

Valdosta State University

Athletic Training



2009-2010

# VSU Athletic Training Education Program

## Policy and Procedure Manual

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Section “A”

Academic Program

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Department KSPE  
Valdosta, GA 31698  
229-333-7161

<http://www.valdosta.edu/coe/kspe/athletictraining/index.shtml>

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## Introduction

The VSU Athletic Training Education Program (ATEP) Faculty and Staff pride themselves on developing specific personal characteristics in ATEP students. These personal characteristics have become a cornerstone of the reputation of VSU ATEP graduates. Specifically these characteristics include:

loyalty  
punctuality  
dependability  
responsibility  
strong work ethic  
effective communication skills  
accountability  
compatible  
initiative  
enthusiasm  
proficient  
competent  
adaptability

Athletic Training is a wonderful profession through which you will develop relationships with fellow students, student-athletes, and staff, experience travel, grow personally and professionally, witness great feats of physical ability, experience loss, become an educator of athletes, parents, coaches, and the general public and so much more. The VSU Athletic Education Training Program (ATEP) is nationally accredited by the Commission on the Accreditation of Athletic Training Education (CAATE) and recognized by the National Athletic Trainers' Association (NATA). In 1990, VSU's Athletic Training Education Program was the first accredited program in the state of Georgia and has over a decade long history of producing excellent athletic trainers. Remember that you chose sports medicine/athletic training as your major at VSU. With that in mind, remember that the VSU Faculty and Staff have over a combined 75 years of experience. The VSU ATEP has over 200 alumni and an excellent and long standing reputation. The VSU Athletic Training Staff and Faculty have a passion and love for Athletic Training that we will share with you, in exchange; we ask that the athletic training student (ATS) strive for the following:

To remember you were **selected** to be part of this program

To everyday try your best to become a better athletic training student and PERSON

To ALWAYS remember that you represent yourself, your peers, the faculty, the VSU ATEP alumni, and the profession of athletic training

To be an active participant in your clinical experience

To become a better decision maker using reasoning skills

To enjoy the journey to becoming an ATC

## **BACHELOR OF SCIENCE IN ATHLETIC TRAINING (B.S.A.T) DEGREE**

The Athletic Training program is accredited by the Commission on the Accreditation of Athletic Training Education (CAATE). The Accreditation Standards are the minimum standards of quality used in accrediting educational programs that prepare individuals to enter the athletic training profession. These Standards can be obtained through the Program Director. The extent to which a program complies with these standards determines its accreditation status.

The American Academy of Family Physicians, The American Academy of Pediatrics, the American Orthopedic Society for Sports medicine, the Commission of Accreditation of Allied Health Education Programs, and the National Athletic Trainers' Association (NATA), cooperate to establish, maintain, and promote appropriate standards of quality for educational programs in Athletic Training and to provide recognition for educational programs that meet or exceed the minimum standards.

Description of the Profession: An athletic trainer is a qualified health care professional educated and experienced in the management of health care problems associated with physical activity. In cooperation with physicians and other health care personnel, the athletic trainer functions as an integral member of the health care team in secondary schools, colleges and universities, professional sports programs, sports medicine clinics, and other health care settings. The athletic trainer functions in cooperation with medical personnel, athletic personnel, individuals involved in physical activity, parents, and guardians in the development and coordination of efficient and responsive athletic health care delivery systems. (CAATE)

Professional Preparation: The athletic trainer's professional preparation is directed toward the development of specified competencies in the following domains: risk management and injury prevention, pathology of injuries and illnesses, assessment and evaluation, acute care of injury and illness, pharmacology, therapeutic modalities, therapeutic exercise, general medical conditions and disabilities, nutritional aspects of injury and illness, psychosocial intervention and referral, health care administration, professional development and responsibilities. Through a combination of formal classroom instruction and clinical experience, the athletic trainer is prepared to apply a wide variety of specific health care skills and knowledge within each of the domains.

Program Mission: To develop critically thinking athletic training professionals who recognize the importance of continuing education, possess mastery level skills and are knowledgeable in problem solving.

### Program Goals (Selected Educational Outcomes):

The athletic training student will possess knowledge, skills, and values, as well as demonstrate competency and proficiency in the following areas:

1. **Risk Management and Injury Prevention:** to identify injury and illness risk factors and to plan and implement a risk management and prevention program
2. **Pathology of Injuries and Illnesses:** to understand the cellular events and reactions and other pathological mechanisms in the development, progression and epidemiology of injuries, illnesses, and diseases.
3. **Orthopedic Clinical Examination:** to clinically examine and diagnose a patient for the purpose of identifying (a) common acquired or congenital risk factors that would predispose the patient to injury and (b) musculoskeletal orthopedic injuries to determine proper care including the referral of the patient to other health care providers when appropriate.
4. **Medical Conditions and Disabilities:** to possess an understanding of medical conditions and disabilities associated with physically active individuals.

5. Acute Care of Injuries and Illnesses: to recognize, assess, and treat patients with acute injuries and illnesses and provide appropriate medical referral.
6. Therapeutic Modalities: to plan, implement, document, and evaluate the efficacy of therapeutic modalities in the treatment of injuries to and illnesses of their patients.
7. Conditioning and Rehabilitative Exercise: to plan, implement, document, and evaluate the efficacy of therapeutic exercise programs for the rehabilitation and reconditioning of injuries and illnesses.
8. Pharmacology: to possess an understanding of pharmacologic applications and governing pharmacy regulations relevant to the treatment of injuries, illnesses, and diseases.
9. Psychosocial Intervention and Referral: to recognize, intervene, and refer when appropriate patients exhibiting sociocultural, mental, emotional, and psychological behavioral problems/issues.
10. Nutritional Aspects of Injuries and Illnesses: to possess an understanding of the nutritional aspects of injuries and illnesses.
11. Health Care Administration: to develop, administer, and manage a health care facility and associated venues that provide health care to athletes and others involved in physical activity.
12. Professional Development and Responsibility: to understand professional responsibilities and avenues of professional development to promote athletic training as a professional discipline.

