

UNO Athletic Training Program



Student Manual

2026 - 2027

*Athletic Training Student Handbook Revised June, 2026
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. Athletic Training Program Core Principles d. Program Student Learning Outcomes e. Accreditation Status f. Description of Athletic Training Profession g. University of Nebraska at Omaha Nondiscrimination Policy and Procedures h. NATA Code of Ethics i. NATA Athletic Training's Shared Professional Values j. Athletic Training Personnel k. Phone Numbers	
II.	Academic Section	pg. 14
	a. General Academic Guidelines b. Policy on Student-Athletes c. Technical Standards for Admission d. Physical Examinations and Vaccinations e. Student Illness Policy on Communicable Diseases f. ATP Retention Policy & Disciplinary Actions g. Academic Advising h. Class Registration i. Course Sequencing j. Internet Resources k. Academic Resources on/off –campus l. Worksheet for Master of Arts in HK: Athletic Training m. Graduate Student Plan of Study	
III.	Clinical Experience Section	pg. 27
	a. Clinical Experience/Education b. Clinical Education Guidelines c. Affiliated Clinical Sites d. Typhon 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. 37

- a. Tuition
 - a. Rates
 - b. Student fees
 - c. Lab fees
 - d. New student fees
- b. Financial Aid
- c. Scholarships
- d. Student ATP Costs
- e. Organizations Recommended for Student Affiliation

V. Appendix

pg. 45

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 mission of the Athletic Training Program at the University of Nebraska at Omaha is to prepare students for successful careers or advanced academic studies in the field of athletic training. Faculty facilitate student learning through inclusive didactic and clinical education, resources, and opportunities which lead to the growth and development of dedicated practitioners, reflective scholars, and responsible citizens.

Core Principles

1. Excellence: Focusing on exceptional education, groundbreaking research, and the life-long success of our students and alumni.
2. Engagement: Strengthening our community through the transformative power of shared resources, dynamic collaboration, and sustained partnerships.
3. Inclusion: Creating an environment that is welcoming, open, and diverse; committing to the accessibility of our campus and programs, and ensuring a respectful and safe environment.
4. Discovery: Fostering a culture of critical thinking and creativity, and upholding the rigorous pursuit and exchange of knowledge.
5. Integrity: Embodying the highest of professional and ethical standards.

Note: Adopted from UNO Core Values <https://www.unomaha.edu/about-uno/mission.php#:~:text=As%20both%20a%20Metropolitan%20University,locally%2C%20nationally%2C%20and%20globally>.

Program Student Learning Outcomes

1. Students will graduate as qualified candidates for employment or advanced academic or professional studies.
 - 1.1: Students will demonstrate content specific knowledge related to the domains of athletic training.
 - Goal 1.1: >90% of students get >75% or higher on the multiple-choice portion of the comprehensive examination:
 - 1.2: Students will be proficient in psychomotor skills needed to function as an athletic trainer.
 - Goal 1.2: >90% of students will receive a 95% or higher for their preceptor evaluation during ATHT8650 Clinical Practicum IV
2. Students will demonstrate the required skills to work in a diverse healthcare environment.
 - 2.1: Students will demonstrate competent professional behavior.
 - Goal 2.1 >90% of students will receive a score of 2.6 or higher on the Professionalism section of preceptor evaluations during ATHT8650 Clinical Practicum IV
 - 2.2: Students will demonstrate an ability to work as part of an interprofessional healthcare team.

- Goal 2.2: >90% of students will receive a score of 2.6 or higher on the Interprofessional Practice and Education of preceptor evaluations during ATHT8650 Clinical Practicum IV
3. Students will demonstrate an ability to practice evidence-based medicine in a variety of clinical settings.
- 3.1: Students will explain and model what it means to be an evidence-based practitioner.
Goal 3.1: >80% of students score 80% or higher on evidence-based practice projects in KINS 8966
- 3.2: Students will deliver high-quality patient-centered care
Goal 3.2: >90% of students score 80% or higher on oral practical exams in ATHT 8230, ATHT 8330, ATHT 8240, ATHT 8340, and ATHT 8540
4. Students will be an engaged member of the community and athletic training profession.
- 4.1: Students will perform a variety of service activities for the community and athletic training profession.
Goal 4.1: Service point reflection grade >90% of students score 80% or higher

Accreditation Status

The UNO Master of Arts in Athletic Training program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE) 6850 Austin Center Blvd., Suite 100, Austin, TX 78731-3101.

