

SlipperyRock<sup>SM</sup>  
University

Athletic Training  
Graduate Program



Policy & Procedure Manual

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## Notice: POLICY AND PROCEDURE MANUAL UPDATES

This Policy and Procedure Manual for the Master of Science in Athletic Training (MSAT) contains policies and procedures unique to the SRU Athletic Training Graduate Program (ATGP). This manual will first be distributed to students as they begin the first professional year. Updated versions of this manual may be revised and provided during a student's enrollment in the program, and the most recent version will supersede all previously distributed versions. Where no specific program policy exists, students are to consult the general guidelines of the Slippery Rock University Student Manual. The ATGP reserves the right to update this Policy and Procedure Manual without prior notice. In the event of an update, a written copy of the updated policies will be provided to all students. Upon receipt of an updated version of the manual, students will submit a signed and dated 'Receipt and Acknowledgement' form indicating receipt of the updated manual. Students are strongly encouraged to also consult the [Slippery Rock University Graduate Catalog](#) for University Policies that directly affect them.

Version: June 15, 2023



## Introduction

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Welcome to the Slippery Rock University Athletic Training Graduate Program. This manual has been designed to assist you in becoming a successful graduate athletic training student. The purpose of this handbook is to inform you of the policies and procedures of our graduate program and give you a brief outline of what will take place in the years of your education. As you know, our graduate program is accredited by CAATE. With this accreditation comes a sense of pride and excellence. It is our goal to be one of the best and most effective graduate programs in athletic training possible. In order to do this the athletic training faculty, preceptors and graduate students must all work together to achieve such a lofty goal. It is imperative that you frequently read and refer to this manual. By examining this manual, you will continue to familiarize yourself with the responsibilities and expectations that you have accepted as an athletic training graduate student and decrease the chance of not following proper policies and procedures. Once you have read and understood the information within this manual, please print, initial and sign the acknowledgments in Appendix A and turn it in to the program director to keep in your permanent file. A copy will be provided to you as well. This will ensure that you understand all the facets of our graduate program.

Once again, welcome to the SRU Athletic Training Graduate Program. We look forward to working with you as you work towards becoming an excellent athletic trainer.

## History of Rock Athletic Training

The athletic training education program has been in place at Slippery Rock University since 1974. The program was housed in the Department of Allied Health. At that time one faculty member, one staff member, and two graduate assistants were involved with the program. There were approximately 10 students in this program. Students earned a Bachelor of Science degree in the major Health Science.

By 1984, there was one full-time teaching faculty member and two faculty members with dual appointments who taught the athletic training courses and cared for the athletic teams. They provided care with the aid of four graduate assistants. The program was accessible to any students who met the minimal qualifications for admission. Student census in the program stayed constant at 20-22 students.

By 1991, there were over 100 students seeking one of the 15 seats available each year. There were two full time faculty members and one full time clinical athletic trainer aided by three graduate assistants. In 1992-1993, two additional graduate assistants were employed to assist with mentoring of students. During the 1992-1993, academic year, despite financial constraints, the graduate program was successful in hiring a full time assistant athletic trainer who started in the fall of 1993. Three graduate assistant positions were eliminated to create this position.

During that time a great deal of effort (two years of planning) went into devising an objective admission procedure to accommodate the significant number of entering freshmen who sought admission to the athletic training program. The curriculum was revised, and the "new program" initiated in 1993. The "old" program was phased out completely. The transition to the new program, and the incorporation of the assistant athletic trainer, was assessed as being successful.

In 1994, the Rock Athletic Training Program was one of the first eleven programs in the country to be accredited by the Commission for Accreditation of Allied Health Graduate programs (CAAHEP) with a new set of academic standards. The program was re-accreditation by CAAHEP in 1999, making it one of the very first programs in the country to be re-accredited.

During the 2000-2001 academic year, the university restructured several colleges to include the College of Health and Human Services, which housed the Athletic Training Program. The program was moved from the Department of Allied Health to the newly formed Department of Exercise and Rehabilitative Sciences in the College of Health, Environment and Science. Other programs included in the new department were Exercise



Science and Adapted Physical Activity. In the spring of 2002, a new accelerated program was approved, which created the opportunity for athletic training students to graduate in 3.5 years or 7 semesters. Additionally, in January 2003 the Board of Governors of the State System of Education approved a proposal to change the athletic training program designation from an emphasis program to a major, thus creating the degree Bachelor of Science in the major of Athletic Training.

The program was re-accredited by CAAHEP in March 2006. In July 2006, the NATA officially transferred accreditation for all athletic training programs to the Commission on Accreditation of Athletic Training Education (CAATE). In the fifteen years since, the program saw tremendous growth and success. The program was awarded a ten-year CAATE accreditation in 2011. Faculty grew from four full-time, masters prepared faculty members with dual appointments and two full time clinical athletic trainers to four full-time, doctorally prepared teaching faculty members and six, full time clinical athletic trainers (one of whom holds a doctorate).

As new health and science programs were developed under the College of Health, Environment and Science, another major restructuring of the college occurred recreating the College of Health, Engineering and Science with an associate dean in the School of Health Sciences.

In the summer of 2015, the National Athletic Trainers' Association (NATA) sponsored Strategic Alliance (NATA, Board of Certification, CAATE, and NATA Foundation) released the recommendation that athletic training education be offered at only the graduate level, requiring all existing undergraduate athletic training programs to transition to a graduate program or close by 2022. Administrators at the institutions of the Pennsylvania State System of Higher Education with accredited athletic training programs decided to collectively propose transition of each respective program. The SRU proposal was submitted in the fall of 2015 and approved by the state system Board of Governors in January 2016.

The final undergraduate cohort of athletic training students was admitted to SRU in the fall of 2016 and graduated in December 2019 and May 2020. The SRU Athletic Training Graduate program started accepting applications for the inaugural cohort on July 1, 2019 and initiated the program in July 2020. The first graduate cohort graduated May 2022.

Two significant events occurred during the 2022-2023 academic year. First, the College of Health, Engineering and Science was divided into two separate colleges: The College of Engineering and Science and the newly formed College of Health Professions. As such, the Department of Exercise and Rehabilitative Sciences has been renamed the Department of Exercise Science and Athletic Training and is housed under the new College of Health Professions with similar programs such as the Doctor of Physical Therapy, Doctor of Occupational Therapy, and Master of Science in Physician Assistant Studies.

Next, the ATGP was granted continuing accreditation by the CAATE for another ten years, the longest time frame that an institution can be accredited for.



## Athletic Training Graduate Program

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The Athletic Training Graduate Program (ATGP) prepares selected graduate students with the knowledge, skills, and abilities to provide excellent, patient-centered care to athletes and the physically active within the five domains of athletic training practice. The Slippery Rock University Athletic Training Graduate Program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE) (<http://www.caate.net/>). Students fulfilling the total 57 credit hours of academic graduate program requirements will graduate with a Master of Science Degree in Athletic Training.

The ATGP at Slippery Rock University is a combination of rigorous academic instruction and authentic clinical experience. The ATGP prepares proficient healthcare practitioners who will collaborate with other medical professionals to optimize the activity and wellness of patients and clients in sport, work, and life. Students will engage in the science of athletic training focusing on patient-centered injury and illness prevention, diagnosis, treatment, and care. Specifically, the SRU ATGP emphasizes a distinct concentration on advanced therapeutic rehabilitation interventions.

The ATGP is guided by the athletic training professional standards and competencies as well as the core program values of professionalism, respect, compassion, interprofessional collaboration, evidence-based practice, and student-centered learning. Graduate students will develop communication, organization, teamwork, problem-solving, and decision-making skills necessary for proficient practice with a diverse population.

Graduate students successfully completing the ATGP are eligible to take the Board of Certification (BOC), Inc. examination. Graduates who pass the BOC examination will be qualified to deliver quality health care in various employment settings (e.g., high schools, colleges, professional sports, industrial, military and performing arts), and will contribute to the global medical community by reducing healthcare costs, improving healthcare accessibility, preventing and managing diseases, and promoting wellness.

SRU's ATGP offers a different experience:

- SRU has built a recognized reputation, not only in western Pennsylvania but throughout the United States and internationally in health, wellness and clinical sciences, and has gained recognition for the quality of faculty and program content in many ways.
- The undergraduate Athletic Training Program, established in 1974, has a history of excellence in the profession of athletic training with alumni across the state, country and world.
- The university sponsors several health and medical profession programs. This creates opportunities for intentional collaboration of learning and clinical practice with students in other healthcare programs at SRU.
- Essential professional knowledge and skills are combined into logical courses creating an integrated curriculum that follows a more realistic approach to patient care.

The graduate program is committed to providing diverse, authentic, and immersive clinical experiences. Historically, the strength of athletic training education was the pedagogic strategy of participating in formal clinical education while simultaneously enrolled in the didactic coursework. The SRU ATGP has maintained that strategy in the design of the graduate program. During the first year of the graduate program, students will participate in clinical experiences under the direct supervision of a trained preceptor (athletic trainer or other medical professional) while enrolled in coursework. Thus, there is immediate opportunity for application of theory to practice. Clinical education takes place on-campus and off-campus with approved preceptors at an affiliate site. Students also are required to complete a general medicine clinical experience at an approved affiliate site. Graduate students are responsible for their own transportation to and from the off-campus affiliate sites. During the fall semester of the second year, students will participate in a full immersion clinical residency for a minimum of 8 weeks. A final clinical experience will occur during the spring semester of the second year.



The graduate program prepares students for employment in a variety of settings including, but not limited to:

- public and private schools
- colleges and universities
- sports medicine clinics
- professional sport teams
- hospital and physician offices
- industrial sites
- performing arts
- military

## About Our Graduate Curriculum

The graduate curriculum was built from the foundation of the former undergraduate curriculum program. Because the undergraduate program was in good standing with CAATE in the middle of a ten-year accreditation cycle, continuing accreditation was granted to the new graduate program in athletic training. A new graduate program was created and developed.

## Academic Curriculum

The didactic and clinical components of the ATGP are offered sequentially over four consecutive semesters and one summer to promote progressive, higher-order learning over time. The ATGP courses will be facilitated in a traditional classroom model in which faculty will meet face-to-face with students. Due to the significant number of clinical skills required in the profession, most courses will include a strong practical education component. Classroom time will be spent on the facilitation of knowledge and the application of the content to the clinical setting, which will be tied to the clinical education component. The most unique part of the curriculum is the integration of content into a logical and authentic instructional presentation. Traditional athletic training curricula present content in chunks by topic, i.e., a course on evaluation, followed by a course on modalities, and then a course on rehabilitation, etc. However, this is not how patients present their injuries and illnesses in health care. We have integrated the content by body region and pathology to facilitate learning consistent with a more realistic patient presentation. Topic outlines will integrate discussions about the pathology, etiology, evaluation, and therapeutic interventions by body region, thus facilitating course discussion via a “pathological” approach. All of the Core Competencies outlined within the [CAATE Standards](#) are taught and evaluated in the courses listed below:

ATTR 601 Athletic Training Foundations & Techniques I	3 cr
ATTR 602 Athletic Training Foundations & Techniques II	3 cr
ATTR 603 Evidence-Based Practice in Athletic Training	3 cr
ATTR 604 Clinical Anatomy and Kinesiology I	3 cr
ATTR 605 Lower Extremity Evaluation and Rehabilitation	6 cr
ATTR 606 Upper Extremity Evaluation and Rehabilitation	6 cr
ATTR 607 General Medicine Concepts in Athletic Training	3 cr
ATTR 608 Clinical Anatomy and Kinesiology II	3 cr
ATTR 609 Head and Spine Evaluation and Rehabilitation	3 cr
ATTR 610 Athletic Training Clinical Experiences I	3 cr
ATTR 710 Athletic Training Clinical Experiences II	3 cr
ATTR 715 Advanced Interventions and Techniques in Athletic Training	3 cr
ATTR 725 Administration in Athletic Training	3 cr
ATTR 750 Advanced Athletic Training Clinical Residency	6 cr
ATTR 755 Advanced Synthesis in Athletic Training	3 cr
ATTR 760 Athletic Training Clinical Experiences III	3 cr
Total	57 cr

Course descriptions are available on the [online catalog](#).



## Course Sequence

The university operates on a semester schedule with optional winter and summer sessions. The Pennsylvania State System of Higher Education works to maintain a consistent common schedule across the fourteen state system institutions, but there is some variability. An Academic Calendar is published each year with a tentative calendar available one year in advance.

The ATGP is offered sequentially over four consecutive semesters and one summer to allow for external opportunities during the summer between the first and second year as well as the opportunity to offset personal financial obligation by encouraging summer employment and possible summer internships.

### Summer - First Year (3 cr)

ATTR 601 AT Foundations & Techniques I

### Fall - First Year (18 cr)

ATTR 602 AT Foundations & Techniques II

ATTR 603 Evidence-Based Practice in Athletic Training

ATTR 604 Clinical Anatomy & Kinesiology I

ATTR 605 Lower Extremity Evaluation & Rehab

ATTR 610 Athletic Training Clinical Experiences I

### Spring - First Year (18 cr)

ATTR 606 Upper Extremity Evaluation & Rehab

ATTR 607 General Medicine Concepts in AT

ATTR 608 Clinical Anatomy & Kinesiology II

ATTR 609 Head & Spine Evaluation & Rehab

ATTR 710 Athletic Training Clinical Experiences II

### Fall - Second Year (9 cr)

ATTR 725 Athletic Training Administration (Online)

ATTR 750 Advanced Athletic Training Clinical Residency

### Spring - Second Year (9 cr)

ATTR 715 Advanced Interventions & Techniques

ATTR 755 Advanced Synthesis of Athletic Training

ATTR 760 Athletic Training Clinical Experiences III

Summer 1	Fall 1	Spring 1
601 AT Foundations & Tech 1 3 cr 3 cr	602 AT Foundations & Tech 2 3 cr 603 EBP in AT 3 cr 604 Anatomy & Kines 1 3 cr 605 Lower Extremity Eval & Rehab 6 cr 610 AT Clin Experiences 1 3 cr 18 cr	606 Upper Extremity Eval & Rehab 6 cr 607 Gen Med 3 cr 608 Anat & Kines 2 3 cr 609 Head & Spine Eval & Rehab 3 cr 710 AT Clin Experiences 2 3 cr 18 cr
Summer 2	Fall 2	Spring 2
	725 AT Admin (online) 3 cr 750 Adv Clin Residency 6 cr 9 cr	715 Adv Interventions 3 cr 755 Synthesis in AT 3 cr 760 AT Clin Experiences 3 3 cr 9 cr





## Associated ATGP Costs:

- [Graduate Tuition](#)
  - SRU has a [refund policy](#) effective fall 2009
- \$40 Required/approved uniforms (minimum of 1 uniform shirt)
- \$85-100 NATA membership (includes NATA, EATA, & PATS or other state association)
- \$85-125 CPR/First Aid Certification
- \$35 Athletic Training Student Liability Insurance, Annual fee (needed for each year)
- \$100 PA Criminal History Background Check (Act 34), PA Child Abuse History Clearance (Act 151), PA Department of Education or Department of Human Services FBI Federal Criminal History Record (Act 114) [depending on affiliate site assignment], PA Child Abuse Recognition and Reporting Act (Act 126) [depending on affiliate site assignment]
- Inoculations current with OSHA requirements for healthcare providers [depending on affiliate site assignment]
- \$100 Minimum for Transportation to off-campus clinical rotation (Cost dependent on location of assignment [range of 3 to 30 miles from SRU], cost of gas during specific off-campus assignment, and opportunities to carpool).
- Residency Costs: Students are responsible for all costs of living and working (travel, lodging, etc.) during clinical residency courses. Costs vary depending on geographical location and clinical setting.

## Policies for Student Withdrawal and Refund of Tuition and Fees

The university policy for students to drop, add, or withdraw may be found on the [Academic Policies](#) website.

The university policy for refund of tuition and fees may be downloaded from the [Student Accounts](#) website.

Upon withdrawal or dismissal from the ATGP, the aforementioned ATGP associated costs may not be refunded.



## Visions, Missions, Goals and Outcomes

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### Slippery Rock University

#### Vision Statement

Slippery Rock University will excel as a caring community of lifelong learners connecting with the world.

#### Mission Statement

The fundamental educational mission of Slippery Rock University (SRU) is to transform the intellectual, social, physical, and leadership capacities of students in order to prepare them for life and career success. Complementary missions are to engage in scholarly activity and professional service.

SRU is committed to serving a diverse student body and empowering anyone regionally, nationally, and internationally who can benefit from its programs and lifelong learning opportunities. Thereby SRU addresses the educationally-related economic, health, environmental, social, cultural, and recreational needs of the communities served by the university.

In pursuit of SRU's educational purpose, talented faculty and staff provide creative integrated curricula and experiences that are connected to the world in which graduates will work and live. Students are taught using powerful and engaging pedagogies in appropriate learning spaces employing state-of-the-art technology. They study in an open, caring, nurturing, and friendly environment, and live in a safe community with access to high-quality student services. SRU strives to be a best-value institution with an affordable cost and substantial student financial support.

#### Goals

Goal 1. Increase enrollment while enhancing student quality and diversity.

Goal 2. Offer a quality, flexible, agile, and integrated curriculum and co-curriculum to develop the intellectual, social, physical, and leadership capacities of students.

Goal 3. Fuel learning with powerful pedagogies and transformational experiences.

Goal 4. Maintain an unwavering focus on success for all students.

Goal 5. Provide a caring campus experience, supported by quality housing, dining, recreation, health, safety and administrative services.

Goal 6. Attract, retain, and develop highly qualified and diverse faculty, staff, and administrators.

Goal 7. Increase financial resources, enhance physical facilities, employ cost-effective technology, and adopt sustainable practices.

Goal 8. Engage alumni and friends in the life of the university.

Goal 9. Engage communities in collaborative and mutually-beneficial partnerships to advance the quality of life in the community and enhance learning, research, and civic engagement.



## College of Health Professions

Vision Statement, Mission Statement, and College Goals will be updated during the 2023-2024 academic year. More information can be found on the CHP website: <https://www.sru.edu/academics/colleges-and-departments/college-of-health-professions>



# Athletic Training Graduate Program

## Vision Statement

The Slippery Rock University Athletic Training Graduate Program envisions a future where our alumni possess sophisticated knowledge, skills and professional behaviors essential to active contribution to the U.S. healthcare system through interprofessional and evidence-based practice and exceptional, patient-centered care. This preferred future also envisions the athletic training program as a foremost leader in modeling innovative didactic and clinical excellence in education.

## Mission Statement

The mission of the Athletic Training Graduate Program at Slippery Rock University is to provide graduate education that develops a proficient and contributing entry-level healthcare practitioner in the profession of athletic training. This will be accomplished by facilitating quality didactic and clinical experiences, integrating evidence-based practice (EBP) and interprofessional collaboration, encouraging mastery in the rehabilitation arts, and modeling ethical, inclusive, and professional behaviors.

## Program Goals

1. Prepare students to contribute to the greater healthcare system by delivering quality, evidence-based, patient-centered health care, within the scope of practice of an athletic trainer.
2. Guide students to develop critical thinking and clinical reasoning skills through an integrated, comprehensive, and current curriculum.
3. Prepare students to engage in interprofessional education and practice to promote safe patient-centered care, advocacy for the profession, and a culture of professional collaboration.
4. Prepare students to demonstrate cultural competence and respect for all patients across a diverse population.
5. Foster students' professional, legal, and ethical behaviors consistent with state and national standards of practice.
6. Prepare students for immediate and successful transition to autonomous practice in diverse employment settings.
7. Provide students with a variety of progressively advancing clinical experiences to include an immersive residency.

## Student Learning Outcomes

Upon successful completion of the Athletic Training Graduate Program, students will be able to:

1. Analyze best practices and evidence for advanced clinical decision making in patient-centered care.
2. Assess, design, and deliver proficient care as primary healthcare providers, with an emphasis in advanced rehabilitation interventions.
3. Perform independently and collaboratively within the greater healthcare network.
4. Exhibit positive, ethical, professional, and interpersonal behaviors as athletic trainers.
5. Transition successfully to employment in a variety of athletic training settings.

## Program Core Values

Professionalism  
Respect

Collaboration  
Inclusivity

Integrity  
Compassion

Authenticity  
Excellence

Student-Centered  
Patient-Centered



## Technical Standards

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Upon formal admission to the Athletic Training Graduate Program, the applicant is required to confirm the ability to meet the Technical Standards of the program.

The Athletic Training Graduate Program at Slippery Rock 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 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 (CAATE). All students must meet the following abilities and expectations. In the event a student is unable to fulfill these technical standards the student will not be admitted to the program.

Compliance with the program's technical standards does not guarantee a student's eligibility for the Board of Certification credentialing examination.

Candidates for selection to the Athletic Training Graduate 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 examination using accepted techniques; and accurately, safely and efficiently use equipment and materials during assessments and the treatment of patients. This includes, but is not limited to, sitting, standing, walking, speed of movement, bending, squatting, kneeling, climbing, reaching, twisting, lifting and carrying heavy objects or persons, pushing, pulling, coordination, balance/vestibular stability, visual and auditory acuity, tactile sense, and hand/eye coordination.
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 with English language at a level consistent with competent professional practice.
4. The ability to record the physical examination results, treatment plan, and all patient-related documents clearly and accurately.
5. The capacity to maintain composure and emotional self-regulation and continue to function effectively during periods of high stress.
6. The perseverance, diligence and commitment to complete the Athletic Training Graduate Program as outlined and sequenced.
7. The ability to adjust to changing situations and uncertainty in clinical situations.
8. Affective skills, appropriate demeanor and rapport that relate to professional education and quality patient care such as empathy, tact, and respect.

Candidates admitted to the Athletic Training Graduate Program will be required to verify that they understand and meet these technical standards. All athletic training graduate students are required to have a physical examination upon admittance into graduate coursework for the program. Students are required to pass a



physical examination, which must be documented using the SRU Athletic Training Physical Examination form. This will be done to ensure that each student's physical and mental health will permit them to meet the established technical standards. Students must also verify that they have received all OSHA required immunizations before matriculating through the program. The Office of Disability Services will evaluate a student who states that they cannot meet the program's technical standards as outlined in the Office of Disability Services policies. Students must be able to meet the Technical Standards throughout the didactic and clinical education experiences of the program. If at any time a student is unable to meet these standards, they are required to inform the program director and Office of Disability Services.

All Athletic Training Students (ATS) must read the Technical Standards. Prior to initiating coursework, students must sign the Technical Standards Acknowledgment Form in Appendix A.

## **Nondiscrimination Policy**

The ATGP is committed to upholding the university Nondiscrimination Policy. Slippery Rock University of Pennsylvania does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, gender expression, national origin, religion, age, disability, age/or veteran status in its programs or activities in accordance with Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies.

The following person has been designated to handle inquiries regarding the non-discrimination policies:

Assistant Vice President of Human Resources and Compliance/Title IX Coordinator  
008 Old Main Building  
104 Maltby Avenue  
Slippery Rock University  
Slippery Rock, PA 16057  
724.738.2016

More information can be found by visiting the [Diversity and Equal Opportunity](#) Office.



## Program Matriculation

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### Academic Standards

The [grading system](#) follows the university standard letter-grade basis of "A, B, C, D or F".

Letter Grade	Percentage	Grade Point Average (GPA)
A	90%–100%	4.0
B	80%–89%	3.0
C	70%–79%	2.0
D	60%–69%	1.0
F	< 60%	0.0

Passing grades are considered a grade of "C" or better. All courses must be passed to graduate. Students must maintain a 3.000 or better cumulative GPA on a 4.000 scale throughout all graduate courses attempted at Slippery Rock University to graduate. Each syllabus will describe the grading plan for all assessments according to this system.

### Academic Progress and Retention

Progression Requirements from one semester/session to the next:

1. Cumulative GPA of 3.000 for each semester/session.
2. Achieve a grade of "C" or better in all didactic and clinical courses.
3. Satisfactory clinical placement criteria – See Clinical Education
4. Ability to meet the technical standards for the program.
5. Comply with policies & procedures outlined in this manual

All these components must be satisfied for a student to progress to the next semester/session of the program. If the requirements are not satisfied, students must follow the remediation plan described below.

### Conditional Acceptance

Student accepted into the ATGP under "Conditional Acceptance" must fulfill all requirements before the first day of the ATTR 601 course. Failure to do so will result in automatic forfeiture of the seat in the program. All other requirements for retention outlined in the acceptance letter must be fulfilled as agreed upon at the time of admission.

### Academic Advisors and Student Academic Evaluation

Students are assigned an AT faculty advisor upon beginning the graduate program. The AT faculty are available to the students via in-person, email, phone and virtually. Students can meet with the AT faculty during their weekly office hours throughout the academic year. At least once per semester, the student meets with their advisor just following midterm to review the student's midterm evaluation summary report. During the advising meeting, academic and professional behavior progress are discussed. If an action plan is needed to improve academic or professional behavior concerns, the student and advisor create it together and work together on improving the concern.

### Academic Remediation Plan

The purpose of the Academic Remediation Plan is to help ensure students are progressing through the program at the appropriate level for matriculating towards graduation and successfully becoming an athletic trainer. The need for remediation can occur based on a few paths, and each are outlined below.



- 1) **Mid-semester Evaluations:** Each semester, regardless of their level of achievement, students meet with their academic advisor to discuss their academic and overall progress in the program. If an insufficiency is found in their academic progress and/or professional behaviors, an individualized action plan is created between the student and academic advisor to address the issue(s). Remediation includes, but is not limited to, any one or more of the following actions: 1) meet with a tutor, course instructor, and/or academic advisor; 2) attend open labs; and 3) use additional resources, such as the university tutoring center or writing center. The academic advisor and student utilized a combination of the above strategies to individually address academic and/or behavioral concerns.
- 2) **Individual Courses:**
  - a) Course Assessments: If the student receives a grade of "C" or below on an individual course assessment (i.e., quiz, exam, project, paper), the student will meet with the course instructor to review deficiencies regarding the assessment. An individualized action plan will be created between the student and instructor to address the insufficiencies, ensuring the student's understanding of the course assessment. Remediation may include, but is not limited to, any one or more of the following actions: 1) retake the exam/assignment within one week following the original exam/assignment or at the discretion of the instructor; 2) attend open labs; 3) complete related activities (i.e., videos, worksheets, readings); 4) meet with the instructor for individualized tutoring and/or discussions; and 5) use additional resources, such as the university tutoring center or writing center. Following remediation activities, students will be reassessed on the original content that was insufficient.
  - b) Individual Course Assessment Questions/Items: Questions/Items for course assessments are linked to a CAATE curriculum standard. Following the completion and grading of a course assessment, the AT faculty reviews the assessment method with the students, identifying questions/items that were not completed successfully. If the student fails to achieve a passing grade on a particular question/item, the student will demonstrate an understanding of the specific question(s)/item(s) through remediation. Remediation may include, but is not limited to, any one or more of the following actions: 1) complete related activities (i.e., videos, worksheets, readings) pertaining to the question/item content and associated CAATE curriculum standard; and 2) meet with the instructor for individualized tutoring and/or discussions on the student's understanding of the question/item content and associated CAATE curriculum standard. Following remediation activities, students will be reassessed on the original content that was insufficient.
- 3) **Clinical and Residency Courses** (ATTR 610, 710, 750, 760): Comprehensive clinical exams (written and practical)
  - a) Comprehensive Written Examination:

A comprehensive written examination will be administered to assess the student's retention of knowledge and information learned during previous semesters. Students are expected to pass with a minimum score of 70%. Students who fail to successfully pass the written examination on the first attempt must schedule an appointment with the instructor to retake the written examination. This retake must occur by the end of finals week and the student must achieve a score of 70% or better. Failure to successfully pass the written examination on the second attempt will result in remedial activities and a retake during the subsequent semester.