Various assessment techniques are used in the athletic training program to determine the progress of students and to determine if the curriculum is providing appropriate professional preparation.

- Upon graduation from the program, the student is eligible to take the Board of Certification (BOC), certification examination.

# Curriculum Requirements for the B.S. Degree in Athletic Training

**Core Areas A-E .....42 hours**

**Area A Essential Skills ..... 9 semester hours**

ENGL 1101 or ENGL 1101H ..... 3 hours

ENGL 1102 or ENGL 1102H ..... 3 hours

*One of the following ..... 3 hours*

MATH 1101... 3 hours MATH 1111... 3 hours

MATH 1113 or MATH 1113H ... 3 hours

MATH 2261 or MATH 2261H ... 4 hours MATH 2262 ...4 hours

**AREA B Institutional Options (Perspectives) ..... 4 semester hours**

*Two different courses required, each from a different areas of the Perspectives; all courses carry 2 semester credit hours.*

1. Perspectives on Ethics/Values                      5. Perspectives on Race/Gender

2. Perspectives on Tradition and Change            6. Perspectives on Cross-Cultural Understanding/Expression

3. Perspectives on Human Expression              7. Perspectives on the World of Work

4. Perspectives on the Environment/  
Physical World

**AREA C Humanities / Fine Arts ..... 6 semester hours**

*One required course from the following ..... 3 hours*

ENGL 2110 or ENGL 2110H, ENGL 2120 or ENGL 2120H,

ENGL 2130 or ENGL 2130H, ENGL 2140

*One required course from the following ..... 3 hours*

ART 1100 or ART 1100H, COMM 1100, COMM 1110, DANC 1500, MUSC 1100, MUSC 1110, MUSC 1120,

MDIA 2000, THEA 1100, PHIL 2010 or PHIL 2010H, PHIL 2020 or PHIL 2020H, REL 2020, WMST 2010, ENGL 2110 or ENGL 2110H, ENGL 2120 or ENGL

2120H, ENGL 2130 or ENGL 2130H, ENGL 2140, FREN 1001, FREN 1002, FREN 1111, FREN 2001, FREN 2002, GRMN 1001, GRMN 1002, GRMN 1111,

GRMN 2001, GRMN 2002, JAPN 1001, JAPN 1002, JAPN 1111, JAPN 2001, JAPN 2002, LATN 1001, LATN 1002, LATN 1111, LATN 2001, LATN 2002, RUSS

1001, RUSS 1002, RUSS 1111, RUSS 2001, RUSS 2002, SPAN 1001, SPAN 1002, SPAN 1111, SPAN 2001, SPAN 2002 or SPAN 2002H

**Area D Science, Mathematics, and Technology .....11 semester hours**

**AREA D.1**

Any two courses from the following ..... 8 hours

ASTR 1010K, ASTR 1020K, BIOL 1010/1020L, BIOL 1030/1040L, BIOL 1951H, BIOL 1952H, CHEM 1010, CHEM 1151K, CHEM 1152K, CHEM 1211K, CHEM 1212K, GEOG 1112K, GEOG 1113K, GEOL 1121K, GEOL 1122K, PHYS 1111K, PHYS 1112K, PHYS 2211K, PHYS 2212K

*Any one course from the following ..... 3 hours*

\*ASTR 1000, BIOL 1050, BIOL 1060, BIOL 1070, BIOL 1080, BIOL 1090, ENGR 1010, \*GEOG1110, \*GEOL 1110, MATH 1112, MATH 1261, MATH 2620, MATH 2261, MATH 2262, PHSC 1100

\* **Students are strongly encouraged to take MATH 2620 (Statistical Methods) from the above 3 hour section**

\* Check course restrictions in the course descriptions.

**AREA D.2 and D.3 see bulletin**

**Area E Social Sciences .....12 semester hours**

POLS 1101 or POLS 1101H ..... 3 hours

*One required course from the following ..... 3 hours*

HIST 2111 or HIST 2111H, HIST 2112 or HIST 2112H

*Any two courses from the following ..... 6 hours*

AFAM 2020/WMST 2020, ANTH 1102 or ANTH 1102H, ECON 1500, ECON 1900H, GEOG 1100, GEOG 1101, GEOG 1102, GEOG 1103, HIST 1011 or HIST 1011H, HIST 1012 or HIST 1012H, HIST 1013 or HIST 1013H, POLS 2101, POLS 2401 or POLS 2401H, POLS 2501, PSYC 2500 or PSYC 2500H, SOCI 1101 or SOCI 1101H, SOCI 1160

**Area F Requirements.....18 semester hours**

BIOL 2651, BIOL 2652 ..... 8 hours

ACED 2400, PSYC 2700 ..... 6 hours

KSPE 2050, KSPE 2151 ..... 4 hours

**College of Education Health and Physical Education Requirement.....4 semester hours**

KSPE 2000 ..... 2 hours

Two KSPE Fitness/Activity Courses ..... 2 hours

**Professional Program Requirements.....60 semester hours**

KSPE 3200, KSPE 3020, KSPE 3420, KSPE 3430 ..... 12 hours

KSPE 4300, KSPE 4350, KSPE 4360, KSPE 4400 ..... 12 hours

KSPE 3440, KSPE 3441, KSPE 4440, KSPE 4441 ..... 4 hours

KSPE 4250, KSPE 4450, KSPE 4490, KSPE 4491 ..... 11 hours

KSPE 4600, KSPE 4700 ..... 5 hours

KSPE 4430 ..... 12 hours

Elective Hours ..... 4 hours

## **VSU ATEP ADMISSIONS CRITERIA**

Students may declare the Athletic Training major as enrolling freshmen and then formally apply to the program during the fall semester of their sophomore year. Admission to the program is limited by the number of available clinical positions. Applicants will be accepted each year according to the criteria listed below.

**Disclaimer:** Fulfillment of the eligibility requirements **DOES NOT** guarantee admission to the program.

### **1. Overall grade point average**

A student must have a 2.75 overall grade point average (includes transferred coursework) at the time of enrolling in KSPE 2050 Introduction to Athletic Training.

### **2. Course work**

- a. Forty-five semester hours completed
- b. KSPE 2050 Introduction to Athletic Training, KSPE 2151  
Advanced First Aid/CPR, BIOL 2651 Anatomy and Physiology with grades of C or better
- c. Regents' Examination passed

### **3. Directed Observation** (to be completed as a part of KSPE 2050)

- a. 50 hours Directed Observation
- b. Clinical skills proficiency
- c. Demonstration of punctuality, professionalism, and responsibility

### **4. Successful Interview**

### **5. Favorable Recommendations** – three from non-familial sources

### **6. Completed Application Form**

### **7. Technical Standards**

## **VSU ATEP RETENTION REQUIREMENTS**

### **1. Students must have:**

- a. maintained an overall minimum GPA of 2.75. Students whose overall GPA falls below 2.75 will be placed on probation for one semester.
- b. obtained student liability insurance. (MUST occur before beginning clinical rotations)
- c. obtained the Hepatitis B Vaccine inoculation or signed waiver.
- d. completed a pre-participation physical.
- e. attended OSHA training and abided by all OSHA regulations.
- f. been able to meet the published technical standards of the program.

### **2. Students will be dismissed for any of the following reasons:**

- a. Overall GPA falling below 2.75 and inability to achieve this requirement after one semester of probation.
- b. Unsatisfactory clinical evaluation.
- c. Unsatisfactory year-end evaluation.
- d. Any incident as described in the Policy and Procedure Manual regarding automatic dismissal.

### **3. Technical Standards**

Important: Visit the ATEP website at <http://www.valdosta.edu/coe/kspe/athletictraining/index.shtml> to read the policy and procedure manual pertaining to students admitted into the program.

Important: The VSU Athletic Training Education Program has specific technical standards that must be met. The Standards can be found on the Athletic Training Education website:

<http://www.valdosta.edu/coe/kspe/athletictraining/index.shtml> .

**Technical Standards for Admission**  
**Valdosta State University**  
**Athletic Training Education Program**

Introduction

An athletic training student must complete a professional education program that requires accumulation of scientific knowledge accompanied by the simultaneous acquisition of skills and professional attitudes and behaviors.

Valdosta State University awards a Bachelor's degree in Athletic Training to students who successfully complete the curriculum. 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. Students admitted to the program are expected to acquire a broad base of knowledge, master clinical proficiencies, and the didactic, psychomotor and affective competencies of an entry-level Athletic Trainer as set forth by the program's accrediting agency, The Commission on Accreditation of Athletic Training Education (CAATE).

History and Rationale

The landmark Americans with Disabilities Act of 1990, P.L. 101-336 ("ADA"), enacted on July 26, 1990, provides comprehensive civil rights protections to qualified individuals with disabilities. The ADA was modeled after Section 504 of the Rehabilitation Act of 1973, which marked the beginning of equal opportunity for persons with disabilities. As amended, Section 504 "prohibits all programs or activities receiving federal financial assistance from discrimination against individuals with disabilities who are 'otherwise qualified' to participate in those programs." With respect to post-secondary educational services, an "otherwise qualified" individual is a person with a disability "who meets the academic and technical standards requisite to admission or participation in the recipient's education program or activity."

Under the Americans with Disabilities Act applicable to students with disabilities and their requests for accommodations. Title II covers state colleges and universities. Title III pertains to private educational institutions; it prohibits discrimination based on disability in places of "public accommodation," including undergraduate and postgraduate schools.

Given the intent of Section 504 and the ADA, the development of standards of practice for a profession, and the establishment of essential requirements to the student's program of study, or directly related to licensing requirements, is allowable under these laws. In applying Section 504 regulations, which require individuals to meet the "academic and technical standards for admission," the Supreme Court has stated that physical qualifications could lawfully be considered "technical standard(s) for admission" (Southeastern Community College v. Davis, 442 U.S. 397, 406 (1979) ).

Institutions may not, however, exclude an "otherwise qualified" applicant or student merely because of a disability, if the institution can reasonably modify its program or facilities to accommodate the applicant or student with a disability. However, an institution need not provide accommodations or modify its program of study or facilities such that (a) would "fundamentally alter" and/or (b) place an "undue burden on" the educational program or academic requirements and technical standards which are essential to the program of study. (NATA Education Council, 2000)

## Technical Standards

All applicants, who are offered admittance to the athletic training program, will be asked to certify their ability to complete tasks, with or without reasonable accommodations, associated with performance as an athletic training student. Reasonable accommodation refers to ways in which the University can assist students with disabilities to accomplish these tasks, i.e.: provide extra time to complete an examination, enhancing the sound system in a classroom, or providing a push cart for a student who may not have the strength to carry a full cooler of water.