The UNO Athletic Training Program received CAATE accreditation in 2023 for a 10-year period ending in 2032.

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.

University of Nebraska at Omaha Nondiscrimination Policy and Procedures

Scope

The University of Nebraska at Omaha is committed to maintaining a workplace and educational environment free from discrimination and harassment. This policy is applicable to all University administered programs including educational programs, financial aid, admission, and employment practices.

Policy Statement

The University of Nebraska at Omaha does not discriminate based on race, color, ethnicity, national origin, sex, pregnancy, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, marital status, and/or political affiliation in its education programs or activities, including admissions and employment. Retaliation related to reports of discrimination and the University's response to such reports is prohibited and is a violation of University policy.

Allegations of harassment, discrimination, and/or retaliation on the basis of protected class status may be made by students, employees, or third parties such as visitors participating in university programs, and vendors. Reports that sufficiently and plausibly allege conduct, that if true would constitute prohibited discrimination, will be investigated as long as the person accused of the discrimination is a student, employee, or affiliate of the University.

These procedures may be used to address misconduct issues arising from the investigation or occurring in conjunction with harassing, discriminatory, or retaliatory conduct. All other allegations of misconduct unrelated to incidents covered by this policy will be addressed through the procedures elaborated in respective Board of Regents Bylaws and Policies, University of Nebraska Policies, Collective Bargaining Agreements, or the Student Code of Conduct

Reason for Policy

The University is committed to maintaining a safe environment for all students, faculty, staff, and visitors that ensures equitable access and promotes inclusivity.

For the entire policy and procedures please visit: www.unomaha.edu/campus-policies/interim-policy-non-discrimination-policy-and-procedures.php

NATA Code of Ethics
Revised May 2022

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.

The National Athletic Trainers' Association respects and values diversity amongst its members and patients served. Our members work respectfully and effectively with diverse patient populations in varied healthcare environments. The NATA prohibits discrimination based on race, ethnicity, color, national origin, citizenship status, religion (creed), sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, military status, family/parental status, income and socioeconomic status, political beliefs, or reprisal or retaliation for prior civil rights activity, or other unlawful basis, in any program or activity conducted or funded by the NATA (VATA, 2020).

Important Professional Values (PV) shared by the NATA membership include: 1) Caring & Compassion, 2) Integrity, 3) Respect, 4) Competence, and 5) Accountability. These shared PV underpin the NATA Code of Ethics, motivate honorable interpersonal behaviors, and conduct in member's interactions with all persons. The Appendix to the Code of Ethics reveals a definition and sample behaviors for each shared PV.

PRINCIPLE 1. IN THE ROLE OF AN ATHLETIC TRAINER, MEMBERS SHALL PRACTICE WITH COMPASSION, RESPECTING THE RIGHTS, WELL-BEING, AND DIGNITY OF OTHERS

(PRINCIPLE 1 is associated with the PV of Respect, Caring & Compassion, and Competence.)

1.1 Members shall act in a respectful and appropriate manner to all persons regardless of race, religion, age, sex, ethnic or national origin, disability, health status, socioeconomic status, sexual orientation, or gender identity and expression.

1.2 Member's duty to the patient is the first concern, and therefore members are obligated to place the well-being and long-term well-being of their patient above other stakeholders to provide competent care in all decisions, and advocate for the best medical interest and safety of their patient as delineated by professional statements and best practices.

1.3 Members shall preserve the confidentiality of privileged information and shall not release or otherwise publish in any form, including social media, such information to a third party not involved in the patient's care without a release unless required by law.

PRINCIPLE 2. MEMBERS SHALL COMPLY WITH THE LAWS AND REGULATIONS GOVERNING THE PRACTICE OF ATHLETIC TRAINING, NATIONAL ATHLETIC

TRAINERS' ASSOCIATION (NATA) MEMBERSHIP STANDARDS, AND THE NATA CODE OF ETHICS

(PRINCIPLE 2 is associated with the PV of Accountability.)

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

PRINCIPLE 3. MEMBERS SHALL MAINTAIN AND PROMOTE HIGH STANDARDS IN THEIR PROVISION OF SERVICES

(PRINCIPLE 3 is associated with the PV of Caring & Compassion, Accountability.)

