



SACRAMENTO STATE
Department of Kinesiology and Health Science

Athletic Training Program Student Handbook

Revised July 18, 2018

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Introduction

The California State University, Sacramento, (CSUS) Athletic Training Program (ATP) 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 ATP, 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 ATP is located in the Department of Kinesiology & Health Sciences (KHS) within the College of Health & Human Services (CHHS).

Definition of Athletic Training

Athletic Training encompasses the prevention, examination, diagnosis, treatment and rehabilitation of emergent, acute or chronic injuries and medical conditions. Athletic training is recognized by the American Medical Association, Health Resources Services Administration and the Department of Health and Human Services as an allied health care profession (<https://www.nata.org/about/athletic-training>).

The Certified Athletic Trainer

Certified athletic trainers have fulfilled the requirements for certification established by the Board of Certification (BOC) (www.bocac.org). Athletic trainers are healthcare professionals who render service or treatment, under the direction of or in collaboration with a physician, in with their education and training and the states' statutes, rules and regulations. As 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 (<https://www.nata.org/about/athletic-training/athletic-training-glossary>).

Athletic Training Student (ATS)

A student currently enrolled in courses while matriculating through a CAATE accredited professional education program (<https://www.nata.org/about/athletic-training/athletic-training-glossary>).

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 ATP.

Mission Statement of ATP

It is the primary mission of the undergraduate Athletic Training Program (ATP) to prepare the student with a quality education through knowledge, skills and attitudes to become a competent entry level BOC athletic trainer (AT).

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 injury and illness prevention, wellness promotion and education, emergent care, examination and clinical diagnosis, therapeutic intervention and rehabilitation of injuries and medical conditions.

Measurable Outcomes

The knowledge and skills specific for individuals to become a competent entry level BOC athletic trainer 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 athletic trainer.

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 ATP

Students applying for admission into the Sacramento State ATP would require admission into Sacramento State and select Athletic Training as their major. Fall 2018 is the last time students will be admitted to the university as declared AT majors. No changes into AT major are processed by the university after Fall 2017. 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 ATP web site at: <https://www.csus.edu/hhs/khs/atep/forms/>

Application & admission Requirements—Clinical Program

- Student Information Sheet
- Minimum B grade in BIO 25 & 26 (or equivalent), KINS 154A, KINS 156 (may be concurrently enrolled in BIO 26, KINS 154A and/or KINS 156 the semester applying for clinical admission).
- Proof of 2.80 GPA (copy of current grades) (Minimum GPA of 2.80 in each semester and overall GPA in ten graded units toward the degree; activity courses do not count as graded units)
- Minimum 150 hours of supervised and documented clinical experience by a BOC certified athletic trainer for clinical proficiency verification (see web page for forms: <https://www.csus.edu/hhs/khs/atep/forms/>). May be in progress of obtaining hours and completing skills the semester you apply
- One page typed statement of athletic training goals and reasons for wanting to be a part of the Sacramento State ATP
- 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 ATP 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, or signed waiver
- Annual TB test and results
- Proof of medical history as part of the physical exam
- Signed Technical Standards form
(<https://www.csus.edu/hhs/khs/atep/forms/documents/standards.pdf>)
- Proof of professional liability insurance (see Program Director for details)

- If determined qualified by application packet, applicant must also pass a written exam (based on KINS 156, KINS 154A, BIO 25 & 26) with minimum 80% score AND physical skills demonstration with minimum 80% score

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
- Recommend the student see the Program Director for advising

**Clinical Program Application Due Dates: March 15 for fall admission
October 15 for spring admission**

Athletic Training Program Clinical Program

The clinical portion of the ATP consists of four semesters of experience in the athletic training facilities. These semesters are divided into four phases of fieldwork. Phases II through V (KINS 195D) are four full semesters of fieldwork in various athletic training facilities. Students must formally apply to this part of the program each semester. An interview (with the Interview Committee) 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.

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

Criteria for enrollment in KINS 195D, Practicum in Athletic Training

1. Declared Athletic Training major
2. Minimum GPA of 2.80 GPA in overall and each semester in a minimum of ten* graded units, approved by the Program Director, toward the degree.
3. Minimum B grade in prerequisites BIO 25 & 26, KINS 154A, KINS 156
4. Completed application for KINS 195D, Practicum in Athletic Training
5. Interview with Interview Committee. 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 and results
9. Proof of medical history as part of the physical exam
10. Signed Sacramento State ATP Technical Standards Form (form on website)
11. Signed ATS Volunteer contract
12. Proof of professional liability insurance (see Program Director for details)

Clinical Education Policy

The Sacramento State Athletic Training Program (ATP) 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, Folsom Lake College, or Sacramento City College. This includes the following sports: (W) volleyball, (W)

- gymnastics, (MW) basketball, (MW) golf, (MW) tennis, (W) softball, (W) rowing, (W) sand volleyball, (M) football, (M) baseball, (MW) track and field, (MW) cross country, (MW) soccer, (MW) water polo, (MW) swimming, (MW) tennis, (W) softball, wrestling, and (MW) diving
- Each ATS in Phase V, will observe in the Student Health and Counseling 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 one to 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 (CEC) 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 Volunteer contract. Volunteer hours must be included on weekly hours sheet.
 - 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 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 and stretch 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 and submits a research paper, and participate in the mock practical exam

Phase V: In phase V, the ATS may be assigned to a sport/team, 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 and successfully complete quizzes for clinical pathology by given deadline for additional exposure to general medical conditions, participate in the mock practical exam, complete clinical proficiencies, be able to direct the daily operations of the athletic training facility with near independence, and meet weekly in class to prepare to take the certification exam

All phases must also: participate in written mock exam (passing score determined by phase), complete end of semester clinical site and preceptor evaluations, submit notebook at end of semester (including doctor visit reports, if applicable), attend all Monday night (and alternate week night) meetings

CAATE Accredited ATP Curriculum (Fall 2017-Present)*‡

A. Required Core (14 units)

BIO 25	Human Anatomy and Physiology I (4)
BIO 26	Human Anatomy and Physiology II (4)
KINS 150	Exercise and Sport Physiology (3)
KINS 151D	Applied Kinesiology and Biomechanics (3)

B. Required Lower Division Units (5 units)

FACS 10	Nutrition & Wellness (3)
NURS 14	Pharmacology (2)

C. Required Upper Division Units (39-41 units)

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 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)

* Students following pre-fall 2017 curriculum, see faculty advisor or department advisor for appropriate academic plan.