Reasonable accommodation does not mean that the students with disabilities will be exempt from certain tasks; it does mean the faculty/staff and the VSU Special Services Office will work with students with disabilities to determine whether there are ways that the faculty/staff can assist students towards completion of tasks.

Students accepted into the program who indicate they can complete these tasks, with or without accommodation, are not required to disclose the specifics of their disabilities. Once admitted to the program, a student with a disability who wishes reasonable accommodations must make a formal request to the Curriculum Director of the Athletic Training program. The student will then be required to provide documentation to the VSU Special Services Office substantiating the claimed disability. The VSU Special Services Office will determine: that the accommodations are reasonable and would not cause undue hardship to the institution, or that fulfilling the functions would not create a significant risk of harm to the health and safety of others.

Students with specific questions about this document should make an inquiry with the Curriculum Director of the Athletic Training Education Program, Chuck Conner (229-333-5354).

### Essential Tasks:

1. Students must meet class standards for course completion throughout the curriculum. Students must have the perseverance, diligence and commitment to complete the athletic training program as outlined and sequenced.
2. Students must be able to read, write, speak and understand English at a level consistent with successful course completion, having the ability to communicate orally and in written form effectively and sensitively with athletes, coaches, parents, and physicians, and successfully complete medical records.
3. Students must complete readings, assignments, and other activities outside of class hours.
4. Students must gather decision-making pieces of information during an injury assessment activity in class or in the clinical setting without the use of an intermediary such as a classmate, graduate assistant, or certified athletic trainer.
5. Students must perform treatment and rehabilitation activities in class or in the clinical setting by direct performance or by instruction and supervision of intermediaries.
6. Students must apply critical thinking processes to their work in the classroom and the clinical setting and must exercise sound judgment in the class and in the clinical setting and must follow safety procedures established for each class and clinical setting.
7. Students must maintain personal appearance and hygiene conducive to the classroom and clinical setting.
8. Students must annually pass a cardiopulmonary resuscitation course at the health professional level.
9. Students must annually complete OSHA-regulated Blood Borne pathogen Exposure Training and complete the Hepatitis B vaccine series or have a written denial on file.
10. Students must possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to an evaluation, diagnosis and care of patients, and be able to mature sensitive and effective relationships with patients.

### Typical Skills Needed to Complete These Essential Tasks:

1. Students typically sit for 2-10 hours daily in the classroom and stand for 1-3 hours daily at practice and must be able to ambulate 10 yards at 2 miles per hour indoor or outdoor over rough terrain.
2. Students frequently lift less than 10 pounds and occasionally lift between 10-20 pounds overhead. Students occasionally carry up to 25-30 pounds while walking up to 10-20 feet. Students frequently exert 25 pounds of push/pull forces to objects up to 50 feet.
3. Students frequently stoop, bend, twist and kneel on the floor up to 15 minutes. Students frequently move from place to place and position to position and must do so at a speed that permits safe handling of classmates and injured athletes as well as avoidance of athletes or a play that approaches the sidelines or bench.
4. Students frequently stand and walk providing while providing support to an injured athlete.
5. Students frequently coordinate verbal and manual activities with gross motor activities.
6. Students frequently use auditory, tactile, and visual senses to receive classroom instruction and to treat and evaluate injured athletes.
7. Students often work within an electrical field.
8. Students often will need to have 20/40 vision to correctly see activities across the field, court or mat.
9. Students frequently need basic neurological function to perceive hot, cold, change in contour of surface/body part and to maintain 10 pounds of grip strength for 30 sec.
10. Students frequently need bladder, bowel and emotional control for 1-2 hours.
11. Students need to possess the ability to make and execute quick, appropriate and accurate decisions in a stressful environment.

**Completion of the program's technical standards does not guarantee a student's eligibility for the Board of Certification (BOC) certification exam.**

The Access Office for Students with Disabilities is located in Nevins Hall, Room 115. Phone (229) 245-2498.

### References

National Athletic Trainers' Association Education Council, (2000). Guideline technical standards for entry-level athletic training education. [www.cewl.com](http://www.cewl.com)

University of Indianapolis Athletic Training, (2001). Technical standards. <http://athtrg.uindy.edu/standards.html>

University of Miami Athletic Training, (2001). Technical standards. <http://www.education.miami.edu/AthleticTraining/TECHSTD2/TECHSTD2.htm>

**Valdosta State University  
College of Education  
Department of Kinesiology and Physical Education**

**Athletic Training Education Program**

**Technical Standards Agreement of Understanding**

I certify that I have read and understand the technical standards for selection attached hereto. I, further, understand that should I have a disability, my status will in no way affect my consideration for acceptance into this program. I believe to the best of my knowledge that I can meet each of these standards with or without accommodation. I understand that if I am admitted to the program the VSU Access Office for Students with Disabilities will evaluate any need for accommodation. I understand that I will be administratively withdrawn from the program if the VSU Access Office for Students with Disabilities determines reasonable accommodations can not be made, the accommodations would cause undue hardship to the university, or cause risk of harm to the health and safety of myself and/or others.