- 3.1. Members shall not misrepresent, either directly or indirectly, their skills, training, professional credentials, identity, or services.
- 3.2. Members shall provide only those services for which they are qualified through education or experience and which are allowed by the applicable state athletic training practice acts and other applicable regulations for athletic trainers.
- 3.3. Members shall provide services, make referrals, and seek compensation only for those services that are necessary and are in the best interest of the patient as delineated by professional statements and best practices.
- 3.4. Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge and shall complete such educational requirements necessary to continue to qualify as athletic trainers under the applicable state athletic training practice acts.
- 3.5. Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.
- 3.6. Members who are researchers or educators must maintain and promote ethical conduct in research and educational activities.

PRINCIPLE 4. MEMBERS SHALL NOT ENGAGE IN CONDUCT THAT COULD BE CONSTRUED AS A CONFLICT OF INTEREST, REFLECTS NEGATIVELY ON THE ATHLETIC TRAINING PROFESSION, OR JEOPARDIZES A PATIENT'S HEALTH AND WELL-BEING.

(PRINCIPLE 4 is associated with the PV of Respect.)

- 4.1. Members should conduct themselves personally and professionally in a manner, that reflects the shared professional values, that does not compromise their professional responsibilities or the practice of athletic training.
- 4.2. All NATA members, whether current or past, shall not use the NATA logo or AT logo in the endorsement of products or services, or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.
- 4.3. Members shall not place financial gain above the patient's well-being and shall not participate in any arrangement that exploits the patient.
- 4.4. Members shall not, through direct or indirect means, use information obtained in the course of the practice of athletic training to try and influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.
- 4.5. Members shall not provide or publish false or misleading information, photography, or any other communications in any media format, including on any social media platform, related to athletic training that negatively reflects the profession, other members of the NATA, NATA officers, and the NATA office.

Athletic Training's Shared Professional Values

Established from research conducted by the NATA Professional Responsibility in Athletic Training Committee in 2020, the following are the five shared professional values of athletic training.

Caring & Compassion is an intense concern and desire to help improve the welfare of another.

Sample behaviors include:

- 1) Listening for understanding and a readiness to help.
- 2) Focusing on achieving the greatest well-being and the highest potential for others.
- 3) Spending the time needed to provide quality care.

Integrity is a commitment that is internally motivated by an unyielding desire to do what is honest and right.

Sample behaviors include:

- 1) Providing truthful, accurate and relevant information.
- 2) Abiding by the rules, regulations, laws and standards of the profession.
- 3) Using applicable professional standards and established policies and procedures when taking action or making decisions.

Respect is the act of imparting genuine and unconditional appreciation and value for all persons.

Sample behaviors include:

- 1) Engaging in active listening when communicating with others.
- 2) Acknowledging and expressing concern for others and their well-being.
- 3) Acting in light of the belief that the person has value.

Competence is the ability to perform a task effectively with desirable outcomes.

Sample behaviors include:

- 1) Thinking critically, demonstrating ethical sensitivity, committing to evidence-based practice, delivering quality skills and effective collaboration.
- 2) Making sound decisions while demonstrating integrity.
- 3) Ongoing continuous quality assessment and improvement.

Accountability is a willingness to be responsible for and answerable to one's own actions.

Sample behaviors include:

- 1) Acknowledging and accepting the consequences of one's own actions.
- 2) Adhering to laws, codes, practice acts and standards that govern professional practice.
- 3) Assuming responsibility for learning and change.

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 ATP and is responsible for the management and administration of the program. The ATP PD responsibilities include: recruitment, selection and retention of students; advising; teaching; research; and curriculum development for the athletic training major, program evaluation and operation, including development of the framework, maintenance of accreditation, budget management, input into the selection and evaluation of program personnel.

Athletic Training Program Coordinator of Clinical Education (ATP CCE)

The ATP CCE is a BOC certified athletic trainer who oversees the clinical component of the ATP. The CCE is responsible for oversight of student clinical progression, student assignment to athletic training clinical experiences and supplemental clinical experiences, clinical site evaluation, student evaluation, regular communication with preceptors, professional development of preceptors, and preceptor selection and evaluation.

