

UNO Athletic Training Program



Student Manual

2019 - 2020

*Athletic Training Student Handbook Revised July 31th, 2019
The handbook is a living document and is reviewed annually by the ATP faculty.*

Table of Contents

I.	Purpose and Mission Statement	pg. 4
	a. Purpose	
	b. Athletic Training Program Mission	
	c. Program Student Learning Outcomes	
	d. Accreditation Status	
	e. Description of Athletic Training Profession	
	f. NATA Code of Ethics	
	g. Athletic Training Personnel	
	h. Phone Numbers	
II.	Academic Section	pg. 10
	a. General Academic Guidelines	
	b. Policy on Student-Athletes	
	c. Technical Standards for Admission	
	d. Physical Examinations and Vaccinations	
	e. American Red Cross Certification	
	f. Student Illness Policy on Communicable Diseases	
	g. ATP Retention Policy & Disciplinary Actions	
	h. Academic Advising	
	i. Class Registration	
	j. Course Sequencing	
	k. Internet Resources	
	l. Academic Resources on/off –campus	
	m. Worksheet for Undergraduate Athletic Training	
	n. Undergraduate Student Plan of Study	
	o. Worksheet for Master of Arts in HK: Athletic Training	
	p. Graduate Student Plan of Study	
III.	Clinical Experience Section	pg. 29
	a. Clinical Experience/Education	
	b. Clinical Education Guidelines	
	c. Affiliated Clinical Sites	
	d. ATrack Student Evaluations Forms/Hours	
	e. Student Clinical Hours Documentation	
	f. Student Guidelines and Expectations	
	a. Professionalism	
	b. Commitment	
	c. Maturity	
	d. Loyalty	
	e. Team Work	
	f. Procedural	
	g. Student Liability Insurance	
	h. Athletic Training Clinical Supervision and Skill Acquisition Policy	
	i. Student Travel and Holiday Vacation Planning	

IV. Student Life Information Section

pg. 38

- a. Tuition
 - a. Rates
 - b. Student fees
 - c. Lab fees
 - d. New student fees
- b. Financial Aid
- c. Scholarships
- d. Housing and On-Campus Parking
- e. Student ATP Costs
- f. Organizations Recommended for Student Affiliation
- g. M.A.T.S.

V. Appendix

pg. 48

Purpose

The purpose of this manual is to provide the athletic training student with guidelines and policies for academic and clinical experiences. Policies and procedures are provided to not only instruct the athletic training student in proper procedures but also to maintain consistency and assure the health and safety of patients and student-athletes with whom the athletic training student may be working. The policies and procedures outlined in this manual will serve as a guideline for dealing with any situation that may arise, but are not exhaustive.

Athletic Training Program Mission

The Athletic Training Program at the University of Nebraska at Omaha is committed to prepare students for successful careers or advanced academic studies in the field of athletic training by providing comprehensive and progressive studies leading to national certification as an athletic trainer. Our students acquire the knowledge, skills, and dispositions of clinicians ready to fulfill critical roles in shaping the future of healthcare delivery. The athletic training program provides education, resources and opportunities for the growth and development of dedicated practitioners, reflective scholars, and responsible citizens through diverse didactic and clinical experiences, based on the competencies set forth by the National Athletic Trainers' Association (NATA).

Program Student Learning Outcomes

1. Students will graduate as highly-qualified candidates for entry-level positions or advanced academic or professional study in the field of athletic training and healthcare
 - a. Objective 1.1: Graduates will be qualified to pass the BOC Exam and obtain appropriate state credentials (license, certification, registration).
 - b. Objective 1.2: Graduates will obtain employment as an athletic trainer, or enroll in a post-graduate education program within 1 year of graduation.
 - c. Objective 1.3: Graduates will be recognized as highly-qualified athletic trainers by employers and supervisors
2. Students will be able to work in a diverse healthcare environment and be recognized as an integral member of the broader healthcare community.
 - a. Objective 2.1: Students will conduct themselves in a professional manner during their clinical education.
 - b. Objective 2.2: Students will gain experience from a variety of healthcare providers in varied clinical settings.
3. Students will appreciate, practice, and advance evidence-based medicine in a variety of clinical settings and provide effective, high-quality patient-centered care.
 - a. Objective 3.1: Students will be a good consumer of available information and evidence as they solve clinically-oriented problems.
 - b. Objective 3.2: Students will deliver high-quality patient-centered care.
 - c. Objective 3.3: Students will integrate all aspects of their education into effective patient care.
4. Students will take an active leadership role in shaping the future of athletic training within an evolving healthcare system.

- a. Objective 4.1: Students will be active members of university, state, regional, and national professional organizations.
- b. Objective 4.2: Students will be actively involved in community outreach events

Accreditation Status

The UNO Athletic Training Program received CAATE accreditation in 2012 for a ten-year period ending in 2022.

The UNO Master of Arts in Athletic Training program is in good standing with the CAATE.

The Bachelor of Science in Athletic Training program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The program has been placed on Probation as of February 19, 2016 by the CAATE, 6850 Austin Center Blvd., Suite 100, Austin, TX 78731-3101.

Description of the Profession

An Athletic Trainer is a qualified allied 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.

NATA Code of Ethics
September 28, 2005

PREAMBLE

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

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

PRINCIPLE 1:

Members shall respect the rights, welfare and dignity of all.

- 1.1 Members shall not discriminate against any legally protected class.
- 1.2 Members shall be committed to providing competent care.
- 1.3 Members shall preserve the confidentiality of privileged information and shall not release such information to a third party not involved in the patient's care without a release unless required by law.

PRINCIPLE 2:

Members shall comply with the laws and regulations governing the practice of athletic training.

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

PRINCIPLE 3:

Members shall maintain and promote high standards in their provision of services.

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

PRINCIPLE 4:

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

4.1 Members should conduct themselves personally and professionally in a manner that does not compromise their professional responsibilities or the practice of athletic training.

4.2 National Athletic Trainers' Association current or past volunteer leaders shall not use the NATA logo in the endorsement of products or services or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.

4.3 Members shall not place financial gain above the patient's welfare and shall not participate in any arrangement that exploits the patient.

4.4 Members shall not, through direct or indirect means, use information obtained in the course of the practice of athletic training to try to influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.

Athletic Training Personnel

The ATP at UNO consists of numerous athletic training and medical personnel who contribute a variety of experiences and educational backgrounds to make a strong and dynamic athletic training program.

Athletic Training Program Director (ATP PD):

The ATP PD is a BOC certified athletic trainer who oversees the CAATE accredited ATP and is responsible for administration related to: recruitment, selection and retention of students; advising; teaching; research; and curriculum development for the athletic training major.

Athletic Training Program Clinical Education Coordinator (ATP CEC)

The ATP CEC is a BOC certified athletic trainer who oversees the clinical component of the CAATE accredited ATP. The CEC is responsible for clinical rotation assignments, maintenance of student records, evaluation and training of clinical sites & preceptors, and clinical education.

Preceptor:

A preceptor is a credentialed and licensed AT or another healthcare professional who has completed preceptor training from UNO. ATs who wish to be a preceptor, but who have less than one year of clinical experience, must be supervised by a more experienced preceptor. A preceptor provides formal instruction and evaluation of clinical proficiencies in classroom, laboratory, and/or in clinical education experiences through direct supervision of ATs.

Faculty (full- or part-time):

The faculty members of the ATP are responsible for classroom instruction, academic advising, and career counseling of the ATs. These faculty members maintain high standards both in and out of the classroom to provide students with opportunities to develop skills in the areas of strategizing, problem solving, communication, and documentation to incorporate into their professional education.

Sports Medicine Physicians:

The sports medicine physicians and fellows are medical doctors (MD) or doctors of osteopathy (DO) who provide the medical care for UNO student-athletes and other patients. These physicians also provide educational opportunities to the ATs through clinical experiences and as guest lecturers in the didactic portion of the curriculum.

Health Services:

Health Services, along with the sports medicine physicians, assist in the pre-participation examinations for all student athletes. Health Services also serves as a referral link for non-athletic injuries or illnesses, and consultations for any other general medical conditions that the AT deems appropriate.

Athletic Training Students (ATs):

Students who are in UNO's ATP are held to the highest academic and professional standards. They are expected to follow the guidelines of the NATA, UNO's ATP, and those set forth by the clinical affiliations. Each student is responsible for meeting and maintaining the requirements of admission, retention, and progression through the ATP. ATs are encouraged to maintain their own records in this regard. ATs are expected to strive for and maintain excellence in the classroom, clinical, and professional settings.

Important Phone Numbers

Adam Rosen, PhD, ATC Program Director	402-554-2057 office 732-742-2596 cell
Samuel Wilkins, MS, ATC Clinical Coordinator	402-554-3254 office 816-898-1944 cell
Christopher Burcal, PhD, ATC Faculty	402-554-2352 office 704-877-0508 cell
Whitney Vessar, MA, ATC Adjunct Faculty	402-554-2670 (office)
HK Academic Main Office Curtis Dedman, admin. asst. Kennedi Kenney, Asst. to HK Director Ellen Nielsen, Office Assistant for Graduate Studies	402-554-2670 front desk 402-554-3693 FAX
Undergraduate Academic Advisors Courtney Luxon Griffith Watson	402-554-2670 (to make appt.)

****A comprehensive student/staff phone list will be made available to you****

STUDENT ACADEMIC GUIDELINES

General Academic Guidelines

Once admitted to the Athletic Training Program, the student will obtain clinical education via clinical rotations as part of course requirements. Students are expected to obtain an average of 20 hours per week of clinical experience. Clinical experience does include some nights, weekends and travel. Clinical experience must be obtained over a minimum of four academic semesters (see the clinical education section).

Students will be evaluated in terms of academic performance, foundational skills, professionalism, behavior, and progression of athletic training skills each semester. Failure to meet standards may result in probation, suspension or dismissal from the athletic training program. Undergraduate students must maintain a cumulative and major GPA of at least 2.5 and no grades lower than “C” in required courses, and no grade lower than “B” in Clinical Practica courses. Graduate students are allowed one grade of “C” in graduate-level coursework, and no grades of “C” or lower in core AT courses. More than one grade of “C” or any grade lower than “C” by the student will result in a review by the graduate college.

Successful completion of this program provides the eligibility to sit for the Board of Certification examination.

Policy on Admission to Current UNO Student-Athletes

It is the policy of the University of Nebraska at Omaha Undergraduate Athletic Training Program (ATP) that current student-athletes participating on intercollegiate athletic teams for UNO are not granted admission to the UNO ATP, even if they are academically eligible. There are multiple reasons for this policy:

- 1) The practice, conditioning, and competition schedules of the NCAA Intercollegiate student-athlete is very time-consuming. Student-athletes are expected to participate in up to 20 hours per week of practice, with additional time for travel, competition, and conditioning. Often, these practices, competitions, or conditioning times directly conflict with the hours an athletic training student would spend doing their clinical experience rotations (afternoons, evenings, weekends). Therefore, it may be almost impossible for a student-athlete to participate fully in the 20 hours per week of clinical experience required of the athletic training students.
- 2) If an athletic training student were to participate as a student-athlete, this may place the student in a conflict of interest situation during practices, competitions, and travel. Other student-athletes are likely to recognize the student as an athletic training student, and may ask for evaluation, treatment, taping, or participation decisions to be made during non-supervised times (for instance, when on the bus travelling to a competition). This is not only a conflict of interest, but also may prevent the prospective athletic training student-athlete from fully preparing mentally for competitions.

We feel that it is in the best interest of the student-athlete to focus on other academic pursuits during their undergraduate studies while enrolled and competing for UNO. However, we welcome UNO student-athletes to apply for our entry-level master’s Athletic Training Program once they have completed their athletic participation at the collegiate level. Questions about the

entry-level master's program may be directed to Dr. Adam Rosen (554-2057, arosen@unomaha.edu). Exceptions to the above policy may be made at the discretion of the Athletic Training faculty if appropriate.

Technical Standards for Admission

The Athletic Training Program at the University of Nebraska at Omaha is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency (Committee on Accreditation of Athletic Training Education [CAATE]). The following abilities and expectations must be met by all students admitted to the Athletic Training Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program.

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

Candidates for selection to the Athletic Training Program must demonstrate:

1. The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm;
2. Sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients;
3. The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice;
4. The ability to record the physical examination results and a treatment plan clearly and accurately;
5. The capacity to maintain composure and continue to function well during periods of high stress;
6. The perseverance, diligence and commitment to complete the Athletic Training Program as outlined and sequenced;
7. Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations;
8. Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection to the UNO Athletic Training Program will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards.

The UNO Disabilities Services Office will evaluate a student who states he/she could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws.

If a student states he/she can meet the technical standards with accommodation, then the UNO Disabilities Services Office will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review a whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/patient safety, or the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

Physical Examinations and Vaccinations

A physical exam and vaccination may be obtained through the student's family physician or through the UNO Health Services (402-554-2374). The Health Services cost is approximately \$35.00 for a physical and vaccinations are typically less than the cost at a regular physician's office. If you choose to utilize a family physician outside of Health Services you must use a Student Physical Form.

Proof of physical examination and vaccinations is required prior to the first day of clinical experience. All students are required to have started the Hepatitis B vaccination prior to the beginning of their clinical experiences. A proof of vaccination is also required for tetanus inoculation (within the last five years), rubella, mumps and polio (or documentation of having the diseases and a positive blood titer). Students must also show evidence of immune titer to varicella (chicken pox) or history of previously having the disease. All students are also required to have tuberculosis skin reaction tests annually, as well as receive the influenza vaccine prior to their general medical rotations for PE 4360/8360.

CPR/AED/First Aid Certification

Incoming students are required to show evidence of current certification in at least the level of *Basic Life Support for Healthcare Providers* (formerly *CPR/AED for the Professional Rescuer and Healthcare Provider*) and *Standard First Aid*. This certification must be completed through the American Red Cross or American Heart Association and be valid through April of their first year in the athletic training program. Students will have the opportunity to receive these additional certifications at a reduced price on site through the UNO Injury Prevention and Care (IPC) clinic. If students do not participate at the designated time in these courses they will be responsible for making their own arrangements through the American Red Cross. Students are required to maintain these certifications throughout out the entire academic program. The certifications throughout your time in the program will be as follows:

Incoming students enrolled in Emergency Management of Injury and Illness and Fundamentals of Athletic Training (PE 2700/8210) will review their skills in CPR/AED for the Professional Rescuer. They will also undergo a Bloodborne

Pathogens self study (OSHA compliant). Because the students already have current certifications there will be not cost involved, only an educational review. Students will also be trained and gain certification in O2 Administration for a small fee.

Students will also be required to complete the UNO Bloodborne Pathogens online self-study annually.

Student Illness Policy on Communicable Diseases

The University of Nebraska at Omaha Athletic Training Program recognizes the importance of minimizing the exposure of athletes or patients in a clinical setting to communicable diseases. Therefore, it is recommended that athletic training students not report to their clinical site if they have *active* signs or symptoms of a communicable disease.

Athletic Training Students are to immediately notify their Preceptor/Clinical Supervisor of their status and an estimate of how long they will need to be absent from their clinical assignment. It is the option of the athletic training student whether or not to seek medical attention when they have communicable disease symptoms, but seeking such attention is strongly recommended. Athletic Training Students may use their own personal physician. If the student does not have access to their own physician they may also utilize the UNO Health Services facility. At that time the Athletic Training Student is to follow the recommendations and guidelines of that physician.

In the event that a preceptor feels that an athletic training student assigned to his/her site is missing an inordinate amount of time due to adherence to the communicable disease policy, he/she should contact the University of Nebraska at Omaha Athletic Training Program Director and/or CEC.

See the Appendices for the official UNO ATP Communicable Diseases Policy.

ATP Retention Policy & Disciplinary Actions

Students in the ATP are required to uphold specific academic standards, in order to remain in good standing within the ATP. The standards are as follows:

Undergraduate: maintain a cumulative GPA of 2.5, receive a minimum grade of “C” in all Athletic Training Didactic classes (PE 1010, PE 2700, PE 4310, PE 4320, PE 4330, PE 4340, PE 4350, PE 4360, PE 4960, and PE 4990), and receive a minimum grade of “B” in all Athletic Training Clinical Practica classes (PE 4710, 4720, 4730, 4740, and 4750).

Graduate: maintain a cumulative GPA of 3.0, and receive a minimum grade of “B” in all Athletic Training classes (PE 8310, 8316, 8326, 8336, 8346, 8356, 8360, 8966, 8910; clinical practica classes 8710, 8720, 8730, and 8740).

Failure to maintain these standards may result in probation, suspension, or termination from the ATP. The following policies are designed to help clarify how these actions are applied, for both undergraduate and graduate students.

Undergraduate

1. Probation: Athletic Training Students may be placed on probation under the following circumstances:

- a. Cumulative GPA drops below a 2.8
- b. Student receives a mid-semester clinical evaluation total score below “3” from his/her preceptor
- c. Student’s mid-semester clinical experience hours average less than 16 hours per week
- d. Student fails to meet the standards and policies set by the clinical site or by the UNO Student Handbook and Code of Conduct

Probation will result in the following actions

- a. Possible restriction/revision of clinical rotation assignment
- b. Creation of an academic “Contract” with the Program Director and the ATS’s preceptor that defines specific performance goals.
- c. Regular meetings with the Program Director and/or Clinical Coordinator in order to follow academic and clinical progress.

Students’ progress will be monitored. Probation will end once the following conditions have been met:

- a. GPA rises above 2.8
- b. Performance goals provided in the Contract are met satisfactorily
- c. Student obtains a final (end-of-semester) evaluation score above “3”, and the student’s average clinical evaluation score is “3” or higher
- d. Student’s clinical experience hours at the end of the semester are 16 or higher

2. Suspension: Athletic Training Students may be suspended from the ATP under the following circumstances:

- a. Student receives any grade lower than a “C” in their Athletic Training Didactic coursework

- b. Student receives any grade lower than a “B” in their Athletic Training Clinical Practica coursework
- c. Student’s cumulative GPA drops below a 2.5
- d. Student that fails to meet the requirements set forth in the Probation Contract

Suspension results in the following actions:

- a. Removal from clinical experience rotation for the subsequent semester
- b. Student will be unable to enroll in ATP Didactic or Clinical Practicum courses for the subsequent semester
- c. Creation of an academic “Contract” with the Program Director and the ATS that defines specific performance goals.
- d. Regular meetings with the Program Director in order to follow academic progress.

Suspension will end once the following conditions have been met:

- a. Student re-takes ATP course(s) where unsatisfactory grade was received; receives a “C” or better
 - i. Student must re-take the course the next time it is offered; otherwise the student will be terminated from the ATP and must re-apply for entry.
- b. Student re-takes ATP clinical practicum course where unsatisfactory grade was received; receives a “B” or better
 - i. Student must re-take the course the next time it is offered; otherwise the student will be terminated from the ATP and must re-apply for entry.
- c. Student’s cumulative GPA rises above a 2.5
- d. Student meets all performance goals set forth in the Suspension Contract.

Students that are suspended may elect to volunteer observation hours in the UNO Athletic Training Room during the semester they are suspended at the discretion of the Program Director and Head Athletic Trainer. Suspended students may only observe, they may not perform any athletic training duties until reinstated by the ATP.

3. Termination: Athletic Training Students may be terminated from the ATP under the following circumstances:

- a. Student receives any grade lower than a “C” in an Athletic Training Didactic course when that is the second time they have taken the course
- b. Student receives any grade lower than a “B” in an Athletic Training Clinical Practicum course when that is the second time they have taken the course
- c. Student has a cumulative GPA that remains below a 2.5 for 3 consecutive semesters
- d. Student conducts him/herself in an unethical or illegal manner
- e. If a student is placed on suspension and their graduation date would be delayed past May 2020, as we are no longer accepting new students into the undergraduate program,

Termination results in the following actions:

- a. Immediate removal from the student's clinical experience rotation (if applicable)
- b. Removal/withdrawal from the student's ATP Didactic and Clinical Practicum coursework (if applicable)
- c. Student will no longer be able to enroll in any ATP Didactic or Clinical Practicum Coursework, and will not be able to matriculate through the remaining portions of the ATP

Students will be provided the opportunity to re-apply for admission to the UNO ATP the following spring semester as long as their graduation date would not be delayed past May 2020, using the application guidelines for new ATP applicants. Student re-admission, as well as whether to require re-taking of completed ATP Didactic and/or Clinical Practicum coursework, is at the discretion of the ATP Admissions Committee.

Termination is typically used as a "last resort", but the Program Director and Clinical Coordinator reserve the right to immediately terminate a student if the student's conduct violates state law or the NATA Code of Ethics.

Graduate

1. Probation: Athletic Training Students may be placed on probation under the following circumstances:

- a. Cumulative GPA drops below a 3.0
- b. Student receives a mid-semester clinical evaluation total score below "3" from his/her preceptor
- c. Student's mid-semester clinical experience hours average less than 16 hours per week
- d. Student fails to meet the standards and policies set by the clinical site or by the UNO Student Handbook and Code of Conduct

Probation will result in the following actions

- a. Possible restriction/revision of clinical rotation assignment
- b. Creation of an academic "Contract" with the Program Director and the ATS's preceptor that defines specific performance goals.
- c. Regular meetings with the Program Director and/or Clinical Coordinator in order to follow academic and clinical progress.

Students' progress will be monitored. Probation will end once the following conditions have been met:

- a. GPA rises above 3.0
- b. Performance goals provided in the Contract are met satisfactorily
- c. Student obtains a final (end-of-semester) evaluation score above "3", and the student's average clinical evaluation score is "3" or higher
- d. Student's clinical experience hours at the end of the semester are 16 or higher

Students should be aware that, per Graduate School Policy, no student shall be permitted to graduate until he/she has a cumulative graduate GPA of at least 3.0.

2. Suspension: Athletic Training Students may be suspended from the ATP under the following circumstances:

- a. Student receives any grade lower than a “B” in their Athletic Training coursework (Didactic or Clinical Practica)
- b. Student that fails to meet the requirements set forth in the Probation Contract

Suspension results in the following actions:

- a. Removal from clinical experience rotation for the subsequent semester
- b. Student will be unable to enroll in ATP Didactic and Clinical Practicum courses for the subsequent semester
- c. Creation of an academic “Contract” with the Program Director and the ATS that defines specific performance goals.
- d. Regular meetings with the Program Director in order to follow academic progress.

