compliance with the Americans with Disabilities Act (ADA) and must be reviewed by institutional legal counsel.

**Appendix B: Academic Progress Form**  
**IMMACULATA UNIVERSITY**  
**Athletic Training Program**  
**Academic Progress Form**

Name: \_\_\_\_\_

Cohort: \_\_\_\_\_

**Year 1**

**Summer 1:**

Course	Grade	Pass/Fail
ATP 501: Foundations in Athletic Training		
ATP 503: Structural & Functional Kinesiology		
ATP 504: Emergency Medical Care		

Semester/Cumulative GPA	
Progress to next semester?	

**Fall 1:**

Course	Grade	Pass/Fail
ATP 505: Lower Extremity Assessment		
ATP 508: Therapeutic Exercise		
ATP 551: Clinical I		
Grad Core Course:		

Semester GPA	
Cumulative GPA	
Clinical Comprehensive Exam Grade	
Progress to next semester?	

**Spring 1:**

Course	Grade	Pass/Fail
ATP 506: Upper Extremity Assessment		
ATP 509: Therapeutic Modalities		
ATP 513: Manual Therapy/Alternative Tx		
ATP 552: Clinical II		

Semester GPA	
Cumulative GPA	
Clinical Comprehensive Exam Grade	
Progress to next semester?	

**Year 2****Summer 2:**

<b>Course</b>	<b>Grade</b>	<b>Pass/Fail</b>
ATP 507: Head & Spine Assessment		
ATP 510: General Medical Conditions		
ATP 512: Mental Health Strategies		
ATP 553: Clinical III		
ATP 556: General Medical Clinical		
Grad Core Course:		

Semester GPA	
Cumulative GPA	
Clinical Comprehensive Exam Grade	
Progress to next semester?	

**Fall 2:**

<b>Course</b>	<b>Grade</b>	<b>Pass/Fail</b>
ATP 511: Athletic Training Administration		
ATP 514: Orthopedic Procedures		
ATP 554: Clinical IV		
ATP 559: Comprehensive Examination in AT	N/A	
Grad Core Course:		

Semester GPA	
Cumulative GPA	
Clinical Comprehensive Exam Grade	
ATP 599: Comprehensive Examination in AT	
Progress to next semester?	

**Spring 2:**

<b>Course</b>	<b>Grade</b>	<b>Pass/Fail</b>
ATP 650: Special Topics in Athletic Training II		
ATP 555: Clinical V		

Semester GPA	
Cumulative GPA	
Eligible for Graduation?	

## Appendix C: Clinical Course Focus, Description & Related Standards

Semester/Year	Course	Focus	Immersion	Required Hours	Required Standards
Fall 1	ATP 551: Clinical I	Immediate Care	No	250-350 hours	59, 61-62, 65-66, 70-71, 82-83, 85-86
Spring 1	ATP 552: Clinical II	Evaluation/TherEx	No	250-350 hours	58-66, 69-71, 73
Summer 2	ATP 553: Clinical III	Evaluation/TherMod	Yes	200-250 hours (6wk)	58-66, 69-71, 73
Summer 2	ATP 556: General Medical	General Medical Skill	No	Minimum of 75 hours	56-57, 59, 61-62, 65-66, 70-72, 79
Fall 2	ATP 554: Clinical IV	Emergency Care	Yes	250-300 hours (7wk)	56, 59, 61-66, 69-71, 76, 77, 81, 84, 86
Spring 2	ATP 555: Clinical V	Comprehensive Skills	Yes	500-600 hours	59, 61-66, 70-71, 74-75, 78, 87-94

**ATP 551 Clinical I (2)** This course will include both didactic and experiential learning. Students will be assigned to clinical education sites either on campus or at an affiliated site. Focus of this clinical experience will be on evaluation and therapeutic exercise techniques.

**ATP 552 Clinical II (2)** This course will include both didactic and experiential learning. Students will be assigned to clinical education sites either on campus or at an affiliated site. Focus of this clinical experience will be on evaluation techniques and therapeutic modalities. (Pre-requisite: ATP 551)

**ATP 553 Clinical III (2)** This course will include both didactic and experiential learning. Students will be assigned to clinical education sites either on campus or at an affiliated site. Focus of this clinical experience will be integrating evaluation and treatment techniques. (Pre-requisite: ATP 552)

**ATP 554 Clinical IV (2)** This course will include both didactic and experiential learning. Students will be assigned to clinical education sites either on campus or at an affiliated site. Focus of this clinical experience will be emergency management skills through an immersive experience. (Pre-requisite: ATP 553)

**ATP 555 Clinical V (2)** This course will include both didactic and experiential learning. Students will be assigned to clinical education sites either on campus or at an affiliated site. Focus of this clinical experience will be preparing for independent function as an entry-level athletic trainer. (Pre-requisite: ATP 554)

**ATP 556 General Medical Clinical (1)** This course will include both didactic and experiential learning. Students will be assigned to clinical education sites at various health care facilities. This clinical experience focuses on general medical skills. (Pre-requisite: ATP 510)

## **Appendix D: Technical Standards**

### **Immaculata University Athletic Training Educational Program**

#### **Technical Standards for Admission**

The Master of Athletic Training (MAT) program at Immaculata University is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency.

Athletic training students will be required to verify that they understand and meet these technical standards or that they believe, with reasonable accommodations, they can meet the standards. If a student states he/she can meet the technical standards with reasonable accommodations in accord with Immaculata University standards, the Director of Disability Services at Immaculata University will review the student documentation and determine what academic accommodations can reasonably be provided by the university.

It should be understood by the student that any changes in the student's medical, physical or psychological status warrants re-examination of this form and possibly a change in the status of the student's accommodation needs and/or ability to continue in the program. Technical standards will be reviewed annually. It may be necessary to sign additional forms while attending Immaculata University as an athletic training student if his/her status changes or if the program technical standards are modified.

Candidates for selection to the Master of Athletic Training program must demonstrate:

1. The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm.
2. The sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurate, safe and efficient use of 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.
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 curriculum as outlined and sequenced.
7. The flexibility and the ability to adjust to changing situations and uncertainty in clinical situations.
8. The affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection to the athletic training major will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards. Prior to acceptance to the program, the Athletic Training Program Director will take into account whether accommodations would jeopardize clinician/patient safety, or the educational process of the student or the institution, including all coursework and clinical education experiences deemed essential to graduation.

Note: Adapted from Guidelines for Technical Standards for Entry-Level Athletic Training Education  
[www.nata.org/student/tchstdnrds.htm](http://www.nata.org/student/tchstdnrds.htm)

**Immaculata University  
Master of Athletic Training  
Technical Standards for Admission: Verification Form**

**Student Name:** \_\_\_\_\_  
(please print)

\*\*\*Please sign after only ONE of the following statements\*\*\*

**Statement for applicants NOT requesting accommodations:**

I certify that I have read and understand the “Technical Standards for Admission” listed above, and I believe to the best of my knowledge that I meet each of these standards. I understand that if I am unable to meet these standards I will not be admitted into the program.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian (if under 18)

\_\_\_\_\_  
Date

**Statement for applicants requesting accommodations:**

I certify that I have read and I understand the “Technical Standards for Admission” 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 Office of Academic Success & Advising 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 or may not be able to complete the program.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian if under 18

\_\_\_\_\_  
Date

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Immaculata University’s Master of Athletic Training program recognizes that it has discussed the technical standards for admission with the applicant and has discussed accommodations (if necessary) with both the student and the Academic Success Center.

\_\_\_\_\_  
Signature of Athletic Training Program Director

\_\_\_\_\_  
Date

Additional Notes: