

Longwood University

Athletic Training Program

Curriculum Handbook

2020-2021



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TERMINOLOGY*
ATHLETIC TRAINING PROGRAM
LONGWOOD UNIVERSITY

Allied Health Care Personnel

Physician assistants, physical therapists, registered nurses, doctors of dental surgery, and other healthcare professionals, recognized by the AMA/AOA as allied health professionals, who are involved in direct patient care and are used in the classroom and clinical education portions of the ATP.

ATP

Athletic Training Program

ATP Faculty

BOC Certified Athletic Trainers and other faculty who are responsible for classroom or sponsoring institution clinical instruction in the athletic training major.

Athletic Trainer

Healthcare professionals who render service or treatment, under the direction of or in collaboration with a physician, in accordance with their education and training and the states' statutes, rules and regulations. As a part of the health care team, services provided by ATs include injury and illness prevention, wellness promotion and education, emergent care, examination and clinical diagnosis, therapeutic intervention, and rehabilitation of injuries and medical conditions.

Athletic Training Student (ATS)

A student who has met all program prerequisites, has applied to and been accepted into the Athletic Training Program (ATP).

Clinical Education Coordinator

The person designated to have the primary responsibilities for the coordination of the clinical education experience activities associated with the ATP.

Clinical Education

The application of knowledge and skills learned in classroom and laboratory settings to patient-centered the prevention, diagnosis, management, care and rehabilitation to actually practice on patients under the supervision of a clinical preceptor.

Clinical Education Experiences

Those clinical education experiences for the athletic training student that involve patient care and the application of athletic training skills under the supervision of a qualified instructor.

Clinical Proficiencies

The entry-level athletic training clinical proficiencies define the common set of skills that entry-level athletic trainers should possess and define the structure of clinical education as an outcomes-based qualitative system.

Directed Observation Student

A first-year student or transfer student who is interested in applying to the ATP and has not yet completed the program prerequisites and been admitted. Observation students gain experience through observing athletic training students and certified athletic trainers in the clinical setting. Observation students assist

with general athletic training facility duties and recordkeeping but do not provide direct patient care. See Pre-Athletic Training Student.

General Medical Experience

Clinical education experience that involves observation and interaction with physicians, nurse practitioners, and/or physician assistants where the majority of the experience involves general medical topics as those defined by the NATA Athletic Training Education Competencies.

Learning Over Time (Mastery of Skills)

The process by which professional knowledge and skills are learned and evaluated. This process involves the initial formal instruction and evaluation of that knowledge and skill, followed by a time of sufficient length to allow for practice and internalization of the information/skill, and then a subsequent re-evaluation of that information/skill in a clinical (actual or simulated) setting.

Medical Director

The physician (MD or DO) who serves as a resource for the programs director and ATP faculty regarding the medical content of the curriculum.

Physical Examination

An examination performed by an appropriate health care provider (MD, DO, PA, NP) to verify that the student is able to meet the physical and mental requirements (i.e., technical standards) with or without reasonable accommodation as defined by the ADA.

Pre-Athletic Training Student (PR-AT)

A student who has not yet been admitted formally into the ATP. See Directed Observation Student.

Preceptor

A certified/licensed professional who teaches and/or evaluates students in a clinical setting using an actual patient base.

Program Director

The full-time faculty member of Longwood University and BOC Certified Athletic Trainer responsible for the administration and implementation of the ATP.

Supervision

The preceptor must be physically present during the clinical education experiences and have the ability to intervene on behalf of the athletic training student and the patient.

Team Physician

The physician(s) (MD or DO) responsible for the provision of health care services for the student athlete.

Technical Standards

The physical and mental skills and abilities of a student needed to fulfill the academic and clinical requirements of the ATP. The standards promote compliance with the Americans with Disabilities Act (ADA).

*Adapted from *Standards for the Accreditation of Entry-Level Athletic Training Programs*, 2012, Commission on Accreditation of Athletic Training Education.

ATHLETIC TRAINING PROGRAM

Philosophy of the Program

Athletic trainers are healthcare professionals who render service or treatment, under the direction of or in collaboration with a physician, in accordance with their education and training and the states' statutes, rules and regulations. As a part of the health care team, services provided by ATs include injury and illness prevention, wellness promotion and education, emergent care, examination and clinical diagnosis, therapeutic intervention, and rehabilitation of injuries and medical conditions. The Athletic Training Program at Longwood University is a student-oriented program designed to prepare undergraduate students both academically and clinically for the profession of athletic training. Theory and practical applications of athletic training principles are distributed through the student's undergraduate career.

The program is designed in stages for the athletic training student. The first-year student will be considered a Pre-Athletic Training student. The clinical education experience during the first year includes observation, assisting with medical record keeping, and general operation of the athletic training facility. The second, third, and fourth year student who has applied and been accepted into the program, will be assigned to assist a certified athletic trainer in intercollegiate or interscholastic sport coverage or will participate in general medical rotations. The fourth year will include a 12-credit hour internship experience at a healthcare facility of the student's choice. Progress in the program is based on knowledge and demonstration of competency in athletic training skills.

The student must complete the 32 credit hours of athletic training professional courses, as well as supporting science and applied classes, and the general education requirements of Longwood University. Another requirement is successful completion of five semesters of clinical education experience under the supervision of a preceptor or certified athletic trainer at Longwood University or one of its affiliated clinical sites. In addition, students also complete an off-campus clinical internship during the final semester of the program and will earn a Bachelor of Science Degree in Athletic Training. The purpose of the Athletic Training Program is to provide a comprehensive educational program to prepare the student for a professional career in athletic training as well as in a variety of health care related settings. Graduates of the Athletic Training Program will be qualified to work in a variety of settings that include but are not limited to: secondary schools, collegiate setting, professional sports, clinics and hospitals, performing arts, military, public safety, and occupational health.

The Athletic Training Program combines strong classroom experience with clinical opportunities working alongside a clinical preceptor for support. Experience is a key factor in the development of a competent athletic trainer. Athletic training students will gain clinical education experience with both men's and women's sports teams, upper and lower extremity sports, equipment intensive sports and in general medical settings. Upon completion of the academic and clinical aspects of the Longwood University Athletic Training Program, the student will be eligible to sit for the Board of Certification (BOC) examination.

The Mission

The Longwood University Athletic Training Program develops healthcare professionals who render service or treatment, under the direction of or in collaboration with a physician, in accordance with their education and training and the states' statutes, rules and regulations. As a part of the health care team, services provided by ATs include injury and illness prevention, wellness promotion and education, emergent care, examination and clinical diagnosis, therapeutic intervention, and rehabilitation of injuries and medical conditions. The Athletic Training Program prepares clinicians who engage in critical thinking and demonstrate leadership within the athletic training profession and the community. Students participate in a broad and diverse educational experience that fosters a lifelong desire for knowledge and an understanding of the rapidly evolving healthcare environment.

The Vision

The Longwood University Athletic Training Program will be the premiere undergraduate professional education program among all public colleges and universities in Virginia.

Program Goals & Objectives

Goal 1: Actively engage students in a comprehensive educational experience that is enhanced through the interaction of classroom, clinical and professional educational experiences.

Objectives:

1. To provide each student with a thorough knowledge base and a quality education program.
2. To provide quality practical experiences in the athletic training facilities and laboratory that compliments the education program.
3. To encourage and promote the personal and professional growth and development of each student as an emerging professional.
4. To develop professionals who abide by high professional and personal ethical standards who will contribute in a positive manner to the continued development of the profession of athletic training and the Longwood University Athletic Training Program.
5. To develop professionals who value education and recognize the importance of lifelong learning.

Goal 2: Prepare students to successfully complete the BOC examination.

Objectives:

1. To monitor student progress at the entrance, mid-point, pre-internship and completion of the Athletic Training Program.
2. To ensure the student attainment and mastery of the minimal competencies necessary to successfully pass the BOC examination and to function as an entry-level certified athletic trainer.

Goal 3: Continually strive to exceed the entry-level standards for athletic training.

Objectives:

1. To meet national standards for program accreditation.
2. To ensure student mastery of knowledge, skills, attitudes and behaviors in accordance with accreditation standards.
3. To actively engage in unique learning experiences beyond the requirements of entry-level athletic training.

Students who graduate from this program will be able to:

1. Demonstrate the cognitive and psychomotor skills delineated in the Athletic Training Educational Competencies.
2. Apply skill and demonstrate competence in the clinical proficiencies identified in the Competencies in Athletic Training.
3. Practice ethical behavior in accordance with professional standards.
4. Collect, interpret, and disseminate information in an effective manner.
5. Employ effective oral and written communication skills that are appropriate to the population being addressed.
6. Identify the purpose of professional continuing education requirements and the methods available for obtaining them and the need for life-long learning.
7. Recognize the athletic trainer's role in the present and emerging health care arena.
8. Value the need for science-based efficacy of our profession through ongoing research and publication.
9. Show respect and treat the patient as an individual.

ROLES AND RESPONSIBILITIES

The development of a successful program requires that the athletic training faculty, clinical instructors, and students work together to continually improve the quality of education received.

Responsibilities of the Student

Each student who is enrolled in the program is expected to follow all guidelines established by Longwood University, the College of Education and Human Services, the Department of Health, Athletic Training, Recreation, and Kinesiology, and the Athletic Training Program. Students are responsible for excelling in the classroom as well as in the clinical settings. This curriculum manual details the expectations of the students in both settings. It is the responsibility of the student to be familiar with program requirements and expectations. *Failure to abide by these policies can result in the student being dismissed from the Athletic Training Program.*

Responsibilities of the Athletic Training Faculty

The faculty members in the Athletic Training Program are responsible for the classroom education, academic advising, and career counseling for the student enrolled in this program. It is the responsibility of the athletic training faculty to provide the student with a high level of classroom instruction that prepares them to function clinically and culminates in a student possessing the skills and knowledge necessary to become a certified athletic trainer.

Responsibilities of the Preceptors

Preceptors are responsible for a large portion of the student's total education. These are the individuals who will mentor the athletic training student during the clinical education experience. The preceptor will assist the student in refining athletic training skills and knowledge. Walls do not limit classrooms. The practice field, game court, clinic, physician office, clinic, hospital and athletic training facility are also to be viewed as learning environments.

The ATS should expect the following from his/her preceptor:

1. Proper orientation to the policies and procedures of the clinical setting.
2. Adequate and equal opportunities for the instruction and evaluation of athletic training cognitive and psychomotor skills as they pertain to the Role Delineation Study and Athletic Training Educational Competencies.
3. In cooperation and conjunction with the athletic training student, provide accurate documentation of the ATS' supervised athletic training clinical education experience.
4. Evaluate the student's clinical skills and submit the Clinical Evaluation forms.
5. Report immediately all instances of misconduct, failure to meet program requirements and expectations, or gross clinical deficiencies to the Program Director and Clinical Education Coordinator.

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS

Membership in professional organizations instills a sense of professionalism in the student and provides certain rights and benefits. To be eligible for a NATA-sponsored scholarship, nominated students must be a member of the organization. Applications for professional memberships may be found via the NATA web site (www.nata.org). Information on NATA scholarships can be found on the NATA Foundation web site (www.natafoundation.org/scholarship.html).

National Athletic Trainers' Association

It is recommended that students become members of the National Athletic Trainers' Association before the end of the sophomore year. The annual fee for this membership is \$103.00 This fee includes membership in the national organization as well as District 3 and the Virginia Athletic Trainers' Association.

Virginia Athletic Trainers' Association

Students are encouraged to become members of our state's athletic training organization, the Virginia Athletic Trainers' Association. Student membership in the VATA is included in NATA membership.

Longwood Athletic Trainers' Association

The Longwood Athletic Trainers' Association is the local professional organization for students in the ATP. All students enrolled in the program are invited to join. Membership dues are \$20.00 per semester and weekly or biweekly meetings are held. Election of officers occurs in November and officers serve calendar year terms. The LATA sponsors a number of activities each year and its members also participate in service and fundraising activities.

PROGRAM EXPENSES ATHLETIC TRAINING PROGRAM

Costs associated with the ATP will be the responsibility of the student. The tuition fee per semester hour is the same for students enrolled in the ATP as for other students enrolled at Longwood University. In addition to tuition, housing, books/supplies, and usual transportation costs, students in the ATP will incur additional expenses in at least the following areas (estimated costs are in parenthesis):

- Program admission immunizations as required by the University or clinical sites;
- Annual TB skin check (\$35)
- Criminal background check (\$40)
- Laboratory fees in ATTR 210 (\$65), ATTR 300 (\$25), ATTR 320 (\$20), ATTR 330 (\$25), ATTR 372 (\$15), ATTR 492 (\$100);
- Transportation and other expenses associated with daily off-campus clinical education rotations, preseason camp coverage. This does not pertain to travel to away athletic events;
- Clothing necessary to meet the ATP dress code, including but not limited to polo shirts, athletic training t-shirts, khaki pants; khaki shorts;
- Certification in Emergency Cardiac Care (cost will vary depending on sponsoring organization. Typically, \$20 every two years)
- All personal expenses associated with the internship, including but not limited to housing, meals, and travel.

Note: Since the ATP is a professional education program, students will need to remain flexible with their time to participate fully in laboratory sessions, clinical education rotations, and internships. Most students are unable to maintain regular employment during enrollment in the program.

ACADEMIC POLICIES ATHLETIC TRAINING PROGRAM

I. Introduction

The Athletic Training Program of Longwood University is fully accredited by the Commission on Accreditation of Athletic Training Education (CAATE). Through the completion of coursework and clinical education experiences the student is prepared for certification by the Board of Certification (BOC). Students who successfully complete all program requirements are eligible to sit for the BOC examination.

The University remains strongly committed to maintaining and improving the program as demonstrated by the implementation of the comprehensive option in Athletic Training in 1997 and transition to a stand-alone degree in 2008. A strong emphasis is placed on clinical competence and practical experience that allow the ATS to implement theories and concepts learned in the classroom. Theory courses are intended to provide the student with a basic understanding of injury prevention, injury care, treatment and management, and injury rehabilitation. Demonstrations, observations, problem solving and skill performance are among the teaching methods utilized in these courses.

1. Clinical methods courses introduce the student to additional skills necessary in day-to-day practice of athletic training. Students work directly with athletes and patients and function under the supervision of a certified athletic trainer in addition to attending weekly seminar sessions. Longwood ATS complete practical experiences that are invaluable in preparing the student for their future professional endeavors.
2. Program requirements include completion of academic coursework and a minimum of clinical education experience. By fulfilling these requirements, the student will gain the knowledge and develop the competencies necessary to prevent, identify, rehabilitate, and care for injuries and conditions associated with physical activity.
3. The program of study extends over the entire undergraduate career. Students may transfer into the program as upperclassmen. Although the time required for transfer students to complete the course of study will vary, the minimum time commitment is three years. CAATE requires accumulation of supervised clinical education experiences over a minimum of a 2-year period. This time period is exclusive of the pre-admission semester(s) and the internship experience.
4. Transfer students are held to the same program admission criteria and timeline as freshman students.

II. Program Admission Prerequisites and Procedures

The program leading to the Bachelor of Science Degree via the Athletic Training Program includes one year of pre-athletic training, a selection process, and three years in the professional and clinical education phase of the program. *The course of study for students planning to participate as a member of an intercollegiate athletic team is five years.*

Admission to the Athletic Training Program is competitive. **Because of enrollment limitations, students who have completed the pre-athletic training year at Longwood University cannot be**

assured admission to the professional and clinical education phase of the Athletic Training Program.

Admission to the Longwood University Athletic Training Program is a three-stage process. In the first stage students must (a) meet a number of grade and grade point criteria, (b) file a formal written application for admission, (c) successfully complete prerequisite courses, and (d) complete a directed observation requirement.

Once those criteria are met the student will enter the second stage which includes (a) obtaining updated grade estimates and (b) participation in an admission interview. At the completion of stage two, students will be informed by the program director of denial of admission or the preliminary admission decision.

Students granted preliminary admission enter stage three. In the final stage, final semester grades are subject to the grade and grade point criteria. The program director verifies that the student's final semester grades meet the grade and grade point requirements. Final admission decisions are made following the verification of candidates' semester grades.

Students may apply for admission to the program after the completion of the first academic year (freshmen) or the first semester on campus provided that all prerequisite courses are completed. The admissions process will be administered at the end of the spring semester. Students will be informed by the program director of exact dates.

The following criteria will be used to determine eligibility for admittance into the Longwood University Athletic Training Program:

- a) a formal written application,
- b) 60 hours of athletic training directed observation/work experience as identified in section III.2,
- c) 30 semester hours of coursework completed.
- d) A 2.50 overall grade point average (GPA) and a 2.75 GPA or better in all athletic training major courses required at the time of application,
- e) athletic training major courses that include but are not limited to: ATTR 200, 210, HLTH 260, PHED 101/KINS215, BIOL 206 and/or BIOL 207,
- f) grades of C- or better in athletic training major courses as listed in DegreeWorks and the Undergraduate Catalog (i.e., ATTR 200, 210, HLTH 260, PHED 101/KINS 215 and BIOL 206 & 207),
- g) completion of all Level I Skill Competencies and Proficiencies, and
- h) demonstrated appropriate clinical performance and conduct as determined by clinical preceptor evaluations of the directed-observation experience.*

Re-admission Process: Students who have previously been dismissed from the Athletic Training Program may reapply by November 1st of each academic year. Applications will be reviewed by The Athletic Training Admissions Committee and interviews will occur approximately two weeks after submission or prior to the end of the semester. The Athletic Training Admissions Committee for the reapplication process will include the following: all Athletic Training core faculty members, one preceptor selected by the applicant, and one preceptor selected by the faculty. Admissions decisions will be delivered electronically to the applicant after grades are submitted and reviewed at the conclusion of the semester in December.

The following criteria will be used to determine eligibility for admittance into the Longwood University Athletic Training Program:

- a) a formal written application,
- b) A 2.50 overall grade point average (GPA) and a 2.75 GPA or better in all athletic training major courses required at the time of application,
- c) grades of C- or better in athletic training major courses as listed in DegreeWorks and the Undergraduate Catalog (i.e., ATTR 200, 210, HLTH 260, KINS 215 and BIOL 206 & 207),
- d) demonstrated appropriate clinical performance and conduct as determined by clinical preceptor evaluations. *

*Demonstrated work habits and behaviors:

- Demonstrated ability to work in harmony with all (athletes, coaches, peers, and certified staff); willing to assist others in completion of responsibilities.
- Demonstrated self-motivation and enthusiasm; ability to accept and carry out responsibilities as assigned and directed.
- Neat in appearance and dress; exhibits professionalism appropriate for level.
- Punctuality; utilizes time effectively.
- Demonstrated patience; exhibits maturity; accepts constructive criticism well.
- Excellent moral character
- Demonstrated self-confidence; good interpersonal skills and concern for others.

Transfer students declaring athletic training as their major must arrange a meeting with the program director to map out their program of study. All transfer students begin as Pre-Athletic Training students in the ATP.

- (a) All transfer students in the ATP will be required to attend Longwood University for a minimum of six semesters. *Transfer students should be aware that the time to complete the ATP degree requirements may be longer than six semesters depending on previous course work from other institutions and the completion of five semesters of clinical education experience and an internship semester.* This is essential to fulfill proper course sequencing. Transfer students must formally apply and meet all entrance requirements to be accepted into the professional and clinical education phase of the ATP.
- (b) The course content of courses accepted for transfer credit by the University will be checked by the program director to ensure that each course contains all of the NATA 5th edition educational competencies as the equivalent Longwood University course, or the course must be retaken at Longwood University.

The application is due by the end of business on the first day following spring break and a verification of all current course grades must be submitted by the end of the business day of the first Friday after spring break. Students will be notified of the exact dates by the program director.

Following the submission of all application materials, the prospective candidate will be interviewed. The interview will be conducted during the second half of the spring semester of the student's first academic year at Longwood University. The athletic training program director will chair the Athletic Training Review Committee (ATRC) which will include all AT faculty and clinical preceptors, two curriculum students, and may include the department chairperson of the Department of Health, Athletic Training, Recreation and Kinesiology or a representative from the department.

- (a) Questions in the personal interview are intended to derive information about the student's

athletic training and academic background. In addition, it is intended to seek out information about the student's academic and career intentions. The student will be asked if they are aware of the time commitment of both the professional program and of the career. One-on-one interaction, being essential to athletic training, will be assessed also.

- (b) Interviews will be evaluated on the basis of how the student performed the interview and how the questions were answered.

Students will be selected into the program based on a cumulative scoring procedure. The scoring procedure includes the rank ordering of candidates interview results (as scored by each committee member), grade point averages, and assessment of the written application (as scored by each committee member).

Determination of admission to the program is the responsibility of the Athletic Training Review Committee as identified in paragraph II.2 and II.5. The committee is responsible for reviewing applications, reviewing pertinent written information, interviewing appropriate personnel, and rendering a final decision via the democratic process.

- (a) Rank ordering of candidates by grade point averages and results of clinical evaluations will be completed by the program director. The program director places the results for all components of the admission process for all candidates into a spreadsheet, rank orders student scores on the written application and interview and calculates a final rank ordering based on the total of all components of the application process. The ATRC meets to discuss the overall ranking of candidates and then renders preliminary admission decisions based on collective results across all pre-admission categories.
- (b) Candidates will be accepted into the program provided that the student/clinical instructor ratio is sufficient to ensure effective clinical learning and safe patient care as referenced in the *CAATE Standards*.
- (c) In the event that this ratio would be exceeded, admission into the program will be limited to those eligible candidates who possess the highest GPAs and the greatest potential to excel as athletic trainers as determined by their athletic training experience and the results of the interview (the highest final rank order results).

All students who are granted preliminary admission will be reviewed following the completion of the semester and the posting of final grades. Those students who continue to meet or exceed the minimum grade and grade point average requirements will be officially admitted into the program effective the next academic semester.

Each candidate will receive written notification from the program director regarding the admission decision. Students who are not accepted into the program will not be permitted to take any athletic training clinical courses or work in any of the University's athletic training facilities or affiliated settings.

If enrollment numbers permit, students may be granted conditional acceptance for a period of one semester. If at the end of one semester all entrance requirements have NOT been satisfactorily met, the student will be dismissed from the program. During the semester of conditional acceptance, the student may be subject to certain clinical and/or academic requirements and limitations.

Students denied admission to the Athletic Training Program may formally appeal the Review Committee's decision. The following steps outline the appeal process.

- (a) The student must write a detailed letter of appeal to the Chair of the Department of Health, Athletic Training, Recreation, and Kinesiology. This letter must be received by 12:00 noon of the last day of final examinations.
- (b) The written appeal will be reviewed by the Department Chair.
- (c) The Department Chair will consult with the Director of the Athletic Training Program and review all materials from the selection process.
- (d) A decision regarding the appeal will be made within two weeks and the student submitting the appeal will receive written notice.
- (e) The decision of the appeal is final.

Students who are not accepted into the program may reapply for acceptance into the program. Acceptance will be based upon the criteria identified being met.

Students who are accepted into the program must have a physical examination to determine that their health will permit them to meet the established program standards. Arrangements are made for students to have the physical examination completed by the team physician or students may have the physical examination completed by their family physician. If students complete the physical examination at a location other than with the team physician, the student is responsible for submitting appropriate documentation to the Health Center prior to the first day of the clinical assignment.

Students are also expected to obtain all required immunizations. The cost of the immunizations is the responsibility of the student. Failure to have the physical examination and submit proof of all immunizations in the stated time period will result in removal of the student from the clinical portion of the program.

The Athletic Training Program at Longwood University is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The *technical standards* set forth by the 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 (Commission 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 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 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 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. (See Technical Standards affirmation, p. 43).

The Longwood University Academic Support Center and Disability Support Services 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 University will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review as to 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 education experiences and internships deemed essential to graduation.

All curriculum students must read and acknowledge understanding of the Social Networking Policy, Confidentiality Statement, Professional Appearance Policy, and Communicable Disease/Illness Policy). In addition, all students must participate in yearly blood borne pathogen training.

All students must comply with Occupational Safety and Health Administration or appropriate blood-borne pathogen procedures. Students will receive formal bloodborne pathogen training before being placed in a potential exposure situation during ATTR 200. Once admitted to the program students must participate in annual blood borne pathogens training.

All curriculum students must participate in bi-annual recertification for CPR and AED administration. Program faculty will schedule recertification sessions during the fall semester. It is the responsibility of the student to attend these sessions. Should a student not participate in the available recertification sessions, he/she is responsible for locating and attending an appropriate recertification class and obtaining the appropriate CPR and AED credentials.

III. Program Clinical Education Experiences

Supervised athletic training clinical education experiences are required by CAATE in order to provide the student with sufficient opportunity to develop specific competencies pertaining to the practice of athletic training. Within Longwood's program of study, athletic training clinical education experiences (clinical and observational) are completed in conjunction with academic coursework. Each clinical course carries two academic credits. The number of clinical education experience hours required for each course are

listed in Table 2.

Pre-admission requirements for observation students:

- a. ATTR 200: Initial exposure to the clinical aspect of athletic training is gained through ATTR 200.
- b. ATTR 210: Continued exposure to the field of athletic training is gained through ATTR 210. This course includes 60 hours of clinical observation experience in Longwood's intercollegiate athletic training facilities and/or those of our affiliated clinical sites. This course utilizes a "Student Mentor Program" in which ATS serve as "mentors", exemplifying the duties and responsibilities expected of the ATS. Observational hours must be recorded on the "Clinical Hours Log Sheet" and do not count towards the five-semester clinical requirement.

Clinical education experience requirements for ATS:

- a. A student who has formally been accepted into the undergraduate athletic training program must meet the clinical education experience requirements. These hours are necessary for the athletic training student to develop the competencies expected of the entry-level athletic trainer. The clinical education experience is to be distributed as equally as possible over the program of study.
- b. The clinical education experience requirements for the ATS will be met during enrollment in clinical methods courses. In these courses, ATS will gain experience working with a preceptor with Longwood University's athletic teams or at an affiliated site. These experiences are accumulated and receive academic credit (Table 2) and are directly supervised by BOC certified athletic trainers or appropriate medical or allied health professionals. All hours must be recorded on the weekly "Clinical Hours Log Sheet" and signed by one of the clinical preceptors.
- c. One of the assigned clinical education experiences will involve rotation through a number of general medical and allied health venues. The student will be supervised by appropriate personnel at each clinical site.

IV. Program Standards and Graduation Requirements

Graduation is contingent upon meeting all program requirements, including minimum GPA (2.5 overall, 2.75 major) and completion of athletic training clinical education experiences (includes the directed-observation hours of the first-year experience).

- a. The GPA standards must also be maintained in order to remain in the program and complete the internship experience. Substandard academic (GPA) and/or clinical education experience performance will result in the student being placed on probation.
 - (1) The period of probation will be one semester.
 - (2) During the probation semester based on the Athletic Training faculty's discretion, the student may **be ineligible to begin or continue in a clinical methods course during the probationary time period stated**. If the student is not enrolled in a clinical methods course, they may not volunteer and/or work in the University's athletic training facilities or at any of the affiliated sites.
 - (3) If at the end of the probationary period the student fails to meet the requirements of

academic and/or clinical probation, as determined by the Athletic Training faculty, he/she will be dismissed from the program. Students who are dismissed will not be permitted to take any additional athletic training courses as an athletic training major student or work in any of the University's athletic training facilities or in affiliated clinical sites.

b. A second occurrence of program probation status will result in the student being dismissed from the program.

Students who are dismissed from the program may reapply for admission into the program, provided that all program requirements have been met as previously identified in the Admissions Guidelines and program retention standards. Students in this category who do not meet all program requirements will not be considered for acceptance into the program. Final acceptance into the program will be based upon the criteria for initial admission/entry into the program.

Student retention may also be affected by academic and clinical performance after admission into the program. Each student is required to follow the academic and clinical requirements of the program and maintain the program standards at all times. Failure to comply with the standards may result in program probation, suspension, and/or dismissal.

Students will successfully complete a series of formal assessments.

- a. The first formal assessment occurs at program admission with the completion of all criteria for program admission.
- b. All students will complete the second-year competency examination during the spring semester.
- c. The student's academic progress will be reviewed upon application to for the internship.
- d. All students will complete the exit level competency examination during the semester of enrollment in ATTR 473, when all on-campus courses are completed, just prior to the off-campus clinical internship experience. A re-test will be administered during the internship experience to measure the student's progress.

During the second semester of the junior year (or equivalent) students must file an application for graduation. It is the responsibility of the student to obtain application materials from his/her advisor early in the semester. Although the student will be assisted in the completion of the application by his/her advisor, the student is responsible for submitting the completed application to the registrar.

PROGRAM ADMISSION PROCESS ATHLETIC TRAINING PROGRAM

Admittance into the Longwood University Athletic Training Program is done in three stages. The first stage consists of meeting a number of grade and grade point criteria, filing a formal application for admission, successful completion of prerequisite courses, and a directed observation requirement. Once those criteria are met the student will enter the second stage which includes obtaining updated grade estimates and participation in an admission interview. At the completion of the interview stage, students will be informed of denial of admission or the preliminary admission decision by the program director. Students granted preliminary admission then enter stage three. In this stage, final semester grades are subject to the grade and grade point criteria. Final admission decisions are made following the posting of candidates' semester grades.

Students may apply for admission to the program after the completion of the first academic year (freshmen) or the first semester on campus providing that all prerequisite courses are completed. The admissions process will be administered at the end of the spring semester. Students will be informed by the program director of exact dates.

Stage one:

The following criteria will be used to determine eligibility for admittance into the Longwood University Athletic Training Program:

1. File a formal written application for program admission (can be obtained from the program director)
2. 30 semester hours of coursework completed.
3. A 2.50 overall grade point average (GPA) and a 2.75 GPA or better in all kinesiology and athletic training major courses are required at the time of application,
4. Courses ATTR 200, 210, KINS 215, HLTH 260, BIOL 206, and BIOL 207,
5. Grades of C- or better in ATTR 200, 210, KINS 215, HLTH 260, and BIOL 206 & 207,
6. 60 hours of athletic training directed observation experience.

Stage two:

Once the above criteria are met the student may complete the following steps in the admission process:

1. Obtain updated grade estimates for the current semester (form available from program director).
2. Complete a formal interview with the Athletic Training Admissions Review Committee (ATARC).

Preliminary admission decisions are made following the interview process. At that time students will be selected into the program based on a cumulative scoring procedure. The scoring procedure includes the combination and rank ordering of candidates by results from the interview (as scored by each committee member), assessment of the written application interview (as scored by each committee member), grade point averages, and results of clinical evaluations derived from the directed observation experience.

Rank ordering of candidates by grade point averages and results of clinical evaluations will be completed by the program director. The program director places the rank order results for all components of the admission process for all candidates into a spreadsheet. The ATARC meets to discuss the overall ranking of candidates and then renders preliminary admission decisions based on collective results across all pre-admission categories.

Students who are not admitted to the program may reapply for admission in a subsequent semester if they wish. Students who re-apply must again meet all pre-admission and admission criteria.

Stage 3:

All students who are granted preliminary admission will be reviewed following the completion of the semester and the posting of final grades. Those students who continue to meet the minimum grade and grade point average requirements will be officially admitted into the program effective the first day of the following semester.

EDUCATIONAL PLAN

Each academic year has a specific focus in preparing the ATS to become a certified athletic trainer. The knowledge and skills developed in one course carry over to future courses. Throughout the education program the ATS will develop an appreciation for the moral and ethical duties of athletic trainers. The following is an overview of the program's educational plan:

Freshman year (Pre-athletic training student)

The freshman year provides an introduction to the profession of athletic training, preparation for admission to the professional program and the clinical education experience, and training in the life-saving skills of first aid and emergency cardiac care (CPR & AED). Also, during this year, the ATS will complete a human anatomy and physiology sequence that will provide essential knowledge of the human body. Additionally, the pre-athletic training student(s) will develop proficiency in the day-to-day skills required of an athletic trainer and will also take courses to fulfill the University general education/Civita Core Curriculum requirements.

Sophomore year

During the second year, the ATS enters the professional education and clinical education components of the program. Throughout this academic year, athletic training students will learn how to evaluate orthopedic and neurological trauma to the extremities, recognize signs and symptoms of injuries to the extremities, recognize signs and symptoms of injury to internal organs, and various illnesses and disease states. The ATS will also gain knowledge of biomechanics, pathomechanics, and develop an understanding to the relationship between structure and function.

Junior year

During this academic year, athletic training students will learn how to evaluate orthopedic and neurological trauma to the head, neck and spine. In addition, the junior year experience provides the knowledge necessary to return an injured physically active individual to competition or pre-injury status. Courses include Therapeutic Modalities, Principles of Therapeutic Exercise, and Exercise Physiology. Also, in the junior year, the program courses will provide the ATS with a refined knowledge and understanding of the administrative demands of the practicing athletic trainer.

Senior year

The final year of the program will prepare students to enter the job market or graduate school. Athletic training students may develop a research thesis during the Clinical Research Methods course, conduct a research study, develop the findings into a thesis-style report and present the findings to peers and professional colleagues. In addition, students will further develop their abilities in designing and administering therapeutic exercise programs through a unique Applied Therapeutic Exercise course. During the final semester, athletic training students participate in a twelve-week off-campus clinical internship at the site of their choice. The clinical internship facilitates a smooth transition from student to professional allows the ATS to experience an employment venue prior to entering the job market.

COURSE PROGRESSION

Athletic training major courses must be successfully completed prior to graduation by earning a C- or better in each course. Students who receive the grade of "D+ or D or D-" must remediate the insufficient grade as soon as possible. Failure to meet the requirements for satisfactory course grades can result in program probation, suspension, or dismissal.

CLINICAL METHODS COURSES

Beginning in the first semester of the professional program (post admission) students must enroll in one of five clinical methods courses (ATTR 371, 372, 471, 472, or 473) each semester. Each clinical methods course is a two-credit course and has academic as well as clinical requirements. Stipulations and limitations for the clinical methods courses are as follows:

1. Clinical education experiences may only be obtained during semesters or summer sessions in which the student is enrolled in a Clinical Methods course or independent study course approved by the Program Director.
2. The student may only earn two credits for Clinical Methods during any given semester or summer session.
3. Students may only accumulate clinical hours under the direction of their assigned clinical preceptor unless approved by the Clinical Education Coordinator. Additional volunteer opportunities at the sole discretion of the student is not permitted.
4. Students enrolled in Clinical Methods courses are expected to make a commitment to their clinical site within the guidelines for clinical education experience hours. Actual time commitment and travel may vary depending on the assignment and the student's level in the program.
5. The grading scale shown below must be used by preceptors to evaluate the athletic training student's performance as it relates to their demonstrated knowledge, skills, and competence that is deemed appropriate for their designated level within the athletic training program.

GRADING SYSTEM USED FOR PRECEPTOR EVALUATION OF THE ATHLETIC TRAINING STUDENT

Rating	Equivalent Letter Grade	Criteria
4	A	Superior. The student demonstrates unequalled skill, knowledge, and competence in this area.
3	B	Above Average. The student demonstrates above average understanding of the competencies in this area and only requires minimal input and guidance from the preceptor.
2	C	Average. The student demonstrates a basic understanding of the competencies in this area but requires continued instruction and guidance from the preceptor.
1	D	Below Average. The student demonstrates some proficiency in this area.

		Can perform some of the tasks without guidance but requires constant intervention from the preceptor.
0	F	Unacceptable. The student displays unacceptably low proficiency in this area; cannot perform the task without direct supervision and guidance.

Preceptors will also provide objective and subjective feedback regarding the professional attributes and professional ethics of the ATS. The objective measures to be considered are attendance, punctuality, adherence to the athletic training program's policies and procedures, respect of professional ethics and confidentiality, and professional appearance. Subjective measures include the student's sense of responsibility and independence, professional demeanor, communication skills, dependability, and motivation. The final grade will be based on the successful completion of the assignments and requirements of the Clinical Methods class and the preceptor's evaluation of the professional performance of the ATS.

Clinical Education Plan

Clinical education experiences are designed to build upon previous assignments and classroom/laboratory experience. During the first year, the student gains observation experience during ATTR 210 (Basic Skills in Athletic Training). Students are required to complete at least 60 hours of directed clinical observation. The initial placements are determined by class size and student transportation needs. During the semester the student will rotate through three directed observation experiences. At the completion of each rotation, the preceptor and the athletic training student mentor submit an evaluation.

Once admitted to the professional program, the student will complete five Clinical Methods courses/clinical education experiences. Each course involves additional lab sessions that emphasize psychomotor skills. Students are required to complete a series of allied health/medical observation rotations during one of the Clinical Methods courses.

At the beginning of each clinical education experience, the student will formulate a list of goals based on perceived strengths and weaknesses. At the conclusion of each Clinical Methods course, the student will reflect on the experience and whether the goals were met. This reflection along with clinical evaluations of the student's performance will provide the clinical faculty with information to help the student enhance their clinical knowledge in future clinical education experiences. Areas include evaluation and treatment procedures, as well as types of conditions/illnesses identified through the BOC role delineation study.

The program faculty and staff will make clinical assignments according to the following standards:

1. Students will be assigned to clinical preceptors depending on their progress in the didactic portion of the program.
2. Each student will spend a minimum of one semester at one of the affiliated clinical sites (Hampden-Sydney College and Prince Edward County High School).
 - a. Students are responsible for transportation costs associated with travel to their assigned clinical site. This transportation can include travel outside of the greater Farmville area to our affiliate sites of up to an hour and a half (1.5) commute one way.
3. Each student will spend one semester or summer session in a General Medical rotation with

- various medical and allied health professionals.
4. Each student must gain experience with a minimum of one upper extremity sport, one lower extremity sport, one equipment intensive sport, and general medical settings.
 5. The length of clinical assignments is usually either one semester or one sport season. When a student is assigned to a preceptor for a sport season that extends beyond one semester, the student will work with the Clinical Education Coordinator and the clinical preceptor to determine an appropriate clinical schedule for the period prior to and after the sport season.
 6. Students may only accumulate clinical hours under the direction of their assigned clinical preceptor unless approved by the Clinical Education Coordinator. Additional volunteer opportunities at the sole discretion of the student is not permitted.

During the course of the clinical assignment, students at affiliated sites will be visited by the Clinical Education Coordinator a minimum of two times during the semester. The Clinical Education Coordinator also meets with the on-site clinical preceptor to discuss the progress of the student. In addition, the Clinical Education Coordinator will interview the athletic training student during the semester. The interview will occur away from the site of the clinical education experience providing an opportunity to discuss their progress and address any concerns of the student's experience.

At the 3-week point of the semester, each student will: 1) complete a 3-week evaluation, 2) discuss the evaluation with the clinical preceptor, and 3) submit the completed 3-week evaluation form and meet with the Clinical Education Coordinator to discuss the evaluation. At the midpoint of the semester, each student will: 1) complete a self-evaluation, 2) discuss the self-evaluation with the clinical preceptor, and 3) submit the completed self-evaluation form and meet with the Clinical Education Coordinator to discuss the evaluation. At the conclusion of the semester, the clinical preceptor will evaluate the student's professionalism and performance to be used in the determination of the student's course grade. The student will meet individually with the preceptor to discuss the evaluation and schedule a final evaluation meeting with the Clinical Education Coordinator and preceptor. Evaluation information is entered into the student's clinical file.

Recording Clinical Education Experience Hours

It is the student's responsibility to document the clinical education experience that has been completed under the direct supervision of a certified athletic trainer. The student must indicate the amount of time spent in the clinical setting on a daily basis on the appropriate weekly timesheet. Students may not pursue additional clinical education or volunteer experiences related to athletic training or healthcare without proper approval from the Clinical Education Coordinator. Timesheets must be submitted to the Clinical Education Coordinator by the assigned date and time.

CRITERIA FOR CLINICAL HOURS

1. Athletic training students will work no more than five days per week (Monday-through-Sunday).
2. Each Clinical Methods course has assigned minimum number of clinical hours.
 - a. Athletic training students will not be allowed to attend and participate more than the maximum number of hours per week (Monday - Sunday) indicated for their level.
 - b. Athletic training students must complete the minimum of 200 (150 hours in ATTR 371) clinical education experience hours per semester.
 - c. Weekly maximums pertain to clinical hours obtained only while classes are in session exclusive of special events (marathon weekend, Special Olympics, etc).

3. Athletic training students are expected to continue active engagement and participation in the clinical education experience for the entire clinical assignment, even after the minimum clinical hours requirement is met. The ATS's specific schedule will be determined by the preceptor.
4. All athletic training hours accumulated must be reported on the clinical hours timesheet and submitted to the Clinical Education Coordinator. Failure to report and submit clinical hours timesheets is a direct violation of the behavioral regulations and the student will be subject to disciplinary action.
5. **No athletic training student will travel without appropriate supervision.**
 - a. When appropriate supervision is available for overnight travel, the following stipulations need to be implemented for overnight rooming accommodations.
 - Students are permitted the experience of overnight travel only when the team/administration is able to provide a room for them separate from their preceptor(s) and student-athletes on the team.
 - Appropriate/Inappropriate rooming accommodations can include the following:
 - Appropriate accommodations: Students of the same gender rooming together including managers that are not student-athletes.
 - Inappropriate accommodations: Students, of any gender, rooming with preceptor(s), of any gender; students of any gender, rooming with administrators, of any gender; and students, of any gender, rooming with student-athletes, of any gender.
6. When an athletic training student travels with appropriate supervision, the travel time hours do not count toward the maximum clinical hours for the week or semester. However, each day of the trip will count as a day in the clinical experience for the week.
7. Each athletic training student will have two personal days per semester. It is the responsibility of the student to *request the personal day in writing no less than one week in advance*. Personal days are for students' personal use and will not be surrendered for emergencies.
 - a. A memo or email requesting a personal day must be sent to the preceptor and Clinical Education Coordinator. Failure to submit the request in the appropriate time frame noted above may result in denial of the request.
8. Specific clinical hour experience requirements are located in Table 2.
9. All clinical hour requirements shall be met within the academic semester/clinical assignment period.
 - a. Students who do not complete all required hours within the specified time period will receive an initial grade of Incomplete (I).
 - b. Students who do not complete all required hours within the specified time period will have their final grade for the Clinical Methods course lowered one letter grade.

PROFESSIONAL CONDUCT AND INTEGRITY POLICY AND PROCEDURES

The athletic training student is expected to abide by the code of conduct established in this curriculum handbook, the Longwood University Code of Conduct, the NATA Code of Ethics, the Virginia Board of Medicine Regulations Governing the Licensure of Athletic Trainers Code of Professional Behavior and policies set forth by the student's clinical education site.

Any student who violates the law (including local ordinances) and/or the above-stated regulations and guidelines will be subject to disciplinary action in accordance with applicable law or policy. Longwood University and the Athletic Training Program reserve the right to hold students accountable for certain types of behavior outside of the clinic and classroom environment. Disciplinary action will result if a student's behavior compromises the educational atmosphere or mission of the institution in the classroom and at clinical placements. Examples of such unprofessional behavior would include, but not be limited to, public intoxication, crimes of violence, sexual misconduct and/or alcohol or drug violations, as determined by the Office of Student Conduct and Integrity or the AT Program, as appropriate. Students are required to disclose legal charges or violations to the Athletic Training Program as these charges or violations may prohibit placements at clinical sites or the ability to sit for the Board of Certification Exam.

The Athletic Training Program Director, and in some situations Office of Student Conduct and Integrity, is responsible for imposing any and all penalties for infractions of athletic rules/regulations, academic violations, or professional misconduct. The source of the penalty depends on the type of infraction (AT program related or University related).

If the Athletic Training Program Director and/or the Director of Office of Student Conduct and Integrity allege a violation of University or athletic department rules/regulations or unprofessional behavior, the athletic training student may be placed on probation, suspended or dismissed. Any violation of the athletic training program conduct standards will be documented in the athletic training student's permanent file. The athletic training student may appeal the probation, suspension or dismissal.

SOCIAL NETWORKING POLICY

Students must be aware of their association with Longwood University, the Department of Health, Athletic Training, Recreation, and Kinesiology, the Athletic Training Program and the manner in which you represent yourself and these entities while participating in any form of electronic media. We believe that all students must understand what it means to be a healthcare professional and that your professional reputation is reaffirmed daily. You are responsible for protecting that professional reputation.

If you identify yourself as an athletic training student of Longwood University, you must ensure that your profile and related content is consistent with how you wish to present yourself to colleagues, future employers, and your patients, clients, or students. As a professional, the public holds you to a higher standard. Therefore, be cognizant in all your interactions on social networking sites to prevent compromising the sacred trust the public places in you.

In addition, if participating in social networking sites, athletic training students are expected to maintain your commitment to the NATA Code of Ethics. In particular, “Members shall not engage in conduct that could be construed as a conflict of interest or that reflects negatively on the profession. Members should conduct themselves personally and professionally in a manner that does not compromise their professional responsibilities or the practice of athletic training.” Violations against the Code of Ethics will be treated according to the Program Behavioral Regulations.

It is required that students keep all patient, client, or student information or discussion of clinical education experiences off any social media sites. This includes the use of social network sites, such as Facebook and Twitter, blogs, wikis, forum boards, texting or any other form of user-generated media.

The following activities are prohibited when participating in social networking web sites and other media:

- Students may not post information, videos, photos, or other items online that could reflect negatively on you, your peers, faculty, staff, or preceptors, the Athletic Training Program, or Longwood University.
- Students may not post or communicate any online materials that could be interpreted as a violation of the Health Insurance Portability and Accountability Act (HIPAA) or Family Educational Rights and Privacy Act (FERPA).
- Students may not use online social networks maliciously. This includes derogatory language directed at Longwood faculty, staff and students; demeaning statements about or threats to any third party; incriminating photos or statements depicting hazing, sexual harassment, vandalism, stalking, underage drinking, illegal drug use, or any other inappropriate behaviors.
- Students, faculty, and preceptors may not use social media as a means of personal communication and pursuit of personal relationships. Professional communication such as the Longwood Athletic Trainers’ Association Facebook and Instagram accounts are examples of acceptable social media use.

Failure to agree and adhere to this policy will result in actions ranging from reprimand to dismissal from the program (See Program Behavioral Regulations and Discipline Procedures). It is the Athletic Training Program’s intention to achieve a level of behavior that reflects positively on all of us.

Adapted with permission from Social Networking Policy, Longwood University Department of Nursing and Shenandoah University School of Health Professions.

Professional Appearance Policy

Each pre-athletic training and athletic training student must adhere to the following professional appearance guidelines during all athletic training program-related events and clinical education experiences. This includes attendance in the athletic training clinics, whether during or outside of the clinical education experience. Failure to comply with the professional appearance guidelines will result in dismissal from the event and/or clinical site for the day. The Athletic Training Program behavior policies will be honored.

General Guidelines

- Shirts must be tucked in at all times. If you cannot tuck it in, it should not be worn. When completing clinical education experiences inside of the athletic training clinic, collared shirts must be worn. The collared shirt must be a Longwood University polo unless otherwise instructed by the preceptor and/or supervisor(s) at the clinical site.
- Shorts length must be mid-thigh at minimum. To determine appropriateness of shorts length, measure in a kneeling position from the floor to mid-thigh. The shorts should be no shorter than 6 inches above the knee when kneeling. In order to purchase appropriate length shorts, it is recommended to look for inseams that are 5 to 7 inches, or longer.
- All clothing worn should allow for the body to freely move without significant restrictions. No leggings or spandex permitted.
- All clothing must be free of holes, stains, and in good condition.
- All shoes worn while providing healthcare and/or inside of the athletic training clinics must be closed toe, even on “off” days.
- No athletic clothing should be worn for indoor clinical education experiences and/or sports. Athletic attire, determined by the discretion of the preceptor, can be worn for extreme temperatures (i.e., preseason). However, once the temperature for the season stabilizes, professional attire must be worn at all times.
- All students must practice proper hygiene as referenced by the Centers for Disease Control. No artificial or long fingernails. Nail polish must be a neutral, non-distracting color and may not be chipped.
- Facial piercings are not permitted during patient care or during any athletic training related event.
- Males should not wear earrings during patient care or during any athletic training related event.
- Tattoos should be covered unless temperatures do not permit clothing that is appropriate to cover the tattoos.
- Natural-like hair color should be maintained during all clinical education experiences. No extreme colors (i.e., purple, pink, blue, etc.) are permitted. Hair must be in the “family” of a natural hair color (i.e., brown, black, red, blonde).

Presentation and Professional Event Attire

Students must adhere to professional business attire for all presentation and professional events associated with the Athletic Training Program, including those related to academic courses. The following guidelines must be followed at all times unless otherwise instructed by the Program Director.

- Students must comply with the general guidelines established by the Professional Appearance Policy. In addition, students should consider:

- Hair neatly styled, avoid casual ponytails
- Accessories including make-up should be conservative, especially avoiding heavy eye makeup, strong perfume or body scent, and large, bold jewelry.
- Clothes should fit comfortably, not too tight.
- Clothes should be wrinkle-free.
- Attire must be business casual, at minimum. Examples include:
 - dress shirt with tie; sport coat is optional
 - slacks or dress pants
 - low-cut dresses or tops should be avoided
 - sports logos must be covered or unseen in a tasteful manner
 - dresses that are knee-length or longer
 - sleeveless dresses must have a cover-up of a dress jacket or sweater – no bare shoulders are permitted
 - knee-length skirts
- Shoes
 - Shoes should be in good condition, without broken-down heels or uppers.
 - Conservative in color such as brown, black or neutral.
 - Closed-toe or peep-toe, flat or low-heeled (2.5” or less)
 - Clean, with no broken shoe laces.

I, _____, will adhere to the Longwood University Athletic Training Program Professional Appearance Policy during all clinical education opportunities and athletic training program-related events. I understand that failure to adhere to the policy guidelines listed above will result in a warning for the first-time occurrence and dismissal from the experience for any occurrence thereafter. Additionally, I acknowledge that the behavior guidelines cited in the LUATP policy and procedures manual will be utilized in accordance to upholding the LUATP Professional Appearance Policy.

Student Signature

Date

CONFIDENTIALITY STATEMENT

I understand that in the course of my clinical education experiences I may have access to confidential medical information concerning athletes/patients at any of the clinical sites associated with the Longwood University ATP. I understand that this information has been obtained and recorded for the purpose of medical treatment and that all athlete/patient records are to be kept confidential.

Medical records utilized for research projects, clinical demonstrations or case studies may only be obtained with written consent of the student athlete/patient. No written references to patient's name (including paper, electronic communication, and audiovisual presentations) may include the student athlete/patient's name or identifying information. All information regarding athletes/patients is held in strict confidence and may not be discussed out of the classroom or clinical education experience setting.

I understand that any materials or information that could be interpreted as a violation of the Health Insurance Portability and Accountability Act (HIPAA) or Family Educational Rights and Privacy Act (FERPA) should never be posted or communicated online or electronically via text message to another party.

I agree that I will use this information only for the purpose of my clinical responsibilities and under no circumstances will I disclose any information about any athlete/patient to non-authorized personnel.

I understand that violation of this policy may be considered grounds for dismissal from the clinical education experience and the Athletic Training Program. I also agree that if I have any questions about this policy, I will consult with my clinical preceptor, the Clinical Education Coordinator, or the Program Director.

Name (please print)

Date

Signature

Witness

Date

Athletic Training Program Communicable Disease/Illness Policy

Prior to engaging in the clinical portion of the Athletic Training Program all students must have an updated immunization record which includes: hepatitis B, MMR, polio, tetanus-diphtheria, influenza menomune, and tuberculosis screening. All immunizations are the responsibility of the individual student. In addition, each student must complete a physical examination and submit a record of the examination to the Longwood University Student Health Service.

Blood borne pathogen training sessions are done annually at the start of each academic school year. Records for training sessions are kept on file in the office of the program director and are noted in student clinical files.