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

\_\_\_\_\_  
Date

**Valdosta State University/ College of Education  
Bachelor of Science in Athletic Training (B.S.A.T.) Degree  
ADVISING CHECKLIST**

Name \_\_\_\_\_

Student ID# \_\_\_\_\_

**REGENTS EXAM MUST BE TAKEN ASAP**

CORE COURSES	64 hours	Grade	Semester	ADVISOR ONLY	
				Advised	Taken
REGENTS R					
REGENTS E					
AREA A	1				
ENGL 1101	3				
ENGL 1102	3				
MATH 1111,1113, or 2261	3				
AREA B					
PERS (_____)	2				
PERS (_____)	2				
AREA C					
ENGL (Lit)	3				
Humanities/Fine Arts (COMM 1100 suggested)	3				
AREA D					
BIOL 1010-1020L	4				
Lab Science	4				
Math/Tech (MATH 2620 suggested)	3				
AREA E					
HIST 2111 or 2112	3				
POLS 1101	3				
Soc Sci Elective (_____)	3				
Soc Sci Elective (_____)	3				
AREA F					
ACED 2400	3				
BIOL 2651	4				
BIOL 2652	4				
KSPE Activity (KSPE 1000 SUG)	1				
KSPE Activity (KSPE 1020 SUG)	1				
KSPE 2000	2				
KSPE 2050	2				
KSPE 2151	2				
PSYC 2700	3				

	Hours	Grade	Semester	ADVISOR ONLY	
				Advised	Taken
<b>PROGRAM – UPPER LEVEL</b>	60 Hours				
<b>SPRING SOPHOMORE</b>					
KSPE 3430 (Kines)	3				
KSPE 3440 (Clinical I)	1				
KSPE 4300 (Care/Prev)	3				
KSPE 4350 (Eval I)	3				
<b>FALL JUNIOR</b>					
KSPE 3441 (Clinical II)	1				
KSPE 4250 (Org/Ad)	3				
KSPE 4360(Eval II)	3				
KSPE 4490 (Rehab I)	3				
<b>SPRING JUNIOR</b>					
KSPE 3420 (Ex Phys)	3				
KSPE 3020 (Field Assessments Ex SCI)	3				
KSPE 4400 (Modals)	3				
KSPE 4440 (Clinical III)	1				
KSPE 4491 (Rehab II)	2				
<b>FALL SENIOR</b>					
KSPE 3200 (Nutrition)	3				
KSPE 4441 (Clinical IV)	1				
KSPE 4450 (Sp Illness)	3				
KSPE 4600 (Ethics)	3				
<b>SPRING SENIOR</b>					
KSPE 4700 (Pro Prac)	2				
KSPE 4430 (Field Ex)	12				
<b>ELECTIVES</b>	4				

**KSPE 4430, 4700 must be taken in the final semester and the student must have maintained a 2.75 overall GPA**

Electives

\_\_\_\_\_

\_\_\_\_\_

Field Experience Site and Contacts Made

\_\_\_\_\_

\_\_\_\_\_

## Athletic Training Education Program

### Suggested Course Progression and Clinical Rotations

\*The Senior College Courses must be taken in the listed sequence, the core courses are listed in a *suggested* sequence.

The clinical responsibilities of an athletic training student are dependent on the course work and the number of semesters completed. Specific skills and duties are outlined in each course syllabus\*. **\*Important: Need to take MATH 2620 as Area D Math/Tech Course.**

	Fall Semester	Spring Semester
Freshman	BIOL 2651 or 1010-1020L 4 ENGL 1101 3 HIST 2111 3 MATH 1111/1113 3 PERS 2 (15)	BIOL 2651 or 2652 or 1010-1020L 4 COMM 1100 3 ENGL 1102 3 <b>MATH/TECH (MATH 2620) 3</b> POLS 1101 3 (16)
	NO CLINICAL	NO CLINICAL
Sophomore	*Introduction to AT 2 *Advanced First Aid & CPR 2 ACED 2400 3 BIOL 2652 or 1010-1020L 4 PSYC 2700 3 SOC SCI 3 (17)	*Kinesiology 3 *Clinical Proficiencies I 1 *Foundations of Injury Care 3 *Evaluation and Assessment I 3 CORE 6 (16)
	APPLICATION PROCESS DIRECTED OBSERVATION	CLINICAL 1 Skills Others as covered per concurrent course work
Junior	*Clinical Proficiencies I 1 *Organization & Administrative Strategies in AT 3 *Evaluation and Assessment II 3 *Rehabilitation Techniques I 3 CORE/Other 6 (16)	*Field Assessments in Exercise Science 3 *Exercise Physiology 3 *Clinical Proficiencies II 3 *Therapeutic Modalities and Pharmacology 1 *Rehabilitation Techniques II 2 CORE/Other 3 (15)
	CLINICAL 2 Skills Others as covered per concurrent course work	Clinical 3 Skills Others as covered per concurrent course work
Senior	*Nutrition 3 *Clinical Proficiencies IV 1 *Sports Related Injuries & Conditions 3 *AT Ethics and Psychosocial Issues 3 Core/Other 5 (15)	*Field Experience in AT 12 *Professional Practices in AT 2 (14)
*Four hours of electives must be taken in addition to listed courses. All coursework and a 2.75 GPA must be maintained to take KSPE 4430 & 4700.	CLINICAL 4 Skills Others as covered per concurrent course work	FIELD EXPERIENCE-APPLICATION OF ALL COURSE WORK

## **VSU ATHLETIC TRAINING DIRECTED OBSERVATION SPECIFIC INFORMATION**

**General Information:** (1) An Admission Folder Requirement Check-list will be available on the ATEP bulletin board at the beginning of observation so that students will know the status of the requirements listed on the form. (2) Name tags must be worn at all time.