A grade of "Incomplete" will be assigned in the course until the remedial activities and examination retake are successfully completed. The student will have two weeks into the start of the next semester to show completion of the remedial activities and retake the written examination. Upon successful completion of the third attempt, the average score of all three attempts will be calculated and recorded into the final course grade and posted. Failure to pass the third attempt of the written examination or to complete the remedial activities by the two-week deadline of the next semester will result in: (1) the original grade for the written examination being calculated into the final grade and (2) the creation of an individualized academic action plan with the student's academic advisor aimed to further develop necessary knowledge and skills.





b) Comprehensive Clinical Skills Examination:

The purpose of the comprehensive clinical skills examination is to assess the student's learning and application of program content over time. This clinical skills exam will consist of hands-on skills acquired during previous semesters. Students will be challenged with a comprehensive clinical skills examination with a minimum passing expectation of 70% for overall exam and each individual clinical skill. Students who fail to successfully pass any portion of the clinical examination on the first attempt must retake the portion(s) of the examination which they did not earn a passing score. This retake must occur by the end of finals week and the student must achieve a score of 70% or better on each individual skill and the overall exam. An average of the two clinical skill scores will be calculated into the overall grade which will be recorded for the final grade. Failure to successfully pass the comprehensive clinical skills examination, or any individual skill, on the second attempt will result in remedial activities and a retake during the subsequent semester.

A grade of "Incomplete" will be assigned in the course until the remedial activities and clinical skills examination retake are successfully completed. The student will have two weeks into the start of the next semester to show evidence of completion of the remedial activities and retake the clinical skills examination. Upon successful completion of the third attempt, an average score of the three exam attempts will be calculated and recorded into the final grade and posted. Failure to pass the third attempt at the clinical skills examination or to complete the remedial activities by the two-week deadline of the next semester will result in: (1) the original grade for the clinical skills examination being calculated into the final grade and (2) the creation of an individualized academic action plan with the student's academic advisor aimed to further develop necessary knowledge and skills.

### **Graduation Requirements**

1. Complete all athletic training graduate program courses (a total of 57 credits) with a grade of "C" or better.
2. Earn a cumulative athletic training graduate program GPA of 3.000 or better.
2. Be in good academic standing with the Athletic Training Graduate Program, Office of Graduate Admissions, and University.
4. Be in good professional standing with the Athletic Training Graduate Program, Board of Certification, and NATA.
5. Successful completion of a comprehensive practical assessment to be administered in the AT Clinical III course.
6. Successful completion of a comprehensive didactic assessment to be administered in the AT Clinical III course.
7. Recommendation for graduation by the Athletic Training Graduate Program, the Department, and the University.
8. Satisfaction of all financial obligations to Slippery Rock University.

Students must complete a formal application to graduate and send it to the Office of Academic Records, by the posted deadline. It is student's responsibility to complete all degree requirements.

### **Statute of Limitations**

All requirements for the master's degree must be completed within a six-year period commencing with the first graduate course taken at SRU. The student's academic dean may extend this period upon written request from the student for justifiable reasons. This request must be supported by the graduate program director before submission to the academic dean. There will be an absolute limit of ten years from the date the student's first graduate course is taken for all degree requirements to be met.



## Academic Discipline Policy

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Students are encouraged to review the SRU Graduate Catalog for [academic policies](#).

### Academic Probation

A student who does not meet academic standards will be placed on academic probation. A student will be placed on academic probation for one of the following reasons:

- One semester below a 3.0 cumulative GPA
- Earning 2 C's in the program

Academic probation is an indication that the student is not making sufficient academic progress required for graduation and needs to take corrective action. It is intended to be an opportunity for the student to use their resources to build upon their strengths, address their challenges, and improve their likelihood of academic success. During the semester-long academic probation, the student is required to create an Academic Learning Contract with their academic advisor and meet consistently with their advisor and program director to address the issues that placed the student on probation and prevent any future academic violations. The student will be required to:

- Follow the Academic Learning Contract created with the academic advisor
- Meet weekly with their assigned advisor
- Meet bi-weekly with the program director
- Other interventions as determined by the program director, advisor, and student.

A student on academic probation for falling below a 3.0 cumulative GPA:

- When the student has successfully met the requirements of the Academic Learning Contract and achieved a cumulative GPA of 3.0 or better, the period of semester-long academic probation will be lifted.
- Failure to complete the Academic Learning Contract and achieve a 3.0 or better by the end of the academic probation period will result in academic suspension. See Academic Suspension Policy.

A student on academic probation for earning 2 C's in the program:

- When the student has successfully met the requirements of the Academic Learning Contract after the semester-long academic probation, the student will be considered in "Good Standing".
- Failure to complete the Academic Learning Contract by the end of the semester-long academic probation period will result in academic suspension. See Academic Suspension Policy.
- The student will create a long-term plan with their advisor to avoid the risk of earning a third "C" in the program and being placed on Academic Suspension. See Academic Suspension Policy.
- Failure to participate to a satisfactory level in the long-term plan will result in academic suspension. See Academic Suspension Policy.

### Academic Suspension

A student placed on academic suspension is removed from the ATGP. A student will be placed on academic suspension for the following reasons:

- Two successive semesters below a 3.0 cumulative GPA
- Earning a grade of D or F in the program
- Earning 3 or more C's in the program



A student has one month after notification of suspension to submit a written petition to the program director and academic dean to request readmission with the next cohort. If readmission is granted, the student will resume progress in the ATGP full-time with the next cohort, at the beginning of the semester where the academic violation occurred.

Readmission criteria will be designed by the program director and faculty to specifically give the student the best possibility of success. This may include the repetition of courses previously completed with passing grades (i.e. clinical courses). A course may be repeated once. If a course is approved for repeat, the most recent grade, regardless of whether it is higher or lower, will be used to calculate the cumulative ATGP GPA.

The student may request only one readmission to the program. Readmitted students are responsible for meeting all academic requirements in effect at the time they are readmitted, not at the time they were originally admitted to the university. Failure to meet the readmission criteria as outlined in the contract by the program director following the period of suspension will result in permanent dismissal from the graduate program.

### **Academic Dismissal**

A student who is dismissed due to academic reasons will be removed from the ATGP with no option to appeal. A student will be dismissed for the following reasons:

- Academic suspension for a second time

### **In the final semester of year 2:**

If a student falls below a cumulative GPA of 3.0, earns a second grade of C, or earns two grades of C, one of the following actions will occur:

- Second grade of C only - graduate
- Earn two grades of C only - graduate
- Fall below cumulative GPA 3.0 only - cannot graduate
  - Take any graduate course during next available term to increase GPA above 3.0
  - Retake an ATTR course with a grade of C during next available offering to increase GPA above 3.0
    - When successfully above 3.0 the student will graduate at the next graduation date

If a student falls below a cumulative GPA of 3.0 for two successive semesters, earns a third grade of C, or earns a grade of D or F, the student will be placed on academic suspension and cannot graduate. *Refer to Academic Suspension Policy.*

### **NOTE to Pre-AT 3+2 Students Entering the Athletic Training Graduate Program**

Provision: Should a Pre-Athletic Training 3+2 student from SRU or any other institution be unsuccessful in completing the 1<sup>st</sup> year (any of summer, fall, or spring semesters) of the Athletic Training Graduate Program and wants to complete the original undergraduate degree, it is solely up to the discretion of their undergraduate program Department Chair to determine which, if any, graduate level Athletic Training courses will count toward the completion of his/her undergraduate degree. In addition, students must complete any unfulfilled requirements of their undergraduate major. Students may still apply to the ATGP with an earned bachelor's degree.

All ATS must read the academic matriculation, standards, and discipline policy. Prior to initiating coursework, students must sign the Academic Discipline Policy Acknowledgment Form in Appendix A.



## Financial Aid & Scholarships

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Information on current tuition and assistantships can be found on the main Slippery Rock University Graduate Admissions website at <https://www.sru.edu/admissions/graduate-admissions>. Financial Aid information is available through the Financial Aid Office [www.sru.edu/FinAid](http://www.sru.edu/FinAid) or the Office of Admissions. Slippery Rock University offers a variety of scholarships based on such factors as academic merit, athletic performance, leadership, community involvement and financial need. Scholarships provide funding that does not have to be repaid. In addition, outside foundations also offer opportunities for students attending an institution of higher education. A full list of scholarships can be found on the Financial Aid webpage at: <https://www.sru.edu/admissions/financial-aid/types-of-aid/scholarships/graduate-scholarships>

### **The Esther Lynne Geissel Scholarship**

Criteria: Graduate student from the Slippery Rock University 3+2 track who is currently enrolled in the Athletic Training Graduate Program and has successfully completed the fall semester of the first year of study within the program. The applicant must demonstrate excellence in academics, clinical practice, leadership, and interpersonal skills. Must have minimum GPA of 3.25. The award will be made to the recipient during the spring semester of the first year. If no 3+2 track students are eligible, a SRU traditional (4+2) track student will be considered.

Amount: \$1,200.00

Deadline: March 1

Contact: Dr. Bonnie Siple, Email: [bonnie.siple@sru.edu](mailto:bonnie.siple@sru.edu), 724.738.2930.

### **The Bonnibel Morrison Siple Scholarship**

Criteria: Graduate student currently enrolled in the Slippery Rock University Athletic Training Graduate Program who has successfully completed the first year of study within the program. The applicant must have a minimum GPA of 3.25 and demonstrated leadership and advocacy through involvement in activities that promote the athletic training profession. Preference will be given to SRU Legacy students.

Amount: \$1,000

Deadline: October 1

Contact: Dr. Bonnie Siple, Email: [bonnie.siple@sru.edu](mailto:bonnie.siple@sru.edu), 724.738.2930.

### **Others**

Scholarships are available through athletic training professional associations, including the National Athletic Trainers' Association, Eastern Athletic Trainers' Association and Pennsylvania Athletic Trainers' Society. Emails regarding these scholarships are sent to the students by the program director as they are announced. For further information, you may inquire about these scholarships through your academic advisor, athletic training faculty, and/or via the professional websites.



## Required Policies

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### Communicable Disease Policy

The purpose of this Communicable Disease Policy is to protect the health and safety of all parties involved in the SRU Athletic Training Graduate Program (ATGP). This policy is to ensure the welfare of the students enrolled within this program as well as the patients, students, or employees that students may come in contact with during clinical experiences. It is designed to provide athletic training students, preceptors, and Athletic Training faculty with a plan to assist in the management of students with infectious diseases as defined by the Pennsylvania Department of Public Health.

It is the policy of the SRU ATGP not to discriminate against any applicant or student who has or is suspected of having a communicable disease. As long as an applicant or student is able to satisfactorily perform the essential functions of the ATGP and there is no medical evidence indicating that the person's condition is a threat to the health or safety of the individual, patients, students, or others, an applicant or student shall not be denied admission or continued active student status, based on whether or not he/she is suspected of having a communicable disease. The ATGP will consider the educational status of individuals with a communicable disease or suspected of a communicable disease on an individual, case-by-case basis following procedures outlined by the University.

#### What is a Communicable Disease?

The Pennsylvania Department of Public Health defines a communicable disease as an illness which is capable of being spread to a susceptible host through the direct or indirect transmission of an infectious agent or its toxic product by an infected person, animal or arthropod, or through the inanimate environment.

#### Procedures:

Any student that is diagnosed with having a communicable disease of any form is required to report that disease to the program director of the ATGP and SRU Student Health Services. Students that contract a communicable disease are required to obey prescribed guidelines by his/her attending physician and the recommendations of the University affiliated physicians at SRU Student Health Services. Students may not participate in clinical rotations and field experiences during the time they are affected by the communicable disease and shall not return to clinical participation until allowed by the attending physician (this must be in written format to the Athletic Training Program Director).

The following communicable diseases that pertain to this policy are, but not limited to:

- Acute Flaccid Myelitis
- Amebiasis
- Babesiosis
- Campylobacteriosis
- Chancroid
- Chicken Pox (Varicella)
- Chlamydia
- Clostridium Difficile
- COVID-19
- Cryptosporidiosis
- Eastern Equine Encephalitis
- Ehrlichiosis
- Escherichia Coli
- Giardiasis
- Gonorrhea
- H1N1
- Haemophilus Influenzae
- Hepatitis A, B, & C
- Herpes
- HIV/AIDS
- Human Papilloma Virus (Genital Warts)
- Influenza
- Legionellosis
- Lyme disease
- Malaria
- Measles
- Meningitis (bacterial)
- Meningococemia
- Molluscum Contagiosum
- Mumps
- MRSA
- Nongonococcal Urethritis (NGU)
- Norovirus Infection
- Pediculosis



- Pelvic Inflammatory Disease (PID)
- Pertussis (whooping cough)
- Poliomyelitis
- Rabies (animal, human)
- Rocky Mountain Spotted Fever
- Rubella
- Salmonellosis (typhoid fever)
- Shigellosis
- Streptococcal Infection
- Syphilis
- Tetanus
- Tuberculosis
- Scabies
- Sexually Transmitted Infections
- West Nile Virus
- Zika Virus

### **Guidelines for Prevention of Exposure and Infection**

- ATS must successfully complete annual Bloodborne Pathogens seminar.
- ATS are required to use proper hand washing techniques and practice good hygiene at all times.
- ATS are required to use Universal Precautions at all times when functioning as an ATS in the SRU ATGP. This applies to Slippery Rock University clinical sites and affiliate clinical sites.
- ATS are not to provide patient care if they have active signs or symptoms of a communicable disease.
  - a. Pennsylvania Department of Public Health. Statutes, Regulations, and Requirements: 28 PA Code Chapter 27. Available at <http://www.pacode.com/secure/data/028/chapter27/chap27toc.html>. Accessed 6/21/2023.
  - b. Rhode Island Department of Health. Communicable Disease List. Available at: <http://www.health.ri.gov/diseases/infectious/>. Accessed 6/21/2023.

### **Guidelines for Prevention of Exposure and Infection**

- ATS must successfully complete annual blood borne pathogens training\*\*.
- ATS are required to use proper hand washing techniques and practice good hygiene at all times.
- ATS are required to use Universal Precautions at all times when functioning as an ATS in the SRU ATGP. This applies to all clinical affiliate sites.
- ATS are not to provide patient care if they have active signs or symptoms of a communicable disease.

### **Guidelines for Managing Potential Infection**

If an ATS believes they may be in danger of contracting a communicable disease or becomes ill, they must report to the SRU Student Health Center on campus or other appropriate treatment facility for evaluation and inform their supervising preceptor and program Clinical Education Coordinator (CEC) IMMEDIATELY. Upon evaluation, a qualified medical practitioner will determine the appropriate intervention needed and the amount of time the student shall remain out of contact with others to prevent transmission.

If the ATS acquires a communicable disease, the student will notify their supervising preceptor and program CEC as soon as possible to determine the amount of time the student will be absent from the clinical experience.

The ATS is responsible for keeping the supervising preceptor and program CEC informed of their conditions that require extended care and/or missed class/clinical time. The ATS will be required to provide written documentation from a physician to return to class and/or the clinical placement site.