When an athletic training student becomes ill he/she must follow the procedures outlined below.

- 1) An athletic training student suffering from any of the following symptoms: fever, respiratory illness, flu like symptoms, nausea, body ache, and/or COVID-19 should notify his/her clinical preceptor by 8:00 am.
- 2) The athletic training student should then report to the Student Health Service. For same day appointments student health should be contacted by 9:00 am at x-2102.
- 3) Once the athletic training student has been evaluated by a member of the student health staff the student must report to his/her clinical preceptor immediately.
- 4) After being apprised of the athletic training student's health status the clinical preceptor will determine the clinical status of the student.

Failure to follow these guidelines will result in the athletic training student reporting at the assigned time for their clinical assignment. However, the clinical preceptor has the final decision as to the status of the athletic training student's assignment.

I have read and agree to abide by the Athletic Training Program Communicable Disease Policy.

Student Signature

Date

Promptness and Attendance

Promptness

- Arrive on time
- Designation of “tardy” is left to the discretion of the preceptor
- An extended period of tardiness could be counted as an absence if the bulk of the assignment or duties are missed as a result of tardiness

Attendance

- The student will arrange weekly clinical schedule with preceptor in a timely and responsible manner.
- The student should inform their preceptor if an absence is imminent
- Emergency absences should be reported as soon as possible
- Personal day requests must be submitted one week in advance in writing to the preceptor in accordance with the ATP Policies and Procedures
- Remain at clinical site until dismissed by preceptor

Ethics

All students are expected to uphold the NATA Code of Ethics, BOC Standards of Professional Practice, and the Standards of Professional Conduct set forth in the Virginia Board of Medicine’s **Regulations Governing the Licensure of Athletic Trainers**. Violations of these codes may result in program probation, suspension or dismissal. See Discipline Policy below.

The codes are accessible at the following locations:

1. www.nata.org/codeofethics/code_of_ethics.pdf
2. www.bocac.org/images/stories/multiple_references/standardsprofessionalpractice.pdf
3. https://www.dhp.virginia.gov/medicine/medicine_laws_regs.htm

Interpersonal Relationships

Relationships with Student-Athletes, Preceptors, and Athletics Personnel

Clinical education is intended to be a time of professional growth and learning for the ATS. Personal relationships, whether formed outside or within the clinical education setting, that negatively affects a student’s ability to learn are strongly discouraged. At minimum, the ATS is expected to:

- Adhere to the NATA Behaviors of Professional Practice and the NATA Code of Ethics
- Treat all athletes, preceptors, and athletics personnel with integrity, respect, and courtesy.
- Demonstrate professionalism at all times.
- Make a sincere effort to gain the respect and confidence of all athletes, preceptors, and athletics personnel.
- Demonstrate patient-centered healthcare by expressing a sincere interest in the patient’s welfare, showing empathy, sympathy and compassion.
- Report any known violation of clinic site or team rules to the appropriate preceptor immediately and confidentially. This includes any disrespectful or disparaging remarks or actions toward you or other athletic training students.
- NOT engage in activities or conduct, which constitutes a conflict of interest. This includes engaging in situations when athletes (patients), preceptors, or athletics personnel may be drinking, involved with other drugs, or participating in any other activities that are known to be

against established policies. Violation of this policy may be considered professional misconduct, and the student may be subject to disciplinary procedures as described in the Discipline Procedures section. Violations of this policy are handled on a case by case basis.

- Of particular sensitivity is the relationship of Longwood athletic training students with Longwood University and Hampden-Sydney College student-athletes. ATS may not socialize with student-athletes who are current patients or may at some point during the student's athletic training clinical education experience become patients. This will be considered a direct violation of program behavioral regulations. In general, engaging in social activities or conduct with LU and/or HSC student-athletes is highly discouraged.

Romantic Relationships

It is not in the purview of the ATP to have a policy regarding ATS personal lives including with whom ATS decide to have romantic relationships with. However, clinical education experiences and assignments are intended to be a time to promote and foster professional growth as an athletic trainer. Any relationship an ATS develops that interferes with their ability to learn or creates an environment not conducive to learning is strongly discouraged. Preceptors and athletics personal (including coaches and administrators) have the right to request an ATS be removed from a clinical site if personal relationships are deemed inappropriate or create an environment that is not conducive to providing healthcare. Issues related to interpersonal relationships are taken very seriously by the ATP. All concerns related to this will result in a meeting between ATP faculty, the involved preceptor, the ATS and any pertinent athletics personnel. Actions to be taken will vary on a case to case basis and will be decided collectively by all parties involved.

Reference: The above policies are cited in the Indiana University Athletic Training Program Handbook. http://www.publichealth.indiana.edu/program-areas/atp_handbook_2016.pdf

Communication

Students should maintain appropriate professional communication with athletic training program faculty, preceptors, patients, coaches, administrators, and others encountered during both academic and clinical education. This includes venues such as the athletic training facility, on the field, or during travel to or from a contest.

- Language unbecoming of professionals will not be tolerated
- Content of discussions not appropriate for professionals will not be tolerated
- Mannerisms or actions unbecoming of professionals will not be tolerated
- The definition of unbecoming will be left to the individual preceptor and includes but is not limited to:
 - Profanity; racist or sexist language or innuendo
 - Discussion of participation in illegal activity; sexual activity; abuse/misuse of substances
 - Degrading colleagues, students, staff or faculty

Clinical Performance

Students are expected to be responsible and accountable during the clinical education experience. This includes but is not limited to:

- Taking initiative in completing designated tasks (e.g. set-up and take-down for practices and events, record keeping, treatments, rehabilitation, maintaining clean work environment)
- Submitting all assignments and paperwork related to clinical education experience on time (e.g. proficiency worksheets, three-week evaluation, evaluation meetings with the clinical education coordinator).
- Submitting all paperwork as required in the ATP Curriculum Manual (e.g. internship paperwork, physical examination, criminal background check, CPR certification)
- All students are expected to uphold the Longwood University Honor Code and the NATA Code of Ethics as they relate to accurate reporting of clinical hours logged

Professional Use of Athletic Training Material and Supplies

The abuse/misuse of athletic training facility equipment and supplies for personal use or benefit will not be tolerated. Examples include but are not limited to: athletic training facility computer, equipment, supplies, and pharmaceuticals.

Any unsupervised use of equipment should be pre-arranged with preceptor.

- Includes but not limited to – modalities, television, computer, telephone, printer, fax
- Includes but not limited to – crutches, braces, tape, paper, books, etc.

The abuse/misuse of athletic training facility pharmaceuticals for personal use or benefit will not be tolerated. All use and dispensation of medication should be pre-arranged with preceptor with appropriate approval and supervision

Infractions Policy and Reporting Procedures

The following criteria will be used to monitor unprofessional behavior and misconduct infractions of athletic training students. Information regarding infractions will be used when considerations are made for program acceptance, clinical education experience assignments, and probation, suspension or dismissal from the Athletic Training Program.

If a student is penalized two (2) infraction points during a clinical education experience, he/she will immediately be placed on probation. Additional actions may be taken depending on the severity of the infractions (this includes suspension or dismissal). See above sections for procedures related to probation, suspension and dismissal.

If a student is penalized five (5) infraction points during a clinical education experience, he/she will immediately be suspended from the clinical education experience for the remainder of the semester. Additional actions may be taken depending on the severity of the infractions (this includes dismissal). See above sections for procedures related to probation, suspension and dismissal.

Points	Penalty	Infraction
0	Warning	<ul style="list-style-type: none"> · improper dress in athletic training facility and/or in clinical assignments · arriving to assignment late or leaving early without making prior arrangements with the preceptor · failure to arrange weekly clinical schedule with preceptor in a timely and responsible manner · inappropriate use of cell phone during clinical education experience · not completing designated tasks in assigned sport or activity · failure to take initiative in completing designated tasks (e.g. set-up and take-down for practices and events, record keeping, treatments, rehabilitation, maintaining clean work environment) · failure to submit all assignments and paperwork related to clinical education experience on time (e.g. proficiency worksheets, three-week evaluation, evaluation meetings with the clinical education coordinator). · failure to submit personal day requests one week in advance in writing to the preceptor and clinical education coordinator · failure to submit all paperwork as required in the ATP Curriculum Manual (e.g. internship paperwork, physical examination, criminal background check, CPR certification) · inappropriate displays of affection shown in the athletic training facility, on the field, or during travel to or from a contest · misuse of athletic training facility computer, equipment or facilities · inappropriate verbal communication (e.g. language unbecoming of professionals, unprofessional content of discussions) · Inappropriate non-verbal communication (e.g. mannerisms or actions unbecoming of professionals)
1		<ul style="list-style-type: none"> · Second infraction of any of the above
2		<ul style="list-style-type: none"> · abuse/misuse of athletic training facility pharmaceuticals for personal use or benefit · violating the NATA Code of Ethics and/or BOC Standards of Professional Practice · improper dress for a contest · missing a contest, practice, or clinical education experience without permission from the preceptor · intentionally inaccurate reporting of clinical hours · grossly unprofessional conduct while representing the Longwood University Athletic Training Program

1-4	· Failure to follow policy and/or procedure of ATP or clinical site (points assigned based on severity of infraction)
5	· Major breach of ethics, major breach of professional behavior, drug/alcohol impairment which effects completion of assigned duties, use of tobacco, alcohol, illegal drugs, or other banned/illegal substances while representing Longwood University Athletic Training Program

Both ATP faculty members and preceptor are responsible for reporting infractions to the clinical education coordinator and program director. Such reports must be in writing and submitted as soon as reasonably possible after the infraction. Email is acceptable. Pertinent details of the infraction, including the recommended infraction points, should be included. Copies of reports will be maintained the student's file. The student will be notified via formal written letter within two weeks of the infraction. This notification will be placed in the ATP file and copied to preceptor. The student will have one week from the date of the letter to appeal. The student must file a written appeal with the program director. The appeal will be considered by a committee that includes but is not limited to: the program director, clinical education coordinator, the student's preceptor, and one additional preceptor or department faculty member of the student's choice.

The Clinical Education Coordinator will review cumulative infractions at the time of each infraction and at the end of each academic semester for each student with his/her preceptor.

Because of an increased visibility in the intercollegiate, clinical, and high school settings, athletic training students are highly recognized and identified. This demands higher levels of professional conduct because the student is also held accountable for the codes of conduct at their assigned facility (e.g. PECHS, H-SC, Longwood Athletic Training Department, Midlothian High School, CJW Sports Medicine, local general medical facilities). These facilities may also impose additional and more stringent code of conduct violation sanctions. The ATP will strictly support these sanctions.