### **Directed Observation**

#### I. 50 hours of Directed Observation

- The 50 hours of directed observation starts at the beginning of the 3rd and 9<sup>th</sup> week of classes and the hours are obtained within a 6 week period of time. Observation hours must be completed by 5pm on the last day of classes.
- Group 1 will begin directed observation at week 3 and go through week 8. Group 2 will begin directed observation at week 9 and go through week 14. Fifty hours will be obtained through directed observation in the various athletic training rooms.
- The 50 hours of directed observation will usually occur Monday through Friday in the afternoons between 1:30pm and 5:30pm. (Days and Times may vary according to observation site)
- Due to possible afternoon core classes, not personal issues or travel, observation time scheduling modifications will occur so that each student has ample opportunity to obtain 50 hours of directed observation.
- An observation time sign-up form will be distributed each Wednesday by the KSPE 2050. You may only sign yourself up for an observation time.
- Students should expect to average 10 hours per week; however, the 10 hours should occur with an average of 2 hours of observation per day.
- The Program Director and the site ATC should be notified as soon as possible if changes/modifications in observation times are needed. The Program Director has final authority over changes/modifications.
- The “Directed Observation” hours log form must be initialed by the supervising ATC.
- Once 50 hours of directed observation has been obtained, the hours log form must be turned into the Program Director.
- DO NOT lose or misplace the hours log form because there will be no way of indicating the total number of observation hours. This form is a necessary part of the admissions process.

#### II. Clinical Skills Proficiency

- During the observation process (KSPE 2050) students will learn various skills related to athletic training.
- Clinical skills will be instructed on designated days during designated time periods.
- A clinical skills information packet should be printed as noted in the syllabus.
- Testing will occur on designated days during designated time periods.

### **Basic Athletic Training Room Rules and Regulations Regarding Observation**

- When obtaining observation hours, students should arrive on time and check in with the supervising ATC. If you are late, you may be dismissed from observation for the day. **Learn this motto: To be early is to be on time. To be on time is to be late. To be late is unacceptable.**
- There is not to be any horseplay, visiting, loitering, swearing, or shouting in the athletic training room. The athletic training room is not a lounge.
- Students observing in the athletic training room should bring minimal items due to space limitations.

- No one is allowed to use the phone or computer in the athletic training room for personal reasons without permission. Failure to comply with this rule/regulation will result in dismissal from observation for the day.
- Cell phones must be in the non-ring mode. Non-emergent calls are not permitted. Failure to comply with this rule/regulation will result in dismissal from observation for the day.
- Nothing will be taken from the athletic training room. If you take something from the athletic training room that does not belong to you, you will be dismissed from observation for a length of time deemed appropriate (suspension from observation could result).
- When observing VSU games/competitions/practices, students should arrive on time and should check in with the supervising ATC. If you arrive late, you will be dismissed from observation for the game/competition/practice.
- Social discussions with athletes during observation should not occur. You are observing as part of a class and as part of the admissions criteria. If social discussions occur, you will be dismissed from observation for the day.
- When observing VSU games/competitions/practices, students are not allowed to bring food or drink to the above events. You are there to observe conduct during the above events and professional conduct does not involve bringing food or drink. If you bring food or drink to one of the above events, you will be dismissed from observation for the day.
- When observing VSU games/competition/practices, students are not to fall asleep. If you are caught sleeping, you will be dismissed from observation for the day.
- If you are unable to attend a scheduled observation time for any reason, you must contact the ATEP Program Director as soon as possible via phone 229-333-5354 or email at [cconner@valdosta.edu](mailto:cconner@valdosta.edu)
- If the supervising ATC or any other faculty member, including graduate assistants feels that your appearance or behavior is unprofessional in any way, they have the right to dismiss you from observation for the day.
- Being dismissed from an observation period indicates your inability to follow policy and procedures of the VSU ATEP. This will be taken into account during the Directed Observation portion of the admissions process by a 3 point deduction from the clinical skills proficiency score, as well as your final exam grade in KSPE 2050 for each day that you are dismissed.
- Other basic athletic training room rules and regulations applicable to observation can be found in the clinical education portion of the policy and procedure manual.

### **Guidelines on Dress and Appearance**

- See Guidelines on Dress and Appearance in the clinical education portion of the policy and procedure manual

### **Successful Interview**

- A formal interview will take place after the Thanksgiving break.
- Students must sign up for an interview time.
- Interviews are conducted at the Baseball Field House Conference Room.
- There are two parts: (1) interview, (2) skills test consisting of two skills learned in KSPE 2050 and/or the observation experience.

### **Favorable Recommendations**

- Three letters of recommendation are required (non-familial).
- Letters of recommendation must be typed, signed, and sealed in an envelope by the recommending individual.
- Faxed, handwritten, and emailed letters of recommendation WILL NOT be accepted.