Suspension will end once the following conditions have been met:

- a. Student re-takes ATP course(s) where unsatisfactory grade was received; receives a “B” or better
 - i. Student must re-take the course the next time it is offered; otherwise the student will be terminated from the ATP and must re-apply for entry.
- b. Student meets all performance goals set forth in the Suspension Contract.

Students that are suspended may elect to volunteer observation hours in the UNO Athletic Training Room during the semester they are suspended at the discretion of the Program Director and Head Athletic Trainer. Suspended students may only observe, they may not perform any athletic training duties until reinstated by the ATP.

3. Termination: Athletic Training Students may be terminated from the ATP under the following circumstances:

- a. Student receives any grade lower than a “C” in any Graduate level course (Graduate School Policy)
- b. Student receives any grade lower than a “B” in an Athletic Training Didactic or Clinical Practicum course when that is the second time they have taken the course
- c. Student conducts him/herself in an unethical or illegal manner

Termination results in the following actions:

- a. Immediate removal from the student’s clinical experience rotation (if applicable)
- b. Removal/withdrawal from the student’s ATP Didactic or Clinical Practicum coursework (if applicable)
- c. Student will no longer be able to enroll in any ATP Didactic or Clinical Practicum Coursework, and will not be able to matriculate through the remaining portions of the ATP

Students will be provided the opportunity to re-apply for admission to the UNO ATP the following spring semester, using the application guidelines for new ATP applicants. Student re-admission, as well as whether to require re-taking of completed ATP Didactic or Clinical Practicum coursework, is at the discretion of the ATP Admissions Committee.

Termination is typically used as a “last resort”, but the Program Director and Clinical Coordinator reserve the right to immediately terminate a student if the student’s conduct violates state law or the NATA Code of Ethics.

Appeals: All students are given the opportunity to appeal their disciplinary status. These rights are provided at these sites:

Undergrad: <http://www.unomaha.edu/coe/oss/policiesprocedures.php#Suspension>

Graduate: See HK Graduate Programs Handbook

Academic Advising

Prior to registration for each semester an advising meeting will be scheduled to determine the student’s academic schedule for the next semester. Advising is imperative to the proper sequencing of classes and progress towards graduation. Registration holds may be placed on students who fail to schedule appointments in a timely manner.

Undergraduate students will meet with HK Academic Advisor.

Courtney Luxon
HK 207M
554-2670
cluxon@unomaha.edu

Griffith Watson
HK 207
554-2670
gwatson@unomaha.edu

Graduate students will meet with the Program Director, Adam Rosen (554-2057).

Class Registration

Registration for classes will take place approximately at the middle of each semester. Registration will take place over MavLink, the online registration system. Registration requires your **NUID** and **password**. Any holds on your account need to be settled prior to registration to prevent delays. The system is available on the UNO home page.

<http://www.unomaha.edu>

or

<http://mavlink.unomaha.edu>

STUDENTS ARE RESPONSIBLE FOR THEIR OWN REGISTRATION, CLASS SCHEDULING, AND SEQUENCING. Advising is for “advising” purposes only. Students are

ultimately responsible for their academic career at UNO. Registering for classes before they are closed is the responsibility of the student, there is no guarantee you will be let into a closed class.

Course Sequencing

One important and unique aspect of the athletic training curriculum is the combination of classroom-based (didactic) and clinical education (clinical practica). Our courses are designed to gradually build upon the skills learned in previous courses, so each class builds upon the knowledge of prior classes. In addition, in order to satisfy the CAATE standard of “Learning Over Time”, students in the ATP will have their clinical skills and proficiencies evaluated twice. The first time is during the course in which the skill is taught, and the second evaluation takes place during the subsequent clinical practicum course. These are incorporated into course grades and are a very important aspect of your education. Therefore, the courses in the ATP ***must be taken in the sequence provided in the Plan of Study (see next few pages)***. Exceptions can only be made in extraordinary circumstances. Therefore, undergraduate students are required to be enrolled in the ATP for a minimum of five (5) semesters (Internships may be taken the summer prior to Topics), and graduate student are required to be enrolled in the ATP for a minimum of 6 semesters (this includes 2 summer sessions). Concerns about this requirement should be discussed with the Program Director.

On and Off-Campus Education Resources

University Library

<http://library.unomaha.edu/>

The university library provides Internet access and many research journals.

<u>UNO Library Hours</u>	Monday -Thursday	7:00 AM - 12:00 AM
	Friday	7:00 AM - 5:00 PM
	Saturday	9:00 AM - 5:00 PM
	Sunday	12:00 PM - 12:00 AM

<u>Summer Hours</u>	Monday-Thursday	7:00 AM – 9:00 PM
	Friday	7:00 AM – 5:00 PM
	Saturday	12:00 PM – 5:00 PM
	Sunday	12:00 PM – 9:00 PM

University of Nebraska Medical Center McGoogan Medical Library

www.unmc.edu/library/

McGoogan Medical Library provides Internet access, plus electronic access to multiple databases and journals that are not provided through UNO.

<u>Library Hours (subject to change)</u>	Monday - Thursday 7:30am - 12:00am*
	Friday 7:30am - 9:00pm
	Saturday 10:00am - 6:00pm
	Sunday 1:00pm - 10:00pm*
	* summer hours: close at 9:00PM

Address: McGoogan Library of Medicine
Wittson Hall
University of Nebraska Medical Center
986705 Nebraska Medical Center
Omaha, NE 68198-6705
Phone: (402) 559-4006
Fax: (402) 559-5498

UNMC Medical Library Directions

From UNO Main Campus:

- Go east on Dodge to 42nd street. Go south on 42nd street to Emile street. Go west to 45th street and into patient/visitor parking.
- Parking is available in lot 2, patient/visitor parking at 45th and Emile. The McGoogan Library of Medicine is located on the 6th, 7th, and 8th floors of Wittson Hall, facing east onto 42nd Street. Elevators and stairs to the library are just inside the 42nd Street entrance to Wittson Hall.
- UNO ID allows students to enter and use the UNMC Library.

Online Writing Help with APA Style:

American Psychological Association (APA) Style

<http://www.wisc.edu/writing/Handbook/DocAPA.html>

Frequently asked questions about using APA style

http://webster.comnet.edu/apa/apa_index.htm

Worksheet for Undergraduate Athletic Training

Ver. 1-31-15

School of Health, Physical Education, and Recreation Bachelor of Science in Athletic Training

Name:			
General Education			
Fundamental Academic Skills	Hours	Gr	Sem
ENGL 1150 English Composition I	3		
ENGL 1160 English Composition II	3		
MATH 1310 Intermediate Algebra	3		
SPCH 1110 or 2120	3		
Distribution Requirements			
Natural Science (8 hours)			
PHYS 1110*	4		
CHEM 1140*	4		
Humanities/Fine Arts (9 hours, 2 disciplines)			
Social Sciences (9 hours, 2 disciplines)			
PSYC 1010*	3		
Cultural Diversity			
Global **			
US:**			
Professional Electives (6 hours)¹			
<i>Suggested courses:</i>			
PE 2220 Theory Practice Teach WT	2		
PSYC 3410 Clinical Psychology	3		
PE 4070 Optimizing Sports Perform.	3		

* also a course in the Professional Core

** may also count for a Humanities/Fine Arts or Social Science

¹ Any course from HPER, PE, HED, or RLS; classes from other departments may also count with advisor approval

NUID:					
Professional Core					
Scientific Core (51 hours)	Hours	Gr	Sem	Offered	
PE 1800 Fitness for Living	3				F, Sp
PE 2400 Human Physiology & Anatomy I	4				F, Sp
PE 2500 Human Physiology & Anatomy II	4				Sp, Su
PE 2800 Motor Behavior	3				F, Su
PE 4010 Laboratory Methods in Ex Sci	6				F, Sp
PE 4630 Biomechanics	3				F, Sp, Su
PE 4930 Measurement & Evaluation in PE	3				F, Sp, Su
PE 4940 Physiology of Exercise	3				F, Sp, Su
HPER 3090 Applied Nutrition	3				F, Sp, Su
PSYC 1010 Introduction to Psychology I	3				F, Sp, Su
PSYC 3130 Statistics for the Behavioral Sci.	3				F, Sp, Su
PSYC 4440 Abnormal Psychology	3				F, Sp, Su
PHYS 1110 General Physics I	4				F, Sp, Su
PHYS 1154 General Physics I Lab	1				F, Sp, Su
CHEM 1140 Fundamentals of Chemistry	4				F, Sp, Su
CHEM 1144 Fundamentals of Chemistry Lab	1				F, Sp, Su
Athletic Training Core (36 hours)					
PE 1010 Introduction to Athletic Training	1				Sp
PE 2700 Fundamentals of Athletic Training + lab	3				F
PE 4310 Lower Extremity Evaluation + lab	3				Sp
PE 4320 Upper Extremity Evaluation + lab	3				F
PE 4330 Therapeutic Modalities + lab	3				Sp
PE 4340 Rehabilitation Techniques + lab	3				F
PE 4350 Organization and Administration in AT	3				F
PE 4360 Orthopedic and Medical Aspects of AT	3				Sp
PE 4960 Topics in Sports Medicine	3				Sp
PE 4710 Clinical Practicum in Athletic Training I	1				F
PE 4720 Clinical Practicum in Athletic Training II	1				Sp
PE 4730 Clinical Practicum in Athletic Training III	1				F
PE 4740 Clinical Practicum in Athletic Training IV	1				Sp
PE 4750 Clinical Practicum in Athletic Training V	1				F
PE 4990 Internship in Athletic Training	6				Sp, Su

Total Credit Hours: 120

UNO Athletic Training Program
Undergraduate Student Plan of Study

Fall Semester Freshman Year

- ENGL 1150 English Composition I (3)
- BMCH 2400 Human Physiology & Anatomy I (4)
- KINS 1800 Fitness for Living (3)
- MATH 1310 Algebra (3)
- Humanities & Fine Arts (3)

16 Credit Hours

Spring Semester Freshman Year
(Apply to AT program by February 28th)

- KINS 1010 Introduction to Athletic Training (1)
- BMCH 2500 Human Physiology & Anatomy II (4)
- PHYS 1110 General Physics I (4)
- PHYS 1114 General Physics I Lab (1)
- ENGL 1160 English Composition II (3)

13 Credit Hours

Fall Semester Sophomore Year

- KINS 2700 Fundamentals of Athletic Training (3)
- KINS 4710 Clinical Practicum in Athletic Training I (1)
- CHEM 1140 College Chemistry (4)
- CHEM 1144 College Chemistry Lab (1)
- HEKI 3090 Applied Nutrition (may be taken as fresh.) (3)
- Humanities & Fine Arts course (3)

15 Credit Hours

Spring Semester Sophomore Year

- SPCH 1110 Public Speaking (3)
- KINS 4310 Lower Extremity Evaluation (3)
- KINS 4330 Athletic Therapeutic Modalities (3)
- KINS 4720 Clinical Practicum in Athletic Training II (1)
- PSYC 1010 Intro to Psychology (3)

13 Credit Hours

Fall Semester Junior Year

- KINS 4320 Upper Extremity Evaluation (3)
- KINS 4730 Clinical Practicum in Athletic Training III (1)
- KINS 4340 Rehabilitation Techniques in AT (3)
- BMCH 4630 Biomechanics (3)
- KINS 2800 Motor Behavior (3)
- Social Science (3)