All ATS must read and abide by the SRU ATGP Communicable Disease Policy. Prior to initiating coursework, students must sign the Communicable Disease Policy Acknowledgment Form in Appendix A.



## Blood Borne Pathogen Policy

Each year, the athletic training student is required to complete formal blood borne pathogen training.

The objectives of the Blood Borne Pathogen Policy are to:

1. Recognize blood borne pathogens as a serious health problem that requires immediate attention.
2. Guarantee persons with blood borne illnesses complete confidentiality and proper medical treatment.
3. Provide the proper education about blood borne illnesses for the persons infected.

Procedures for Managing Potential Exposure:

1. ATS will be informed about various blood borne pathogens including HIV and HBV through the blood borne pathogens training. The goal of the programs are to promote the safety and awareness of blood borne pathogens for members of the ATGP.
2. ATS exposed and/or infected with blood borne illnesses are encouraged to IMMEDIATELY inform the supervising preceptor and the program CEC who will refer the student to the SRU Student Health Center or other appropriate treatment facility for proper medical treatment, education, medical care, or counseling. The Health and Safety office will also be notified. These steps must be taken immediately to ensure the safety of those parties involved. This will be handled with strict confidentiality. The **Guidelines for Managing a Potential Infection** will be initiated as described in the **Communicable Disease Policy**.
3. Anyone involved with the care of patients/athletes (athletic training students, athletic trainers, team physician, etc.) will exercise the proper handling techniques (i.e. universal policy) of all injuries with exposed bodily fluid (open wounds, etc.). Gloves and masks/face shields are available for your use.
4. All bodily fluids (blood, etc.) and related items (gauze pads, scalpels, needles, etc.) will be disposed of in the proper biohazard waste containers. Infected material will be disposed of in properly marked biohazard waste containers. The Slippery Rock University Health and Safety office will oversee the disposal of waste material.
5. All athletic training students and certified athletic training faculty will be offered HBV vaccination from the SRU Student Health Center at no cost.
6. In accordance with university policy, no athletic training student will be restricted from use of the athletic training room based on their history of blood related illnesses.

All ATS must read and abide by the SRU ATGP Blood Borne Pathogens Policy. Prior to initiating coursework, students must sign the Blood Borne Pathogens Policy Acknowledgment Form in Appendix A.





## Confidentiality Policy

All athletic training students are required to respect the athlete/patient's right to privacy and protect their athlete/patients' personal health information at all times. Protected or personal health information refers to a patient's name, social security number, demographic information, medical histories, tests and laboratory results, diagnoses, physical conditions, mental health conditions, medical or therapeutic interventions, insurance information, written and electronic documentation, and other data that healthcare professionals collect to identify an individual and determine appropriate plans of care. In the case of athletes, this includes their number, position, and/or other sport related identifiers.

It is the responsibility of all personnel and students within the ATGP to ensure that all patient information, personal, medical, or education related, remains confidential. All personnel are to comply with HIPAA and FERPA rules regarding patient privacy and confidentiality. Due to the varied number of personnel and students that may be involved with a patient's care, it is essential that a policy of confidentiality be observed to maintain an atmosphere of mutual trust. It is illegal for any personnel or students to gain access to patient information, through any and all means, unless the information is needed to treat the patient, or because their job would require such access.

Revealing any portion or part of an individual's health record, revealing or discussing any material pertaining to the patient/ athlete whether medical or personal, will be construed as a breach of confidentiality. As such, students will be subject to **Disciplinary Action** (see page 33).

All ATGP students are expected to adhere to the Confidentiality Policy at all times regarding patients at on-campus and off-campus affiliate sites. All ATS must read and abide by Confidentiality Policy. Prior to initiating coursework, students must sign the Confidentiality Policy Acknowledgment Form in Appendix A.

## Fraternization Policy

### Patients

The Board of Certification Standards of Professional Practice, Code of Professional Responsibility, Patient Care Responsibilities, Code 1.6, states, "The Athletic Trainer or applicant: Does not engage in intimate or sexual activity with a patient and/or the parent/guardian of a minor patient."

As such, athletic training students may not engage in intimate or sexual relationships with the student-athletes, patients, clients, or relatives of such they encounter during their time enrolled in the ATGP. Relationships built between a healthcare provider and patient are of utmost importance to a patient's healing progress. Athletic training students must earn the respect and trust of student-athletes, patients, and clients to aid in providing effective health care. The athletic training students' patients should not be considered as peers; a conflict of interest is likely to arise. Engaging in romantic/sexual relations with patients may result in negative consequences such as, but not limited to conflict of interest, altered delivery of care, or sexual harassment allegations. As such, sexual or romantic relationships with patients are prohibited and will not be tolerated. Sexual or romantic relationships with patients who are minors (under the age of 18 and/or still enrolled in high school) is illegal and will be reported to the authorities. This will result in dismissal from the ATGP.

Athletic training students are required to refrain from engaging in romantic or sexual relationships with patients. If such a relationship develops or existed prior to initiating a clinical education experience with the patient, the relationship must be disclosed to the CEC and preceptor immediately so the athletic training student can be assigned to a different clinical placement. This is the professional manner to handle this situation. Failure of the student to disclose the relationship and conflict of interest will result in **Disciplinary Action** (see page 33).





## Other Professionals

Athletic training students are required to refrain from engaging in romantic or sexual relationships with other professionals encountered during matriculation in the ATGP. This includes faculty, preceptors, coaches, athletics directors, clinical supervisors, and other healthcare providers encountered in the clinical or residency placement. Engaging in romantic/sexual relations with individuals in a supervisory role or position of authority may result in negative consequences such as, but not limited to conflict of interest, altered delivery of care, or sexual harassment allegations. As such, these will not be tolerated resulting in **Disciplinary Action** (see page 33).

All ATS must read and abide by the SRU ATGP Fraternization Policy. Prior to initiating coursework, students must sign the Fraternization Policy Acknowledgment Form in Appendix A.



## Program Policies

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### Professionalism Policy

As healthcare providers, athletic trainers are expected to be professional in their actions, including adhering to required laws/codes, being ethical, and behaving accordingly. Developing and practicing professional behaviors is an integral part of the SRU ATGP. These behaviors will be developed with the guidance of the following resources:

- Mentoring, role-modeling, feedback, and advice from faculty, preceptors, physicians, nurses, other healthcare providers.
- The written policies and procedures within this manual.
- All athletic training professional standards:
  - BOC [Standards of Professional Practice](#)
  - NATA [Code of Ethics](#)
  - PATS [Code of Ethics](#)
  - PA [State Board of Medicine](#) (scroll to bottom and click on links)
  - SRU [Student Code of Conduct](#)
  - Affiliate Site Policies and Procedures
- Professional Behaviors Evaluations (By faculty)
- Self-reflections and self-evaluations (By students)
- Clinical evaluations (By preceptors).

With the support provided, ATGP students are expected to practice professional behaviors at all times:

- Remember you are a representative of the University, the Athletic Training Graduate Program, the preceptor and the affiliate site with which you are working. Your professional conduct is expected to reflect this at all times.
- Your physical presentation should indicate the highest level of pride in yourself, the program, your preceptor and affiliate site. You want to impress. There is a dress code for a reason. When in doubt, err on the side of more formal or ask the appropriate faculty, preceptor or supervisor.
- The language you use, verbally and in writing, should be proper and void of slang and obscenities. The class, lab, and clinical settings are not the place for drama, bullying, gossip, dirty jokes or sexual harassment.
- Adherence to the social norms of the culture, society and organization in which you are participating is important. Shake hands, make eye contact, speak loud and clear, use formal address, and preferred forms of communication as appropriate in each circumstance.
- You want to earn the trust of those you work with and build positive relationships with peers and patients alike. Demonstrate dignity, honesty, loyalty, and support to patients/athletes/clients, peers, faculty, preceptors, physicians, healthcare providers, and others you come in contact with.
- What happens on social media stays on social media. Guard your reputation and your privacy. Remember you are representing more than yourself and who you are in this time.



- Information heard or discussed during your clinical placement by preceptors, patients/athletes/clients, physicians, healthcare providers, coaches, parents, and/or administrators is considered confidential and should be treated with respect, dignity and sensitivity.
- Attend class, clinical experiences, meetings, events, activities and other commitments on time if not early. It is a sign of respect to others to be on time to commitments. When conflicts arise, it is appropriate to contact the other party as soon as possible to apologize and reschedule. But recognize that frequent tardiness is inherent of other issues and needs to be rectified to ensure personal and professional success.
- Demonstrate respect toward all peers, healthcare providers, faculty, preceptors, coaches, certified athletic trainers, administrators, etc. at all times. Avoid confrontations if possible, and if a conflict or other problem develops, notify the supervising preceptor, appropriate faculty member, CEC and/or program director immediately. Always address matters directly at the lowest level.
- Practicing self-care, managing stress, and building resiliency and confidence are all skills that lead to strength of character and support professional behavior.
- Students shall deliver patient-centered care without regard to their patient's race, religion, national origin, age, sex, gender, gender expression, sexual orientation, marital status, citizenship, creed, disability, medical condition, socioeconomic status, political beliefs, or any status protected by law.

Violation of these professional behaviors will result in **Disciplinary Action** (see page 33).

## Professional Appearance Policy–Dress Code

A professional appearance demonstrates respect for the profession, the program and yourself. Students must dress in professional, neat, and conservative attire using good judgement and common sense. This dress code applied to class and when guest speakers are invited to address the students. Good personal hygiene is always required. The faculty will also display the highest degree of professionalism all times. These requirements exemplify the expectations that students and faculty alike will display while on campus or in clinical placements. Faculty will notify the students in advance if special clothing is to be worn for specific class sessions. There may be some exceptions when students may wear jeans or other attire as announced by the program faculty or clinical preceptors.

Students will be expected to wear the following for all ATGP didactic-related experiences:

Didactic classes when no laboratory/physical activity is involved:

- Conservative business casual attire or smart casual
- Athletic training uniforms

Laboratory/Activity Classes:

- T-shirt (Athletic Training, SRU, SRU Team Sport, Plain, NATA, PATS)
- Tank Top (to access shoulder)
- Shorts/Tights (Athletic Training, SRU, SRU Team Sport, Plain, NATA, PATS)
- Warm-Up/Sweats (Athletic Training, SRU, SRU Team Sport, Plain, NATA, PATS)
- Athletic Shoes
- Flip-Flops/Sandals (to access foot and ankle)



Students will be expected to wear the following for all ATGP clinical experiences:

- Approved uniform
  - Appropriate shoes (closed-toed) are required
- Attire as directed by the preceptor/affiliate site

It is important that students understand that their professional appearance is an important factor in the didactic and clinical/residency experience settings. You want patients/athletes/clients to easily identify you as an athletic trainer or healthcare professional in that setting. You want other healthcare providers and professionals at that site to recognize and accept you as one of them. You also want other healthcare education programs to recognize you as an athletic training student.

- For all on-campus clinical and residency experiences, students are required to follow the ATGP Dress Code. For all off-campus clinical and residency experiences, students are required to follow the specific dress code for that facility as per the preceptor. If no specific dress code exists off-campus, the ATGP Dress Code will be followed.
- During warm, cold, or wet weather, students should work with their preceptors and use good judgement to select appropriate, yet professional attire as needed. Light colored shorts, t-shirts, hats, visors, and sunglasses are appropriate for excessive heat. Hats, gloves, boots, windbreakers, coats, etc., are appropriate for cold, rain and snow. Students should dress to avoid becoming victims of the environment.
- Inappropriate attire would include sandals, flip-flops, short-shorts, tank-tops, sports bras, skin-tight pants/shorts, or going shirtless (students must be modestly covered). Tights and leggings are not to be worn.
- The student's ATGP name badge (or that provided by the affiliate site) must be worn during all clinical and residency experiences at all times to differentiate the student from the preceptor and other employees/clinical staff.

Note:

- No hats indoors (regardless of gender)
- No shorts, sweats, yoga pants, pants with holes or cutoff pant legs
- Attire should be properly fit (not too tight, not baggy)
- No midriff or halter tops
- Facial hair must be clean and neatly groomed
- Long hair must be bound during laboratory and physical activities and clinical experiences to avoid interfering with procedures or coming in contact with patients.
- Nails must be clean and neat; length of nails must not interfere with manual techniques or puncture latex gloves. Artificial and decorative nails are strongly discouraged.
- Jewelry should not be big or long enough to dangle into treatment areas or contact patients. Excessive visible body or facial piercings are discouraged.
- Attire may not reference violence, sex, drugs, alcohol, or other unprofessional topics. Tattoos referencing the same should be covered.

Specific dress code requirements for physical laboratory sessions may be found in the appropriate course syllabus. Students who appear in class, lab, or clinicals with inappropriate attire or hygiene will be directed to leave.

Students will dress in professional, traditional business attire or smart casual business attire when attending professional meetings, workshops, and conferences. Flip-flops and similar sandals are not professional business footwear.



Failure of the student to follow the dress codes will result in **Disciplinary Action** (see page 33).

## Attendance Policy

Each class will have an attendance policy outlined in the syllabus. It is the expectation of the ATGP that students attend all classes on time and prepared to actively engage in the discussions and activities. Students are responsible for complying with the instructor's requirements. Chronic absenteeism and/or lateness will not be tolerated and will result in **Disciplinary Action** (see page 33).

Prolonged illnesses and extraordinary circumstances will be handled on a case-by-case basis as per university procedures.

## Student-Athlete Policy\*

In addition to the rigor of the course content, athletic training students participate in their assigned clinical placement according to the schedule established by their supervising preceptor based on the schedule of their athletic training practice. The athletic training student must be present for all regularly scheduled clinical placement activities under the direct supervision of that clinical preceptor. The clinical placement is a class and is a requirement for completion of the graduate program; just as students are expected to attend all other classes, athletic training students are expected to attend their clinical placements. Students are encouraged to fulfill their eligibility in athletics before initiating the ATGP.

## Student Employment Policy\*

The ATGP is very intense and demands a significant time, effort, and energy. Students who wish to work part-time are encouraged to do so with caution, while prioritizing time for study, lab attendance, clinicals, family and their health.

Failure to abide by these Program Policies, or blatant offense of the professional behavior policies will result in the student being subject to **Disciplinary Action** (see page 33).



