Athletic Training Education Program
Student Handbook

Revised February 12, 2016
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Introduction
The California State University, Sacramento, (CSUS) Athletic Training Education Program (ATEP) was first approved by the National Athletic Trainers Association (NATA) in 1976. The Commission on the Accreditation of Allied Health Education Programs (CAAHEP) accredited the program in October 18, 1996. The program earned initial accreditation from the Commission on the Accreditation of Athletic Training Education (CAATE) on July 15, 2006. The program is very strong academically as demonstrated by the core of science courses in the Athletic Training major. The specific athletic training classes have a very extensive hands-on experience for the students. For the clinical portion of the program, students rotate into clinical athletic training sites under the direct supervision of Board of Certification (BOC) Certified Athletic Trainers. Upon completion of this ATEP, the student will graduate with a Bachelor of Science degree in Athletic Training and will be eligible to sit for the BOC national certification exam to become a Certified Athletic Trainer (ATC).

California State University, Sacramento was founded in 1947 as Sacramento State College. It is one of 23 campuses of The California State University system. The ATEP is located in the Department of Kinesiology & Health Sciences (KHS) within the College of Health & Human Services (CHHS).

Definition of Athletic Training
Athletic Training is practiced by athletic trainers, health care professionals who collaborate with physicians to optimize activity and participation of patients and clients. Athletic training encompasses the prevention, diagnosis, and intervention of emergency acute, and chronic medical conditions involving impairment, functional limitations, and disabilities. (www.nata.org)

The Certified Athletic Trainer
Certified athletic trainers have fulfilled the requirements for certification established by the Board of Certification (BOC). (www.bocatc.org)

Introduction to the Mission Statement
The Department of Kinesiology & Health Science mission statement has multiple goals that relate to the broader educational mission of the university. These goals are consistent with other programs at Sacramento State and with other Kinesiology programs throughout The California State University system. Athletic Training students are expected to adhere to the knowledge, skills, and attitudes expected of other Sacramento State students and other Kinesiology students throughout the CSU system. Additionally, athletic training students are expected to meet the standards and expectations of the goals related to the mission of the Sacramento State ATEP.

Mission Statement of ATEP
It is the primary mission of the undergraduate Athletic Training Education Program to prepare the student with a quality education through knowledge, skills and attitudes to become a competent entry level BOC Certified Athletic Trainer (ATC).

Specific Goals for the Athletic Training Student (ATS)

Goal 1
Students will extend the broad-based knowledge learned in their core Kinesiology classes to analyze, critically think, and solve problems as they relate to the areas of prevention, recognition, evaluation, immediate care, rehabilitation and reconditioning of athletic injuries.

Measurable Outcomes
The knowledge and skills specific for individuals to become a competent entry level BOC Certified AT are learned and evaluated in the following class and experiences:
1. Care of Athletic Injuries (KINS 156) – The student participates in labs on the principles of athletic training including upper and lower extremity recognition of injury, rehabilitation, initial assessment, taping and wrapping.

2. Principles and Techniques in a Clinical Setting (KINS 154A) – The student demonstrates skill in record keeping, patient transfers and ambulatory techniques, literature searches and administration of therapeutic modalities. The student will also gain knowledge on professional ethics, evidence based practice, medical terminology, understanding the roles and responsibilities of health care professionals and the principles of pain and healing.

3. Clinical Evaluation of the Upper Extremity (KINS 155A) and Clinical Evaluation of the Lower Extremity (KINS 155B) – The student demonstrates skill and knowledge in the taking of an effective medical history, inspections, functional and special tests and palpation of identified parts of the body.

4. Therapeutic Exercise (KINS 157) – The student demonstrates knowledge and the principles and prescription of therapeutic exercise including stretching, strengthening exercises, Proprioceptive Neuromuscular Facilitation, flexibility, conditioning, stability, balance, relaxation and work hardening programs. A portfolio of a rehabilitation program for a patient or athlete is required.

Goal 2
Athletic training students will engage in problem-solving clinical experiences that will help prepare them for the BOC national certification exam.

Measurable Outcomes
Students will successfully complete a series of intervention techniques under the direct supervision of a Preceptor. Through fieldwork (Practicum in Athletic Training, KINS 195D) in the athletic training facilities, scheduled time with a Preceptor and the Monday night seminars, the athletic training student will respond to challenges set by the preceptor in the form of mock exams, role playing, scenarios and demonstration of skills.