16 Credit Hours

Spring Semester Junior Year

- KINS 4360 Ortho & Medical Aspects of A.T. (3)
- KINS 4740 Clinical Practicum in Athletic Training IV (1)
- KINS 4940 Physiology of Exercise (3)
- PSYC 3130 Statistics for the Behavioral Sciences (3)
- Humanities and Fine Arts (3)
- Elective (3)

16 Credit Hours

Fall Semester Senior Year

- KINS 4350 Org. & Ad of Athletic Training (3)
- KINS 4750 Clinical Practicum in Athletic Training V (1)
- KINS 4010 Lab Methods in Exercise Science (6)
- KINS 4930 Measurement & Evaluation in P.E. (3)
- PSYC 4440 Abnormal Psychology (3)

16 Credit Hours

Spring Semester Senior Year

- KINS 4960 Topics in Sports Medicine (3)
- KINS 4990 Internship in Athletic Training (6)*
- Social Sciences (3)
- Elective (3)

15 Credit Hours

*Internship can be taken either summer or spring after the student has successfully completed PE 4360 and Clinical Practicum in Athletic Training IV

Worksheet for Master of Arts in Athletic Training

Ver. 9-9-16

School of Health, Physical Education, and Recreation Master of Arts in Athletic Training Thesis Track

Name:				NUID:			
Pre-Requisites/Deficiencies				Required Courses			
Course	Hours	Gr	Year	Athletic Training Core (32 hours)	Hours	Gr	Sem. Offered
PE 1800 Fitness for Living				PE 8310 Athletic Training Techniques + lab	2		Su
PE 2400 Human Physiology & Anatomy I				PE 8210 Emergency Mgmt of Inj and Illness + lab	2		Su
PE 2500 Human Physiology & Anatomy II				PE 8316 Lower Extremity Evaluation + lab	3		Sp
PE 4630 Biomechanics				PE 8326 Upper Extremity Evaluation + lab	3		F
PE 4940 Physiology of Exercise				PE 8336 Therapeutic Modalities + lab	3		Sp
HPER 3090 Applied Nutrition				PE 8346 Rehabilitation Techniques + lab	3		F
PSYC 1010 Introduction to Psychology I				PE 8356 Organization and Administration in AT	3		F
				PE 8360 Adv. Orthopedic & Medical Aspects of AT	3		Su
				PE 8968 Topics in Sports Medicine	3		Sp
				PE 8710 Clinical Practicum in Athletic Training I	1		Fa
				PE 8720 Clinical Practicum in Athletic Training II	1		Sp
				PE 8730 Clinical Practicum in Athletic Training III	1		Fa
				PE 8740 Clinical Practicum in Athletic Training IV	1		Sp
				PE 8910 Internship in Exercise Science	3		Su
				Scientific Core (6 hours)			
				HPER 8030 Research Methods	3		F, Sp
				PE 8040 Applied Statistics	3		Sp
				- May substitute BIOS 805 @ UNMC if desired			
				Thesis Track (6 credits)			
				HPER 8990 Thesis	6		*

Pre-requisites/deficiencies must be met for unconditional admission into the Athletic Training Program. Students should be able to present course syllabi/outlines for courses they are requesting to meet the requirements of the above. It is imperative that students have the equivalent of the above undergraduate deficiencies in order to satisfy the competencies set forth by the National Athletic Trainers' Association.

For more information and application, contact:
Adam Rosen, PhD, ATC
Director, Athletic Training Program
Asst. Professor, School of HPER
University of Nebraska Omaha
207Y HPER Building
6001 Dodge St.
Omaha, NE 68182
(402) 554-2057
arosen@unomaha.edu

* Course offered as needed

TOTAL CREDITS REQUIRED: 44

School of Health, Physical Education, and Recreation
Master of Arts in Athletic Training
Comprehensive Exam Track

Name:			
Pre-Requisites/Deficiencies			
Course	Hours	Gr	Year
PE 1800 Fitness for Living			
PE 2400 Human Physiology & Anatomy I			
PE 2500 Human Physiology & Anatomy II			
PE 4630 Biomechanics			
PE 4940 Physiology of Exercise			
HPER 3090 Applied Nutrition			
PSYC 1010 Introduction to Psychology I			

Pre-requisites/deficiencies must be met for unconditional admission into the Athletic Training Program. Students should be able to present course syllabi/outlines for courses they are requesting to meet the requirements of the above. It is imperative that students have the equivalent of the above undergraduate deficiencies in order to satisfy the competencies set forth by the National Athletic Trainers' Association.

For more information and application, contact:

Adam Rosen, PhD, ATC
 Director, Athletic Training Program
 Asst. Professor, School of HPER
 University of Nebraska Omaha
 207Y HPER Building
 6001 Dodge St.
 Omaha, NE 68182
 (402) 554-2057
 arosen@unomaha.edu

* Course offered as needed

** Courses offered on rotating basis

NUID:				
Required Courses				
Athletic Training Core (32 hours)	Hours	Gr	Sem	Offered
PE 6310 Athletic Training Techniques + lab	2			Su
PE 6210 Emergency Mgmt. of Inj. and Illness + lab	2			Su
PE 6316 Lower Extremity Evaluation + lab	3			Sp
PE 6326 Upper Extremity Evaluation + lab	3			F
PE 6336 Therapeutic Modalities + lab	3			Sp
PE 6346 Rehabilitation Techniques + lab	3			F
PE 6356 Organization and Administration in AT	3			F
PE 6360 Adv. Orthopedic & Medical Aspects of AT	3			Su
PE 6966 Topics in Sports Medicine	3			Sp
PE 6710 Clinical Practicum in Athletic Training I	1			Fa
PE 6720 Clinical Practicum in Athletic Training II	1			Sp
PE 6730 Clinical Practicum in Athletic Training III	1			Fa
PE 6740 Clinical Practicum in Athletic Training IV	1			Sp
PE 6910 Internship in Exercise Science	3			Su
Scientific Core (6 hours)				
HPER 8030 Research Methods	3			F, Sp
PE 6040 Applied Statistics	3			Sp
<i>- May substitute BIOS 806 @ UNMC if desired</i>				
Elective Courses (6 hours, must end in "0")				
<i>Any course in HPER, PE, RLS, or HED. Suggested courses:</i>				
PE 8120 Current Topics in Weight Management	3			Sp*
PE 8240 Sport in American Culture	3			Sp
PE 8400 Motor Learning	3			**
PE 8410 Motor Control	3			**
PE 8420 Motor Development	3			**
PE 8450 Advanced Biomechanics	3			F
PE 8460 Occupational Biomechanics	3			*
PE 8700 Psychology of Physical Activity	3			F
PE 8800 Risk Management for Health Fitness Prof.	3			*
PE 8950 Advanced Exercise Physiology	3			Sp
HPER 8100 Research Project	1-3			F, Sp, Su
HPER 8220 Problems and Issues in HPER	3			*
HPER 8850 Exercise for Special Populations	3			F
HED 8600 Health Behavior	3			F
HED 8850 Health Aspects of Stress Management	3			Sp*
Comprehensive Exam (Pass/Fail, taken final semester)				

TOTAL CREDITS REQUIRED: 44

UNO Athletic Training
Graduate Plan of Study

GRADUATION REQUIREMENTS:

Successful completion of HK 8030, PE 8040, 8210, 8310, 8316, 8326, 8336, 8346, 8356, 8360, 8710, 8720, 8730, 8740, 8910, and 8966.

Successful completion of 2 elective courses (6 credits total)
OR 6 credits of PE 8990 Thesis

Successful completion of comprehensive exam (taken during final semester)
OR Thesis Proposal and Defense

FIRST YEAR:

Semester: Summer III
Begins July

Course #	Course Name	Credit Hours
KINS 8310	A.T. Techniques	2
KINS 8210	Emergency Mgmt of Injury and Illness	2

May also take electives/deficiencies before July session

Semester: Fall

Course #	Course Name	Credit Hours
KINS 8326	Upper Extremity Evaluation	3
KINS 8710	Clinical Practicum in AT I	1
HEKI 8030	Research in HK	3
	Elective or deficiency (optional)*	3
	Total Credits	7-10

Semester: Spring

Course #	Course Name	Credit Hours
KINS 8316	Lower Extremity Evaluation	3
KINS 8336	Ath. Therapeutic Modalities	3
KINS 8720	Clinical Practicum in AT II	1
	Elective or deficiency (optional)*	3
	Total Credits	7-10

SECOND YEAR:

Semester: Summer I

Course #	Course Name	Credit Hours
KINS 8360	Adv. Orthopedic & Medical Aspects	3
KINS 8910	Internship	3
	Total Credits	6

Semester: Fall

Course #	Course Name	Credit Hours
KINS 8346	Rehabilitation of Athletic Injuries	3
KINS 8356	Org & Ad of AT	3
KINS 8730	Clinical Practicum in AT III	1
	Elective, Thesis, or deficiency (if needed)*	3
	Total Credits	7-10

Semester: Spring

Course #	Course Name	Credit Hours
KINS 8966	Topics in Sports Medicine	3
KINS 8740	Clinical Practicum in AT IV	1
HEKI 8040	Applied Statistics	3
	Elective, Thesis, or deficiency (if needed)*	3
	Total Credits	7-10

CLINICAL EDUCATION

Clinical Education/Experience

The Athletic Training Program at the University of Nebraska at Omaha relies on two educational components to ensure that students receive an education that will prepare them to successfully challenge the BOC Exam and become a successful and proficient athletic trainer. The first is the curriculum that is composed of the didactic classes in this major. The second, which is of equal importance, is the clinical education that each student is required to and should look forward to, at our various affiliated sites. Weekly clinical education requirements in this program will total an average of 20 hours. The philosophy of this program is to provide each student with ample opportunities to apply classroom knowledge in real world settings in order to truly become a proficient practitioner of the athletic training discipline. However, we realize that as a full-time student it is important to have sufficient time for studying and other endeavors. We believe that an average of 20 hours of clinical education per week will provide the balance needed to be successful in the classroom, the practical setting, and to effectively challenge the BOC examination upon graduation.

It is the responsibility of each student and their assigned preceptor to schedule and monitor these clinical education hours. All hours and evaluations are available on ATrack (atrackonline.com). Students must submit hours within 14 days of completion of those hours. Hours cannot be submitted after 14 days.

The purpose of clinical education is to allow you to integrate classroom knowledge into practical use in the athletic training discipline. You can only do this if you spend adequate time in our affiliated athletic training facilities and sites, and in turn, make the most of that time through observation and supervised practice of skills and proficiencies. **Remember, you are not here to be given an education. Rather, you are here to obtain an education!!** An instructor can only give you the tools to build your education, but you must decide how to use them.

During your clinical education hours you will be expected to report to the athletic training room and/or athletic team practices/competitions at assigned times and in appropriate attire. Unexcused absences and tardiness will not be tolerated!! You are also expected to uphold the NATA Code of Ethics and Student Code of Conduct at ALL TIMES, whether you are obtaining experience or on your own time. As an athletic training student, you are a member of the healthcare team, and your responsibilities do not end at the end of your scheduled hours. You are expected to demonstrate professional behavior and to reflect positively on the profession of athletic training, and the UNO ATP, from your entry to the program until you graduate and obtain your certification.