### Calculation Percentages

- Observation – 25%
- Interview – 35%
- Overall GPA – 40%

### Necessary Forms

- Program Application Form
- Technical Standards Agreement Form
- **Criminal Background Check Documentation (Must be completed as per the KSPE 2050 syllabus BEFORE beginning directed observation). Students must have this completed before they begin Directed Observation. Background Checks must be obtained through the College of Education. Students are to see Sheree Hudson in the Advising Department located in the College of Education. The background check costs \$10 and takes approx 1 week to complete.**
- Confidentiality Statement Form (MUST be completed and turned into Program Director BEFORE beginning directed observation)
- Observation Hours Log Form (will be provided)
- Student Responsibility Statement (MUST be signed after introduction and discussion of policy and procedure manual in KSPE 2050)
- Release and Waiver of Liability Form (MUST be completed and turned into Program Director BEFORE beginning directed observation)

**ATEP Authorization For Release of Records and Information**

TO: \_\_\_\_\_ (hereinafter referred to as the "Facility")

\_\_\_\_\_  
(Print Student's Name)

As a condition of my participation in the Valdosta State University Athletic Training Education Program (VSU ATEP) and with respect thereto, I hereby waive my privacy rights, including but not limited to, any rights pursuant to the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g(b)(2)(B), and grant my permission and authorize the Board of Regents of the University System of Georgia by and on behalf of Valdosta State University (hereinafter referred to as the "Institution") to release any and all of my educational records and information in its possession, including but not limited to my academic record to Facility. I further authorize the release of any information relative to my educational history to the Facility for purposes of verifying the information provided by me and determining my ability to perform my assignments in the educational training program. I also grant my permission to and authorize the Facility to release the above information to the Institution. The purpose of this release and disclosure is to allow the Facility and the Institution to exchange information about my performance in an educational training program.

I further agree that this authorization will be valid throughout my educational training program. I further request that you do not disclose any information to any other person or entity without prior written authority from me to do so, unless disclosure is authorized or required by law. I understand that this authorization shall continue in force until revoked by me by providing written notice to the Institution, except to the extent of any action(s) that has already been taken in accordance with this "Authorization for Release of Records and Information."

In order to protect my privacy rights and interests, other than those specifically released above, I may elect to not have a witness to my signature below. However, if there is no witness to my signature below, I hereby waive and forfeit any right I might have to contest this release on the basis that there is no witness to my signature below. Further, a copy or facsimile of this "Authorization for Release of Records and Information" may be accepted in lieu of the original.

By signing this "Authorization for Release of Records and Information," I hereby indemnify and hold harmless the Institution, its members, agents, servants and employees, against all claims, demands, causes of action, actions, judgments or other liability including attorney's fees arising out of or in connection with this "Authorization for Release of Records and Information."

I have read, or have had read to me, the above statements, and understand them as they apply to me. I hereby certify that I am eighteen (18) years of age or older, suffer under no legal disabilities, and that I have freely and voluntarily signed this "Authorization for Release of Records and Information".

This the \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Witness Signature)

Name: \_\_\_\_\_  
(Please print)

Name: \_\_\_\_\_  
(Please print)

**Valdosta State University  
College of Education  
Department of Kinesiology and Physical Education**

**Athletic Training Education Program**

**Hepatitis B Vaccine Form**

All athletic training students who have been identified as having exposure to blood or other potentially infectious materials are offered the Hepatitis B vaccine. The vaccine is offered through the Student Health Center at minimal cost.

Athletic training students who decline the Hepatitis B vaccine must sign this waiver.

*“I understand that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring Hepatitis B Virus (HBV) infection. I have been given the opportunity to be vaccinated; however, I decline the vaccine at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If, in the future, I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with the Hepatitis B vaccine, I can receive the vaccination serious at my expense.”*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATEP Faculty Signature

\_\_\_\_\_  
Date

**Valdosta State University  
College of Education  
Department of Kinesiology and Physical Education  
Athletic Training Education Program**

**CONFIDENTIALITY STATEMENT**

I, \_\_\_\_\_, understand that information in the offices of the Kinesiology and Physical Education Department and Athletics Department, is confidential and may not be divulged to anyone except the person who owns the information; those faculty, staff or administrators who have need to know; and those individuals or agencies who fulfill the requirements under the Federal Educational Rights and Privacy Acts of 1974, as Amended (FERPA). I also understand that information in the offices of the General Medical Affiliated Settings, as well as the High School Affiliated Settings, is confidential and may not be divulged to anyone except the person who owns the information, as this is a violation of federal law. If I release confidential information, I understand that I will be discharged immediately from the Athletic Training Education Program (and directed observation experience if applicable).

I have read the above and agree to maintain the confidentiality of all information that I have access to.

\_\_\_\_\_  
**(Term / Year)**

\_\_\_\_\_  
**(Name Printed)**

\_\_\_\_\_  
**(Student Signature)**

\_\_\_\_\_  
**(Date)**

\_\_\_\_\_  
**(ATEP Faculty Witness Signature)**

\_\_\_\_\_  
**(Date)**

**Valdosta State University**  
**College of Education**  
**Department of Kinesiology and Physical Education**  
**Athletic Training Education Program**  
**PROGRAM APPLICATION**

Complete the following information and return to Chuck Conner, Program Director ATEP, 1500 North Patterson Street, Department of KPE, Valdosta State University, Valdosta, GA 31698

**Name:** \_\_\_\_\_ **ID#:** \_\_\_\_\_

**Overall GPA:** \_\_\_\_\_ (up to Fall semester to include all transfer work)

**School Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**School Phone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Education**

**High School:** \_\_\_\_\_

**Jr College:** \_\_\_\_\_

**Experience**

**Athletic Training:** \_\_\_\_\_  
\_\_\_\_\_

**Work Shops:** \_\_\_\_\_  
\_\_\_\_\_

**Extra Curricular Activities:** \_\_\_\_\_  
\_\_\_\_\_

**Recommendations**

Please list 3 people whom you have requested to send letters of reference. (College professor, high school teachers/coaches, employers, etc.) Mail to: **Chuck Conner, Program Director ATEP, 1500 North Patterson Street, Department of KPE, Valdosta State University, Valdosta, GA 31698**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**Transcript**

Request an official transcript for the Registrar's office. Have this sent to Chuck Conner, Program Director: Athletic Training Education Program, Department of KPE.