## Behavioral Discipline Policy

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Students are expected to follow this Athletic Training Policy and Procedure Manual. In addition to these policies, students must comply with all ATGP requirements and procedures.

As a Slippery Rock University student, you should know your rights and responsibilities.

## Academic Integrity

### Purpose of SRU's Academic Integrity Policy

The value of education is determined by the quality and character of its students and graduates. Therefore, students, student organizations, management, and faculty are expected to uphold academic integrity.

### Definition of Academic Integrity

Academic integrity refers to the adherence to agreed upon moral and ethical principles when engaging in academic or scholarly pursuits. Mastery of subject matter should be demonstrated in an honorable and straightforward manner.

### The Significance of Course Grades and the SRU Degree

A course grade certifies both your knowledge of that particular material and a standard of academic integrity. The SRU degree certifies to society both the educational achievement and the fulfillment of our standards, which include ethical and moral behavior.

### Discipline

Inherent in the learning process is a commitment to discipline. Discipline is a specific form of training that looks to the future where one learns lessons and makes better choices. The instructor will guide the learning process by identifying unacceptable behavior and work with students to define the problem and guide them to make better choices. This process preserves the value and reputation of the degrees conferred by SRU. There are two types of discipline: pre-emptive and corrective discipline. Pre-emptive discipline is a means of training which mandates that the student undertake certain appropriate actions in the course of the learning process. Corrective discipline could be implemented when students engage in dishonest behavior.

### Dishonest Behavior

Dishonest Behavior that would merit corrective discipline is defined as any action that gives the student an unfair advantage. Academic dishonesty may take many forms. Examples of academic dishonesty include, but are not limited to, the following:

- Buying, selling, or trading papers, projects, or other assignments.
- Using or attempting to use any unauthorized book, notes, or assistance (for example, copying another student's test or homework).
- Plagiarizing and/or submitting the work of another as your own.
- Completing class work for another person.
- Fabricating information or citations.
- Facilitating dishonest acts of others pertaining to academic work.
- Possessing unauthorized examinations.
- Submitting, without instructor permission, work previously used.
- Tampering with the academic work of another person.
- Ghost-taking an exam in place of a student or having any person take an exam in your place.



- Any attempt to falsify an assigned grade on an examination, report, or program or in a grade book, document, or other record.
- Any attempted, or actual computer program theft, illegal use of software; illegal downloading or streaming of copyrighted media, or inappropriate use of the internet; such as, but not limited to, illegal or unauthorized transmission; or improper access to any computer system or account.
- Any attempted, or actual, collusion willfully giving or receiving unauthorized or unacknowledged assistance on any assignment, practical, or examination (all parties are considered responsible).
- Forging a faculty member's or administrator's signature on any document.
- Copying and pasting digital media including, but not limited to, email correspondence, text, images, or other media from online sources without proper citation, the copyright owner's permission to use the digital media; or, evidence of having performed a favorable fair use analysis.
- Copying and pasting significant portions of digital media with or without citation.
- Using smart/electronic devices to acquire or share information during an examination, quiz or practical assessment.
- Sharing information via any means with other students during an examination, quiz or practical assessment during the assessment window and/or when other students are being assessed at a later time.

***As a student in this program, if you do not understand whether something is or is not a breach of academic dishonesty, you must consult with the instructor prior to undertaking the activity.***

Dishonest behaviors have implications to the student, to the university and prospective employers, including those who provide internships. (Please refer to graduate catalog for more information). Course instructors, the university, and students have rights and responsibilities. (Please refer to graduate catalog for specific information).

### **The Student's Role in Academic Integrity**

- Taking responsibility for one's own actions both positive and negative.
- Understanding the consequences of both positive and negative behaviors to all stakeholders: oneself, the institution, the faculty and management, the assessment process, and fellow students.
- Engaging in actions to change behavior that is negative.
- Changing one's thinking at a deep level leading to positive changes in one's actions.
- Becoming a positive role model for others by one's actions.

### **Athletic Training Graduate Program Policy on Academic Dishonesty**

It is the policy of the Athletic Training Graduate Program to refer cases of academic dishonesty to the Office of Student Conduct. The instructor will inform the departmental chairperson and the ATGP director of the problem and its resolution. The department chairperson is to forward the information to the appropriate dean who will then inform the Provost and Vice President for Academic Affairs. Students charged with academic dishonesty will deal with the course instructor and the coordinator of the Office of Student Conduct. When the instructor refers the matter to the Office of Student Conduct, the coordinator will begin institutional action through an investigation into the matter. If there is sufficient cause, students will be notified of the charges brought against them under the Code of Conduct. The student may then face judicial action, in addition to the instructor's action, which may include a university hearing board that could lead to suspension or dismissal from the university. In this course, the minimal punishment for any student determined to be engaging in academic dishonesty will be a "0" (Zero) on that assignment or test. Depending upon circumstances and seriousness of the offence, the instructor may assign an "F" (Failure) for this course.

Upon decision by the Office of Student Conduct and the instructor, the student will be subject to **Disciplinary Action** (see page 33).

To view the full Academic Integrity Policy please refer to: <https://catalog.sru.edu/academic-policies/academic-integrity/>



## Behavioral Integrity

### Unacceptable Behavior

Students must comply with the Athletic Training Graduate Program, Office of Graduate Admissions, and University policies and procedures, as well as the NATA and PATS Code of Ethics, the Board of Certification Standards of Professional Practice, and the PA State Board of Medicine rules and regulations while enrolled in the graduate program. Examples of unacceptable behavior include, but are not limited to, the following:

- Insubordination
- Unprofessional Behavior
- Breach of Confidentiality & Duty
- Violation of HIPAA
- Unexcused Absences
- Chronic Tardiness
- Dress Code Violations
- Theft / Vandalism
- Sexual Harassment/Abuse
- Fraternization
- Contact with a minor non-specific to care delivered during assigned clinical education
- Falsifying Clinical Hours
- Academic Dishonesty/Misconduct
- Substance / Alcohol Abuse
- Accepting bribes, gifts, gratuities
- Bullying / Cultural Insensitivity
- Arrest for a felony or misdemeanor
- Conduct unbecoming of an Athletic Trainer as outlined in the NATA and PATS Code of Ethics & BOC Standards of Professional Practice
- Excessive / personal use of cell phone/texting in class and clinical experiences
- Unprofessional or excessive use of social media, especially during class, lab or clinical experiences
- Use of tobacco products, alcohol or drugs while representing the Athletic Training Graduate Program and clinical affiliate site. This includes while traveling during clinical experiences.
- Publicly express opinions of treatment and/or care rendered by a physician, another athletic trainer, or other healthcare provider.
- Other actions as determined by the Athletic Training Faculty

If a student fails to comply with the standards set forth in this Policy and Procedure Manual because of unacceptable behavior in the clinical or academic settings, disciplinary action (see below) will be taken. The graduate program director reserves the right to alter the following as deemed necessary.





## Behavioral Disciplinary Action

Any student who violates the Academic Integrity or Behavioral Integrity expectations of the ATGP will be subject to disciplinary action which could include reprimand, probation, suspension and dismissal from the program depending on the severity and frequency of the offenses.

### Behavioral Reprimand

A written reprimand will serve as the first step to document concerning behavior, recommend corrective steps, offer a warning against continued behavior(s), and outline future consequences.

### Behavioral Probation

Probation indicates that a student will need to participate in corrective action as a result of their behavior violation(s). A student will be placed on behavioral probation for one full semester. The student will need to refrain from the offending behavior for the length of the probation at which time the program director and core faculty will conduct a formal professional re-evaluation.

Behavioral probation is an indication that the student needs to take corrective action. It is intended to be an opportunity for the student to use their resources to build upon their strengths, address their challenges, and improve their likelihood of professional success. During the semester-long behavioral probation, the student is required to create a Professional Behavior Contract with their academic advisor and meet consistently with their advisor and program director to address the issues that placed the student on probation and prevent any future violations. The student will be required to:

- Follow the Professional Behavior Contract created with the academic advisor
- Meet weekly with their assigned advisor
- Meet bi-weekly with the program director
- Other interventions as determined by the program director, advisor, and student.

### Behavioral Suspension

A student placed on behavioral suspension is removed from the ATGP. A student will be placed on behavioral suspension for the following reasons:

- Repeat offense(s)
- Multiple behavioral violations
- Significant (criminal) behavioral violations
- Failure to resolve previous violation (probation)

A student has one month after notification of suspension to submit a written petition to the program director and academic dean to request readmission with the next cohort. If readmission is granted, the student will resume progress in the ATGP full-time with the next cohort, at the beginning of the semester where the behavioral violation occurred.

Readmission criteria will be designed by the program director and faculty to specifically give the student the best possibility of success. This will include behavioral expectations for the remainder of their matriculation in the program.

The student may request only one readmission to the program. Readmitted students are responsible for meeting all academic and behavioral requirements in effect at the time they are readmitted, not at the time



they were originally admitted to the university. Failure to meet the readmission criteria as outlined in the contract by the program director following the period of suspension will result in permanent dismissal from the graduate program.

### **Behavioral Dismissal**

A student who is dismissed will be removed from the ATGP with no option to appeal. A student will be dismissed for the following reasons:

- Behavioral suspension for a second time
- Felony arrest
- Fraternization with a minor

Students who violate the Academic Integrity Policy will be subject to the Academic Discipline Policy and the Behavioral Discipline Policy.

All ATS must read and abide by the SRU ATGP Behavioral Discipline Policy. Prior to initiating coursework, students must sign the Behavioral Discipline Policy Acknowledgment Form in Appendix A.

### **Athletic Training Student Grievance Policy**

The ATGP follows those policies and procedures outlined by the university specific to FERPA, grade appeals, and equal treatments.

Students are encouraged to review those policies found on the SRU website.

#### **Academic Records:**

- <http://www.sru.edu/academics/academic-services/academic-records/policies-regulations-and-catalogs>

#### **Diversity, Equity and Inclusion:**

- <https://www.sru.edu/life-at-sru/diversity-equity-and-inclusion>

#### **Procedure for Filing a Grade Appeal:**

- <https://catalog.sru.edu/academic-policies/grade-appeal-policy/>



## Clinical Education

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In addition to the didactic education of the program, the ATGP includes extensive *clinical education*.

### Clinical Education

The CAATE defines *Clinical Education* as:

- A broad umbrella term that includes three types of learning opportunities to prepare students for independent clinical practice: ***athletic training clinical experiences, simulation, and supplemental clinical experiences***.
  - ***Athletic training clinical experiences***: direct client/patient care guided by a ***preceptor*** who is an athletic trainer or physician.
  - ***Simulation***: an educational technique, not a technology, to replace or amplify real experiences with guided experiences that evoke or replicate substantial aspects of the real world in a fully interactive manner.
  - ***Supplemental clinical experiences***: learning opportunities supervised by health care providers other than athletic trainers or physicians. These opportunities will be included sparingly to enrich student learning and understanding of the global healthcare system and promote ***interprofessional education and practice***.

The SRU ATGP clinical experience is intended to be a salient learning opportunity where the theory, knowledge, science, and novice skills acquired in the didactic portion of the students' education are integrated and applied in an authentic and realistic practice setting. In this setting, students receive further instruction, role-modeling, mentoring and assessment under the direct ***supervision*** and guidance of a ***preceptor*** while they demonstrate patient care, professional behavior, and clinical-reasoning. *The ultimate outcome is that students will develop competence and confidence to become the clinicians they want to be.*

### Preceptors

The CAATE also defines the following:

- ***Preceptors*** supervise and engage students in clinical education. All preceptors must be licensed healthcare professionals and be credentialed by the state in which they practice. Preceptors who are athletic trainers are state credentialed (in states with regulation), certified, and in good standing with the Board of Certification. A preceptor's licensure must be appropriate to his or her profession. They are trained and evaluated by the program. Preceptors for athletic training clinical experiences identified in Standards 14 through 18 must be athletic trainers or physicians.
  - ***Preceptors*** are trained by the SRU ATGP faculty and aware of the specific policies, procedures, and program vision, mission, and outcomes. They are evaluated by the faculty and by the students who are assigned to them. In the SRU ATGP, the Clinical Experience Preceptor (CEP) or Advanced Residency Preceptor (ARP) is responsible for supervising, teaching, and assessing the athletic training graduate students assigned to them as part of their enrollment in ATTR 610, 710, 750 and 760.
- ***Supervision*** occurs along a developmental continuum that allows a student to move from interdependence to independence based on the student's knowledge and skills as well as the context of care. Preceptors must be on-site and have the ability to intervene on behalf of the athletic training student and the patient. Supervision also must occur in compliance with the state practice act of the state in which the student is engaging in client/patient care.



## Affiliate Sites

**Clinical education** will take place in the classroom, in campus athletic training facilities, at off-campus **affiliate clinical sites**, and in specialized settings (exercise physiology lab, doctors' clinics, health center, etc.). Students are responsible for any transportation associated with attending **clinical education** experiences. Students should use good judgement during bad weather when deciding to drive to and from sites.

- **Clinical Site/Affiliate Site:** A facility where a student is engaged in clinical education.
- **Affiliation agreement:** A formal agreement between the program's institution and a facility where the program wants to send its students for course-related and required off-campus clinical education. This agreement defines the roles and responsibilities of the host site, the affiliate, the preceptor, and the student.
  - Clinical sites are selected for their location, preceptors, unique learning opportunities, equipment, and patient populations, among other qualities. Sites are evaluated annually.
  - It is the goal of the SRU ATGP faculty to ensure that the CAATE Educational Standards are taught, practiced, and evaluated in a progression over time.

## Clinical Courses

A clinical education experience is required through enrollment in four different clinical placements over two full years to allow for a logical progression of increasingly complex and autonomous patient care. The clinical placements may begin prior to the start of each semester so long as the student has met all required criteria for clinical placement. Clinical placements may take place over weekends and university breaks. The clinical placements take place through four credit granting courses that students are enrolled in simultaneously with the didactic courses. The following are traditional setting hour requirements:

- ATTR 610 (Fall 1): Athletic Training Clinical Experience I
  - minimum 120 hrs – maximum 240 hrs; **Goal = 180 hrs**
- ATTR 710 (Spring 1): Athletic Training Clinical Experience II
  - minimum 120 hrs – maximum 240 hrs; **Goal = 180 hrs**
- ATTR 750 (Fall 2): Advanced Athletic Training Clinical Residency
  - minimum 240 hrs – maximum 480 hrs; **Goal = 400 hrs**
- ATTR 760 (Spring 2): Athletic Training Clinical Experience III
  - minimum 120 hrs – maximum 240 hrs; **Goal = 180 hrs**

ATTR 610 and ATTR 710 are clinical experience placements completed during the first year, while students are simultaneously enrolled in didactic courses. Each clinical experience class is 3 credits (at least 120 hours) and will allow the students to transfer the knowledge and skills learned, acquired, and assessed during the previous semester and apply and practice them in an authentic situation.