Goal 3
The student will be given opportunities to develop confidence, self-worth, socialization skills that enable them to reach out to diverse populations of students with an appreciation, compassion and empathy for their uniqueness. They are able to serve as positive role models and impart values that are consistent with a democratic society.

Measurable Outcomes
Through varied field placements in diverse settings, students are able to experience and foster the human dimension of learning and cultivate an appreciation for diversity and value of humankind. Evaluation instruments (such as competency evaluations, mock exams, and scenarios) for field experiences address knowledge as well as attitudes. These evaluation instruments are used by the preceptor each semester to evaluate the student on athletic training knowledge, skill and values.

Goal 4
All athletic training students are expected to commit to the professional development and responsibility necessary to be an effective BOC Certified AT.

Measurable Outcomes
The commitment is measured through their continual evaluations (mid-semester and end of semester evaluation) in fieldwork (KINS 195D) experiences. Evaluation instruments used by the preceptor for field
experiences address professionalism and responsibility. Through the daily interactions in the athletic training facility with the student-athletes, coaches and staff, the student is observed on his/her ability to handle the situations that arise.

**Academic Program**

**Admission to the ATEP**

Students applying for admission into the Sacramento State ATEP would require admission into Sacramento State and select Athletic Training as their major. Admission to the clinical portion of the program is competitive and requires a formal application and interview. The admissions packet with the necessary forms can be found on the Sacramento State ATEP web site at http://www.csus.edu/hhs/khs/atep/index.html

**Admission Requirements**

- Student Information Sheet
- Proof of 2.80 GPA (copy of current grades) (Minimum GPA of 2.80 in each semester and overall GPA in twelve graded units toward the degree; activity courses do not count as graded units)
- One page typed statement of athletic training goals and reasons for wanting to be a part of the Sacramento State ATEP
- Proof of current First Aid, AED and CPR certification (copy of cards); any national certifying agency will meet this requirement
- Two letter of recommendation forms from a teacher, athletic trainer or supervisor; see ATEP webpage for form
- Physical exam form (proof of current physical exam stating that the student is able to perform the duties of an athletic training student) signed by a MD/DO/NP/PA
- Proof of Hepatitis B immunization
- Annual TB test
- Proof of medical history as part of the physical exam
- Signed Technical Standards form (see form on website)
- Proof of professional liability insurance (see Program Director for details)

**Transfer Student Policy**

Transfer students must follow the requirements for admission to Sacramento State and the ATEP as all other students. The student must declare athletic training as his/her major and apply to the ATEP. An experienced student who transfers into Sacramento State may qualify for advanced placement in the clinical program by challenging (bypassing) Phase I, KINS 195C, Observation in Athletic Training. The student must meet the admissions requirements and follow the bypass procedure as outlined in this handbook.

**DEADLINE: March 15 for fall admission**

**Clinical Program**

**Pre-Athletic Training Program**

This part of the Athletic Training Education Program (ATEP) allows students to successfully complete the prerequisites necessary to enter the clinical portion of the program. Students are expected to complete the lower division coursework before being placed in the clinical program.

**Requirements of the Pre-Clinical Program**

1. Complete the admissions packet for the ATEP by the deadline (March 15)
2. Submit proof of overall GPA of 2.80 GPA in college coursework and 2.80 in most recent semester in 12 graded units toward the degree; activity course will not count as graded units.

3. Meet with Program Director for advising and explanation of requirements.

4. Complete the following coursework:
   - BIO 22 Human Anatomy (minimum grade of C)
   - KINS 154A Principles & Techniques in a Clinical Setting (minimum grade of B)
   - KINS 156 Care of Athletic Injuries (minimum grade of B)

5. Students are expected to have completed the lower division courses before being placed in the clinical program.

Athletic Training Program Clinical Program
The clinical portion of the ATEP consists of five semesters of experience in the athletic training facilities. These semesters are divided into five phases of fieldwork. Phase I (KINS 195C) is the observation semester. Phases II through V (KINS 195D) are four full semesters of fieldwork in the three athletic training facilities. Students must formally apply to this part of the program each semester. An interview (with the Program Director, Clinical Education Coordinator and Preceptors) and a submitted application are necessary for initial admission into KINS 195D, Practicum in Athletic Training. An application and interview are also necessary if a student sits out for a semester and then wants to re-enter. The top students who qualify, are selected and placed with a preceptor for their clinical experience.

Criteria for KINS 195C, Observation in Athletic Training
1. Declared Athletic Training major
2. Minimum GPA of 2.80 GPA overall, each semester in twelve graded units toward the degree approved by the Program Director; activity courses will not count as graded units
3. Complete the following coursework:
   - BIO 22 Human Anatomy (minimum grade of C)
   - KINS 154A Principles & Techniques in a Clinical Setting (minimum grade of B)
   - KINS 156 Care of Athletic Injuries (minimum grade of B)
4. Completed application for admissions packet
5. Completed application for KINS 195C, Observation in Athletic Training
6. Current certification in First Aid, AED and CPR
7. Proof of current physical exam stating that the student is able to perform the duties of an ATS
8. Proof of Hepatitis B immunization
9. Proof of medical history as part of physical exam
10. Signed CSUS ATEP Technical Standards Form
11. Signed ATS First Responder Contract
12. Proof of professional liability insurance; provided by the California State University upon acceptance in the ATEP (see Program Director for details)

KINS 195D, Practicum in Athletic Training (Phases II, III, IV, V)

Criteria for KINS 195D, Practicum in Athletic Training
1. Declared Athletic Training major
2. Minimum GPA of 2.80 GPA overall, each semester in a minimum of eight graded units toward the degree approved by Program Director, (if less than 8 units, the PD will go back to the previous semester and take the courses, in order as posted, to meet the 12 unit requirement)
3. Successful completion of KINS 195C, Observation in Athletic Training or challenge (bypass) exam
4. Completed application for KINS 195D, Practicum in Athletic Training
5. Interview with Program Director and preceptors. Interview is for initial appointment and if there is a break in enrollment
6. Current certification in First Aid, AED and CPR
7. Proof of current physical exam stating that the student is able to perform the duties of an ATS
8. Proof of Hepatitis B immunization and TB testing
9. Proof of medical history as part of the physical exam
10. Signed Sacramento State ATEP Technical Standards Form (form on website)
11. Signed ATS First Responder Contract
12. Proof of professional liability insurance (see Program Director for details)

Clinical Education Policy
The Sacramento State Athletic Training Education Program (ATEP) will abide by the requirements set by CAATE for the structure and execution of the clinical education experience.

- Each athletic training student (ATS) in the major will successfully complete four semesters (two years) of clinical experience by completing Phases II through V (KINS 195D Practicum) and earning a credit grade to advance to the next phase.
- Each ATS will earn experience with the athletic teams in either the Broad Fieldhouse Athletic Training Facility (ATF), Yosemite ATF, American River College, Sierra College or Folsom Lake College. This includes the following teams: Yosemite: (W) volleyball, (W) gymnastics, (W) basketball, (MW) golf, (MW) tennis, (W) softball, and (W) rowing, (W) sand volleyball. The Broad Fieldhouse Athletic Training Facility: (M) football, (M) baseball, (MW) track and (MW) cross country teams. American River College athletic training facility: (MW) basketball, (MW) cross country, (M) football, (MW) soccer, (MW) water polo, (MW) golf, (W) volleyball, (M) baseball, (MW) swimming, (MW) tennis, (W) softball, (MW) track & field
- Each ATS in Phase V, will observe in the Student Health Services for the purpose of exposure to learning about general medical conditions
- Each ATS in Phase III will observe at Results Physical Therapy and Training Center for a two week period to be exposed to different populations
- Each student is responsible for being evaluated (minimally) by the preceptor at mid-semester and at the end of the semester
- Each student cannot perform skills on any patient/athlete until he/she has completed formal coursework and been evaluated on the skills by an preceptor
- Each student in KINS 195D is responsible for earning a minimum of 15 to a maximum of 20 hours per week under the direct supervision of the preceptor (see CSUS Student Employment Policies and Procedures) during the academic semester
- The ATS must document his/her clinical hours on the designated form and turn the hours into the Clinical Educator Coordinator by the deadlines established
- The ATS can only count clinical hours if he/she is directly supervised by the preceptor
- If an ATS wants to volunteer any hours in the athletic training facility, he/she must have signed the First Responder Contract
- The ATS must be available August 1st for the fall semester and January 1st for the spring semester. Schedules will be established when the team schedules are available.

Clinical Education Phase Responsibilities and Skills

Phase I: In phase I, the ATS will rotate through the clinical sites and become oriented to each one. The skills sheet for competency check off includes tapings, wrapping, modality foundation, blood-borne pathogen prevention and HIPAA training, first aid skills, basic history taking, palpation of body landmarks, clinical evaluation of range of motion, emergency action plan knowledge, record keeping, stretching techniques, use of equipment, and basics event day setup. In addition, the student will be present at athletic events. This semester is strictly observation with the ATS practicing skills on other ATSs, not on athletes
Phase II: In phase II, the ATS will take on the responsibilities of opening and closing room procedures, develop clinical evaluation skills, initiate record keeping by taking a thorough medical history, tape athletes, use first aid skills, assist in rehabilitation exercises, and demonstrate the setup of therapeutic modalities, complete competencies for phase.

Phase III: In phase III, the ATS further develops clinical evaluation skills, further effective documentation skills by completing SOAP notes, demonstrates effective stretching skills, observe for two weeks at RESULTS Physical Therapy and Training Center, be exposed to variety of risk sports, complete competencies for phase.

Phase IV: In phase IV, the ATS will further develop his/her evaluation skills with special tests and palpations, further develop rehabilitation skills by participating in working with the preceptor in creating rehabilitation plans, be exposed to a variety of risk sports and an equipment intensive sport, complete competencies for phase, writes research paper.

Phase V: In phase V, the ATS is assigned to a sport, further develop skills in rehabilitation, evaluation and record keeping, present a research project, observe in the Student Health Services for exposure to general medical conditions, participate in the practical mock exam, complete clinical proficiencies, be able to direct the daily operations of the athletic training facility with near independence, meets weekly in class to prepare to take the certification exam.

**CAATE Accredited ATEP Curriculum**

*A. Required Core (20 units)*

- BIO 22 Introductory Human Anatomy (4)
- BIO 131 Systemic Physiology (4)
- KINS 151 Kinesiology (3)
- KINS 151A Biomechanics (3)
- KINS 152 Physiology of Exercise (3)
- KINS 158 Motor Learning (3)

*B. Required Lower Division Units (18 units)*

- BIO 10 Basic Biological Concepts (3)
- CHEM 6A Intro to General Chemistry (5) OR
- CHEM 1A General Chemistry (5)
- FACS 10 Nutrition & Wellness (3)
- NURS 14 Pharmacology (2)
- CHEM 6B Intro to Organic & Biochemistry (5) OR
- CHEM 1B General Chemistry (5)
- (STAT 1) (Statistics-GE course)

*C. Required Upper Division Units (42-45 units)*

- KINS 144 Analysis of Weight Training (2)
- KINS 154A Principles & Techniques in a Clinical Setting (3)
- KINS 154B Management & Health Care Adm in AT (3)
- KINS 154C Therapeutic Modalities and Rehabilitation (1)
- KINS 155A Clinical Evaluation of Upper Extremity (2)
- KINS 155B Clinical Evaluation of Lower Extremity (2)
- KINS 156 Care of Athletic Injuries (3)
KINS 156A  Emergency Response (2)
KINS 157  Therapeutic Exercise (3)
KINS 160  Sport & Exercise Psychology (3)
KINS 194H  Assigned Field Experience in AT (1-3)
KINS 195C  Observation in AT (Phase I) (1-2)
KINS 195D  Practicum in Athletic Training (Phase II) (4)
KINS 195D  Practicum in Athletic Training (Phase III) (4)
KINS 195D  Practicum in Athletic Training (Phase IV) (4)
KINS 195D  Practicum in Athletic Training (Phase V) (4)

*Current requirements are subject to change, see Program Director for current advising of requirements. Students who are interested in earning a teaching credential need to see the Program Director for details.

**Sequence of Coursework**
The ATS needs to be aware of the requirements of the program. Meeting at least once per semester with the Program Director is necessary to understand the sequencing and prerequisites of the coursework. Clinical students are expected to have completed the lower division coursework before being placed in the clinical program. For the sequence of the coursework, go to http://www.csus.edu/hhs/khs/atep/sequence.pdf

**Bachelor of Science in Athletic Training Four Year Plan**
See the ATEP website for a four year roadmap of the degree requirements.

**Documentation of Clinical Hours**
The CSUS ATEP requires the ATS to document his/her clinical hours in all phases of the clinical program over the four to five semesters. The student needs to record their weekly hours on the required form which is signed by the supervising preceptor. **The student is required to complete a minimum of 15 directly supervised clinical education hours each week with a maximum of 20 hours per week.** First responder hours do not count as part of the 15 hours. These forms are submitted to the Program Director/CEC and kept on file. The ATS may need this information as required documentation is necessary for state licensure in some states.

The following are guidelines for recording hours:

- Record the hours to the nearest half hour
- Record the supervised hours in the appropriate space
- Record the first responder hours in the appropriate space
- Do not record traveling time
- Do not record meal time
- Include the sport or activity
- Record the weekly total and carry the total from the previous time

**Advanced Placement Policy-Bypass Phase I (KINS 195C Challenge)**
In order to be placed in the clinical portion of the ATEP, the student must meet the admissions requirements and prerequisites. The student can enter the program in the fall or spring semester. Students with extensive experience who transfer into Sacramento State may enter the clinical portion of the program by meeting these requirements and continuing with the degree requirements. Upon admission to CSUS, the evaluations office will evaluate the transferred coursework and determine what requirements are needed. A transfer student must still complete the Phase program and has the opportunity to bypass the Phase I, Observation in AT. It is expected that the lower division coursework is completed before the clinical program.
Bypass (Challenge) of KINS 195C, Observation in Athletic Training

Criteria for Bypassing KINS 195C

- Formal acceptance into ATEP (meets criteria)
- Official verification of acceptance into Sacramento State
- Declaring enrollment in Sacramento State as an AT major
- Proof of minimum 2.800 GPA, overall, semester
- Submit completed application and admissions packet with formal acceptance into ATEP (meets criteria) including physical exam, medical history and current immunizations
- Submit a signed document verifying a minimum of 120 clinical hours under the direct supervision of a BOC Certified Athletic Trainer
- Submit a signed document of Phase I clinical proficiencies completed
- Complete a practical evaluation of Phase I clinical proficiencies. This evaluation is given by two Sacramento State ATEP preceptors.
- Interview with AT Preceptor Committee for placement the following semester
- A grade of ‘C’ or better in Human Anatomy
- A grade of ‘B’ or better in Care of Athletic Injuries
- Completion of lower division coursework
- Current certification in First Aid, AED and CPR

After a review of the application and interview/evaluation of the athletic training student, the preceptors will recommend one of the following:

- Assignment as an athletic training student in the Phase II pool for possible placement
- Assignment as an athletic training student in pool for possible Phase I (Observation) placement
- Recommend the student see the Program Director for advising

Advising
The ATS is responsible for meeting with the Program Director at least once per semester for advising and updates on the requirements and deadlines of the degree program. The student will go to the Evaluations office for information on transfer courses, and graduation requirements. Advising on general education courses is done at the Academic Advising Center in Lassen Hall.

Evaluation in the Program
The ATS is evaluated every semester by the supervising preceptor (minimum twice per semester). They are also evaluated on their competencies by the preceptors and by the faculty in their semester courses. The ATS is required to evaluate the preceptor and the clinical site each semester. Students also participate in the faculty course evaluations distributed by the Department of Kinesiology & Health Science. Phase V students participate in an exit interview and questionnaire with a preceptor. An alumni survey is distributed for input from the graduates. An employment survey is sent to the employers of our graduates.

Athletic Training Students - Expectations and Responsibilities
Clinical Hours: Schedules and Hours
The fieldwork hours are arranged around the academic schedule of ATS. The KHS Department has worked to schedule most classes in the morning. Afternoon classes are avoided to allow for the optimal experience during athletic training facility hours. **Students are expected to have a minimum of 15 directly supervised clinical education hours and a maximum total number of 20 hours per week.**

One afternoon per week is allotted to allow students to schedule an afternoon lab and take care of personal
appointments. Priority registration is a privilege awarded to the clinical ATS who meets the criteria. You must meet with the Program Director each semester to have your schedule approved so it will allow optimal time for clinical experiences.

Although weekday athletic training facilities hours are defined, the ATS will also gain quality experience during practice, game and travel schedules. Each ATS is responsible for experience with upper extremity, lower extremity, male/female sports, general population, equipment intensive sports and general medical conditions. You are responsible for knowing your fieldwork hours and report on time for all assignments. If you are unable to report to your clinical experience, it is important that you contact the preceptor as early as possible so other arrangements can be made. If you encounter an emergency or difficulty with your academics, please contact your preceptor as early as possible to make appropriate adjustments to your schedule. Each ATS is responsible for completing the appropriate forms for recording his/her hours. These forms are submitted to the Clinical Education Coordinator.

Selection of Clinical Athletic Training Students
The following criteria will determine which students will be selected to be placed in KINS 195D, Practicum in Athletic Training each semester:
• ATS must meet prerequisite courses and grades and admission requirements
• ATS must meet minimum GPA of 2.8 in major, semester and overall in twelve graded units toward the BS degree in AT; activity classes will not count as graded units.
• ATS will interview with members of the AT Preceptor Committee (score will be determined by point system) Interview will be conducted before Phase II and if there is an interruption in placement.
• Quality of application (ranked by point system)
• Continuing ATSs must have the recommendation of the supervising preceptor to be assigned for placement each semester. The evaluation is scored and used to rank the student. It is a competitive process with the top students selected and placed.

Rotation for Athletic Training Student Placement
• Each student must complete four full semesters of fieldwork (KINS 195D) in the Sacramento State ATEP
• Each student must complete one full football season including travel
• Each student will rotate through the assigned athletic training facilities in their four required semesters of fieldwork (KINS 195D)
• Each student must meet all requirements for placement in order to be considered for placement. These requirements include grades, course load, availability, completion of previous KINS 195C or KINS 195D, and positive evaluations and recommendations
• If, for any reason, the student is unable to complete successive semesters of KINS 195D, he/she must reapply for fieldwork and complete the interview process again. There is no preference given to those athletic training students who sit out a semester. The student is allowed only one interruption in fieldwork.
• The Program Director and the AT Preceptor Committee determine the placement by a numeric point system. The athletic training student is assigned to a preceptor.
• The preceptor will assign the responsibilities of the semester for each ATS as determined by his/her Phase and coursework completed on their semester contract.

Dress and Appearance
A neat, clean, personal appearance during clinical experience in the athletic training facilities is an important step in gaining the respect of student-athletes, medical staff and coaches as well as the general public. These guidelines should be followed:
• When at athletic contests, dress in neat and clean clothes with the Sacramento State/American River College ATS shirt.

• While earning clinical hours in the athletic training facility and for practices, dress in clothes that are neat and clean, along with your Sacramento State/American River College ATS shirt.

• The appearance of the ATS should not be a distraction; this includes hair appearance, facial hair, tattoos, inappropriate length fingernails and piercings.

• The following are not permitted: tank tops, jeans, sandals, fleece warm-ups, overalls, or distracting and ragged clothing.

**Student Code of Conduct and Professionalism**

The Sacramento State athletic training student is expected to conduct himself/herself in a professional manner as he/she represents the university, the Department of Kinesiology & Health Science and the Department of Intercollegiate Athletics. This includes all clinical sites. The student must be aware of and abide by the NATA Code of Ethics ([www.nata.org](http://www.nata.org)), the regulation for the BOC Standards of Professional Practice ([www.boc.org](http://www.boc.org)), and the Sacramento State Student Code of Conduct ([www.csus.edu/umanual/student/ums16150.htm](http://www.csus.edu/umanual/student/ums16150.htm)). Unprofessional conduct may result in dismissal from the program. (See dismissal policy) Students must be aware of the responsibility to act professionally as an athletic training student and person, thinking of one’s reputation in the present and in the future as a health care provider.

**Athletic Training Student Club**

Students are encouraged to become members of the Sacramento State Athletic Training Students Club whose mission is to promote the athletic training program at Sacramento State. Students are involved in professional activities, fund raising and community service. Students elect officers and usually meet following the Monday night meetings.

**Athletic Training Education Program**

**Faculty and Staff**

Program Director, Dr. Marco S. Boscolo, PhD, ATC, CSCS, CSUS Faculty

Clinical Education Coordinator, Shabby Dezfooli, MS, ATC, CSUS Faculty

Preceptors:

- Ms. Lois Mattice, ATC
- Mr. Brandon Padilla, ATC
- Ms. Heather Farwig, ATC
- Mr. Tim Finnecy, ATC
- Mr. Gil Bejarano, ATC
- Ms. Michelle Whitehead, ATC
- Ms. Doris E. Flores, ATC
- Ms. Ashley Pollard, ATC
- Ms. Nancy Smith, ATC
- Mr. Brandon Johnson, ATC
- Mr. William Garcia, ATC
- Ms. Erin Bartley, ATC

CSUS Staff Athletic Trainer, Senior Woman Administrator

CSUS Director of Athletic Training

CSUS Staff Athletic Trainer

ARC Faculty Athletic Trainer

ARC Head Athletic Trainer

ARC Assistant Athletic Trainer

Sac State Faculty Emeritus

CSUS Staff Athletic Trainer

Sierra College Athletic Trainer

Sierra College Athletic Trainer

Folsom Lake College Athletic Trainer

Folsom Lake College Athletic Trainer

See website for a complete listing of medical staff.
Facilities

Yosemite Athletic Training Facility – This facility is used as the athletic training facility for the following CSUS sports: women’s volleyball, men’s and women’s basketball, women’s softball, women’s gymnastics, men’s and women’s golf, men’s and women’s tennis, men’s and women’s soccer, women’s rowing, sand volleyball. It is also used as a classroom laboratory for most of the athletic training classes. Also in Yosemite Hall is Room 194 which is a classroom/lab and research laboratory used by the ATEP.

