

**DEPARTMENT OF
HEALTH, HUMAN PERFORMANCE, RECREATION**

**GRADUATE ATHLETIC TRAINING
PROGRAM**

**POLICY AND PROCEDURE
MANUAL**

UNIVERSITY OF ARKANSAS

June 2019

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Foreword

The Graduate Athletic Training Program (GATP) at the University of Arkansas is offered by the Department of Health Human Performance and Recreation (HHPR). The degree is termed a Master of Athletic Training. The GATP is designed to prepare students for a career in athletic training. This manual was prepared to inform students in the GATP at the University of Arkansas of the regulations for participating in the program.

Students should be aware that athletic training requirements are subject to annual change in order to maintain compliance with University and accreditation requirements. Therefore, the athletic training faculty within the HHPR reserve the right at **any time** to implement changes as deemed necessary by the Commission on Accreditation of Athletic Training Education (CAATE), and/or the University of Arkansas. Students majoring in athletic training are responsible for current information regarding the program of study. All current information can be located in this manual, the athletic training web site, and the University of Arkansas Graduate Catalog.

Equal Opportunity and Sexual Harassment Policy

The University of Arkansas is an equal opportunity, affirmative action institution. The University is committed to providing equal opportunity for all applicants for admission and employment, students, and employees without regard to race/color, sex, gender, pregnancy, age, national origin, disability, religion, marital or parental status, protected veteran or military status, genetic information, sexual orientation, gender identity or any other characteristic protected under applicable federal or state law.

It is the policy of the University of Arkansas to prohibit sexual harassment or acts of sexual assault, domestic violence, dating violence and stalking committed against students, employees, visitors to the campus, and other persons who use University facilities. Sexual assault is an extreme form of sexual harassment. Sexual harassment is prohibited by University policy and is a form of sex discrimination prohibited by Title VII of the Civil Rights Act of 1964 and by Title IX of the Education Amendments of 1972. Sexual assault is also a crime, defined by the Arkansas criminal code.

Title IX protects the University community from gender discrimination, harassment and misconduct in a school’s education programs and activities. Title IX protects the University community in connection with all academic, educational, extracurricular, athletic and other University programs, whether those programs take place on University property, in University transportation, at a class or training program sponsored by the University at another location or elsewhere.

This Policy shall not be construed or applied to restrict academic freedom at the University, nor shall it be construed to restrict constitutionally protected expression.

Graduate Athletic Training Program Personnel

Department Administration:

HHPR Department Head, Matt Ganio, PhD

HHPR Assistant Department Head, Paul Calleja, PhD

Graduate Athletic Training Program Faculty:

Jeffrey A. Bonacci, DA, ATC, LAT Program Director, Clinical Associate Professor

Brendon P. McDermott, PhD, ATC, LAT Core Faculty, Associate Professor

Lesley W. Vandermark, PhD, ATC, LAT PES - Clinical Education Coordinator, Clinical Assistant Professor

Al Gordon, MD – Medical Director, Graduate Athletic Training Program

University of Arkansas

Graduate Athletic Training Program

The GATP at the University of Arkansas has been designed to meet the CAATE standards and guidelines for instruction in athletic training. Students who are admitted to the GATP will be required to complete a variety of clinical experiences as an athletic training student.

Mission Statement

It is the mission of the Graduate Athletic Training Program (GATP) at the University of Arkansas to produce competent evidence-based health care professionals who treat the physically active.

Program Goals

Goal 1: Maintain appropriate rates for passing the Board of Certification for Athletic Trainers (BOC) examination, student retention, graduation, and employment.

Goal 2: The GATP will promote a sense of service to the profession and community at large.

Goal 3: The GATP will foster clinical decision-making and critical thinking among students.

Goal 4: The GATP will promote scholarly work and scientific inquiry among students.

Goal 5: The GATP will provide high quality instruction to students.

History

To ensure that educational programs for athletic trainers include the appropriate content, the Commission on Accreditation of Athletic Training Education (CAATE) guarantees adherence to the basic educational Standards and Guidelines. CAATE is responsible for accrediting athletic training education programs so that such accreditation standards are met and maintained in educating students in preparation for professional athletic training.

The GATP received initial national accreditation in 2005, the GATP faculty consisted of a full time program director, Dr. Jeff Bonacci, and 50% part-time faculty member Mr. Phil Vardiman. In April of 2005, as a result of accreditation standards, Mr. Vardiman was promoted to full time status faculty member. In July 2005 he resigned to accept a position at the University of Kansas. Following a year, a national faculty search replacement, Dr. Gretchen Oliver was hired as the clinical education coordinator for the GATP. The second national accreditation site visit occurred Spring 2010 and the GATP received a five year accreditation 2014-2015. Following several annual accreditation reports and changes within the CAATE organization, the next accreditation site visit was rescheduled for 2019-2020. In March of 2012, Dr. Oliver resigned her position to take another position at Auburn University. Dr. Brendon McDermott accepted the position as clinical education coordinator for the GATP. In April 2016, the GATP hired Dr. Lesley Vandermark as an additional faculty member to serve as co-clinical coordinator along with Dr. McDermott. In May 2016 the GATP program retrofitted and equipped HPER 320 classroom as an exclusive teaching lab. In May 2018, Dr. Vandermark assumed full responsibility as clinical education coordinator for the GATP.