During this clinical placement the athletic training student is assigned to an approved **Clinical Experience Preceptor (CEP)**. This ensures that the student can demonstrate a progression of skill acquisition through repeated evaluation under the direct supervision and guidance of an experienced clinician. It further ensures that the skills are learned, performed, and retained and that the student has demonstrated proficient application of the skill.



ATTR 750 is the *immersive clinical experience* that is referred to as an advanced residency placement designed to fully engage students in the professional practice of athletic training in an authentic clinical setting under the direct supervision, guidance and mentorship of an approved **Advanced Residency Preceptor (ARP)**. Emphasis is placed on achieving mastery of previously learned content. Students will be assigned to a preceptor for an 8-week clinical residency (at least 240 total hours).

- The CAATE defines the *immersive clinical experience* as a practice-intensive experience that allows the student to experience the totality of care provided by athletic trainers. In the SRU ATGP, the Advanced Residency Preceptor (ARP) is responsible for supervising, guiding, mentoring, and assessing the athletic training graduate students assigned to them as part of their enrollment in in ATTR 750.

	Clinical Experience Placement	Advanced Residency Placement
<b>Courses</b>	ATTR 610 Athletic Training Clinical Experience I ATTR 710 Athletic Training Clinical Experience II ATTR 760 Athletic Training Clinical Experience III	ATTR 750 Advanced Athletic Training Clinical Residency
<b>Time Frame</b>	3 days/week minimum 10-15 hour/week 120 hours/semester minimum Goal: 180 hours 4-15 week rotations (varies by location, season) +Students are assigned to emerging clinical affiliate sites intermittently during these placements (15-30 additional hours per semester) *May exceed 240 hours/semester with clinical education coordinator and preceptor permission	4 days/week minimum 20-30 hours/week 240 hours/semester minimum Goal: 400 hours 8 weeks (minimum) *May exceed 480 hours/semester with clinical education coordinator and preceptor permission

\*Students must be in good academic and behavioral standing and all clinical education requirements met to extend a clinical placement once the maximum hour limit is reached.

The Advanced Residency Placement associated with ATTR 750 is further detailed in the [Advanced Clinical Residency Handbook](#), which is available to all students on the Graduate Student D2L shell and included with the ATTR 750 course content.

ATTR 760 is the final clinical placement designed to provide opportunities for students to apply complex athletic training knowledge and skills specific to advanced therapeutic interventions and healthcare management. This final 3 credit clinical (at least 120 hours) will occur during the student's final semester as they prepare for the BOC examination.

**Note:** Failure of a student to successfully complete the minimum hour requirements for the clinical experience placements (120 or 240) and any emerging clinical placements will result in a grade of "Incomplete" for the enrolled clinical course until the minimum clinical hour requirements are satisfied.

### Emerging Clinical Affiliate Sites

While students are enrolled in ATTR 610, 710, and 760, and assigned to their preceptor for the semester, students will also be intermittently assigned to shorter clinical experiences with preceptors in Emerging Clinical Affiliate Sites. These emerging site placements may be 1-2 days or 1-2 weeks occurring 2 or 3 times per semester. The purpose of these mini-placements is to gain experiences with athletic trainers who work in the emerging employment settings (non-traditional AT settings) or with other healthcare providers to gain *supplemental clinical experiences* and *interprofessional practice* opportunities with a more diverse patient population. The emerging site placements vary to include working with patients who are infants and children, the elderly, disabled, non-athletic, laborers, socioeconomically diverse, etc. The settings may range from hospitals, clinics, physician offices, industry, etc. Hour requirements will vary by site and semester (approximately 15-30 hours per semester). More information about these emerging clinical experiences can be found in the corresponding clinical course syllabus.



## Patients

The clinical education component of the program includes planned opportunities for students to practice with a diverse patient population in varying settings that may include:

- Patients across the lifespan
- Patients in varying settings
- Patients of all sexes, genders, and expressions
- Patients with different socioeconomic statuses
- Patients of varying levels of activity and athletic abilities
- Patients who do not participate in sporting activities (military, industrial, occupational, leisure activities, performing arts)
- Patients seeking attention in a wide variety of healthcare settings (wellness, orthopedic, general medicine, urgent and emergent care, rehabilitative, behavioral, pediatric, performance enhancement)
- Patients experiencing a wide variety of healthcare concerns (emergent, mental health, musculoskeletal, neurological, endocrine, dermatological, cardiovascular, respiratory, gastrointestinal, genitourinary, otolaryngological, ophthalmological, dental, and environmental)
- Patients participating in activities with varying risk
- Patients exposed to pathology to the upper extremity (throwing, swimming, overhead activity, falling, etc.)
- Patients exposed to pathology to the lower extremity (walking, running, jumping, kicking, etc.)
- Patients exposed to pathology to the head, neck, and spine
- Patients who require equipment (helmets, body pads, implements, etc.)

The Clinical Education Coordinator (CEC) is responsible for the oversight of the clinical education experience of the program. Well in advance of the start of each semester, the CEC will assign students to preceptors according to:

- The clinical course each student is enrolled in
- The experiences needed by each student
- The student's professional goals and objectives
- The availability of preceptors
- The student's up-to-date background checks and immunizations

## Clinical Education Expectations

In addition to the program requirements outlined on the previous pages, and the course syllabi for each clinical course, the following expectations are required by the student to ensure successful completion of the clinical education experience:

1. Students will have current professional level CPR/AED and First Aid Certifications before the start of the assignment.
  - a. Refer to list of **Appropriate Emergency Cardiac Care Provider Courses**
2. Students will be up to date on all required immunizations as outlined in this P&P manual and the assigned affiliate site.
  - a. Refer to list of **Immunizations**
3. Students will maintain liability and health/medical insurance during enrollment in all clinical courses involving assignment to a clinical/affiliate site.
4. Students will be able to participate in the clinical experience as outlined by the Technical Standards of the ATGP.
  - a. Refer to **Technical Standards of the ATGP**



5. Students will pass all criminal background checks and child abuse clearances required by the state or affiliate site. Criminal background check and screening requirements including fingerprinting, child abuse clearance, and drug screening (clinical site dependent) are required to matriculate into the program, participate at clinical sites, and progress through the program. Students are financially responsible for this process which may be repeated annually or more frequently as required by clinical sites. Adverse results at any time can prevent a student from matriculating into the program, progressing through the program, or attaining placement at clinical sites. Results including felony and misdemeanor convictions can limit the ability for clinical experience, national certification, or state licensure.
6. Students who have been convicted of a felony or misdemeanor may be denied certification and/or licensure as a healthcare professional. Information regarding certification eligibility may be obtained from the Board of Certification. A student must self-report to the program director within 3 business days of any charges or any legal action taken against them outside of traffic violations.
7. Students will be in good academic and behavioral standing with the ATGP as per this P&P manual.
8. Students will participate in a planned and logical orientation with the assigned preceptor prior to the initiation of the clinical experience.
9. Students will abide by the professional behavior policies and procedures outlined in this manual as well as those of the assigned preceptor and affiliate site, to include, but not limited to, attire, care, documentation, EAP, staff meetings, communication, chain of command, equipment use, etc.
10. Students will establish a regular schedule of attendance with the preceptor to achieve the minimum number of hours. This schedule will not exceed 20 hours per week.
  - a. Students enrolled in ATTR 610, 710 and 760 will attend their clinical placements at least 3 days/week and achieve a minimum of at least 10-15 hours/week.
  - b. Students enrolled in ATTR 750 will attend their residency experience at least 4 days/week and achieve a minimum of at least 20-30 hours/week.
11. Students will have at least one day off every 7 days.
12. Students will attend all scheduled clinical experiences as assigned by the preceptor. Students will not have more than two unexcused absences with the preceptor.
13. Students will not attend the clinical experience during the preceptor's physical absence.
14. Students will accurately log their hours and activities via the Typhon tracking system.
15. Students will complete all assigned self, preceptor and site evaluations as scheduled.
16. Students will not receive money, gifts, or gratuities for providing clinical services.
17. Students will not work independently as student aids or first responders during clinical placements.
18. Students will not travel without the direct supervision of the assigned preceptor.
19. Students will not use electrical modalities they have not been formally educated to use.
20. Students will not apply or prescribe therapeutic techniques/interventions they have not been formally educated to apply.
21. Students will abide by HIPAA and the confidentiality agreement. This includes the protection of athlete and patient privacy with use of all social media.
22. Students will follow the university closure policies during extenuating circumstances.

Violation of these expectations will result in the student being subject to **Disciplinary Action** (see page 33).

All ATS must read and abide by the SRU ATGP Clinical Expectations. Prior to initiating coursework, students must sign the Clinical Expectations Acknowledgment Form in Appendix A.





## Appropriate Emergency Cardiac Care Provider Courses for CPR/AED Certification

Provider Name	Course Title
<u>American Heart Association</u>	ACLS, Basic Life Support (BLS) Healthcare Provider, Basic Life Support (BLS) Provider, Basic Life Support (BLS) - RQI
<u>American Red Cross</u>	CPR/AED for the Professional Rescuer, Basic Life Support (BLS) for Healthcare Providers
<u>American Safety and Health Institute</u>	Basic Life Support (BLS)
<u>Emergency Care and Safety Institute</u>	Health Care Provider CPR
<u>National Safety Council</u>	Basic Life Support (BLS) for Health Care and Professional Rescuers

## Immunizations

Immunizations vary among hospital and healthcare sites. Students will need to work with the CEC to stay up to date on their immunizations that may include: MMR (Measles, Mumps and Rubella), DTaP (Diphtheria, Tetanus and Pertussis), Hepatitis B series, Chickenpox (Varicella vaccination), Tuberculosis testing (2-step test [\$15] or QuantiFERON blood test [\$140+]), COVID-19, and annual Flu shot. These are at your own cost; your health insurance may cover many of these.

## Immunization Exemptions

Current immunizations, including the COVID-19 series, boosters and annual influenza immunization, are strongly recommended by the ATP. Most affiliate sites for clinical education experiences **require** that students are fully vaccinated to participate in clinical opportunities. Immunization waivers for exemptions (influenza, COVID-19) that are submitted are subject to approval by each affiliate site.

All students who participate in clinical placements must provide proof of compliance with current CDC guidelines as appropriate for any experience which includes but is not limited to additional immunizations or titers. All students must adhere to any specific hospital, institutional, and/or practice guidelines prior to engaging in patient contact at the hospital, institution, or practice site. All students who participate in clinical experiences must provide proof of compliance with current CDC guidelines as appropriate for any experience which could include additional immunizations or titers.

Students will not be permitted to participate in clinical education experiences if health paperwork, immunizations (including updates and specific clinical site requirements), and proof of health insurance are not completed for clinical experiences. This will result in delayed graduation.

Students requesting an immunization exemption should communicate their needs with the CEC. Immunization status may affect some clinical placements, therefore timely communication with the CEC is essential for meeting all clinical requirements of the MSAT Program. *Not all affiliate sites recognize a medical or religious exemption for immunizations.*





## **Breaks and Holidays**

Students are encouraged to take advantage of the opportunity to participate in their assigned clinical experiences whenever the preceptor is present to further develop skills in the clinical setting. If invited by the preceptor to participate in Fall Pre-Season Camp, Fall Break, Thanksgiving Break, Winter Break, Spring Break, and any other scheduled holidays or breaks that the university is closed, the student may do so voluntarily so long as the preceptor is present.

## **Weekends, Mornings, and Evenings**

Athletic training hours normally operate on weekends, in the early morning hours, and late into the evening. Students are expected to participate in their clinical experiences whenever the preceptor is present. This may include weekends, mornings and evenings. Some placements (general medicine) may include overnight hours.

## **Student-Athlete Policy\*** (See above)

## **Student Employment\*** (See above)

## **Conflict Resolution**

If a student experiences a conflict with the preceptor, the affiliate site, a patient, or a conflict of interest that threatens the student's potential for success or safety, it is the student's responsibility to report that conflict to the preceptor, CEC, or the program director immediately. The goal is to always resolve conflicts at the lowest level possible with confidentiality and professionalism.

## **Clinical Site Requirements**

The clinical site and assigned preceptor will hold an orientation for the assigned students prior to the initiation of clinical experiences. Orientations will include at least the following:

1. Written venue-specific Emergency Action Plans are posted and/or accessible.
2. Written and approved standing orders in compliance with the state Scope of Practice Act.
3. System and proper storage for medical record documentation, which comply with all HIPAA Policy and/or FERPA regulations.
4. Site complies with calibration and maintenance of equipment according to manufacturer guidelines and appropriate state and federal regulations.
5. Established and maintained Universal Precautions, appropriate removal of contaminated biohazard waste, radiation, and compliance with OSHA & Infectious Disease Policy.
6. Availability of running water for proper hand washing and cleaning to aid in preventing the transmission of Communicable Disease and Blood-borne pathogens.
7. Uniform and/or name tag policy to assist patients/athletes to differentiate preceptors and other healthcare providers from athletic training students.



## Travel/Transportation

Travel to and from assigned affiliate sites and other required clinical and didactic educational opportunities is the responsibility of the athletic training student. Students should use good judgement for personal safety during winter and unsafe driving conditions. When in doubt, students should consult the preceptor, CEC, or program director.

*At no time are athletic training students permitted to transport athletes in their private vehicles to physician offices, emergency rooms, urgent care centers, or other personal appointments. Students may attend a patient's appointment/visit with the preceptor or meet the patient at the designated appointment location.*

Athletic training students are encouraged to travel with their preceptors to sporting events as part of their clinical experience or clinical residency. The student must be accompanied on the trip by their assigned preceptor. The cost and liability for travel is the responsibility of the affiliate site. Athletic training students are not excused from classes to travel with preceptors without PRIOR approval from faculty/instructors.