Broad Fieldhouse Athletic Training Facility – This facility is used as the athletic training facility for the following Sac State sports: football, baseball, men’s and women’s track, men’s and women’s cross county.

American River College Athletic Training Facility – This facility is used as the athletic training facility for all ARC sports: men’s and women’s basketball, men’s and women’s cross country, men’s and women’s track & field, men’s and women’s soccer, men’s and women’s tennis, men’s and women’s swimming, men’s and women’s golf, women’s volleyball, football, women’s water polo, baseball and softball.

Folsom Lake College Athletic Training Facility – This facility is used as the athletic training facility for all FLC sports: baseball, softball, golf, men’s and women’s soccer, men’s and women’s tennis, and women’s volleyball.

Sierra College Athletic Training Facility – This facility is used as the athletic training facility for all SC sports: men's wrestling, men's and women's basketball, women's soccer, women's tennis, men's and women's swimming and diving, men's and women's golf, women's volleyball, football, women's and men's water polo, baseball, softball, men's and women's water polo, and men's and women's beach volleyball.

Solano Hall – This building houses several labs used by the ATS in the required courses: human performance lab, pre-physical therapy lab, motor learning lab, sports performance lab, motor learning lab, and weight training lab. Administrative offices, faculty offices, department computer lab and classrooms are also here.

Cost of the Program

In addition to the fees for attending CSUS, the following are areas where there may be additional costs for the student: professional dress (shirts and professional dress), travel to clinical site off campus, club membership, professional membership, class supplies, immunizations, professional liability insurance and background check.

Probation/Interruption in Enrollment in KINS 195D

- If the ATS does not meet the minimum GPA or any other prerequisites, he/she will be placed on probation for one semester and not placed for that semester. He/she may apply for fieldwork the following semester if he/she earns a minimum 2.80 GPA in eight graded units approved by the Program Director, toward the degree.
- If the ATS earns a no credit grade (NC) in KINS 195D, he/she will be placed on probation. If the ATS did not complete the requirements, an NC is assigned.
- An ATS who earns an NC (no credit) is placed on probation and must repeat the phase based on the recommendation of the Committee of Clinical Instructors/Program Director.
- An ATS can only be placed on probation ONCE during the program or will be dismissed from the program.
- An ATS who displays unprofessional conduct may be placed on probation or dismissed from the program. The student will be notified in writing of the violation. Any violation of the Sacramento State Code of Conduct or NATA Code of Ethics will be handled by the university Conduct Office. If an incident occurs, the Committee of Clinical Instructors will meet and discuss the situation and determine
how the situation will be handled. For the first offense, the result may be counseling, recommendations or probation. For any second offense, it will result in dismissal of the program.

- An ATS (in good standing) who requests an interruption in continuous enrollment in KINS 195D must submit the request in writing to the Program Director by the twelfth week of the semester prior to the interruption in fieldwork. The Committee of Clinical Instructors will meet to review the request and determine if it is approved. Reasons for the request must be documented (i.e. medical with MD recommendation, teaching credential coursework recommended by advisor, financial issue...).
- An ATS on probation must reapply to the program for placement in KINS 195D. The interruption in enrollment requires another interview as part of the selection process for placement. If the ATS is placed after a semester of probation, he/she must repeat the phase that was not an earned credit.
- An ATS can only interview a total of two times.
- An interruption of two or more semesters of enrollment without Committee approval, will result in dismissal from the program
- An ATS, who earns an incomplete grade (INC) for KINS 195C or KINS 195D, cannot be placed until the requirements of the incomplete are completed.