Admissions

Selective Admission Policy

Selection for admission into the GATP is determined every year as prospective students apply. Application may occur after/during the completion of an undergraduate degree, completion of required prerequisite/deficiency courses. The athletic training application, technical standards,

and other program requirements can be found on the University of Arkansas Athletic Training Web Site (<http://atep.uark.edu>) and the University of Arkansas Graduate Catalog. Notification of the application process will be announced in the University of Arkansas HHPR undergraduate courses, the GATP website, the current University of Arkansas graduate catalog, and advertised at national and regional professional conferences.

Admission Requirements and Procedures

Because of national accreditation standards/guidelines, admission into the athletic training program is selective. Therefore, admission to the Graduate School of the University of Arkansas **does not** guarantee admission into the GATP. The following are qualifying criteria in addition to the general requirements for admission to the Graduate School:

1. Acceptance into the University of Arkansas Graduate School
2. An undergraduate degree in kinesiology or a related field and the following admission standards:
 - An overall undergraduate GPA of 3.00
 - Graduate Record Exam score
 - Students desiring admission must complete the following courses prior to starting course work in the GATP:
 - HESC 1213 Nutrition in Health
 - EXSC 2393 Prevention and Care of Athletic Injuries
 - EXSC 3153 Exercise Physiology
 - EXSC 3353 Mechanics of Human Movement
 - BIOL 2213 2211L Human Physiology and Lab
 - BIOL 2443/2441L Anatomy and Lab

*If the above courses were obtained at a college/university other than the University of Arkansas, course syllabi/outlines for courses they are requesting to meet the requirements must be submitted to the Program Director of Athletic Training for approval.

- A minimum of 150 hours of observation under the direct supervision of a certified athletic trainer.
- Three professional letters of recommendation; typical letters come from an instructor and supervising athletic trainer(s) in conjunction with GATP letter of recommendation form
- Ability to begin course work during the first summer session of the admission year.
- Copy of all un-official transcripts.
- Completion of GATP online application.
- Fulfillment, with or without accommodations, of the GATP technical standards (see Technical Standards)

A pre-admission physical examination must be completed.

- Once the program director notifies the student that they have been conditionally admitted to the they must complete a physical examination by a board certified (MD, DO) physician in accordance with the GATP technical standards. Once the completed physical examination form (sent in your admission letter) is received (at the predetermined date), full admission status will be granted.
- Applicants who may not meet these technical standards, but may request accommodation, are encouraged to contact the Program Director.

Extra Program Expenses	Cost	Description
Criminal Background Check	\$48.00	Procedures on program website
Textbook 2.5 years	Approx \$1000.00	
Travel to/from clinical site (gas money)	\$100.00 per semester	Cost may vary depending on location of clinical site.
Liability Insurance (2 calendar years)	\$29.00	
Clinical Course fees (\$15.00 per semester)	\$60.00	
CPR training (2 calendar years)	\$65.00	
Atrack (2 calendar year)	\$90.00 \$45/year	Clinical database (logging hours and preceptor evaluation)
Total: 2.5 years	\$1,392- 1,402	

Program Expenses – (Excluding Tuition and Fees)

3. Completion of a background check.

- Once the Program Director notifies the student that they have been conditionally admitted to the GATP they must complete an Arkansas background check. All background check forms will be sent to the student with their conditional admission letter. Once the Arkansas background check is completed on the predetermined date on the conditional acceptance letter, the program director will verify that the background check on this web site:
<https://adeaels.arkansas.gov/AelsWeb/Search.aspxh>
- Students can verify their background as well with the same website. All expenses incurred with the background check are the student's responsibility.

4. Documentation of current vaccinations.

- MMR vaccination submitted to the U of A Pat Walker Health Center on immu@uark.edu
- Hepatitis B vaccination or waiver
 - Once the Program Director notifies the student that they have been conditionally admitted to the GATP, they must show proof of MMR and Hepatitis B vaccination, or sign a waiver, on the predetermined date in the conditional acceptance letter.

Following the deadline for application, the athletic training selection committee, which is comprised of the three athletic training faculty and two preceptors from the U of A athletic department, reviews all completed applications. Review includes the areas of prior coursework, GPA and GRE, work experience, letters of recommendation, and writing ability (essay requirement). The selection process will result in one of the following scenarios for each student:

- Accepted for early admission: Individuals interested in early admissions/acceptance into the GATP must have all application materials submitted between 8/15 and 10/1.

Individuals not selected for early admission, but with completed application materials, will be automatically considered for regular admission.

- Accepted for regular admission: Regular admission deadline is January 8th of every year.
- Wait-List
- Denial of admission

Once a determination has been rendered concerning the applicant's admission, a formal letter noting acceptance, denial, or placement on a wait-list will be sent to the applicant. Presently, the GATP accepts approximately 22 students per cohort.

Transfer Policy

Transfer students wishing to enter the program must submit an athletic training program application, three recommendation forms, as well apply to the graduate school and submit all undergraduate transcripts. Transfer students will be assessed on an individual basis.

Technical Standards

The athletic training program in the Department of Health, Human Performance, and Recreation at the University of Arkansas 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 education program establishes 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 (Commission on Accreditation of Athletic Training Education CAATE). The following abilities and expectations must be met by all students admitted to the athletic training education 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. Applicants who may not meet these technical standards are encouraged to contact the Program Director of Athletic Training Education, 303 HPER Building, and University of Arkansas. The following are the technical standards:

- A. Candidates must be able to actively learn from observations, demonstrations, and experiments in the basic sciences.
- B. Candidates must be able to learn to analyze, synthesize, solve problems, and reach assessment and therapeutic judgments distinguished from the norm.
- C. Candidates must have sufficient sensory function and coordination to perform appropriate physical examinations using acceptable techniques.
- D. Candidates must be able to relate effectively to athletes and the physically active and to establish sensitive, professional relationships with them.
- E. Candidates are expected to be able to communicate the results of the assessment to the injured or ill exerciser, to responsible officials, to parents or guardians, and to colleagues with accuracy, clarity, and efficiency.
- F. Candidates are expected to learn and perform routine prevention, assessment, emergency care, therapeutic procedures.
- G. Candidates are expected to be able to display good judgment in the assessment and treatment of injured or ill athletes and physically active individuals.
- H. Candidates must be able to learn to respond with precise, quick, and appropriate action in emergency situations.
- I. Candidates are expected to be able to accept criticism and respond by appropriate modification of behavior.
- J. Candidates are expected to possess the perseverance, diligence, and consistency to complete the athletic training degree curriculum as outlined and sequenced, to attempt BOC certification within the year of program completion, and to enter the practice of athletic training.

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, with or without a reasonable accommodation. I understand that if I am unable to meet these standards, with or without a reasonable accommodation, I will not be admitted into the program. I will contact the Center for Educational Access at the University of Arkansas at 575-3104 to determine what reasonable accommodations may be available if needed.

Selective Retention Policy

Failure to meet the following retention standards may result in probation, suspension, or dismissal from the GATP. (See the Infraction Policy)

1. Enrolled as a full-time student
2. Achieve satisfactory evaluations in clinical experiences before progressing
3. Complete course sequence indicated by the program, unless approved by GATP faculty
4. Abide by the Code of Ethics of the NATA
5. Maintain CPR and First Aid certification
6. Maintain current immunizations (MMR)
7. Maintain academic GATP requirements – (See academic retention policy page 17)

Student Logistical Procedures

Questions or concerns about these policies and procedures should be directed to the program director or the student's academic advisor.

Advising

Students who are admitted into the GATP will be advised by the program faculty of the GATP. Advising is much more than just scheduling courses. This allows time for the student and faculty to discuss progress and provide feedback, areas of success and improvement, and future goals. The academic advisor for the student can be found in UAConnect.

Outside Employment

The curriculum requires students to complete required extensive afternoon, evening, and weekend clinical experiences, as well as coursework. This will likely interfere with the student's ability to hold outside employment. Students are not prohibited from holding outside employment, but such employment must not interfere with the student's ability to complete clinical experiences and courses.

Student Liability Insurance

All students that are admitted into the GATP must purchase a liability insurance providing \$1M/\$3M coverage. Students purchase the liability coverage offered by the university for \$14.50 per year via course fees in fall clinical courses each year. Students may not take part in clinical experiences without insurance coverage.

Transportation to Clinical Sites

Students are responsible for their own transportation to and from their clinical experiences. On-campus assignments are typically at sites on the campus university bus (Razorback Transit) loop and in walking distance from the HPER building. Students will have at least one off-campus clinical experience in the GATP.

Transportation of Student Athletes to Medical Appointments Policy

Students admitted to the GATP at the University of Arkansas may not utilize their personal vehicle or any other student's vehicle to transport student athletes to medical appointments. However, following approval from the Athletic Departments, the athletic training student may utilize a university owned vehicle to transport a student athlete to medical appointments.

Professional Associations

Students are required to join the National Athletic Trainers' Association. Membership includes three components; national membership, as well as district and state memberships. All three components are included in the NATA membership dues. Membership cost depends upon the state in which the student registers her/his home address, and ranges from \$50-\$95 for new members, and \$70-\$115 for renewing members. Membership in the NATA provides numerous benefits including a subscription to the *NATA NEWS*, reduction in cost (60-35 dollars) with BOC exam application fee – not the BOC exam registration fee, as well as discounts on conference registration. In addition, joining the NATA will automatically enroll you in the ATrack database for our program, which is a requirement of the program. Most state, district and national

scholarships require membership for eligibility. Students will be required to submit verification of membership on a predetermined date. Failure to do so results in an infraction, defined below.

Financial Assistance and Scholarships

Students may be offered financial assistance, defined as a scholarship, to prospective students on an equal basis, determined annually based on donor contribution to the GATP. Such financial assistance can be used towards the student's educational expenses. In addition, all students are encouraged to apply for financial aid through the [University of Arkansas Financial Aid Office](#) and professional organizations. The scholarship does not cover the cost of tuition and fees.

Students that are underrepresented in graduate degree programs at the University of Arkansas are eligible to apply for Benjamin Franklin Lever Graduate Tuition Fellowship. Consult the University of Arkansas Graduate School for an application, or the [Graduate School and International Education](#) web site. The GATP faculty have no part in selection for this fellowship.

Additionally, the GATP offers three program scholarships (6 total recipients) in the spring each year to students transitioning from first to second-year. They are the William Ferrell and Dean Weber athletic training scholarships. Also, the Al Gordon Athletic Training Scholarship (non-endowed) is also available. These scholarships are available to second year athletic training students. See GATP Program Director for application. Notification of the scholarship awarded to the student will be determined following the review of all application materials by the scholarship selection committee.

Blood Borne Pathogen and Community CPR and AED Training

All students are required to be currently trained in Bloodborne Pathogen (BBP) safety, cardiopulmonary resuscitation (CPR), and automated external defibrillation (AED) at all times during enrollment in the GATP after the first summer semester. Opportunities for BBP, CPR, and AED training will be offered to the student in the first summer (CPR and AED with an associated training fee). The student is responsible for providing proof of current training to the Program Director.

Hepatitis B Vaccination: All GATP students are required to have the HEP-B or waiver

HIPAA and FERPA Training

All students are required to be trained on Health Insurance Portability and Accountability Act (HIPAA) and Family Educational Rights and Privacy act (FERPA) regulations in the first summer semester. The training will be offered to the students in the summer semester.

Student Conduct

All GATP students are expected to conduct themselves in a professional manner at all times. Personal conduct and appearance are considered to be an important aspect of preparing for a professional career in athletic training. Professionalism and first impressions in any work situation are important to maintain a positive work environment. All athletic training students are required to follow these policies to promote quality and professionalism in each athletic training facility, clinical site, and classroom.

Personal Appearance

All athletic training students must practice good hygiene and be concerned with personal appearance. Final decisions on appropriateness of attire and personal appearance at clinical experiences are determined by preceptors. The following are guidelines for appropriate professional appearance in a healthcare setting:

1. Hair should be kept neat and out of the face.
2. Facial hair should be kept neat and trimmed.
3. Use discretion to avoid being socially offensive with hair-style, make-up, perfume, cologne, and jewelry.
4. Neat clothing is to be worn in the athletic training facilities. No jeans or excessively torn or worn pants; shirts are to be clean and without stains or holes. An appropriate example: University of Arkansas polo shirt with pants or shorts, unless the clinical experience provides clothing to wear.
5. All shirts should be tucked into the pants or shorts at all times.
6. Hats worn in the athletic training facilities must be worn forward.
Closed-toed shoes are appropriate for all clinical sites. Students should not wear sandals or slip on shoes, or be barefoot, in athletic training facilities.

Professional Confidentiality

Patient confidentiality is of utmost importance, particularly in athletics where the press is a constant presence. At no time should that confidentiality be breached in accordance with HIPAA and FERPA. To this end, the student should not discuss confidential athlete/patient information to anyone (including the press, professional scouts, roommates, parents, significant other, etc) other than their preceptor and overseeing physicians without the permission of the patient /athlete. When in doubt, the student should consult her/his preceptor prior to releasing any information. While in the clinical experience, a student may be in a situation where a member of the press asks them to provide information about an athlete. In dealing with members of the press, 1) always be polite, 2) refer them to a preceptor without providing any information, unless specifically directed to do so by a preceptor. Likewise, all records are confidential and should never be removed from the clinical site without permission of the preceptor.

Any information about an athlete's medical condition or treatment that you may acquire in locker rooms, athletic training rooms, physician's offices or otherwise is considered confidential, and to be discussed only when necessary with appropriate healthcare personnel, or as appropriate with a family member in the case of a minor. The unique opportunity the student has to observe and participate in clinical experiences can and will be terminated if the student violates this confidentiality. Furthermore, the professional rapport a student establishes with athletes, coaches, and physicians is jeopardized by the student's lack of discretion and violation of this ethical conduct. This confidentiality is of utmost importance at all clinical experience, regardless of setting.

Personal and Social Conduct while Travelling for Clinical Experience

When traveling with an athletic team, the student is to conduct him/herself by the rules that the preceptor of the assigned team has established, and in accordance with the ethical standards of the National Athletic Trainers' Association (See NATA Code of Ethics).

Social Media Utilization

Social media offers an opportunity to socialize with sports medicine professionals and be an active participant in a global healthcare network. It also may provide an opportunity to exhibit unprofessional and/or unethical behaviors and relationships, which are not supported by the GATP. The student is expected to use social media in a way that upholds the concept of professionalism, refrains from discussing specific health-related issues of patients, avoids social media-based communication with current preceptors and athletes, and avoids posting (pictures or text) about the current clinical experience.

Maintaining Professional Relationships

Relationships with Patients

The student should conduct her/himself in a professional manner at all times. At no time should they engage in conduct that would undermine their patients' confidence or cause a conflict of interest in their patients' care. The GATP strongly prohibits fraternizing with any patient either within their clinical experience, or another clinical experience. A student that has a standing relationship with a potential patient should discuss this with the Clinical Education Coordinator with significant time prior to the clinical experience to determine a course of action. A student in violation of fraternizing with a patient may be dismissed from their clinical experience, which results in a failure of the didactic course.