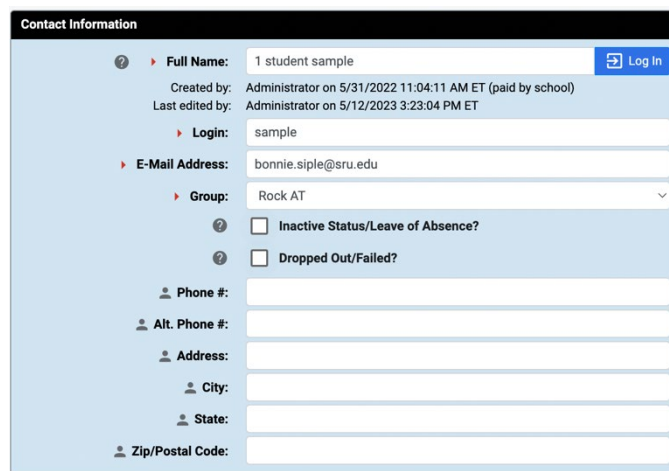
## Typhon

Typhon is a student tracking system of health education programs. The ATGP uses Typhon to track and document all clinical and residency placement student experiences and administer your performance evaluations.

Get Started: To access and update your contact information, click on **Modify Account Information** under **Your Account** on the Main Menu.

The first time you logged into the system, you were prompted to accept the End User License Agreement. This agreement will always be available on the bottom of your Modify Account Information page. This area will also include the date the agreement was accepted.

At the top of the **Contact Information** section, you will see your **E-Mail Address**. If this field is grayed out, then your administrator has restricted you from being able to change your e-mail address, otherwise, you will be able to update it. Other fields such as phone number, address, etc. can be updated by you at any time and will be seen by your program. However, you will not be able to change the spelling of your name or user login yourself. If your name or login is incorrect, contact the CEC to have it changed for you.



The printable **Student Passport** button under your contact information is basically an information sheet about you. When you click on **Printable Student Passport**, you will see a new report with the information that has been selected to be displayed by your program. You cannot change the information displayed here.

At the top, you can create a PDF of your passport by clicking **Export Passport**. Once generated, you can e-mail the document to a preceptor or contact at a clinical site to give them an overview of your contact information, immunizations, and other important information. The ATGP also sends this information to clinical sites upon request.



In the **Miscellaneous Information** section, your expected graduation will appear at the top. If this is incorrect, please contact the CEC.

Other custom fields created by your program may or may not be editable by you. These custom fields may include drop-down lists, fill-in-the-blank questions, and checkboxes. If you cannot edit a field, you must contact Dr. Siple to have the information updated. Ensure that you have completed these fields. This is needed for program reports to CAATE or SRU.

You need to upload a professional headshot of yourself or use the photo on your SRU ID. After having your AT badge completed, ask them to use that headshot for your official SRU ID. You can download it from your SRU account and upload it here. We will also take a headshot of you.

In the **Dates & Supporting Documents** section, you may see data such as your CPR Certification, Immunizations, etc. Any date fields that are added here were created by your school, so these fields may vary from one program to the next. You will not be able to edit the dates of any of these fields. This is where you upload all the documents that are initially due 6/26 or 8/1 (and may need updated).

However, if you see a green plus, you may attach **supporting documents**, up to 10 MB each. When you select the green plus, you will have the option to upload the document that corresponds with the expiration or completion date, and then your administrator can review the document and update the date accordingly.

**NOTE:** The document review and date updating process happens manually by your program, so the date may not get updated immediately after you upload a new supporting document.

Once you upload a document, you can view the document by clicking on the document icon. Overwrite the current document by using the green plus (which automatically archives the existing document), or, with permission, you can archive the current document directly by pressing the red trash can button.

Document Type	Completion Date	Actions
Clearance: ACT 34	MM/DD/YYYY	[+][📄]
Clearance: ACT 126	MM/DD/YYYY	[+][📄]
Clearance: ACT 151	MM/DD/YYYY	[+][📄]
Clearance: FBI	MM/DD/YYYY	[+][📄]
Clearance: DRUG TEST	MM/DD/YYYY	[+][📄]
Health: COVID VAX	MM/DD/YYYY	[+][📄]
Health: FLU VAX	MM/DD/YYYY	[+][📄]
Health: INSURANCE CARD	MM/DD/YYYY	[+][📄]
Health: IMMUNIZATION RECORD	MM/DD/YYYY	[+][📄]
Health: PHYSICAL	MM/DD/YYYY	[+][📄]
Health: TECHNICAL STANDARDS	MM/DD/YYYY	[+][📄]
Health: TB TEST	MM/DD/YYYY	[+][📄]
Certifications: BBP	MM/DD/YYYY	[+][📄]
Certifications: CPR Expiration	MM/DD/YYYY	[+][📄]
Certifications: FIRST AID Expiration	MM/DD/YYYY	[+][📄]
Certifications: PPE	MM/DD/YYYY	[+][📄]
Certifications: OTHER	MM/DD/YYYY	[+][📄]
Professional: LIABILITY	MM/DD/YYYY	[+][📄]
Professional: NATA MEMBERSHIP	MM/DD/YYYY	[+][📄]
Professional: P&P ACKNOWLEDGED	MM/DD/YYYY	[+][📄]
Professional: Track My Tasks	05/12/2023	[+][📄]



Your program may also allow you to view or upload **Additional Supporting Documents** here, such as your resume. Do upload the most current version of your resume. Update this document each semester so you maintain it.

Additional Supporting Documents

Resume:

+

When you are finished updating, make sure to press **Save Data** in the middle of the page. The system will not save your information unless you select Save Data.

## Default Information

Each Semester: Before the start of each semester the student is responsible for setting your default information. Under **Information & Setup** select "Set Up Default Choices" and change your clinical course to the following:

Semester	First Years	Second Years
Fall	ATTR 610	ATTR 750
Spring	ATTR 710	ATTR 760

Be sure to select the correct semester.

The screenshot shows the Typhon system interface for Slippery Rock University of PA - Athletic Training (9514) - AHST Data Entry Section. The user is CUMO, Trinity. The main menu includes sections for Case Log Management, Case Log Reports, and Other Activities & Reports. On the right, the 'Information & Setup' section is highlighted with a red circle, containing links for 'YOUR ACCOUNT' (Modify Account Information, Set Up Default Choices, Audit Trail), 'DOWNLOADS' (Blank Case Log Worksheet, Printable List of Procedures/Skills, Program Documents/Templates), and 'HELP' (Instructions, Video Tutorial, Support Tickets, FAQs, Real-Time Server Status).

The screenshot shows the 'Set Up Default Choices' page. It includes a 'Required Defaults' section with dropdowns for Semester (Fall), Course (ATTR 710 AT Clinical 2), Preceptor (SIPLE, Bonnie), and Clinical Site (Slippery Rock University). There is also an 'Optional Defaults' section with checkboxes for 'Underserved Area/Population' and 'Group Encounter', and dropdowns for 'Race' and 'Student Participation'. A 'Clinical Notes Template' section allows for entering default text. At the bottom, there are 'Save Data' and 'Cancel' buttons.

Next, set your default affiliate site and preceptor to where and who you are assigned to for each respective semester.

If you are assigned to a clinical site with multiple preceptors and/or students (ex: Butler School District or Westminster College), please consult with your preceptor(s) to see who will be responsible for approving each students' hours and case logs. Appoint that person as your preceptor so they can access your hours and logs.

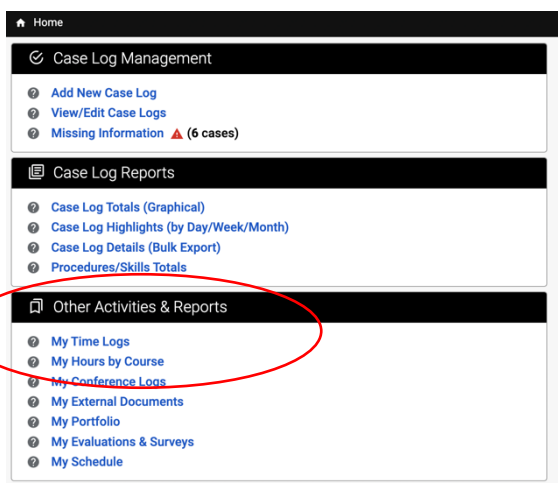
When you do your intermittent emerging site experiences, you will need to indicate the affiliate site and preceptor who are different than your default in your hour log and case log.



## Logging Hours

Expectations: Students are responsible for logging your hours **on a daily basis**. Students will be assigned a minimum number of hours to be completed each week in each of the clinical courses (610, 710, 760 = 10-15/week; 750 = 20-30/week) with a set due date of 6:00PM on Sunday evenings. It is imperative that you complete your hour logs on time so that preceptors may review and endorse them by their Monday due dates. The clinical course instructor will review your hours every Monday as well. Failure to submit your hour logs on time (more than once) will result in the loss of points and the implementation of an action plan with your academic advisor (refer to each clinical course syllabus). You will have the ability to go back and add or edit hour logs for 10 days. If hour logs are incomplete, you will see this in your hour log file. You will also be able to see when your preceptor has approved your hour log. When your clinical instructor has reviewed your hour logs, they will be locked.

Each clinical course will also have a total number of clinical hours to be completed by the end of the semester as evidence. Failure of a student to successfully complete the minimum hour requirements for the clinical experience placements (120 or 240) and any emerging clinical placements will result in a grade of "Incomplete" for the enrolled clinical course until the minimum clinical hour requirements are satisfied (see p. 39).



From the Main Menu, under **Other Activities & Reports**, select "My Time Logs".

Click **+Add New Time Log**.

**Time Logs**  
This report shows your daily time logs, most recent first, formatted in hours. Optionally, you can add filters to the report. "Approval Status" column will show as "Pending" unless "Approved" or "Not Approved" by faculty. You can click on the status or info button for more information.

[+ Add New Time Log](#)

From: MM/DD/YYYY To: MM/DD/YYYY

☐ Display patient, consult & conference time ☐ Show notes

[Apply Filters](#) [Export to Excel](#)

Status	Date	Course	Clinical Site	Preceptor	1st Clock IN	1st Clock OUT	2nd Clock IN	2nd Clock OUT	Shift Time Duration	No patients seen	Last Edited
Approved (Shift Only)	9/23/2022	ATTR 610 AT Clinical 1	Slippery Rock University	LOLLQ, Nicole	14:00	18:00			4		9/26/2022 3:54:12 PM
Approved (Shift Only)	Click for full status details	ATTR 610 AT Clinical 1	Westminster College	SIPLE, Bonnie	08:00	12:00	12:30	17:00	8.5	X	9/14/2022 11:29:26 AM
Approved	5/31/2022	ATTR 610 AT Clinical 1	Westminster College	SIPLE, Bonnie	10:00	12:00			2		5/31/2022 11:50:58 AM
		<b>Totals</b>							<b>14.5</b>	<b>1</b>	





**Typhon** Slippery Rock University of PA - Athletic Training (9514) - AHST Data Entry Section  
ADD TIME LOG

Home

**Add a Time Log**  
Enter the time log information, then press "Continue". If necessary, you can create multiple time logs for the same day with different course/clinical site/preceptor combinations. **REQUIRED**

**Time Log Information**

Time Log Date: 06/01/2023 [TODAY]

Course: ATTR 610 AT Clinical 1  
Default pre-selected

Clinical Site: Slippery Rock University  
Default pre-selected

Preceptor: SIPLE, Bonnie  
Default pre-selected

Continue Cancel

©2023 Typhon Group LLC

When you **Add a Time Log**, select the date and the system will automatically default the course, clinical site and preceptor combination.

However, just as you can override default choices in the case logs, you can also override default choices in the time logs (ex: when you are with your emerging clinical experiences or another approved preceptor).

Press **Continue** to proceed with entering your time log data.

When documenting your hours round up to the nearest quarter hour. You will notice that you can clock in twice in a day. That will allow for multiple activities, practices, patient interactions, pre-game, etc. with long breaks in between. Use these accurately. The total for each day will be represented as the **Total Shift Time**. Time log notes are optional for you. You may want to write a note here to indicate something significant that happened that day to jog your memory about the day for future reference (SRU vs Clarion Game Day or patient RJ ruptured ACL). Always click SAVE to save your hour log.

**Typhon** Slippery Rock University of PA - Athletic Training (9514) - AHST Data Entry Section  
EDIT TIME LOG

Home

**Edit Time Log for 06/01/2023**  
Log your time between 12:00am and 11:59pm on this day, then press "Save Data". You should split any overnight hours by logging the hours on the correct day. If necessary, you can create multiple time logs for the same day with different course/clinical site/preceptor combinations. If the date is incorrect, delete the time log and re-enter with the correct date.

Course: ATTR 610 AT Clinical 1  
Clinical Site: Slippery Rock University  
Preceptor: SIPLE, Bonnie

**Shift Time for 06/01/2023**

Enter military time (00:00 - 23:59)

15:00 1st Clock IN

19:00 1st Clock OUT

2nd Clock IN

2nd Clock OUT

240 Total Shift Time (auto-calculated minutes)

**Time Log Notes for 06/01/2023**

Enter any time log notes

Save Data Cancel

**Other Time Activities for 06/01/2023**

Display patient, consult & conference time

Patient/consult time from cases with a "Not Approved" status are not included in these totals.

Hours / Minutes	Other Activities
0	Patient Time (from case logs)
0	Preceptor Consult Time (from case logs)
0	Conference Time (from conference logs)
0	Total Allocated Time (480 minutes = 8 hours)

☐ No patients seen

Time in the hour logs is entered in military time to differentiate AM vs PM.

## Case Log Entry

Case logs are critical to the program, your clinical course instructor's assessment of you, and your verification of the knowledge and skills you are successfully applying and performing on a day-to-day basis during your clinical experiences. Case logs are how you document what you do as well as confirm the variety of injuries and conditions you gain experience treating and the diversity of patients you care for and interact with.