Dismissal from the Program
- An ATS who does not meet the requirements and has already been on probation for any violation (academic, code of conduct, etc.) for one semester will be dismissed
- An ATS can only repeat any phase once. Only one repeat throughout all the phases is allowed.
- An ATS who does not earn the recommendation of the ACI/preceptor may be recommended to repeat the phase once. During this probation semester, the ATS must demonstrate competency and progression of skills, knowledge and behaviors toward being recommended to the next phase. If not recommended, the ATS is dismissed from the program.
- An ATS who does not demonstrate competency and progression of skills, knowledge and behaviors toward being recommended to the next phase is dismissed from the program.
- An ATS who demonstrates unprofessional conduct will meet with the AT Preceptor Committee to determine if the ATS is placed on probation or dismissed from the program.
- An ATS who does not meet the ATEP technical standards (see form on website), with accommodations, will be dismissed from the program and advised to seek another academic program best suited for his/her abilities.

Apology Policy
The Program Director will notify the ATS of his/her dismissal in writing. The ATS can appeal by responding in writing to the Program Director within 10 working days of notification of his/her status. The ATS will meet with the Review Team (Department Chair, Program Director and Clinical Education Coordinator) to determine the result of the appeal.

Confidentiality
When the ATS is confronted with questions of the health or any other information of a student-athlete/patient by persons unrelated to the Department of Intercollegiate Athletics, the proper plan of action is to refer it to the appropriate university officials. This information is considered confidential and is not to be discussed outside of the athletic training facility. Each clinical student is required to complete the HIPAA training each year.

Request to Start Fieldwork Late
An ATS who requests to start fieldwork late must complete the appropriate form and submit it to the Program Director prior to December 1st or May 1st before the start of fieldwork. The policy requires that for such a request to be submitted, the ATS must be working under the direct supervision of a preceptor.
and the request is approved by the Committee of Clinical Instructors. The form must be signed by the supervising preceptor.

Nondiscrimination Policy
“It is the policy of the CSU that no student or applicant for admission as a student shall, on the basis of disability, gender, nationality, race or ethnicity, religion, sexual orientation, or age, be excluded from participation in or be denied the benefits of any CSU program or activity. Nor shall a student or applicant for admission as a student be otherwise subjected to unlawful discrimination, harassment, or retaliation for exercising his/her rights under this executive order.” (www.calstate.edu/EO-1045.html)

Liability Insurance and Background Checks
The ATS must be covered by professional liability insurance in order to be enrolled in any clinical setting for the ATEP. There has been the practice that when enrolled in KINS 195C and KINS 195D (clinical fieldwork), the university provides coverage for the enrolled students. Please see the Program Director for current information.

Those who enter the profession of athletic training should understand that employers in this setting will most likely require a background check. A background check is usually required for off campus clinical education. In some cases, the cost of this process is not covered by the institution or company.

Alcohol and Other Drug Policy
The ATEP follows the University Alcoholic Beverage and Drug Policy as indicated in the University Policy Manual which is found online at http://www.csus.edu/admbus/umanual/UMA00550.htm.

Student Grievance Procedures
The ATEP follows the University Student Grievance Procedures as indicated in the University Policy Manual. This procedure is found online at www.csus.edu/umanual/hr/HRS-0128.htm.

Policy against Harassment and Retaliation
The ATEP follows the University Policy against Harassment and Retaliation as indicated in the University Policy Manual. This policy is found online at www.csus.edu/umanual/hr/HRS0128.htm.

Blood Borne Pathogen Policy
The CSUS ATEP requires that the ATS undergo blood borne pathogen training on an annual basis. This is done in the fall ATS workshop and in the Monday night seminars. The students must sign the log upon completion of this requirement.

The ATEP follows the CSUS Blood Borne Pathogen Control Plan which is located at www.ehs.csus.edu/ehs/bbpplan.asp.

ATEP Communicable Disease Policy
The SAC State ATEP will abide by the guidelines of the Centers for Disease Control and Occupational Safety and Health Administration regarding communicable diseases. If an athletic training student has acquired a contagious condition, he/she will contact the CEC or preceptor immediately and not report to the clinical site until cleared by a physician. All athletic training students will complete annual blood borne pathogen prevention training and practice universal precautions at each clinical site.
Upon entering the clinical program, the student is responsible for reading the handbook and signing a statement that it has been read. This document is kept in their permanent file.

* It is advised the student take twelve graded units whenever possible to make progress to the degree.

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<th>Information in this Athletic Training Student Handbook is current and up to date as of 2/12/16. The admitted ATS must meet with his/her advisor at least once per semester for current information and requirements in the ATEP. Any changes will be made known to the advisees and put on the athletic training website. The policies and procedures of this current handbook will apply to the current students in the program.</th>
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KHS-037 (2/16)