Relationships with Coaches

It is important that students develop professional relationships with the coaches of teams with which they work. The student should discuss how to handle coaches' questions with the preceptor. Generally, student interactions with coaches should increase with their clinical experience. Occasionally such interactions can present difficulties. If a student has difficulty with a coach or athlete, he/she should make this known to the preceptor immediately, and alert the Clinical Education Coordinator as needed. Most problems can be easily resolved if approached early. Delaying dealing with a problem makes it more difficult to resolve. The GATP discourages fraternizing with coaches either within the student's clinical experience, or another clinical experience.

Relationships with other Medical Professionals

Students should exhibit professional behavior when interacting with physicians, preceptors, and other healthcare professionals. These interactions are very important to the clinical education of the student and are to be actively sought out. Students are encouraged to ask questions when appropriate and to use appropriate professional jargon. Avoid using laymen's terms with healthcare professionals. The GATP discourages fraternizing with preceptors and other healthcare professionals either within the student's clinical experience, or another clinical experience.

Differences of Opinion

It is foreseeable that a student may have differences of opinion with other students or preceptors regarding patient care. In such cases, students are encouraged to discuss the difference privately, and when appropriate, with the other person (i.e. preceptor). Never argue in the presence of the patient – it only serves to undermine the patient's confidence in the student and the other person.

The student or preceptor should include the Clinical Education Coordinator in the discussion if the difference of opinion about patient care or other topics undermines the educational experience of the student.

Extra Compensation Policy

The purpose of clinical education is to provide students with supervised and guided patient care experience in athletic training and is not to be considered work. In compliance with CAATE standards, athletic training students are not permitted to receive monetary remuneration during their clinical educational experience, excluding scholarships. Students may not receive monetary compensation of any kind for athletic training services provided during their scheduled GATP program clinical experience. No monetary amount may be provided to athletic training students from a supervising preceptor or athletic personnel. This is in accordance with CAATE 2012 standards 59 and 60.

Clinical Instruction Plan

The purpose of the Clinical Instruction Plan at the University of Arkansas is to place students in a structured clinical setting where they can develop their athletic training skills under the direct supervision of a BOC certified athletic training preceptor or physician. The goal of the clinical education program is to provide students with the opportunity to put their didactic learning into practice.

In order to be in compliance with CAATE accreditation guidelines, students admitted to the GATP are required to be exposed to:

- Individual and team sports
- Sports requiring protective equipment (e.g., helmet and shoulder pads)
- Patients of different sexes
- Non-sport patient populations
- A variety of conditions other than orthopedics

During the two and half year clinical experience students will be rotated through several clinical sites and have experiences with several preceptors. During the clinical experience, a preceptor that has successfully completed the University of Arkansas Preceptor Training must directly supervise athletic training students. The experience typically includes:

- Preseason practices
- Collegiate athletics
- High school athletics
- Orthopaedic physician's office
- General practice physician's office

Guidelines for Clinical Experience

- Students are referred to the Student Conduct guidelines above.
- Students are expected to be punctual for clinical assignments. In the event that you will be late or cannot be present for an assignment, you must notify your clinical supervisor immediately.
 - Interference with outside employment is not a valid reason for attendance problems in the clinical experience. Ongoing punctuality problems are grounds for removal from the clinical assignment and disciplinary action

- Students must work to develop proficiency in their clinical skills and professionalism. To this end, clinical proficiency and professionalism will be an ongoing evaluation.
 - Three written evaluations will be completed in fall semesters and two in the spring semesters from the preceptor, and discussed with the student. A copy is available to the student.
 - Students evaluate preceptors and clinical sites at the end of the semester to provide feedback to increase the effectiveness of the clinical site.
- Students are assigned to a specific preceptor throughout their clinical experience.
- Students may not perform a skill/procedure with a patient until they have been instructed on that skill/procedure.
- Specific clinical integration proficiencies for demonstrating mastery of information over time will be distributed to the student during clinical courses, and should be completed by the student and preceptor during the clinical experience.
- Students must be oriented to the policies and procedures of the clinical experience, including general facility policies, as well as emergency action plan, etc.

Clinical Supervision Policy

Supervised clinical experiences shall involve daily personal contact and supervision between the clinical instructor and the student in the same clinical setting. The preceptor shall be physically present in order to intervene on behalf of the individual being treated.

During the clinical field based experience, a preceptor that has successfully completed the University of Arkansas preceptor workshop must directly supervise athletic training students. Supervision is adhered to by the following mandated definition of the NATA Athletic Training Education Council and CAATE:

- **Direct supervision:** This applies to the instruction and evaluation of the clinical proficiencies by a preceptor. Constant visual and auditory interaction must occur between the student and the preceptor. The instructor shall be physically present for proficiency instruction and evaluation and maximizing teachable moments.
- **Supervision:** This applies to the field experiences under the direction of a preceptor. Daily personal/verbal contact at the setting of supervision between the athletic training student and the preceptor who plans, directs, advises, and evaluates the students' athletic training field experience.

If at any time the student is not supervised by a preceptor then that experience is not warranted by the GATP. Any unsupervised clinical experiences are in violation of CAATE Standards, University of Arkansas GATP policy, and are NOT permitted.