Preceptor:

A preceptor is a credentialed and licensed AT or physician 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

Sam Wilkins, PhD, ATC Director, Athletic Training Program	402-554-3254 office 816-898-1944 cell
Shannon Gehr, MS, ATC Clinical Education Coordinator	402-554-2216 office 402-881-6051 cell
Christopher Burcal, PhD, ATC Associate Professor	402-554-2352 office 704-877-0508 cell
Kumiko Hashida, PhD, ATC	XXX-XXX-XXX office
HK Academic Main Office Curtis Dedman, Office Associate Adam Rosen, PhD, ATC - Director - School of Health and Kinesiology Jessa Kalal, Assistant to the Director Mike Messerole, PhD - Assistant Director, School of Health and Kinesiology Hannah Ries, Office Assistant for Graduate Studies	402-554-2670 front desk 402-554-3693 FAX

****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 250 hours of clinical experience each semester the student is enrolled in a Clinical Practica or Internship Course. Clinical experience does include some nights, weekends and travel. Clinical experience must be obtained over a minimum of five 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. Graduate students are allowed one grade of “C” in graduate-level coursework. 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 student to become eligible 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 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. Sam Wilkins (554-3254 or sjwilkins@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 Accessibility 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 Accessibility 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 ATHT 8360. Some clinical sites may require additional immunizations prior to beginning clinical experiences.

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 unitize 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 CCE

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:

Graduate: maintain a cumulative GPA of 3.0, and receive a minimum grade of “B” in all Athletic Training classes (ATHT 8110, 8120, 8130, 8230, 8240, 8330, 8340, 8360, 8410, 8530, 8540, 8650; KINS 8320; HEKI 8106; clinical practica/internship classes 8250, 8350, 8450, 8550 and 8650).

Failure to maintain these standards may result in suspension, or termination from the ATP. The following policies are designed to help clarify how these actions are applied.

Graduate

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

- a. Student receives a mid-semester clinical evaluation total score below stated threshold in clinical practicum course syllabus
- b. Student’s mid-semester clinical experience hours average less than 16 hours per week.
- c. Student fails their comprehensive examination for the 1st time.
- 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 Clinical Coordinator 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. Performance goals provided in the Contract are met satisfactorily
- b. Student obtains a final (end-of-semester) evaluation score above the stated threshold in the clinical practicum course syllabus.
- c. Student’s clinical experience hours at the end of the semester are 16 or higher

Students should be aware that 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’s cumulative GPA falls below a 3.0
- b. Student receives any grade lower than a “B” in their required Athletic Training coursework (Didactic or Clinical Practica)
- c. 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 “B” in required Athletic Training Didactic or Clinical Practicum course when that is the second time, they have taken the course
- b. Student fails their comprehensive examination for the 2nd time.
- 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, 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. More information about the Appeals/Reinstatement process can be found in the School of Health and Kinesiology Graduate Program Handbook.

Appeal Process

Categories for appeal include grades, transfer credits and removal from clinicals. Grounds for appeal are that the decision was arbitrary or capricious.

Before initiating any formal appeal process, the student should attempt to resolve the disagreement with the appropriate faculty member(s) involved, and the Athletic Training Program Director. *The faculty member should briefly summarize in writing the results of the discussion with the student. The nature of the appeal and what the student was told should be included.*

1. If a formal appeal is deemed necessary, a letter so stating, must be submitted to the Chairperson of the College of Education, Health, and Human Sciences Graduate Committee.
2. Appeals will be handled at the earliest convenience of the Graduate Committee but, in no case, later than one month following receipt of the written appeal by the Chairperson of the Graduate Committee.
3. The student may request to the chairperson of the Graduate Committee to appear in person before the committee. If the student chooses this option, he/she will receive notice of the time and place of this meeting at least seven days in advance. **See attached guidelines for a hearing.*
4. If the student requests to appear in person and other parties are involved, the other parties will be given the same opportunity to appear with the prescribed seven days' notice.
5. The student will be notified in writing of the result of the appeal no later than one week following the appeal meeting.
6. The Director of the School of Health and Kinesiology and the Athletic Training Program Director will be informed of the decision of the CEHHS Graduate Committee.

If the student is not satisfied with the outcome of the appeal at this level, further appeal procedures are outlined in the Graduate Catalog.

PROCEDURES FOR HEARING

All of the following are to be tape recorded.