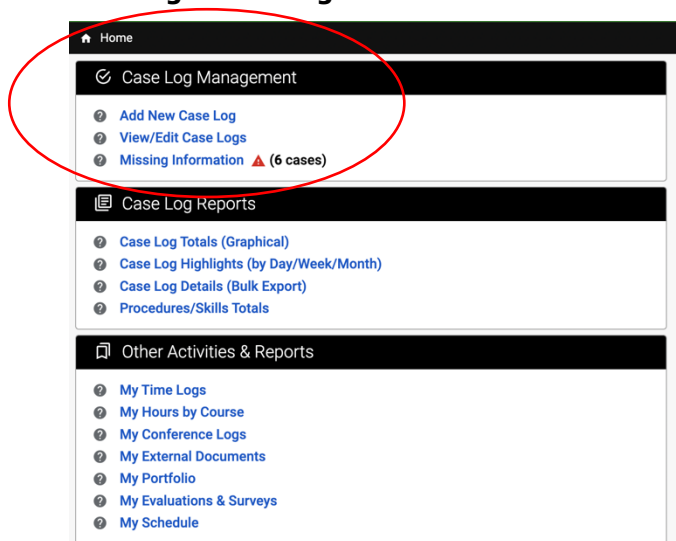
**Expectations:** Students will be assigned a minimum number of case logs to be completed each week in each of the clinical courses (610, 710, 750, 760) with a set due date of 6:00PM on Sunday evenings. Your time, attention, and detail are critical in accurately completing your case logs in Typhon on a daily basis. This is imperative so that preceptors may review and endorse them by their Monday due dates. The clinical course instructor will review your case logs every Monday as well. Failure to submit your case logs on time (more than once) will result in the loss points and the implementation of an action plan with your academic advisor (refer to each clinical course syllabus). You will have the ability to go back and add or edit case logs for 10 days. If case logs are incomplete, you will see this in your case log file. You will also be able to see when



your preceptor has approved your case log. When your clinical instructor has reviewed your case logs, they will be locked.

Each clinical course will also have a total number of case logs to be completed by the end of the semester. Fewer case logs completed than the required total will result in a reduction of points for this assignment.

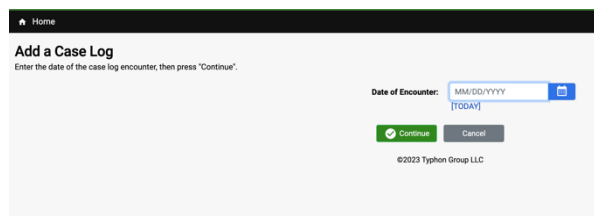
## Entering a Case Log



The screenshot shows a dashboard with three main sections: Case Log Management, Case Log Reports, and Other Activities & Reports. In the Case Log Management section, the 'Add New Case Log' link is circled in red. Other links include 'View/Edit Case Logs' and 'Missing Information' (6 cases). The Case Log Reports section includes 'Case Log Totals (Graphical)', 'Case Log Highlights (by Day/Week/Month)', 'Case Log Details (Bulk Export)', and 'Procedures/Skills Totals'. The Other Activities & Reports section includes 'My Time Logs', 'My Hours by Course', 'My Conference Logs', 'My External Documents', 'My Portfolio', 'My Evaluations & Surveys', and 'My Schedule'.

Under **Case Log Management** select "Add New Case Log".

Select the Date of the Encounter with your patient.



The screenshot shows the 'Add a Case Log' form. The 'Date of Encounter' field is highlighted with a red box. The field is labeled 'Date of Encounter: MM/DD/YYYY [TODAY]' and has a calendar icon. Below the field are 'Continue' and 'Cancel' buttons. The footer indicates '©2023 Typhon Group LLC'.

Click "Continue".

At the top of the page a unique Case ID number will be generated for this patient. The first set of numbers are your Typhon ID number. The second set of numbers corresponds to the date (year, month, day). The final set of numbers indicate your patient encounter for that day (ex- 001 is your first patient of the day).

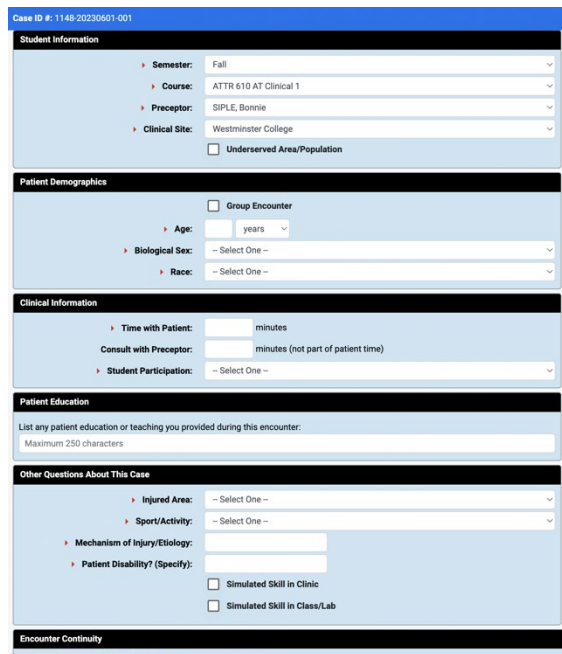
**Student Information** should default to the current semester, clinical course, assigned preceptor and affiliate site (you may edit as needed). If your site is in an **Underserved Area/Population** be sure to check this.

You must add the **Patient Demographics** information. If you performed mass skills such as taping for several members of the team, you may check **Group Encounter** (complete the remaining data as necessary in that situation).

Estimate the amount of time you spend with each patient to include in **Clinical Information**. If you spend time separately with your preceptor discussing the patient's care, indicate this as well.

Note **Patient Education** you offered.

Your detailed descriptions related to **Other Questions About This Case** are critical. You may check **Simulated in Clinic** if you successfully simulated a skill with your preceptor in the clinical setting or **Simulated Skill in Class/Lab** if successfully simulated a skill with your clinical course instructor during class or open lab.



The screenshot shows the 'Add a Case Log' form with the following sections:   
- **Student Information**: Semester (Fall), Course (ATTR 610 AT Clinical 1), Preceptor (SIPLE, Bonnie), Clinical Site (Westminster College), and a checkbox for 'Underserved Area/Population'.   
- **Patient Demographics**: A checkbox for 'Group Encounter', Age (years), Biological Sex (Select One), and Race (Select One).   
- **Clinical Information**: Time with Patient (minutes), Consult with Preceptor (minutes (not part of patient time)), and Student Participation (Select One).   
- **Patient Education**: A text area for 'List any patient education or teaching you provided during this encounter.' with a maximum of 250 characters.   
- **Other Questions About This Case**: Injured Area (Select One), Sport/Activity (Select One), Mechanism of Injury/Etiology (text area), Patient Disability? (Specify) (checkboxes for 'Simulated Skill in Clinic' and 'Simulated Skill in Class/Lab').   
- **Encounter Continuity**: A checkbox for 'Save this case, then COPY/LINK data into a new encounter'.



Procedures/Skills (Observed/Assisted/Performed) Date of Encounter: 6/1/2023

Search Procedures/Skills

Acute Phase Care

Obs	Asst	Perf	(Critical in RED)
0	0	0	Control Swelling - Compression [70n]
0	0	0	Control Swelling - Elevation [70n]
0	0	0	Control Swelling - Ice/Cryotherapy [70n]
0	0	0	Inhaler/Bronchodilator Administration [70]
0	0	0	Medical Referral
0	0	0	Medication Education [74]
0	0	0	Patient Home Care
0	0	0	Protect - Brace Application [70n]
0	0	0	Protect - Crutch/Cane Fitting and Instruction [70n]
0	0	0	Protect - Immobilizer [70n]
0	0	0	Protect - Manual Carry from Field of Play [70n]
0	0	0	Protect - Sling Application [70n,78]
0	0	0	Pulse Oximetry [70]
0	0	0	Vitals - Blood Pressure [70a]
0	0	0	Vitals - Pulse Oximetry [70b]
0	0	0	Vitals - Pulse Rate [70a]
0	0	0	Vitals - Respirations [70b]
0	0	0	Vitals - Temperature [70a,b]
0	0	0	Wound Care - Control Bleeding [70l]
0	0	0	Wound Care - Dress [70l]
0	0	0	Wound Care - Cleans [70l]
0	0	0	Wound Care - Close (Closure Strips) [70l]
0	0	0	Wound Care - Close (Sutures) [70l]
0	0	0	Wound Care - Hemostatic Agent [70l,i]
0	0	0	Wound Care - Tourniquet [70f,i]

Under **Procedures/Skills** you will find a list of categories. Select the category to find the skill(s) you performed/applied with your patient. You may need to select more than one category. Select all that apply.

You can scroll through the specific skills in each category, or you can click on the **Search Procedures/Skills** button and type a skill that you want.

When you find the specific skill you are searching for, place a number (most likely 1) beside the level of your application of that skill:

- **Obs-** You observed your preceptor who performed the skill.
- **Asst-** You assisted your preceptor (or another student) who helped you perform the skill.
- **Perf-** You independently performed the skill.

Be sure to save. Select all other skills in any other categories you may have observed, assisted with, or independently performed. Skills in **Red** are critical skills that you must complete, so pay close attention to looking for opportunities to

perform those skills, and document them in Typhon when you have done so.

The **Clinical Notes** section is optional. However, this is a good place to make a note for yourself to identify your patient without breaking HIPAA so you can recognize their case log again (ex- patient initials and injury, sport abbreviation and initials, etc.). You can also leave yourself reminders here (ex- evaluate again on Monday, refer to physician, first authentic spine board).

**Clinical Notes**

Enter any case log clinical notes. Pasting is plain text only.

Do not enter patient information that would violate HIPAA confidentiality

Load Default Text

**Encounter Continuity**

Save this case, then COPY/LINK data into a new encounter  
 Save this case, then start a NEW case on the SAME DAY  
 Save this case, then GO TO NEXT CASE in list

Linked encounters:  
 1148-20230601-001 View Edit Create Link THIS CASE

**Encounter Continuity** is there to make things more streamlined for you to manage multiple patients.

**Save this case, then COPY/LINK data into a new encounter** when you want to create a new case log for the *same patient* (perhaps the next day). That way you do not have to fill out the patient information again and can edit for a new encounter.

**Save this case, then start a NEW case on the SAME Day** when you want to create a new case log for a *new patient* on the same day.

More directions are available on the graduate student D2L shell. Even more video tutorials are available on your Typhon home page under **Information & Setup** and **Help**. You should download and print from **Downloads** the "Blank Case Log Worksheet" to help guide your first case log entries. A "Printable List of Procedures/Skills" is available by category as well for download to help you find the skills you want to select in your case logs.





# Appendix A



## Acknowledgements



## **SLIPPERY ROCK UNIVERSITY ATHLETIC TRAINING GRADUATE PROGRAM**

### **Acknowledgement of Technical Standards**

I certify that I have read and understand the technical standards for the SRU Athletic Training Graduate program. 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 with reasonable accommodation, I will not be admitted into the Athletic Training Graduate Program at Slippery Rock University.

I understand my continuation in this program is contingent on meeting these standards and failure to do so may result in my suspension or dismissal from the program.

\_\_\_\_\_  
Initials

### **Acknowledgement of Academic Discipline Policy**

I certify that I have read and understand the Academic Discipline Policy for the SRU Athletic Training Graduate Program.

\_\_\_\_\_  
Initials

### **Acknowledgement of Communicable Disease Policy**

I certify that I have read and understand the Communicable Disease Policy for the SRU Athletic Training Graduate Program.

\_\_\_\_\_  
Initials

### **Acknowledgement of Bloodborne Pathogens Policy**

I certify that I have read and understand the Bloodborne Pathogens Policy for the SRU Athletic Training Graduate Program.

\_\_\_\_\_  
Initials

### **Acknowledgement of Confidentiality Policy**

I certify that I have read and understand the Confidentiality Policy for the SRU Athletic Training Graduate Program.

\_\_\_\_\_  
Initials

### **Acknowledgement of Fraternization Policy**

I certify that I have read and understand the Fraternization Policy for the SRU Athletic Training Graduate Program.

\_\_\_\_\_  
Initials

### **Acknowledgement of Behavioral Discipline Policy**

I certify that I have read and understand the Behavioral Discipline Policy for the SRU Athletic Training Graduate Program.

\_\_\_\_\_  
Initials

### **Acknowledgement of Clinical Expectations Policy**

I certify that I have read and understand the Clinical Expectations Policy for the SRU Athletic Training Graduate Program.

\_\_\_\_\_  
Initials



### **Acknowledgement of ATGP Policy and Procedure Manual**

By signing below, I certify that I have read and understand the Policy and Procedure Manual for the Slippery Rock University Athletic Training Graduate program (ATGP) and I believe to the best of my knowledge that I will meet each of these policies and expectations. If at any time during my matriculation through the ATGP and its didactic or clinical education component I fail to comply with the policies, procedures and expectations set forth in this manual, I understand that I may be subject to the disciplinary actions outlined in this same manual that include possible permanent dismissal from the ATGP.

---

Student Name SIGNED

---

Date

---

Student Name PRINTED

---

Program Director SIGNED

---

Date

---

Program Director PRINTED



# Appendix B



## Contacts

## Contact Information

### Athletic Training Graduate Program Faculty

<b>Kim Keeley, PhD, LAT, ATC</b> Associate Professor Program Director 319 Patterson Hall Phone Number: 724-738-2621 Email: <a href="mailto:kim.keeley@sru.edu">kim.keeley@sru.edu</a>	<b>Markéta Schüblová, PhD, LAT, ATC</b> Associate Professor 318 Patterson Hall Phone Number: 724-738-2793 Email: <a href="mailto:marketa.schublova@sru.edu">marketa.schublova@sru.edu</a>
<b>Bonnie Siple, EdD, LAT, ATC</b> Associate Professor Clinical Education Coordinator 316 Patterson Hall Phone Number: 724-738-2930 Email: <a href="mailto:bonnie.siple@sru.edu">bonnie.siple@sru.edu</a>	<b>Jackie Williams, PhD, LAT, ATC</b> Associate Professor 315 Patterson Hall Phone Number: 724-738-2152 Email: <a href="mailto:jackie.williams@sru.edu">jackie.williams@sru.edu</a>

### Athletic Training Medical Director

Family Practice	<b>Dr. Daniel Ferguson</b>	Office (724) 794-4009
Address	PO Box 143 621 Kelly Blvd Slippery Rock, PA 16057	

### Department of Exercise Science and Athletic Training

Department Office	304 Patterson Hall	Office (724) 738-4864
		Fax (724) 738-4890
Department Chairperson	Dr. Patricia Pierce	Office (724) 738-2830
	306 Patterson Hall	
Administrative Assistant	Mrs. Connie Schmidt	Office (724) 738-4864
	305 Patterson Hall	