**DEWAR COLLEGE OF EDUCATION**  
**Concern Form**  
**Valdosta State University**

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**Purpose:**

The purpose of the Concern Form process is for faculty to identify students who may need remediation or intervention to successfully complete the professional requirements for their program of study.

**Process Steps:**

Faculty member completes a concern form and discusses it with the student (Steps 1-4 on reverse).

Faculty member discusses the concern with the department head.

Student and department head meet and may develop an action plan (Steps 5-6 on reverse).

If a warranted action plan is not completed to the satisfaction of all parties, the student may be dismissed from his/her program of study. This action will result in an automatic review by the Policies Committee.

**Level 1 Concerns:**

Examples of behavior warranting a Level 1 Concern form:

Student who is excessively absent or late for class (see University policy and course syllabus).

Student who does not exhibit professional dress or demeanor when interacting with students, clients, or faculty as defined by students' major department.

Student who exhibits disruptive behavior toward members of the faculty or staff.

Student who does not demonstrate an ability to contribute effectively in a group setting.

Student who exhibits a lack of proficiency in written and/or language skills.

Student who is pulled from a field experience or clinical experience.

**Level 2 Concerns:**

Examples of behavior warranting a Level 2 Concern form:

Plagiarism or cheating on any graded activity (Use University policy).

Blatant dishonesty or breach of confidentiality.

Purposefully compromising the well-being of student/client.

Harassment of students/clients or faculty or staff.

Accumulation of three (3) Level 1 Concern forms.

**DEWAR COLLEGE OF EDUCATION**  
**Concern Form - Consequences**  
**Valdosta State University**

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**Level 1 Concern Form Consequences:**

One Level 1 Concern Form, resulting in a developed action plan, may jeopardize the student being placed in field experiences or clinical experiences. Expulsion from any field experience or clinical experience may result in a concern form being filed and an action plan developed.

Two Level 1 Concern Forms, resulting in the development of action plans, may result in the student not being placed in field experiences or clinical experiences the following semester. If the student is already placed in a field experience or clinical experience at the time the second Level 1 concern form is filed and the second action plan is developed, the student may be removed from the field experience or clinical experience and may receive an “F” or “U” grade in the field experience or clinical experience class or field experience or clinical experience component of the class.

Three warranted Level 1 Concern Forms (those forms with an action plan developed) may result in the student being dismissed from his/her program of study. This action will result in a review by the COE Undergraduate Policies Committee.

If the student refuses to comply with any part of the concern process (e.g. meet with faculty member, meet with department head, or sign forms), the student may be removed from any field experience or clinical experience in which he/she is currently enrolled and will not be allowed to enroll in any further field experiences or clinical experiences or professional education classes until the student complies with all components of the action plan stated in the Level 1 concern form.

The student may appeal any aspect of the Concern Form process to the COE Undergraduate Policies Committee.

**Level 2 Concern Form Consequences:**

Any and all consequences in place for a Level 1 concern may apply to the Level 2 Concern Form.

First Level 2 Concern Form may result in an action plan developed by the department head, faculty and student.

Second Level 2 Concern Form will result in the student being dismissed from his/her program of study and will result in an automatic review by the COE Undergraduate Policies Committee.

**DEWAR COLLEGE OF EDUCATION**  
**Concern Form**  
**Valdosta State University**

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Student Name: \_\_\_\_\_ ID No. \_\_\_\_\_

Major: \_\_\_\_\_ Advisor: \_\_\_\_\_

Name of Instructor Initiating Concern Form: \_\_\_\_\_

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**Complete the following:**

**Circle the type of concern:**            **Level 1**                    **Level 2**

**Give evidence for area(s) of concern. Attach copies of documentation.**

**Document the student's response to the completion of the concern form.**

**Sign the faculty statement below; have the student sign the student statement below.**

**Faculty statement: I have met with the student and discussed the concern(s).**

VSU Faculty Signature \_\_\_\_\_ Date \_\_\_\_\_

**Student statement: I have met with the faculty member and discussed the concern(s).**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**Meet with department head and student. Complete the following:**

\_\_\_\_\_ No action plan warranted. (Department head reports decision of no action taken to faculty member filing the concern form).

\_\_\_\_\_ Action plan warranted (see next page)

**Distribute copies of this form and the Action Plan (if applicable) to the Student Advising Folder; Department Head, and Faculty Member.**

\_\_\_\_\_  
**Signature of faculty member initiating concern form**

\_\_\_\_\_  
**Date**

**DEWAR COLLEGE OF EDUCATION**  
**Action Plan as a result of a Concern Form**  
**Valdosta State University**

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

ID No.: \_\_\_\_\_

Major: \_\_\_\_\_

Advisor: \_\_\_\_\_

Faculty Member: \_\_\_\_\_

Dept.: \_\_\_\_\_

(Signature)

Required

Department Head: \_\_\_\_\_

Completion Date: \_\_\_\_\_

(Signature)

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(Attach additional pages if necessary).

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I understand that failure to comply with this action plan may result in my not completing my program of study.

Student: \_\_\_\_\_

Date: \_\_\_\_\_

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This action plan has been completed to the satisfaction of all parties.

Department Head Signature \_\_\_\_\_

Date: \_\_\_\_\_