1. **Introductory remarks**
 - Identification of *GPC* as College of Education, Health and Human Sciences appellate body.
 - Identification of date, time, and place of hearing.
 - Statement of reason for holding hearing.
 - Identification of members of *GPC*.
 - Other persons identify themselves and their relationship to the proceedings.
 - Statement that only information related to specific petition is admissible.
2. **Presentation of Testimony**
 - Remarks by student.
 - Remarks by others on behalf of student.
 - Questions from committee members.
 - Remarks by instructor.
 - Remarks by others on behalf of instructor.
 - Questions from committee members.

3. **Deliberation on Information**
 - The deadlines for admission would be those used by the Graduate College.
 - Committee members discuss and formulate recommendation(s) based on evidence/ comments provided pertinent to the hearing.
 - Basis for recommendation is identified.
4. **Notification of Committee's Decision (Recommendation)**
 - Written notification of the committee's recommendation is forwarded to the dean of the College of Education, Health, and Human Sciences for final action.
 - Written notification of the final decision by the dean is forwarded to the student, instructor, and department chair.

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.

Graduate students will meet with the Program Director, Sam Wilkins (402-554-3254).

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, 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, graduate students 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.commnet.edu/apa/apa_index.htm

Worksheet for Master of Arts in Athletic Training

**School of Health and Kinesiology
Master of Arts in Athletic Training**

NU ID:	
Required Courses	
Course	Hours
1st Summer Term	
ATHT 8110 – Athletic Training Techniques	2
ATHT 8120 – Emergency Management of Injury and Illness	2
HEKI 8106 – Advanced MSK Anatomy	3
1st Fall Term	
ATHT 8130 – Therapeutic Interventions I	3
ATHT 8240 – Orthopedic Assessment I	3
ATHT 8250 – Clinical Practicum I	2
1st Spring Term	
ATHT 8230 – Therapeutic Interventions II	3
ATHT 8340 – Orthopedic Assessment II	3
ATHT 8350 – Clinical Practicum III	2
ATHT 8360 – Adv. Ortho and Med Aspects AT	3
2nd Summer Term	
ATHT 8410 – Athletic Training Administration	3
ATHT 8450 – Internship in Athletic Training	2
2nd Fall Term	
KINS 8320 – EBP in Sports Medicine	3
ATHT 8330 – Therapeutic Interventions III	3
ATHT 8440 – Orthopedic Assessment III	3
ATHT 8450 – Clinical Practicum III	2
2nd Spring Term	
ATHT 8600 – Capstone in Athletic Training	3
ATHT 8650 – Clinical Practicum IV	2
ATHT 8900 – AT Comprehensive Assessment	0
Total Credits Required	47

UNO Athletic Training
Graduate Plan of Study

GRADUATION REQUIREMENTS:

Successful completion of ATHT 8110, 8120, 8130, 8230, 8240, 8250, 8330, 8340, 8350, 8360, 8410, 8450, 8540, 8550, 8600, 8650; KINS 8320; HEKI 8106

Successful completion of ATHT 8900 Comprehensive Exam (taken during final semester)

FIRST YEAR:

Semester: Summer III (6 weeks) - Begins July

Course #	Course Name	Credit Hours
ATHT 8110	Athletic Training Techniques	2
ATHT 8120	Emergency Mgmt of Injury and Illness	2
HEKI 8106	Advanced MSK Anatomy	3
	Total Credits	3

May also take electives/deficiencies before July session

Semester: Fall

Course #	Course Name	Credit Hours
ATHT 8240	Orthopedic Assessment I	3
ATHT 8130	Therapeutic Interventions I	3
ATHT 8250	Clinical Practicum in Athletic Training 1	2
	Total Credits	8

Semester: Spring

Course #	Course Name	Credit Hours
ATHT 8340	Orthopedic Assessment II	3
ATHT 8230	Therapeutic Interventions II	3
ATHT 8360	Adv Orthopedic and Med Aspects of AT	3
ATHT 8350	Clinical Practicum in Athletic Training II	2
	Total Credits	11

SECOND YEAR:

Semester: Summer I

Course #	Course Name	Credit Hours
ATHT 8140	Athletic Training Administration	3
ATHT 8450	Internship in Athletic Training	2
	Total Credits	5