Clinical Education Guidelines

1. The student-athlete/patient is the priority in the athletic training room. The care of the patient may take priority over the education of the athletic training student in times of emergency.
2. It is up to the student to demonstrate high motivation and interest in learning to progress through the Athletic Training Program.
3. During clinical rotations, the athletic training student will be supervised by a preceptor who has been trained on evaluation and education of athletic training students.
4. Students will obtain a variety of experiences during clinical education. By the time the student graduates, they will have (at a minimum):
 - One rotation at a high school
 - One rotation that involves equipment-intensive athletics
 - Experience with men's and women's sports
 - Experience with upper- and lower-extremity dominant sports
 - Experience with non-traditional patients and settings ("General Medical")
5. Students will be assigned to clinical experiences at multiple sites other than the UNO athletic training facility. Students will be allowed to list preferences for clinical sites but the clinical coordinator will assign students to sites depending on the needs of the student to ensure a diverse athletic training experience.
6. Students shall abide by all health and safety policies that are defined by the ATP, the clinical site, and state and local laws and statutes.
7. All students will be given one day off per week. Students should discuss this with their preceptor during their first week of clinical experiences to ensure this standard is upheld.

Affiliated Clinical Sites

Every student in the athletic training program at UNO will have an opportunity to gain clinical experience at a local High School and clinical sites in the Omaha community.

<u>University of Nebraska at Omaha</u>	<u>Michael Nicola, ATC</u> <u>Anthony Taylor, ATC</u> <u>Emily Gorman, ATC</u> <u>Josh Englebretson, ATC</u> <u>Hannah Brown, ATC (GA)</u> <u>Trenton Royce, ATC (GA)</u> <u>Amanda Creason, ATC (Intern)</u> <u>Taylor Knopik, ATC (Intern)</u>
<u>University of Nebraska at Omaha Injury Prevention and Care</u>	<u>Stacy Hartwig, ATC</u> <u>Kenia Sanchez, ATC (GA)</u>
<u>Creighton University</u>	<u>Ben McNair, ATC</u> <u>Curtis Self, ATC</u> <u>Stephanie Hamersky, ATC</u> <u>TBD, ATC</u> <u>Molly Trevathan, ATC</u> <u>Matt Hobson, ATC (GA)</u> <u>Morgan Marinin, ATC (GA)</u>
<u>Bellevue University</u>	<u>Mike Livergood, ATC</u> <u>Tyler Kohmetscher, ATC</u> <u>Daryan Whaler, ATC</u>
<u>Creighton Prep High School</u>	<u>Bill Kleber, ATC</u>
<u>Elkhorn High School</u>	<u>Whitney Vessar, ATC</u> <u>Jackie Brazda, ATC</u>
<u>Elkhorn South High School</u>	<u>Kyle Nadrchal, ATC</u> <u>Jackie Brazda, ATC</u>
<u>Millard North High School</u>	<u>Lisa Moore, ATC</u> <u>Brigham Becker, ATC</u>
<u>Millard South High School</u>	<u>Craig Holz, ATC</u> <u>Deanna Stickney, ATC</u>
<u>Millard West High School</u>	<u>Tom Buehler, ATC</u> <u>Kierstin Mergens, ATC</u>
<u>Papillion LaVista High School</u>	<u>Marcus Hurrington, ATC</u>

	<u>Lindsey Egger, ATC</u>
<u>Bennington High School</u>	<u>Elizabeth Norman, ATC</u>
<u>Westside High School</u>	<u>Shawn Campbell, ATC</u> <u>Justin Annin, ATC</u>
<u>Bellevue West High School</u>	<u>Shannon Gier, ATC</u> <u>Sydney Todd, ATC</u>
<u>Bellevue East High School</u>	<u>Richard Nelson, ATC</u>
<u>Omaha Central High School</u>	<u>Bryant Pasho, ATC</u>
<u>Omaha Lancers Hockey</u>	<u>TBD, ATC</u>
<u>OrthoNebraska, P.C.</u>	<u>Kirk Hutton, MD, David Brown, MD & Ryan Arnold, MD</u> <u>Michael Roberts, ATC</u>
<u>UNMC/Nebraska Medicine</u>	<u>Monty Mathews, MD, Rusty McKune, ATC</u>
<u>CHI Health, Bellevue</u>	<u>Sean Mullendore, MD</u>
<u>Iowa Western Community College</u>	<u>Shannon Gehr, ATC</u> <u>Andrew Mohr, ATC</u> <u>Joe Miller, ATC</u>
<u>College of Saint Mary</u>	<u>Kristine Leick, ATC</u>
<u>Children's Hospital and Medical Center</u>	<u>Rebecca Docter, ATC</u> <u>Amanda Kluver, ATC</u> <u>Kerry Waple, ATC</u>

ATRACK Student Evaluation Forms/Hours

All AT students will use ATrack, an online records system, to track hours and perform evaluations. The system can be accessed online at atrackonline.com. Students will have to sign-up and register separately for ATrack. All preceptors will also have access to ATrack and their assigned ATS's records.

AT students will be evaluated twice per semester (one mid-semester & one at the end of the semester). AT students are responsible for informing preceptors of due dates. All forms will be completed online via ATrack. Forms must be fully signed by both the ATS and preceptor by the due date. This means the ATS or preceptor must complete the form(s), review with each other (as required), then digitally sign the form. These steps must be completed by the due date.

1. Preceptor evaluation of the ATS
 - You should inform your preceptor as soon as possible about this form and you need to set up a time with your preceptor to sit down and go over it prior to digitally signing the evaluation. Make sure both you (the ATS) and the preceptor digitally sign the form.
2. ATS Self-Evaluation
 - You need to fill out this evaluation and review it with your preceptor. Once you and your preceptor review the form together, digitally sign it to submit it to the Clinical Coordinator.
3. ATS Evaluation of the preceptor
 - Complete the form online and digitally sign without reviewing with your preceptor. This form is confidential between you and the Clinical Coordinator.
4. ATS Evaluation of the Clinical Site
 - Complete the form online and digitally sign without reviewing with your preceptor. This form is confidential between you and the Clinical Coordinator.

Student Clinical Hours Documentation

Documentation must be recorded within 14 days of completion of the hours in ATrack. All hours will be tracked electronically. You must submit:

- Date, time in and time out for each experience
- Location, event(s), and other details
- Relevant comments (evaluations performed, modalities applied, exercises instructed, interesting cases, etc.). These can be used to assess the quality of your clinical experience.

Hour logs not completed correctly or entirely will not be approved by your preceptor. Late documentation will not be tolerated and will result in disciplinary actions and loss of those hours. If you have questions or concerns please ask your Preceptor or the Clinical Coordinator.

Student Guidelines and Expectations for The University of Nebraska at Omaha Athletic Training Program

A. Professionalism

1. Be on time (Athletic Training Facility hours, Practices and Competitions).
2. Abide by the UNO Dress Code
3. Maintain professional conduct with athletes at all times, in all settings.
4. No cell phones during clinical hours or practice/games unless approved by preceptor for special purposes
5. Work within your professional capabilities and skills.

6. The athletic training facility is a professional health care facility, conduct yourself appropriately. Maintain the rules and regulations of your clinical site.
7. Treat athletes with respect.
8. Treat physicians and ancillary medical staff with the utmost respect.

B. Commitment

1. Academics are your first priority. Clinical experiences are your second priority. Work and other outside activities are important but must not supersede your academics or clinical requirements.
2. This is a professional program. Students are expected to pursue certification by the BOC during their final semester or after graduation.
3. This is a competitive program: your “spot” not only represents your potential, but also represents another student that was not selected for our ATP. Remember this when the going gets tough.

C. Maturity

1. Challenge yourselves in the classroom and clinical opportunities prepared for you!
2. Show initiative. **Observe and learn what needs to be done, do it, and strive to do more!**
3. Remember you are a member of the healthcare team. Maintain your professionalism at all times, even when in social/non-clinical situations.

D. Loyalty

1. You are a representative of the UNO ATP, the School of HK, and the athletic department you are currently assigned to. Be proud as a Maverick, and show your pride with others!
2. Promote your program, and let others know how much you have enjoyed your experience at UNO.
3. Promote the profession to parents, coaches, athletes, other students, and others.

E. Team Work

1. Your fellow athletic training students are some of your closest friends, family, and colleagues. They will remain a part of your life even after you graduate. ALWAYS support and respect your classmates and other members of the ATP.
2. Whether you are a 3rd year or observation student, you are expected to work together to accomplish the tasks of your clinical assignment. Everyone should pitch in, even for the “grunt” work.
3. Always be aware of the needs of your fellow students, the patients, the preceptors/medical staff, and faculty. Support those around you.

F. Procedural

1. Computers and other items at clinical sites are not for personal use. Respect the rules of your clinical site, as well as HIPAA/FERPA.

2. Athletes and athletic training students are not to loiter in the office or clinical areas.
3. When a patient arrives, you should take initiative to help them. Treat the athletic training facility as a clinic and the patient as a customer.
4. At no time shall a UNO ATS transport a student-athlete or patient in his/her own vehicle to an outside appointment (i.e. physician, physical therapy, etc.). It is the responsibility of the student-athlete or patient to arrange their own transportation. A UNO ATS may meet a student-athlete or patient at the appointment, but may not provide transportation and should not be a passenger in the student-athlete's/patient's vehicle.

Student Liability Insurance

For those students reporting in early August for fall camp, and for any student planning on helping with fall camp coverage prior to the first day of class, we highly suggest that you purchase a personal liability policy. Those students actively participating in any type of athletic training coverage for UNO prior to the first day of classes in August should provide evidence of liability insurance to the Clinical Coordinator, should they choose to purchase it. In addition, there will be numerous opportunities for you to assist in athletic training settings the community throughout the year (outside of your educational opportunities provided by the UNO Athletic Training Program) and it will be necessary for you to have Liability Insurance in place prior to taking advantage of those opportunities, should you choose to do so. Policy information can be found on ATP Blackboard under the *ATP Resources*. The policies are relatively inexpensive and easily obtained. Confirmation of your applications must be sent to the Clinical Coordinator.

Athletic Training Clinical Supervision and Skill Acquisition Policy

The purpose of this policy is to define the roles and responsibilities of an athletic training student during clinical experiences and clinical education. ***Athletic training students may only participate in supervised clinical experiences. An athletic training student who feels that they are being forced or coerced into any unsupervised situations should contact the ATP Director immediately.***

I. SUPERVISED CLINICAL EXPERIENCE

A supervised clinical experience is when a program preceptor, or another approved health care professional such as a doctor associated with the program, is physically present and can intervene on behalf of the patient. This means that the preceptor can have **both visual and auditory contact** with the athletic training student. When in a supervised clinical experience, the student can perform any and all skills that are *previously mastered*. Previously mastered refers to skills that have been *instructed* in the classroom, as part of an athletic training course, and then *practiced* under the supervision of both the course instructor and the athletic training student's current preceptor.

II. UNSUPERVISED EXPERIENCE

An unsupervised experience is one in which a program preceptor is **NOT physically present** to intervene on behalf of the patient. This would include practice situations where no preceptor is present. ***Athletic training students MAY NOT, under any circumstances, perform any athletic training-related skills or services under these circumstances, unless there is an emergency that necessitates action.*** In cases of emergency, the athletic training student must ONLY perform basic lifesaving actions as taught in American Red Cross CPR and Standard First Aid courses.

III. SKILL ACQUISITION AND CLINICAL PRACTICE

As an athletic training student, you will be learning basic healthcare skills over the course of your education at UNO. For the protection of both student-athletes and athletic training students, these skills CANNOT be practiced on any patients until they have been formally evaluated by the athletic training student's preceptor AND the instructor of the course associated with the skill. Once these skills have been evaluated and deemed satisfactory, the athletic training student may begin to use these skills ***only while under the direct supervision of the student's preceptor.*** AT NO TIME may any athletic training student perform athletic training skills in unsupervised situations.