Program Disciplinary Process

Probation: An athletic training student may be placed on probation for:

- failure to maintain ATP Academic Retention and Promotion requirements
- failure to follow established policy and/or procedure pertaining to academic courses and/or clinical education
- accumulation of 2 or more infraction points as explained later

Suspension: An athletic training student will be placed on suspension:

- failure to meet ATP Retention and Promotion standards
- if an athletic training student, while on probation, commits an additional infraction of the Professional Behavior Expectations
- accumulation of a total of 5 or more infraction points as explained later

Dismissal: An athletic training student may be dismissed from the ATP for:

- failure to remedy suspension status
- failure to meet University academic standards
- repeated failure to meet ATP Retention and Promotion standards
- for a third offense of the ATP Disciplinary Policy.

It is the decision of the Program Director in consultation with the appropriate parties, determined on a case-by-case basis, that will include athletic training faculty members at minimum. Additional consultation may occur with the Clinical Education Coordinator and preceptor(s) to place the student on probation. The student will be notified in writing of the findings and decision including the probation or suspension time period, within two weeks of the decision. A copy of the notification will be maintained in the student's file.

Students have the right to appeal their status within one week of the date of the letter in writing to the program director. In this case, a committee will be formed which will include but is not limited to: the Program Director, athletic training faculty member, Clinical Education Coordinator, the student's preceptor, and one additional preceptor or department faculty member of the student's choice as deemed appropriate based on infractions identified. The committee will make the final decision regarding the student's status in the ATP. At the discretion of the committee, the student may be required to meet with one or more of the committee members to review the committee's decision.

A student on probation may be ineligible to begin or continue with a team assignment/ clinical assignment during the probationary time period stated. *Each decision will be made on a case-by-case basis determined by the Program Director in consultation with that athletic training faculty and Clinical Education Coordinator.* Decisions will be rendered based on the infraction(s), student's academic and/or performance.

A student placed on suspension will not have a clinical experience and may not enroll in a Clinical Methods course during the suspension time period. *A student placed on suspension is ineligible to gain clinical education experience hours and will not continue with their clinical education experience during the suspension time period stated. If a student fails to follow the terms of the suspension, he/she will be dismissed from the ATP. (see section below).*

Multiple probations, or failure to remedy existing deficiencies will result in the student being suspended from the program (see section below).

- When the probationary period has expired, the student will be reinstated to the program if all of the following criteria have been met:
 - deficiencies that resulted in the student being placed on probation have been resolved
 - a written plan of action is received by the program director from the student
 - the student has met with the program director, clinical education coordinator, and preceptor.

It is important for the student to understand that extended probation may result in having to repeat a course or courses (i.e., athletic training major courses) due to failure to meet course requirements. Deviations in expected course progression often interfere with graduating in four years, as well.

When the suspension period has expired, the student will be reinstated to the program provided deficiencies have been resolved and after a written plan of action is received by the program director from

the student. It is important for the student to understand that suspension will likely result in having to repeat a clinical methods course, due to failure to meet course requirements. Deviations in expected course progression often interfere with graduating in four years, as well.

In certain instances, such as failure to meet University academic standards, other policies may be enforced in addition to or in lieu of ATP policy.

BEING A STUDENT-ATHLETE AND AN ATHLETIC TRAINING STUDENT

Student athletes are eligible to apply for admittance into the Athletic Training Program. However, the student must understand that the minimum time to completion for student athletes is five years. It will not be possible to complete the program requirements without the full cooperation of the coaching staff. Since the program has a significant clinical component which requires athletic training student commitment during afternoons, evenings, and on weekends, time conflicts between sport demands and clinical requirements can occur. The faculty of the Athletic Training Program is committed to making sure that the athletic training student can graduate in a timely manner, fulfill all the requirements for the program, and have quality clinical education experiences to prepare them for successful careers as certified athletic trainers. The following guidelines are designed to ensure that the athletic training student/student athlete is given the opportunity to complete the program and participate in intercollegiate athletics.

1. Whenever a student is enrolled in the athletic training curriculum his/her participation is limited to only one sport during the academic year.
2. The student must be available for clinical education experiences in the athletic training facility, or affiliated site, 15 weeks (or one semester) during each academic year. This can be done in the following manner:
 - A. Student must be available for a full semester during the academic year with the other semester devoted to the intercollegiate sport. For example, a fall sport athlete (field hockey, soccer) will participate in his/her sport during the traditional competition season. Spring semester he/she would complete clinical education experience hours with minimal involvement in their sport. The student would be held responsible for completion of clinical hour requirements during this semester.
 - B. Those students whose athletic season overlaps both semesters (basketball) must be available to participate in clinical education experiences prior to their season in the fall and after their season in the spring. This time must total 15 weeks. The student will not register for the clinical methods course in the fall but does register in the spring to receive credit. The student must also submit, in writing, a schedule of when they will be available to complete clinical education experiences for the year. This schedule is to be given to the clinical education coordinator of the Athletic Training Program prior to the start of classes in the fall. A copy will be given to the student's academic advisor, the athletic academic advisor, and the coach.

We hope that the Athletic Department will be sensitive to the academic and clinical requirements of students enrolled in the Athletic Training Program. We recognize the coaches' responsibility to provide programs that lead to successful athletic experiences. The coaches must also recognize the need to provide the student with the academic background for a successful lifelong career. We feel that with the above requirements, the student athletes can meet minimum standards of the athletic training program.

TABLE 1
Students who entered Longwood in 2017-2018 or earlier

Bachelor of Science in Athletic Training		
Category	Courses	
A. General Education	Goal 1: Longwood Seminar	1 cr
	Goal 2:	3 cr
	Goal 3:	3 cr
	Goal 4:	3 cr
	Goal 5: MATH 171	3 cr
	Goal 6: PHYS 101	4 cr
	Goal 7:	3 cr
	Goal 8: PSYC 101	3 cr
	Goal 9:	3 cr
	Goal 10:	3 cr
	Goal 11: PHED 101*^	2 cr
	Goal 12: PHIL 315	3 cr
	Goal 13:	3 cr
	Goal 14: ATTR 492* (one credit from this course used here)	1 cr
B. Additional Degree Requirements	BIOL 206 Anatomy & Physiology I	4 cr
	MATH 301 Applied Statistics (MATH 171 pre-requisite)	3 cr
C. Supporting science courses	KINS 386 Biomechanics*	4 cr
	KINS 387 Physiology of Exercise*	4 cr
	PHYS 120 (PHYS 101/102 old catalog)*^	4 cr
	BIOL 207 Anatomy & Physiology II (BIOL 206 pre-requisite)*	4 cr
D. Athletic training theory	HLTH 260 First Aid*	3 cr
	KINS 376 Sports Nutrition*	2 cr
	ATTR 200 Introduction to Athletic Training*	3 cr
	ATTR 210 Basic Skills in Athletic Training*	3 cr
	ATTR 250 AT Clinical Orientation	0 cr
	ATTR 300 Injury Mech. & Assessment I (Lower)*	3 cr
	ATTR 310 Injury Mech. & Assessment II (Upper)*	3 cr
	ATTR 320 Therapeutic Modalities*	3 cr
	ATTR 325 Principles of Therapeutic Exercise*	3 cr
	ATTR 326 Applied Therapeutic Exercise*	2 cr
	ATTR 330 Injury Mech. & Assessment III (H, N & S)*	3 cr
	ATTR 410 Athletic Training Administration*	3 cr
	ATTR 420 Medical Aspects in Athletic Training*	3 cr
	ATTR 470 Clinical Research Methods*	1 cr
	PHED 116 Beginning Weight Training*	2 cr
	KINS 215 Exercise is Medicine*^	3 cr
KINS 316 Essentials of Strength & Conditioning*	3 cr	
PHED 101 Fitness Concepts (Gen Ed Goal 11)*^	1 cr	
E. Clinical education experience courses	ATTR 371 Clinical Methods in Athletic Training I*	2 cr
	ATTR 372 Clinical Methods in Athletic Training II*	2 cr
	ATTR 471 Clinical Methods in Athletic Training III*	2 cr
	ATTR 472 Clinical Methods in Athletic Training IV*	2 cr
	ATTR 473 Clinical Methods in Athletic Training V*	2 cr

F. Clinical internship	ATTR 492 Clinical Internship in Athletic Training*	11 cr
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TOTAL

124 cr

*Students must earned at least a C- in these courses

^ Courses will be substituted due to new catalog and inclusion of the new Civitae Core Curriculum

TABLE 2
CLINICAL HOUR REQUIREMENTS
PRE-ADMISSION

course #	directed observation hours
ATTR 210	60

AFTER PROGRAM ADMISSION

Clinical Methods Course	Minimum Clinical Hour Requirement	Maximum Clinical Hours/Week (Average over 4-weeks)^	Required Clinic Time per 4-week blocks*
ATTR 371	150	15	4
ATTR 372	200	20-22^	8
ATTR 471	200	20-22^	8
ATTR 472#	200 (120 ⁺)	20-22^	8
ATTR 473	200 (120 ⁺)	20-22^	8
Total	870		

#ATTR 472 may be taken during summer session providing the student has successfully completed ATTR 320, 325 and 420.

+Students will complete general medical rotations in either ATTR 472 or ATTR 473 and will complete 120 clinical hours.

^Students enrolled in 16 credit hours or less may average 22 hours/week. Students enrolled in 17 credit hours or more are limited to an average of 20/week.

*Students assigned at HSC or PECHS must acquire 4-8 clinic hours per 4-week block

DEFINITIONS:

Maximum clinical hours/week: The maximum number of hours an athletic training student may acquire in any given week (Monday-Sunday) while classes are in session.

Required clinic time: Time must be acquired OUTSIDE of the typical pre-practice treatment and taping times.