Semester: Fall

Course #	Course Name	Credit Hours
ATHT 8540	Orthopedic Assessment III	3
ATHT 8330	Therapeutic Interventions III	3
ATHT 8550	Clinical Practicum in Athletic Training III	2
KINS 8320	Sports Medicine EBP	3
	Total Credits	11

Semester: Spring

Course #	Course Name	Credit Hours
ATHT 8600	Capstone in Athletic Training	3
ATHT 8650	Clinical Practicum in Athletic Training IV	2
ATHT 8900	Athletic Training Comprehensive Exam	0
	Total Credits	5

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. Athletic training students will be required to obtain a minimum of 250 clinical hours per semester while enrolled in a clinical practica or internship course. The philosophy of this program is to provide each student with ample opportunities to apply classroom knowledge in real world settings 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 this requirement 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 Typhon (<https://www.typhongroup.net/unomaha>). Students must submit hours within 7 days of completion of those hours. Hours cannot be submitted after 7 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 facility 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 opportunities to work with populations
 - throughout the lifespan
 - Of different sexes.
 - With different socioeconomic statuses
 - Of varying levels of activity and athletic ability
 - Who participate in nonsport activities.
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 coordinator of clinical education 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.

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.

University of Nebraska at Omaha

Mandy McCarthy (Head), ATC
Josh Englebretson, ATC
Abby Gunnink, ATC
Victoria Bailey, ATC
Cara Self, ATC (GA)
Jake Decker, ATC (GA)
Kaiyu Atsumi, ATC (GA)

University of Nebraska at Omaha Injury Prevention and Care

Stacy Hartwig, ATC

Creighton University

Ben McNair (Head), ATC
Curtis Self, ATC
James Benzel, ATC
Nick Bies, ATC
David Lucia, ATC
Nate Welker, ATC
Teig Palmateer, ATC
Ivanna Uribe, ATC

Bellevue University

Thomas Gillespie, ATC
Alyson VanderPol, ATC

College of Saint Mary

Chandlyr Sullivan, ATC
Sophie Dineen, ATC

Creighton Prep High School

Bill Kleber, ATC

Elkhorn High School

Makeda Russ, ATC

Elkhorn North High School

Kyle Nadrchal, ATC

Elkhorn South High School

Spencer Bassett, ATC
McKinley Pollett, ATC

Millard South High School

	<u>Josh Salinas, ATC</u> <u>Deanna Stickney, ATC</u>
<u>Millard West High School</u>	<u>Katie DeRocha, ATC</u> <u>Jackie Buehler, ATC</u>
<u>Papillion LaVista High School</u>	<u>Axel Moncada, ATC</u> <u>Isabelle Lewis, ATC</u>
<u>Bennington High School</u>	<u>Elizabeth LaBombard, ATC</u>
<u>Westside High School</u>	<u>Shawn Campbell, ATC</u> <u>Angela Brazil-Menard, ATC</u>
<u>Bellevue West High School</u>	<u>Shannon Gier, ATC</u> <u>Jeremy Langer, ATC</u>
<u>Bellevue East High School</u>	<u>Richard Nelson, ATC</u>
<u>Omaha Central High School</u>	<u>Emery Sandoval, ATC</u> <u>Nik Schnebly, ATC</u>
<u>Omaha North High School</u>	<u>Cassidy Brannon, ATC</u> <u>Nik Schnebly, ATC</u>
<u>Skutt Catholic High School</u>	<u>Danielle Manzer, ATC</u>
<u>Omaha Lancers Hockey</u>	<u>Nick Hart, ATC</u>
<u>OrthoNebraska, P.C.</u>	<u>Kirk Hutton, MD</u> <u>Ryan Arnold, MD</u> <u>Scott Reynolds, MD</u> <u>AJ Abecjo, DO</u> Michael J. Coffeey, MD Jace J. Heiden, MD <u>Michael Roberts, ATC</u>

Katie Voth, ATC
Becky Docter, ATC
Marcus Hurrington, ATC
Wendy Mach, ATC
Whitney Vesser, ATC

UNMC/Nebraska Medicine

Monty Mathews, MD
Matt Tao, MD
Matt Teusink, MD
Justin Greiner, MD
Jason Meredith, MD
Rusty McKune, ATC
Justin Annin, ATC
Bryant Pasho, ATC
Jonathan Vos, ATC
Bob Hammons, ATC