Clinical Hours Policy

Students in the University of Arkansas GATP must be available according to preceptor and student discussed times to accumulate clinical hours and structured learning opportunities. Clinical experience is obtained over a minimum of 2 years (4 academic semesters). The clinical experience may include some nights, early to mid-morning, weekends, and travel.

- Students are expected to obtain a maximum of 30 hours per week on average per month of clinical experience. The maximum clinical hours stand at 480 hours for a regular semester.

- When a student exceeds 30 hours in consecutive days, they are required 24 hours of relief; in addition to their scheduled relief day. No student is to net more than 30 hours on consecutive days.
- Students are mandated one day (24 hours) out of the 7-day week as a relief from their clinical responsibility. It is recommended that the relief day fall between Monday and Friday, however in some instances the relief day may be on the weekend.
- The minimum hour requirement stands as 260 hours for a regular semester. There may be times when a student accrues no clinical experience for a given week, but the average for a semester should be no less than 16 hours per week of clinical experience.
- It is the student's responsibility to keep up with his/her clinical hours and report them on ATrack frequently.

Preseason clinical experiences represent a unique opportunity for athletic training experience. As such, requirements during this time differ from those in the academic semesters.

- For preseason clinical experiences, students still must have a scheduled day of relief (24 hours) during a 7-day week.
- The minimum clinical experience requirement is 100 hours total during preseason. The maximum clinical experience is 80 hours per seven days. The minimum and maximum amounts for preseason reflect the current state of our profession and display expectations in the workforce upon graduation.

Depending on the student's course load and personal circumstances, additional relief is granted by the GATP faculty from clinical experience based on individual needs. This should be discussed with the Clinical Education Coordinator. In addition to the mandated relief day, some students may need more than one day off from their clinical site within the course of a week.

Potentially Infectious Material Exposure Plan/Active Communicable or Infectious Disease Policy

If at any time during the clinical experience, or any other time, a student is effected by an illness (non or infectious disease), or blood-borne pathogen (ie: needle stick, contact with bodily fluids), the student is to notify their preceptor and GATP faculty. At that time, the student must be transported to the nearest medical facility. If the incident is on campus, the nearest medical facility is the University Health Center. At that time the University Health Center will take control of the situation in terms of documentation and contacting the Health and Environmental Safety department at the University of Arkansas. In addition, action will occur accordingly to solidify confidentiality of the infected student as well as protect any patients with which the student may have direct contact.

Status in the GATP

University of Arkansas Graduate Athletic Training Program Academic Retention Policy

All graduate students are subject to the Graduate School Policies:

In addition to the graduate school policies, the Graduate Athletic Training Program (GATP) has adopted a more stringent set of academic guidelines.

Students will be retained and progress through the ATP by meeting the following requirements:

1. Follow all GATP Policies as noted in the GATP policy and procedure manual.
2. Only those that have a graduate GPA of ≥ 3.0 will be cleared for graduation from the GATP. In addition, no credit is earned for courses in which a grade of "F" or "D" is recorded (but these courses count towards GPA). Courses in which a grade of "F" or "D" are earned must be retaken, and a passing grade ("C" or better) must be earned prior to graduation. The maximum number of credit hours that can be retaken is 6 hours.
3. At the end of each semester (i.e., August, December and May), student progress will be assessed. Students will be placed on probation if:
 - a. Cumulative GPA is less than or equal to a 2.85 (student will receive a letter from the graduate school) or the student earned two "C"s or less in the semester being evaluated (student will receive a letter from the athletic training program director).
4. Students on probation will be reassessed at the end of the following semester. Re-assessment will determine if the student is removed from probation, or is dismissed from the program.
 - a. Student removed from probation: If the student earns greater than a "C" in all coursework during the probation semester AND the cumulative GPA is greater than 2.85.
 - b. Student is dismissed from the program: If the student earns any grade less than a "B" during the probation semester (regardless of cumulative GPA).
5. A Student cannot graduate while on probation. If they are on probation during their final semester, a student must earn a "B" or greater in all of their coursework. Likewise, their final cumulative GPA must be greater than or equal to a 3.00 (see point 2 above).
6. BOC for Athletic Training Exams:
 - a. If the student is on probation during their final semester (Spring 2nd year), they will not be cleared to take the Jan/Feb or March/April BOC for athletic training exam.
 - i. At the semester midterm, student progress will be assessed. If it is determined that the student is on track to earn greater than a "B" in all coursework, as determined by the instructor, the student will be cleared to take the May/June BOC for athletic training exam.
 1. If it is determined the student is at risk to earn a "C" or less in any of their courses, the student will not be cleared for the May/June exam. In that case, the student will only be cleared to take the BOC for athletic training exam once the student has successfully graduated from the program.

Graduate School Academic Probation

Consult the [University of Arkansas Graduate Catalog](#) for such policies of academic probation and dismissal related to the Graduate School.

Academic Integrity

The University of Arkansas strives to create a culture of honesty and personal and professional responsibility among students, faculty, and staff. As a community of scholars, the University of Arkansas and its students uphold academic integrity as foundational to appropriate conduct with the university setting. Thus, the Office of Academic Initiatives and Integrity serves to see that the University of Arkansas upholds this culture. The GATP upholds all policies and procedures provided through this office. Detailed information about academic integrity, violations, and sanctions can be found at the [Office of Academic Initiatives and Integrity](#) website.