Student Travel and Vacation Planning

Students not from the Omaha area and needing to travel over long distances will need to discuss with their assigned preceptor to determine when travel is possible and the duration of the stay at home. Students should remember that the clinical aspect of their education is absolutely critical, therefore careful consideration of time missed should be given prior to any vacation/holiday planning.

During *in-semester* breaks (Fall Break, Thanksgiving, and Spring Break), students are expected to remain available for events or practices if necessary. If students wish to take personal trips, they are expected to clear this with their preceptor *first*. Preceptor's are encouraged to be reasonable with student requests, particularly for Thanksgiving Break.

During *between-semester* breaks (Christmas), students are not required to remain in Omaha, but may wish to take into consideration their clinical rotation when planning travel. Students that are assigned to winter sports such as men's and women's basketball, or swimming/diving, may have opportunities to gain clinical experience over the break. Students may wish to collaborate with their preceptor to determine if valuable experiences may be gained during portions of the winter vacation. Ultimately, the decision whether to assist with practice or game coverage during winter break is at the discretion of the student and preceptor.

STUDENT LIFE INFORMATION

Tuition

Tuition Rates

For current tuition rates for in-state and out-of-state go to home page:

<http://cashiering.unomaha.edu/tuition.php>

Student Fees

Student fees for UNO on-campus courses include

- Photo I.D. fee
 - Flat UPF Fee
 - Per credit hour UPF Fee
 - Enrollment Services Fee
 - Per credit hour Technology Fee.
- *Student fees are mandatory and non-refundable, also subject to change.*

Lab Fees

In addition to normal tuition and student fees, departmental fees may be charged to your student account. These are fees deemed necessary by the department to pay for laboratory use, materials costs, or other costs incurred in the offering of a course to you. Inquiries about the assessment of course fees should be directed to the department offering the course. They are considered non-refundable fees.

New Student Fee

All first-time, undergraduate students will be charged a "New Student Fee". This one-time fee supports the Testing Center and the Office of New Student Orientation.

Total per semester is varied by number of courses taken and associated fees.

Athletic Training Program Costs

The costs associated with the UNO ATP vary depending upon semester and clinical assignment. Students will be made aware of any changes in the costs associated with the program at the time changes are implemented. If any student encounters significant financial difficulties that may impact his/her ability to pay for ATP costs, they should contact the Program Director immediately so alternatives (if they exist) may be discussed. All students in the UNO ATP are responsible for any tuition, fees, lodging, books, and other supplies required of students enrolled at UNO. The costs below are specific to the ATP.

New Student Costs (one-time costs associated with beginning the program): \$175-300

- One-time Lab Fee associated with PE 2700/PE 8310: \$22
 - o This fee is added to your tuition and fees for your first semester in the ATP
- Purchase a fanny/shoulder medical pack for on-field events: \$33
 - o These are purchased through the Injury Prevention and Care Clinic at the beginning of the student's first semester of the ATP
 - o \$33 covers the cost of a basic pack. Students may elect to purchase more expensive packs if they wish
 - o If a student already has a fanny/shoulder pack, this cost will not apply
- Scissors/basic first aid supplies to stock personal fanny/shoulder pack: \$5-15
 - o These may be purchased through Injury Prevention and Care Clinic
- UNO AT Polo: approximately \$35
 - o Options exist to order more adidas clothing at additional cost. Additional clothing purchase is optional.
- Physical exam: approximately \$35
 - o \$35 is the charge to have a physical exam performed by Health Services at UNO, without billing insurance. The cost, should a student choose to have a physical with his/her personal physician, may vary.
- Background check: approximately \$33.17
 - o Performed prior to the first day of first class. Required prior to placement at a clinical site.
- Immunizations/TB tests: variable (student may not need to pay for any, if current on all vaccinations. Insurance may also be billed for reduced out-of-pocket cost to student. See immunization policy for more details.)
 - o Estimated cost of various immunizations at UNO Health Services:
 - TB Skin test: \$15
 - Hepatitis B vaccination: \$50 per shot (3 required)
 - Tetanus booster: \$30
 - MMR vaccination: \$60
 - Tdap vaccination: \$45
 - Meningococcal vaccination (optional): \$115
 - Varicella vaccination: \$120
 - Rubeola titer: \$35
 - Rubella titer: \$13
 - Hepatitis B titer: \$35
 - Varicella titer: \$32
- CPR for the Professional Responder/Standard First Aid certification: variable
 - o \$110: new certification in Red Cross CPR for the Professional Responder through the Heartland Chapter of the American Red Cross
 - o \$50: new certification in Red Cross Standard First Aid through the Heartland Chapter of the American Red Cross
 - o \$70: new certification in Red Cross CPR for the Professional Responder and Standard First Aid through Campus Recreation at UNO
 - o Costs at a student's American Red Cross Chapter or institution may vary.

- Oxygen Administration: \$15
 - o All students will obtain Red Cross Oxygen Administration certification during their first course (PE 2700/8210). Fee will be collected at time of training.

Recurring Student Costs (costs that athletic training students will encounter over the course of their athletic training education at UNO): **\$115-variable**

- CPR for the Professional Responder/Standard First Aid/O2 Administration certification and re-certification
 - o \$15-60 every 2 years, depending upon certification/re-certification required
- NATA Student Membership: \$80 annually
 - o Required in order to access ATrack.
- Travel costs to off-campus clinical sites: variable
 - o Travel to Creighton, High Schools, or Clinics does require reliable transportation, travel 5-14 miles (each way) approximately 5 days per week, and associated costs with that travel (gas, etc.). This cost will vary by clinical site (furthest site is 14 miles from UNO), the cost of gas, and the vehicle used by the student. Students that have concerns over these costs should contact the Program Director and Clinical Coordinator immediately to discuss these concerns.
- Repeat TB testing (prior to General Medical Rotations during PE 4360/8360)
 - o \$15: TB Skin testing at UNO Health Services
- Influenza vaccination (“Flu Shot”) (prior to General Medical Rotations during PE 4360/8360)
 - o \$20: Annual Influenza vaccination at UNO Health Services

Internship Student Costs (costs associated with the internship requirement): **\$0-variable**

- Costs associated with the internship depend upon the clinical site utilized.
 - o Internships at UNO (with the exception of hockey) will not cost additional money beyond typical costs associated with attending UNO.
 - o Internships at other UNO affiliated sites, as well as UNO Hockey, will require the cost of transportation to the clinical site (between 5-14 miles one way).
 - o Summer internships performed away from UNO may incur significant additional cost to the student, including transportation to the internship site, summer lodging, and any costs specific to the completion of the internship. Students should be aware of these costs, and understand the UNO ATP does not provide financial assistance for these off-campus internships.

Clothing fees for the year are dependent upon the amount of clothing the student wants to buy. The clinical site will supply game shirts to be returned before graduation. Additional shirts, caps, wind suits, and sweatshirts will be available for purchase by the student at various times of the year. The purchase of this additional clothing is optional and not required of any student.

Financial Aid

All information regarding Financial Aid programs at UNO is available through the Financial Aid Office web site. This website includes information regarding scholarships, grants, and work-study.

<http://www.ses.unomaha.edu/finaid/> (Undergraduate students)

<http://www.unomaha.edu/graduate/scholarships.php> (Graduate students)

UNOmaha Financial Aid Office

Address

6001 Dodge Street, EAB Room 103
Omaha, NE 68182-0187

E-mail

finaid@unomaha.edu

Phone

402-554-2327 Office
402-554-3472 Fax
402-554-2315 TTY

Associated Government Financial Aid Web Sites:

FAFSA

<http://www.ed.gov/offices/OSFAP/Students/apply/express.html>

Federal Student Guide

http://www.ed.gov/prog_info/SFA/StudentGuide/

Work Study

Working on campus is a great way to earn money. Work study offers flexible hours. Contact student employment at Human Resources Student Employment offices (402) 554-2321 for job opportunities.

<http://www.unomaha.edu/humanresources/studentemployment.php>.

Federal GRAD plus loan

Federal Graduate PLUS loans are loans that graduate students can borrow to help pay for their educational expenses, as long as the student is an eligible, **independent**, **graduate** student enrolled at least half time (four graduate hours).

http://www.ses.unomaha.edu/finaid/gradplus_loans.php

Scholarships

Free Scholarship Search

<http://www.fastweb.com>

Outside Scholarship Opportunities

UNO offers a variety of outside scholarship opportunities. Check the website for updates throughout the year.

http://www.ses.unomaha.edu/finaid/outside_schol.php

Athletic Training Scholarships

There are two scholarship funds designated specifically for athletic training students: the Moe and Irene Mellion Scholarship, and the Wayne and Mary Claire Wagner and Family Memorial Scholarship. Moe Mellion, MD donated his time and expertise to the UNO family for nearly 19 years. He was instrumental in providing optimal health care to our student-athletes as well as in the education of our athletic training students. The time spent covering events, teaching classes and overseeing weekly clinics at UNO has come at the expense of his personal and family life. In appreciation of the services and dedication Moe and Irene have given to UNO athletics, the Moe and Irene Mellion Endowed Athletic Training Scholarship was established for the students in the Athletic Training Program. Wayne Wagner was an athletic trainer at UNO for 17 years, developed the undergraduate ATP, and taught courses in the School of HK. He was instrumental in developing both the academic and clinical athletic training programs present at UNO today. Upon his death in 2010, the Wayne and Mary Claire and Family Memorial Scholarship was established to honor his dedication to UNO and to the profession of athletic training.

<http://www.unomaha.edu/college-of-education/health-physical-education-recreation/undergraduate/athletic-training/mellion-scholarship.php>

The NATA Foundation <http://www.natafoundation.org/scholarship-program>

The NATA Foundation awards thousands of dollars in athletic training scholarships each year – and only NATA student members are eligible to apply.

Graduate Student Scholarships

Graduate Students may want to check periodically with the Graduate Studies Office regarding any scholarships being offered to graduate students only. Examples of scholarships previously offered include in-state tuition rate scholarships.

The Office of Graduate Studies

Phone: (402) 554-2800

Email: graduate@unomaha.edu

<http://www.unomaha.edu/graduate/scholarships.php>

Housing and Campus Parking

Housing decisions are best made up to 2 months in advance. Resources are easily available through the off-campus housing referral service and through advertisements in the “For Rent” magazine for the Omaha area.

http://www.unomaha.edu/~wwwmbsc/off_campus_housing_referral_serv.htm

<http://www.forrent.com>

Maverick Village residential units are furnished with bedroom, living room, and dining furniture. The demand for Housing has been substantial and is expected to continue. **All prospective students who wish to live on campus are encouraged to apply for admission to the University as early as possible**

Check the website for on campus housing options:

<http://www.unomaha.edu/student-life/housing-and-residential-life/index.php>

Average Rent Costs

The Omaha area’s cost of living is reasonable. The average estimated costs are as follows:

Apartments

1 Bdrm/1bath	\$410-\$770
2 Bdrm/1bath	\$545-\$825
3 Bdrm/1-2 bath	\$700-\$1200

Houses

2 Bdrm/1bath	estimated	\$575-\$1000
3 Bdrm/1-2 bath	estimated	\$700-\$1400

Utilities may or may not be included in the place you choose to live. Some apartment complexes may pay water, heat, and garbage or just one of the utilities and/or possibly none of the utilities. You will need to check with the landlord to determine what will be provided and what you will need to pay.