Iowa Western Community College

Andrew Mohr, ATC
Joe Miller, ATC
Micah Hamik, ATC
Jesse Kracht, ATC
Avery Tilley, ATC

Children's Hospital and Medical Center

Kristine Leick, ATC
Emily Dykstra, ATC
Kerry Waple, ATC
Makenzie Adame, ATC
Melissa Kirmer, ATC
Julianna Workman, ATC

Typhon Student Evaluation Forms/Hours

All AT students will use Typhon, an online records system, to track clinical hours, patient encounters, and perform evaluations. The system can be accessed online at <https://www.typhongroup.net/unomaha>. Students will have to sign-up and register separately for Typhon. All preceptors will also have access to Typhon and their assigned ATS's records.

Athletic training students will be evaluated twice per semester (one mid-semester & one at the end of the semester). Athletic training students are responsible for informing preceptors of due dates. All forms will be completed online via Typhon. Forms must be

fully signed by both the ATS and preceptor by the due date. 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.
2. ATS Self-Evaluation
 - You need to fill out this evaluation and review it with your preceptor.
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 CCE.
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 CCE.

Student Clinical Hours Documentation

Documentation must be recorded within 7 days of completion of the hours in Typhon. All hours will be tracked electronically. You must submit:

- Date, time in and time out for each experience
- A breakdown of how your time was spent during the experience
- 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 CCE.

Athletic training students will also be required to complete Case Logs for individual patient encounters during their clinical experiences. Athletic training students should document a minimum of one (1) Case Log for each day they log clinical hours. More information about completing case logs will be provided before the student begins clinical education.

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. An 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

Athletic training students are provided with student liability insurance by UNO when they are enrolled in a clinical practica or internship course. The liability insurance provides coverage for the athletic training student while they are performing required clinical experiences at clinical sites approved by the UNO ATP. For those students who wish to reporting in early August for fall camp, and for any student planning on helping with fall participate in extracurricular opportunities in athletic training settings in 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. The policies are relatively inexpensive and easily obtained. The ATP PD or CCE can assist you with locating a liability policy that meets your needs.

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*. Preceptors 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): \$200-350

- One-time Lab Fees associated with ATHT 8110 (\$22), ATHT 8120 (\$50), ATHT 8360 (\$65)
 - o This fee is added to your tuition and fees for your first semester in the ATP.
- UNO AT Polo: approximately \$50
 - 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 \$50
 - o Performed prior to the first day of first class. Required prior to placement at a clinical site.
- Typhon Group Student Subscription: \$100
 - o Athletic training students will pay this one-time fee to gain access to the Typhon Group System for clinical education reporting and evaluations.
- 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
 - Rubella titer: \$35
 - Rubella titer: \$13
 - Hepatitis B titer: \$35
 - Varicella titer: \$32

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

- NATA Student Membership: \$100 annually (Optional)
- Travel costs to off-campus clinical sites: variable
 - o Travel to some clinical sites 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 ATHT 8360)
 - o \$15: TB Skin testing at UNO Health Services

- Influenza vaccination (“Flu Shot”) (prior to General Medical Rotations during ATHT 8360)
 - o \$20: Annual Influenza vaccination at UNO Health Services
- Creighton Athletics (\$25-30) and Omaha Children's Hospital (\$35) have separate parking or other required fees for students if assigned to these clinical sites.

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, 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)

UNO Office of Financial Support and Scholarships

Address

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

E-mail

unofinaid@unomaha.edu

Phone

402-554-2327 Office
402-554-3472 Fax

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.

<https://www.unomaha.edu/human-resources/student-employees/index.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. General scholarships can be applied for through MAVLink.

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.

<https://www.unomaha.edu/college-of-education-health-and-human-sciences/health-kinesiology/student-involvement/awards-scholarships.php>

The NATA Foundation The NATA Foundation awards thousands of dollars in athletic training scholarships each year – and only NATA student members are eligible to apply. <https://www.natafoundation.org/education/scholarships/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>

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 \$60 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>

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

____ Standard First Aid

____ Automated External Defibrillation

____ 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 a 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, Health and Human Sciences, 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 Accessibility Services Center 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 Accessibility Services Center 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 Accessibility Services Center 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, they are 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 themselves to a higher standard of conduct. The student must realize that they are representing UNO and the athletic training program at all times. How the student conducts themselves outside of the athletic training room and how they choose 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 themselves 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.