Infraction Policy

Each student has agreed to the policies and procedures outlined in the GATP Policy and Procedures Manual in order to be enrolled in the GATP. Any student who displays inappropriate behavior (i.e., breaking policy), at any time or place, commits a violation against the requirements and expectations will be subject to an infraction. The GATP will not tolerate unethical behavior. Examples of unethical conduct include but are not limited to the following:

- Violating a patient's right to privacy
- Use of drugs or chemicals which could impair safe judgment
- Submitting as one's own, work that has been prepared totally or in part by another
- Failure to report observed unethical or unsafe practice of others
- Failure to take accountability for one's own judgments made and actions taken in the course of athletic training practice
 - Display of inappropriate behavior (violent or nonviolent) not during the academic or clinical components of the GATP.
 - Failure to uphold the Code of Ethics of the National Athletic Trainer's Association

The GATP will respond to and investigate any complaint of a violation of policies and procedures. The complaint will follow the following process:

- Information regarding the violation is submitted to or by the GATP faculty for review and investigation. This may include interviews with involved person(s).
- After review of the reported violation, a recommendation on course of action will be provided to the student and forwarded to the HHPR Department Chair.

The seriousness of any infraction may be determined by GATP faculty to warrant a penalty, probation (with a remediation plan), suspension, or dismissal from the GATP.

Inactive Status

Reasons for an inactive status for a student may vary. A student may become sick, injured, or unable to complete their clinical assignment, and therefore, may request inactive status until he/she is able to resume the GATP assignment. For example, if a student accepts a position as a foreign exchange student, he/she must request inactive status until he/she returns. There may be other circumstances for which inactive status may be granted at the discretion of the GATP faculty. Approvals for inactive status are at the discretion of GATP faculty.

Curriculum and Course Sequencing

And

Requirements for Completion of Degree

The GATP courses will be taken in the order provided in this curricular plan. Exceptions to the curricular plan may be granted under certain circumstances with approval by the GATP faculty.

Year 1

Summer I- 6 credit hours (five week course)

- ATTR 5493- Evidence-Based Practice in Athletic Training (3 cr)
- EXSC 5593- Practicum in Laboratory Instrumentation (3 cr)

Summer II- 6 credit hours (five week course)

- ATTR 5213- Athletic Training Clinical I- Application of Athletic Preventative Devices (3 cr)
- ATTR 5223- Athletic Training Clinical II- Emergency Procedures (3 cr)

Summer 3 credits 10 week course

- ATTR 5313 Clinical Anatomy

Fall- up to 12 credit hours

- ATTR 5232- Athletic Training Clinical III- Lower Extremity Evaluation (2 cr)
- ATTR 5373- Evaluation Techniques of Athletic Injuries- Lower Extremity (3 cr)
- ATTR 5453- Therapeutic Modalities in Athletic Training (3 cr)
- EXSC 5323- Biomechanics I (3 cr)
- KINS 589v- Independent Research (1 cr)*

Spring- up to 12 credit hours

- ATTR 5242- Athletic Training Clinical IV- Upper Extremity Evaluation (2 cr)
- ATTR 5363- Evaluation Techniques of Athletic Injuries- Upper Extremity (3 cr)
- ATTR 5473- Administration in Athletic Training (3 cr)
- ESRM 5393- Applied Educational Statistics (3 cr)*
- ATTR 5403 – Pathophysiology and Treatment I
- KINS 589v- Independent Research (1 cr)*

Year 2

Fall- up to 12 credit hours

- ATTR 5262- Athletic Training Clinical V- Rehabilitation Lab (2 cr)
- ATTR 5463- Therapeutic Exercise and Rehabilitation of Athletic Injuries (3 cr)
- ATTR 5412 Pathophysiology and Treatment II
- KINS 589v- Independent Research (1 cr)*

Spring- up to 14 credit hours

- ATTR 5272- Athletic Training Clinical VI- Athletic Training Seminar (2 cr)
- EXSC 5643- Advanced Psychology of Sports Injury and Rehabilitation (3 cr)
- KINS 589v- Independent Research (1 cr) if needed, **OR** KINS 600v- Master's Thesis (6 cr)*

Curriculum Total Credit Hours- 59-62 credit hours

*There are two notable exceptions to the sequence of the curricular plan. Recommendations for sequencing of these courses have been included in the above curricular plan:

- ESRM 5393- Applied Educational Statistics can be taken in any academic semester, including summers; OR ESRM 6403 Educational Statistics and Data Processing
- Schedule to complete research credits (either KINS 589v- Independent Research or KINS 600v- Master's Thesis) may depend on the research component chosen by the student.

Courses Outside of the Curricular Plan

It is the policy of the GATP that no student may register for any other course other than what is required in the GATP without prior approval. The approval process is as follows:

1. Prior to enrolling in the course, the student is required to submit the course syllabus to the GATP faculty.
2. Decisions on approval will occur after the case has been fully reviewed by the GATP faculty.
3. If a student enrolls in a course other than those required in the GATP curriculum without prior approval, they are susceptible to an infraction (see Infraction Policy).