On-Campus Parking

Parking permits are available through campus security and can be found at

<http://www.unomaha.edu/parking/>

Organizations Recommended for Student Involvement

NATIONAL ATHLETIC TRAINERS' ASSOCIATION (NATA)

The mission of the National Athletic Trainers' Association is to enhance the quality of health care provided by certified athletic trainers and to advance the athletic training profession.

The National Athletic Trainers' Association (NATA) is the professional membership association for certified athletic trainers and others who support the athletic training profession. The NATA was founded in 1950. Athletic trainers choose to be members of the NATA to support their profession, and to receive a broad array of membership benefits.

Athletic training students benefit by joining the NATA. There is a student blog that lets you talk to students across the country, about issues that are concerning athletic trainers. As an NATA member, you receive 12 issues of the NATA News each year. As a member you can access the Career Center that lists possible employment opportunity. NATA members get a \$25 discount on the BOC exam application fee. Student dues for the NATA are \$80 per year. For other membership benefits go to the website: <http://www.nata.org/membership>

Mid-America Athletic Trainers' Association (MAATA) District 5

The mission of MAATA is to establish this organization as a leader among health care providers for the physically active in our region. The MATTA seeks to encourage active involvement of all members within the organization, provide free exchange of ideas among its members, maintain open line communication, and inform those about current issues effecting the athletic training profession. The MAATA has a newly developed student section. The cost of joining MAATA is included in NATA membership dues. <http://www.maata5.org/>

Nebraska State Athletic Trainers Association (NSATA)

The NSATA is committed to addressing the needs and concerns of NATA members in the State of Nebraska; providing public awareness of health issues for the physically active; developing an alliance with other organizations with an interest in Athletic Training and Sports Medicine. The NSATA is dedicated to providing exemplary leadership in the various components of Athletic Training while positioning itself to be the benchmark association of the NATA. On the NSATA webpage they provide documents concerning state licensure, qualifications, examinations, and CEU opportunities. <http://www.nsata.org/>

AMERICAN COLLEGE OF SPORTS MEDICINE

ACSM was founded in 1954. The ACSM is the largest, most respected sports medicine and exercise science organization in the world. From astronauts and athletes to people with chronic diseases or physical challenges, ACSM continues to look for and find better methods to allow individuals to live longer and more productive lives.

ACSM's Mission Statement reflects this goal: The American College of Sports Medicine promotes and integrates scientific research, education, and practical applications of sports medicine and exercise science to maintain and enhance physical performance, fitness, health, and quality of life.

Membership dues are \$80 a year for students. Membership benefits include: electronic subscription to ACSM's monthly scientific journal, a subscription to ACSM's quarterly review of current research topics, discounts on meeting and conference registrations, ACSM Certification exams, ACSM self-test fees, and insurance and consumer products. For other information and benefit information look to the website.

<http://www.acsm.org>

NATIONAL STRENGTH AND CONDITIONING ASSOCIATION (CSCS)

The Certified Strength and Conditioning Specialist (CSCS) program was created in 1985 to identify individuals who possess the knowledge and skills to design and implement safe and effective strength and conditioning programs for athletes in a team setting. The credentialing program encourages a higher level of competence among practitioners that raises the quality of strength training and conditioning programs provided by those who are CSCS certified.

Registrants must submit an original, official transcript of their academic work, showing attainment of at least a bachelor's degree or chiropractic medicine degree. College seniors can also take the Certified Strength and Conditioning Specialist exam; however, they must be currently enrolled in an accredited institution. For college seniors, the NSCA Certification Commission will not release your exam scores until we have received your transcript verifying graduation and noting the degree earned. If you become a member you will receive discounts on the examination fee and receive publication of the strength and conditioning journal. Student dues for this organization are \$80 for the year.

<http://www.nsca-lift.org>

Maverick Athletic Training Students

M.A.T.S.

All UNO students interested in Athletic Training may join the Maverick Athletic Training Student Organization

Meetings monthly, times subject to change.

MATS Dues: \$20 for new students, \$10 for returning members

Purpose of the organization:

- For the improvement of the individual's professional and educational growth
- To promote fellowship between the athletic training students
- To elevate standards, ethics, status, and appreciation of athletic training within the community
- To cooperate with local, state, and national agencies associated with athletic training
- To have a beneficial social and professional cooperation with all HK students, faculty, and alumni.

APPENDIX

University of Nebraska at Omaha
Athletic Training Program
RECEIPT OF ATHLETIC TRAINING STUDENT HANDBOOK

I, _____, have reviewed a copy of the Athletic Training Student Handbook. I agree to read and follow all policies and procedures outlined within. Furthermore, I understand that this handbook is a working document that is continually revised and upgraded. When revisions are made, new editions will be posted on the UNO ATP Blackboard web page for me to substitute appropriately. It is my responsibility to read, understand, and comply with all aspects of the Athletic Training Student Handbook, and I take full responsibility for requirements set forth in this handbook.

Please check one of the following:

- Initial Receipt of Handbook
 Supplemental Copy of handbook Changes

Student's Signature: _____

Date Received: _____

**University of Nebraska Omaha
Athletic Training Department & Department of HK/ATP
CONFIDENTIALITY AGREEMENT**

Introduction

UNO, the Department of HK, and UNO Athletic Training contain confidential information pertaining to student, student-athletes and employees. This information is required by law to be protected. The use of a computer network that is shared by many individuals imposes many obligations. This is to inform you of your responsibilities, and to secure your agreement to abide by the associated policies and procedures.

I _____ (name)

- Will respect the privacy and rules governing the use of any information accessibility through the computer system or network and only utilize information necessary for performance of my job or educational experience as required by law,
- Understand that the information accessed through all UNO, School of HK, and UNO Athletic Training, or off-campus clinical sites' computer and/or paper files, as this information systems contain sensitive and confidential patient, student, business, and financial information which should only be disclosed to those authorized to receive it,
- Will not exhibit or divulge the contents of any record or report except to fulfill a work assignment,
- Understand that I may access health information on myself, but must have specific authorization from the Head Athletic Trainers of UNO or off-campus clinical sites to access information on anyone else (e.g., my spouse, children, friends, neighbors, and other employees),
- Will not release my user identification code or password to anyone, or allow anyone to access or alter information under my identity,
- Understand that my user identification code and password are the equivalent of my signature and that I am accountable for all entries and actions recorded under them,
- Understand that I am responsible for logging out of information systems and will not leave unattended a display device to which I have logged on unless there is an active password protected Screen Saver,

- Understand that all access to UNO, or affiliates', information systems may be monitored at any time,
- Will not attempt to access information by using a user identification code or password other than my own,
- Will not remove any records, reports or copies from their storage,
- Report any violation of confidentiality or computer usage policies,
- Respect the ownership of proprietary software, (for example, I will not operate unlicensed software on UNO computers or make unauthorized copies of such software for my own use),
- Respect the finite capability of the systems, and limit my use so as not to interfere unreasonably with the activity of others,
- Will not use these resources to engage in any activity that violates any federal, state, or local law, or University policies or procedures,
- Prevent unauthorized use of information maintained, stored, or processed by UNO or affiliates,
- Will not seek personal benefit of, or permit others to benefit personally by any confidential information or use of equipment available through my assignment,
- Understand that my obligation under this agreement will continue after my termination of involvement and that my privileges are subject to periodic review, revision, and renewal,
- Understand that violators of this agreement will be denied access to information systems, subject to disciplinary actions including dismissal and may be subject to penalties under state law and federal laws and regulations,
- By signing this, I agree that I have read, understand, and will comply with the associated UNO and AT Program policies and procedures
- By signing this, I agree that I have read, understand, and will comply with this agreement.

Signature _____

Date _____

Printed Name _____

Department _____

**University of Nebraska at Omaha
Athletic Training Education
Student Illness Policy on Communicable Diseases**

The University of Nebraska at Omaha Athletic Training Program recognizes the importance of minimizing the exposure of athletes or patients in a clinical setting to communicable diseases. Therefore, it is recommended that athletic training students not report to their clinical site if they have *active* signs or symptoms of a communicable disease.

Athletic Training Students are to immediately notify their Preceptor of their status and an estimate of how long they will need to be absent from their clinical assignment. It is the option of the athletic training student whether or not to seek medical attention when they have communicable disease symptoms, but seeking such attention is strongly recommended. Athletic Training Students may use their own personal physician. If the student does not have access to their own physician they may also utilize the UNO Health Services facility. At that time the Athletic Training Student is to follow the recommendations and guidelines of that physician.

In the event that a preceptor feels that an athletic training student assigned to his/her site is missing an inordinate amount of time due to adherence to the communicable disease policy, he/she should contact the University of Nebraska at Omaha Athletic Training Program Director and/or Clinical Coordinator.

Your signature below indicates that you have read, understand, and agree to the guidelines student illnesses above as an athletic training student in the University of Nebraska at Omaha Athletic Training Program.

(Athletic Training Student Signature)

(Date)

(Clinical Coordinator Signature)

(Date)

(Athletic Training Program Director)

(Date)

**UNIVERSITY OF NEBRASKA AT OMAHA
ATHLETIC TRAINING PROGRAM
Clinical Supervision and Skill Acquisition Policy**

The purpose of this policy is to define the roles and responsibilities of an athletic training student during clinical experiences and clinical education. ***Athletic training students may only participate in supervised clinical experiences.*** Athletic training students may no longer participate in any event, volunteer or otherwise, where they will be providing first aid or healthcare services unless they are directly supervised by an athletic trainer. ***An athletic training student who feels that they are being forced or coerced into any unsupervised situations should contact the ATP Director immediately.***

I. SUPERVISED CLINICAL EXPERIENCE

A supervised clinical experience is when a program preceptor, or another approved health care professional such as a doctor associated with the program, is physically present and can intervene on behalf of the patient. This means that the preceptor can have **both visual and auditory contact** with the athletic training student. When in a supervised clinical experience, the student can perform any and all skills that are *previously mastered*. Previously mastered refers to skills that have been *instructed* in the classroom, as part of an athletic training course, and then *practiced* under the supervision of both the course instructor and the athletic training student's current preceptor.

II. UNSUPERVISED EXPERIENCE

An unsupervised experience is one in which a program preceptor is **NOT physically present** to intervene on behalf of the patient. This would include practice situations where no preceptor is present, or other volunteer opportunities to provide healthcare services that are not related to the Athletic Training Program. ***Athletic training students MAY NOT, under any circumstances, perform any athletic training-related skills or services under these circumstances, unless there is an emergency that necessitates action.*** In cases of emergency, the athletic training student must **ONLY** perform basic lifesaving actions as taught in American Red Cross CPR and Standard First Aid courses.

III. SKILL ACQUISITION AND CLINICAL PRACTICE

As an athletic training student, you will be learning basic healthcare skills over the course of your education at UNO. For the protection of both student-athletes and athletic training students, these skills **CANNOT** be practiced on any patients until they have been formally evaluated by the athletic training student's preceptor **AND** the instructor of the course associated with the skill. Once these skills have been evaluated and deemed satisfactory, the athletic training student may begin to use these skills ***only while under the direct supervision of the student's preceptor.*** **AT NO TIME** may any athletic training student perform athletic training skills in unsupervised situations.