Athletic Training Course Sequencing (beginning 2018-19)

REQUIRED COURSE SEQUENCING

ATHLETIC TRAINING (124 credits)

Freshman			Sophomore		
Course	Credits	Semester Taught	Course	Credits	Semester Taught
Core Curriculum Coursework**	14	Both	PHYS 120 (must earn at least a C-) Physics	4	Fall
HLTH 260 (must earn at least a C-) First Aid	3	Both	PHED 116 (must earn at least a C-)	1	Both
KINS 215 (must earn at least a C-) Exercise is Medicine ** Counts towards Core Curriculum	3	Both	MATH 171 Statistical Decision Making ** Counts towards Core Curriculum	3	Both
ATTR 200 (must earn at least a C-) Introduction to Athletic Training	3	Both	ATTR 300 (must earn at least a C-) Lower Extremity Evaluation	3	Fall
BIOL 206 (must earn at least a C-) Anatomy and Physiology I	4	Fall	ATTR 310 (must earn at least a C-) Upper Extremity Evaluation	3	Spring
BIOL 207 (must earn at least a C-) Anatomy and Physiology II	4	Spring	ATTR 420 (must earn at least a C-) Medical Aspects	3	Spring
ATTR 210 (must earn at least a C-) Basic Skills in Athletic Training	3	Both	ATTR 371 (must earn at least a C-) Clinical Methods in Athletic Training I	2	Fall
			ATTR 372 (must earn at least a C-) Clinical Methods in Athletic Training II	2	Spring
			KINS 386 (must earn at least a C-) Biomechanics	4	Both
			Core Curriculum Coursework**	9	Both
Total	34		Total	34	
Junior			Senior		
Course	Credits	Semester Taught	Course	Credits	Semester Taught
ATTR 320 (must earn at least a C-) Therapeutic Modalities	3	Fall	ATTR 470 (must earn at least a C-) Clinical Research in Athletic Training	3	Fall
KINS 376 (must earn at least a C-) Sports Nutrition	3	Fall	ATTR 473 (must earn at least a C-) Clinical Methods in Athletic Training V	2	Fall
ATTR 330 (must earn at least a C-) Evaluation of Head, Neck, and Spine	3	Fall	ATTR 326 (must earn at least a C-) Applied Therapeutic Exercise	2	Fall
ATTR 471 (must earn at least a C-) Clinical Methods in Athletic Training III	2	Fall	Core Curriculum Coursework	9	Fall
ATTR 472 (must earn at least a C-) Clinical Methods in Athletic Training IV	2	Spring	ATTR 492 (must earn at least a C-) Clinical Internship	12	Spring
KINS 316 (must earn at least a C-) Essentials of Strength and Conditioning	3	Both			
KINS 387 (must earn at least a C-) Exercise Physiology	4	Both			
ATTR 325 (must earn at least a C-) Principles of Therapeutic Exercise	3	Spring			
ATTR 410 (must earn at least a C-) Athletic Training Administration	3	Spring			
Core Curriculum Coursework	10	Both			
Total	34		Total	28	

Electives: Students may be required to take 1 credit of electives to meet the 124 credit requirement for the degree program. This is due to the variation in Civitas Core Curriculum course credit offerings provided by the University. Please consult with your academic advisor.

Athletic Training Course Sequencing*

Students admitted 2017-2018 and earlier

REQUIRED COURSE SEQUENCING ATHLETIC TRAINING (124 credits)

Freshman			Sophomore		
Course	Credits	Semester Taught	Course	Credits	Semester Taught
General Education Courses** (does not include courses listed below)	12	Both	PHYS 101 (must earn at least a C-) Physics ** Counts towards General Education	4	Fall
HLTH 260 (must earn at least a C-) First Aid	3	Both	PHYS 102 (must earn at least a C-) Physics	4	Spring
PHED 101 (must earn at least a C-) Fitness Concepts** towards General Education	3	Both	PHED 116 (must earn at least a C-)	1	Both
ATTR 200 (must earn at least a C-) Introduction to Athletic Training	3	Both	MATH 171 Statistical Decision Making ** General Education	3	Both
BIOL 206 (must earn at least a C-) Anatomy and Physiology I	4	Fall	ATTR 300 (must earn at least a C-) Lower Extremity Evaluation	3	Fall
BIOL 207 (must earn at least a C-) Anatomy and Physiology II	4	Spring	ATTR 310 (must earn at least a C-) Upper Extremity Evaluation	3	Spring
ATTR 210 (must earn at least a C-) Basic Skills in Athletic Training	3	Both	ATTR 420 (must earn at least a C-) Medical Aspects	3	Spring
			ATTR 371 (must earn at least a C-) Clinical Methods in Athletic Training I	2	Fall
			ATTR 372 (must earn at least a C-) Clinical Methods in Athletic Training II	2	Spring
			KINS 386 (must earn at least a C-) Biomechanics	4	Both
			General Education** (does not include courses listed above)	3	Both
Total	32		Total	32	
Junior			Senior		
Course	Credits	Semester Taught	Course	Credits	Semester Taught
ATTR 320 (must earn at least a C-) Therapeutic Modalities	3	Fall	ATTR 470 (must earn at least a C-) Clinical Research in Athletic Training	3	Fall
KINS 376 (must earn at least a C-) Sports Nutrition	3	Fall	ATTR 473 (must earn at least a C-) Clinical Methods in Athletic Training V	2	Fall
ATTR 330 (must earn at least a C-) Evaluation of Head, Neck, and Spine	3	Fall	ATTR 326 (must earn at least a C-) Applied Therapeutic Exercise	2	Fall
ATTR 471 (must earn at least a C-) Clinical Methods in Athletic Training III	2	Fall	General Education Coursework	8	Fall
ATTR 472 (must earn at least a C-) Clinical Methods in Athletic Training IV	2	Spring	ATTR 492 (must earn at least a C-) Clinical Internship	12	Spring
KINS 316 (must earn at least a C-) Essentials of Strength and Conditioning	3	Both			
KINS 387 (must earn at least a C-)	4	Both			

Exercise Physiology					
ATTR 325 (must earn at least a C-) Principles of Therapeutic Exercise	3	Spring			
ATTR 410 (must earn at least a C-) Athletic Training Administration	3	Spring			
General Education Coursework	6	Both			
Total	<u>32</u>		Total	<u>28</u>	

GENERAL EDUCATION REQUIREMENTS: *Students are required to complete the General Education courses outlined in the Curriculum Handbook and DegreeWorks to satisfy the degree program. Please consult with your academic advisor.*

**COURSE COMPLETION RECORD FOR STUDENTS
ENROLLED PRIOR TO 2018-2019**

General Education

GOAL	COURSE	SEMESTER	GRADE
1	Longwood Seminar		
2	ENGL 150		
3			
4			
5	MATH 171		
6	PHYS 120*		
7			
8	PSYC 101		
9			
10	Foreign Language		
11	PHED 101*		
12	PHIL 315		
13	ENGL 400		
14	ATTR 492*		

Additional Degree Requirements

COURSE	SEMESTER	GRADE
BIOL 206 Anatomy & Physiology I		
MATH 301 Applied Statistics		

Supporting Science Courses

COURSE	SEMESTER	GRADE
PHYS 102*		
KINS 386* Biomechanics		
KINS 387* Exercise Physiology		
BIOL 207* Anatomy & Physiology II		

Athletic Training Theory

COURSE	SEMESTER	GRADE
HLTH 260* First Aid & Emergency Care		
KINS 376* Sports Nutrition		
ATTR 200* Introduction to AT		
ATTR 210* Basic Skills in AT		
ATTR 300* Injury Mech I - Lower Extremity		
ATTR 310* Injury Mech II - Upper Extremity		
ATTR 320* Therapeutic Modalities		
ATTR 325* Princ of Therapeutic Exercise		
ATTR 326* Applied Therapeutic Exercise		
ATTR 330* Inj Mech III - H, N & S		
ATTR 410* Athletic Training Administration		
ATTR 420* Medical Aspects in AT		
ATTR 470* Clinical Research Methods		
PHED 116* Beginning Weight Training		
KINS 316* Essentials of Strength & Conditioning		

Clinical Courses

COURSE	ASSIGNMENT/ LOCATION	SEMESTER	GRADE
ATTR 371* Clinical Methods I			
ATTR 372* Clinical Methods II			
ATTR 471* Clinical Methods III			
ATTR 472* Clinical Methods IV			
ATTR 473* Clinical Methods V			
ATTR 492* Clinical Internship in AT			

* Students must earn a minimum of C- in these courses

STUDENT EXPERIENCE PORTFOLIO

CLINICAL EDUCATION EXPERIENCE RECORD

LONGWOOD UNIVERSITY		HAMPDEN-SYDNEY COLLEGE		PRINCE EDWARD COUNTY HIGH SCHOOL	
Baseball (UE)		Baseball (UE)		Baseball (UE)	
Men's Basketball (LE)		Basketball (LE)		Boys' Basketball (LE)	
Women's Basketball (LE)		Cross Country (LE)		Girls' Basketball (LE)	
Field Hockey (LE)		Football (EI)		Football (EI)	
Lacrosse (UE)		Lacrosse (EI)		Boys' Soccer (LE)	
Men's Soccer (LE)		Soccer (LE)		Girls' soccer (LE)	
Women's Soccer (LE)		Tennis (UE)		Softball (UE)	
Softball (UE)		Swimming (UE)		Tennis (UE)	
Tennis (UE)				Track (LE/UE)	
Cross Country (LE)				Volleyball (UE)	
General Medical					

**LONGWOOD UNIVERSITY
ATHLETIC TRAINING PROGRAM
PROGRAM APPLICATION**

Name _____

Home address _____

School address _____

Cell phone () _____

Total number of semester hours completed to date _____

Number of semester hours in current semester _____

Current overall GPA _____ Current major GPA _____

1. List any experience(s) that you have had in athletic training or related fields (PT, etc.) and briefly describe your responsibilities and duties.

2. What are your reasons for pursuing a professional career in athletic training?

3. Describe your immediate and long range goals and aspirations in athletic training.

4. Describe the characteristics you possess that will make you a good athletic trainer.

Applicant
Signature _____ Date _____

**LONGWOOD UNIVERSITY
AFFIRMATION OF TECHNICAL STANDARDS**

Candidates for selection to the 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 Longwood University Academic Support Center 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 University 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 education experiences and internships deemed essential to graduation.

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

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 Longwood University Academic Support 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

**ATHLETIC TRAINING PROGRAM
ATHLETIC TRAINING STUDENT CLINICAL HOURS**

<u>School year</u>			<u>Total</u>
_____	Aug _____	Jan _____	
	Sept _____	Feb _____	
	Oct _____	Mar _____	
	Nov _____	Apr _____	
	Dec _____	May _____	_____
_____	Aug _____	Jan _____	
	Sept _____	Feb _____	
	Oct _____	Mar _____	
	Nov _____	Apr _____	
	Dec _____	May _____	_____
_____	Aug _____	Jan _____	
	Sept _____	Feb _____	
	Oct _____	Mar _____	
	Nov _____	Apr _____	
	Dec _____	May _____	_____
_____	Aug _____	Jan _____	
	Sept _____	Feb _____	
	Oct _____	Mar _____	
	Nov _____	Apr _____	
	Dec _____	May _____	_____
TOTAL			_____