Research Component

The GATP research component is a critical foundation of engaging the student into scientific inquiry. The student chooses either independent research with an HHPR faculty member or to develop and complete a master's thesis. The following explains each component of the research requirement:

Independent Research

This component requires the student to work with an HHPR faculty member in way which promotes scientific inquiry. This may include, but is not limited to:

- Development of research question(s)
- Literature searching and review
- Data collection
- Statistical analysis
- Development of manuscript(s)
- Development and/or presenting of research presentation(s)

Master's Thesis

This component requires the student to complete a master's thesis project, defined by the student and research mentor. This project will likely include, but is not limited to:

- Development of research question(s)
- Literature searching and review
- Data collection
- Statistical analysis
- Development of manuscript(s)
- Development and/or presenting of research presentation(s)

Completion of a thesis proposal and defense are required for this component. A thesis committee must be formed, which may include faculty within HHPR and other professional content experts. It is an HHPR requirement that a minimum of three faculty serve on the thesis committee.

Required Research Training

To complete research in HHPR, and in conjunction with the Exercise Science Research Center (ESRC), all students must complete specific trainings intended to promote safety for researchers and participants. A complete list of these trainings, and a description of their frequency of completion, can be found on the ESRC Blackboard page, or by consulting the ESRC Laboratory Graduate Assistant in HPER 321. All trainings must be initially completed by August of Year 1, and those that require renewal must be completed by August of Year 2.

NATA Code of Ethics

Preamble

The National Athletic Trainers' Association Code of Ethics states the principles of ethical behavior that should be followed in the practice of athletic training. It is intended to establish and maintain high standards and professionalism for the athletic training profession. The principles do not cover every situation encountered by the practicing athletic trainer, but are representative of the spirit with which athletic trainers should make decisions. The principles are written generally; the circumstances of a situation will determine the interpretation and application of a given principle and of the Code as a whole. When a conflict exists between the Code and the law, the law prevails.

1. MEMBERS SHALL PRACTICE WITH COMPASSION, RESPECTING THE RIGHTS, WELFARE, AND DIGNITY OF OTHERS
 - 1.1 Members shall render quality patient care regardless of the patient's race, religion, age, sex, ethnic or national origin, disability, health status, socioeconomic status, sexual orientation, or gender identity.
 - 1.2. Member's duty to the patient is the first concern, and therefore members are obligated to place the welfare and long-term well-being of their patient above other groups and their own self-interest, to provide competent care in all decisions, and advocate for the best medical interest and safety of their patient at all times as delineated by professional statements and best practices.
 - 1.3. Members shall preserve the confidentiality of privileged information and shall not release or otherwise publish in any form, including social media, such information to a third party not involved in the patient's care without a release unless required by law.
2. MEMBERS SHALL COMPLY WITH THE LAWS AND REGULATIONS GOVERNING THE PRACTICE OF ATHLETIC TRAINING, NATIONAL ATHLETIC TRAINERS' ASSOCIATION (NATA) MEMBERSHIP STANDARDS, AND THE NATA CODE OF ETHICS
 - 2.1. Members shall comply with applicable local, state, 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.
3. MEMBERS SHALL MAINTAIN AND PROMOTE HIGH STANDARDS IN THEIR PROVISION OF SERVICES
- 3.1. Members shall not misrepresent, either directly or indirectly, their skills, training, professional credentials, identity, or services.
 - 3.2. Members shall provide only those services for which they are qualified through education or experience and which are allowed by the applicable state athletic training practice acts and other applicable regulations for athletic trainers.
 - 3.3. Members shall provide services, make referrals, and seek compensation only for those services that are necessary and are in the best interest of the patient as delineated by professional statements and best practices.
 - 3.4. Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge and shall complete such educational requirements necessary to continue to qualify as athletic trainers under the applicable state athletic training practice acts.
 - 3.5. Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.
 - 3.6. Members who are researchers or educators must maintain and promote ethical conduct in research and educational activities.
4. MEMBERS SHALL NOT ENGAGE IN CONDUCT THAT COULD BE CONSTRUED AS A CONFLICT OF INTEREST, REFLECTS NEGATIVELY ON THE ATHLETIC TRAINING PROFESSION, OR JEOPARDIZES A PATIENT'S HEALTH AND WELL-BEING.
- 4.1. Members should conduct themselves personally and professionally in a manner that does not compromise their professional responsibilities or the practice of athletic training.
 - 4.2. All NATA members, whether current or past, shall not use the NATA logo in the endorsement of products or services, or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.
 - 4.3. Members shall not place financial gain above the patient's welfare and shall not participate in any arrangement that exploits the patient.
 - 4.4. Members shall not, through direct or indirect means, use information obtained in the course of the practice of athletic training to try 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.

**University of Arkansas
Athletic Training Student
Policy and Procedure Manual
Understanding Agreement**

I _____ have read, understood, and agree to abide by the current University
Athletic Training Student
of Arkansas's Athletic Training Policy and Procedure Manual. Failure to comply with such
policies and procedures will result in an infraction. See infractions policy of this manual.

Athletic Training Student Signature

Date