To the athletic Training Student: Your signature indicates that you have read, understand, and accept the guidelines presented above and that you are currently certified in the following:

(Initial all that apply)

____ Adult Cardiopulmonary
Resuscitation for the Professional
Rescuer

____ Automated External Defibrillation

____ Standard First Aid

____ Oxygen Administration for the
Professional Rescuer

To the Preceptor: Your signature indicates that you have read this policy, that you understand that no athletic training student can perform skills unless they have been taught these skills and have practiced them (on healthy individuals) under the supervision of the course instructor and an preceptor, and that at no time can an athletic training student be left unsupervised (out of auditory and visual contact) during their clinical education.

(Athletic Training Student Signature)

(Date)

(Athletic Training Student Printed Name)

(Preceptor Signature)

(Date)

(Athletic Training Program Director)

(Date)

**UNIVERSITY OF NEBRASKA AT OMAHA
ATHLETIC TRAINING PROGRAM
RELEASE OF INFORMATION**

Date _____

Name _____

Student ID # _____

I, _____ give permission for the UNO athletic training staff and faculty to access my academic file, NATA certification examination scores and other pertinent information for the purposes of program or student evaluation. I also give permission to UNO, the College of Education, School of Health and Kinesiology and the Athletic Training Program to use images that may be taken of me in media, social media or promotional materials.

Signature _____ Date _____

UNIVERSITY OF NEBRASKA AT OMAHA ATHLETIC TRAINING PROGRAM TECHNICAL STANDARDS FOR ADMISSION

The Athletic Training Program at the University of Nebraska at Omaha is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency (Committee on Accreditation of Athletic Training Education [CAATE]). The following abilities and expectations must be met by all students admitted to the Athletic Training Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program.

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

Candidates for selection to the Athletic Training Program must demonstrate:

1. The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm;
2. Sufficient strength, postural and neuromuscular control, sensory function, and coordination to administer emergency care and first aid; perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients;
3. The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice;
4. The ability to record the physical examination results and a treatment plan clearly and accurately;
5. The capacity to maintain composure and continue to function well during periods of high stress;
6. The perseverance, diligence and commitment to complete the athletic training education program as outlined and sequenced;
7. Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations;

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

Candidates for selection to the UNO Athletic Training Program will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards.

The Disability Services Office will evaluate any student who states he/she could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws.

If a student states he/she can meet the technical standards with accommodation, then the Disability Services office will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review of whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/patient safety, or the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

IF YOU ARE NOT REQUESTING ACCOMMODATIONS, SIGN BELOW

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

Signature of Applicant _____ Date _____

IF YOU ARE REQUESTING ACCOMMODATION, SIGN BELOW

Alternative statement for students requesting accommodations.

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

Signature of Applicant _____ Date _____

UNIVERSITY OF NEBRASKA – OMAHA

ATHLETIC TRAINING STUDENT CODE OF CONDUCT

The athletic training student plays a very important role in the total health care of the student-athlete at UNO during their clinical experience hours. Although the student is in a learning environment and gaining the knowledge and skills it takes to become an Athletic Trainer within an accredited athletic training program, he/she is also in a unique situation. The athletic training students are the same age as a majority of the student-athletes and may have the tendency to act as normal college students. Unfortunately, this type of conduct is not sufficient for athletic training students, since while learning the profession, they are also assisting the athletic training staff in administering care to student-athletes.

The athletic training students must hold him/herself to a higher standard of conduct. The student must realize that he/she is representing UNO and the athletic training program at all times. How the student conducts him/herself outside of the athletic training room and how he/she chooses to socialize with student-athletes can greatly impact the respect and effectiveness as an athletic training student.

In addition, the athletic training student is surrounded by sensitive information regarding the health and well being of student-athletes. Due to the sensitive and personal nature of this information, the athletic training student must not discuss facts and information regarding injuries, illnesses, test results, and like information with anyone outside of the Sports Medicine team. This will ensure that each student-athlete's health care will remain confidential.

Improper behavior includes but is not limited to:

- 1) Breach of patient confidentiality including:
 - a. Discussing patient information with anyone other than healthcare providers directly involved with the patient's care
 - b. HIPAA standards must be strictly followed
- 2) Harassment or discrimination including:
 - a. Patient's gender, sexual preference, race, creed, religion or spiritual preference, sport or status
 - b. Fellow student's gender, sexual preference, race, creed, religion or spiritual preference, sport, or status
 - c. Another healthcare provider, coach, administrator, or other individual's gender, sexual preference, race, creed, religion or spiritual preference, sport, or status
- 3) Absenteeism and/or tardiness

- a. Athletic Training Students must maintain professionalism and be on-time for all clinical hours and discuss any reasons for tardiness with supervising preceptor.
- 4) Unsafe clinical practice, including omission, commission, negligence and malpractice
 - a. As an athletic training student you are part of the athletic training healthcare team and must be alert to injuries at all times during practices and games. Failure to actively monitor athletic events for injuries will not be tolerated.
 - b. Athletic Training Students are also reminded that they must abide by the Clinical Supervision and Skill Acquisition Policy at all times. Failure to follow this policy may violate safe clinical practice.
 - 5) Inappropriate action with patients, coaches, administrators and medical staff and faculty members (this includes Staff Athletic Trainers, Team Physicians, Educational Faculty Members, and other medical personnel). See below for section on romantic relationships.
 - a. Athletic training students must limit social interaction with patients, particularly when alcohol is present. Athletic training students are expected to maintain professional boundaries, even when in a social situation. Should an athletic training student find himself/herself at a party/in a social situation and a student-athlete is present, the athletic training student is expected to discontinue alcohol use and leave.
 - 6) Inappropriate use of drugs and/or alcohol deemed disadvantageous to ATP
 - 7) Inability to follow dress code (Attachment 2)
 - 8) Any action deemed unsafe or inappropriate by the supervising Athletic Trainer, other Athletic Trainers or healthcare providers, ATP Program Director, or ATP Clinical Coordinator

Romantic Relationships

Of particular concern are inappropriate relationships or activities with student-athletes, patients, coaches, or others involved in the healthcare or education of students and student-athletes. Sexual and romantic relationships pose a conflict of interest to both the patient and the athletic training student, and are therefore prohibited by the UNO ATP. Should an ATS find themselves in a romantic relationship with a patient or student-athlete **prior to their acceptance** and enrollment in the ATP, that student must speak with the ATP director and clinical coordinator prior to their first clinical assignment. Romantic relationships between athletic training students and coaches, athletic training students and faculty/staff, or athletic training students and preceptors, are prohibited in all contexts.

Reporting of Violations

The NATA Code of Ethics, and our Student Code of Conduct, place emphasis on ethical conduct by all professionals. This includes reporting suspected unethical or illegal behavior to the appropriate party(ies). In fact, holding your fellow ATS and colleagues to the expected high standards of our profession **is as important** as holding yourself to that same standard. Thus, failure to report violations of the NATA Code of Ethics, UNO Student Code of Conduct, or any local, state, or federal law or statute also constitutes a violation of this Code of Conduct. Athletic training students are required to report suspected or known violations to the Program Director or Clinical Coordinator, in addition to others as may be required by law.

Social Media

The University of Nebraska at Omaha Athletic Training Program (UNO ATP) promotes professional interactions between clinicians and patients. In maintaining this professional interaction, the program prohibits athletic training students from interacting with current patients or student-athletes via social networking media (for example: facebook, twitter, instagram, snapchat, and others). Athletic training students should not accept nor request any interaction involving social networking media with any current patient or student-athlete, regardless of whether the athletic training student is directly responsible for the patient's care. This includes refraining from social networking with student-athletes from athletic teams with whom the athletic training student has no direct contact and patients being treated by another clinician at the athletic training student's clinical site.

Furthermore, it is unacceptable for athletic training students to interact through social networking media, text message, or electronic mail with patients or student-athletes who are *minors* (under age 19 in NE), no matter if they are currently working with the minor or if they are no longer providing healthcare for the minor.

Athletic training students should also refrain from sharing any materials, including but not limited to, text, images or video, related to patient diagnosis and care through social networking media, text message, or electronic mail. Any such disclosure of information is in violation of HIPAA guidelines and the UNO ATP Confidentiality Agreement.

DISCIPLINARY ACTION

The Athletic Training Student is expected to abide by the aforementioned code of conduct. If the student is unable to abide by the Code of Conduct, penalties will be imposed by an Athletic Trainer at specified clinical sites or the UNO Athletic Training Program Director. These penalties **may not occur in this order** and are at the discretion of the Program Director and ATP faculty and staff. Any violation of the NATA Code of Ethics or state/federal law may result in immediate termination.

1. First Offense: a written or verbal warning will be given and the warning will be filed in the athletic training student's personal folder

2. Second Offense: verbal and written documentation will be placed in the ATS's personal folder, and the ATS will be restricted to athletic training room duty only for a period no less than 1 week. The student will also be placed on a specific behavior contract in order to assign goals to improve clinical behaviors.
3. Third Offense: verbal and written documentation will be placed in the ATS's permanent folder and the student will be suspended from their clinical rotation and any activities inside of the athletic training room for a period no less than two weeks. The student must also submit a written document, no less than 1 page single spaced, that describes how the student will prevent any further disciplinary actions.
4. Fourth Offense: verbal and written documentation will be placed in the ATS's permanent folder and the student will be suspended from their clinical rotation for a semester. The student must submit a letter explaining the reasons for their continued inappropriate actions and must explain why they should be allowed to continue in the ATP. This letter will be evaluated by the ATP faculty and staff to determine if the student should be allowed to resume clinical experiences the following semester.
5. Fifth Offense: verbal and written documentation will be placed in the ATS's permanent portfolio and the athletic training student will be suspended or terminated from the ATP

ATTACHEMENT 2

DRESS CODE AND APPEARANCE

The UNO ATP is committed to preparing you for a future in allied health care. Part of this commitment involves professionalism. Professionalism is comprised of many portions, one of which is professional attire. The dress code for the ATP is mandatory and must be followed at all times during your clinical education experience. Preceptors associated with the ATP have the authority to enforce this policy by any means they see fit, including asking the athletic training student to leave and change clothes. Violations of the dress code also fall within the disciplinary actions outlined above.

- **Tops**
 - UNO Polo Shirt, Casual Dress Tops/Sweaters
 - UNO T-Shirts, Sweatshirts may be worn for practices as appropriate.
 - NO tank tops of any kind, crop tops, tight shirts, mid-drift, torn/ripped or inappropriate T-Shirts.
- **Bottoms**
 - Casual Dress Slacks: No tight stretch pants
 - Docker Style Shorts/Capris: No cut-offs & must be mid-thigh/past fingers
 - Nylon Wind Pants: UNO Colors (for practices only)
- **Shoes**

- Tennis Shoes for all outdoor practices
- Close-toed only: No sandals, flip flops, or heeled shoes...must be functional and professional!

- **Hats**
 - No hats in the athletic training facilities
 - Hats may be worn at practices/events with preceptor's approval & should be worn appropriately and respectfully.

- **Jackets**
 - UNO Wind Suits/Jackets
 - Other Designated by preceptor

- **Name Tags**
 - Must be worn at all times during clinical hours unless otherwise instructed by preceptor.

- **Event & Game Days** will vary depending on the clinical site you are assigned to and the sport that you are working. Your preceptor will enforce the appropriate dress code for each event.