Sequence of Coursework

Meet with faculty or department advisor for individualize academic plan. Due to the major being phased out, classes will be offered less frequently and each student will have a limited opportunity to complete the degree in a timely fashion. Successful timely completion is possible by taking appropriate classes when advised and passing classes with the required grade on the first attempt.

The ATS needs to be aware of the requirements of the program. Meeting at least once per semester with the Program Director/department advisor is necessary to understand the sequencing and prerequisites of the coursework.

Documentation of Clinical Hours

The CSUS ATP requires the ATS to document his/her clinical hours in all phases of the clinical program over the four 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.** Volunteer hours do not count as part of the 15-20 hours. These forms are submitted to the CEC and kept on file.

The ATS may need this information as required documentation is necessary for state licensure in some states. Per CAATE standards, students must have a minimum of one day off per every seven-day period.

The following are guidelines for recording hours:

- Record the hours to the nearest quarter hour
- Record the supervised hours in the appropriate space
- Record the volunteer 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 log sheet

Advising

The ATS is responsible for meeting with the Program Director/department advisor 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 (must be written, 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 and 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, open to close hours, weekend events, 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 and Program Director 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 by the deadline
- ATS must meet minimum GPA of 2.8 in major, semester and overall in ten graded units toward the BS degree in AT; activity classes will not count as graded units.
- Minimum 150 hours documented clinical experience under certified athletic trainer for initial consideration to clinical program
- Minimum 80% score on written exam and physical demonstration, for initial admission consideration to clinical program
- ATS will interview with members of the Interview 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 current assigned supervising preceptor to be assigned for subsequent 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 ATP
- 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 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 Interview 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 affiliated sites' clothing
- While earning clinical hours in the athletic training facility and for practices, dress in clothes that are neat and clean, along with your affiliated sites' clothing.
- 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 distractive and ragged clothing.
- Individual clinical sites may have additional requirements which are to be followed

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, and the ATP. This includes all clinical sites. The student must be aware of and abide by the NATA Code of Ethics (<https://www.nata.org/membership/about-membership/member-resources/code-of-ethics>), the regulation for the BOC Standards of Professional Practice (<http://www.bocaprof.org/athletic-trainers#standards-of-professional-practice-overview>), and the Sacramento State Student Code of Conduct. (<https://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 and Clinical Education Coordinator, Shabby Dezfouli, MS, ATC, CSUS Faculty

Preceptors:

Ms. Doris Flores, MS, ATC	Professor Emeritus
Ms. Lois Mattice, ATC	CSUS Staff Athletic Trainer, Senior Woman Administrator
Mr. Brandon Padilla, ATC	CSUS Director of Athletic Training
Ms. Heather Swanson, ATC	CSUS Staff Athletic Trainer
Ms. Erin Snyder, ATC	CSUS Staff Athletic Trainer
Mr. Matt Greenwald, ATC	CSUS Staff Athletic Trainer
Ms. Katie Bolles, ATC	CSUS Staff Athletic Trainer
Ms. Bailey David, ATC	CSUS Graduate Assistant Athletic Trainer
Mr. Michael Geha, ATC	CSUS Graduate Assistant Athletic Trainer
Mr. Tim Finney, ATC	ARC Faculty Athletic Trainer
Mr. Gil Bejarano, ATC	ARC Athletic Trainer
Ms. Michelle Whitehead, ATC	ARC Athletic Trainer
Mr. Ryan Smith, ATC	ARC Athletic Trainer
Mr. Brandon Johnson, ATC	Sierra College Athletic Trainer
Mr. William Garcia, ATC	Folsom Lake College Athletic Trainer
Mr. Michael Kaufman, ATC	Sacramento City College Athletic Trainer
Mr. Daniel Romero, ATC	Sacramento City College Athletic Trainer
Ms. Tamara Poole, ATC	Sacramento City 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 Sacramento State 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, beach 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 Athletic Training Program.

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

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, men’s golf, men’s and women’s soccer, men’s and women’s tennis, women’s volleyball, and men’s and women’s basketball

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, and women’s beach volleyball

Sacramento City College Athletic Training Facility—This facility is used as the athletic training facility for all SCC 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 cross country and track and field, women’s golf, women’s volleyball, football, women’s water polo, baseball, and softball

Solano Hall – This building houses several labs used by the ATS in the required courses: biomechanics lab, human performance lab, anatomy and physiology lab, motor learning lab, sports medicine lab, sports performance lab, and strength and conditioning lab. Administrative offices, faculty offices, 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 (including parking), 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 ten*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 and be allowed to repeat the phase as long as they meet the requirements for KINS 195D. 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 Preceptor Committee.
- 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 Preceptor Committee 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 Preceptor Committee 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 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 for a second time is dismissed from the program.
- An ATS who demonstrates unprofessional conduct will meet with the Preceptor Committee to determine if the ATS is placed on probation or dismissed from the program.

Appeal Policy

The Program Director will notify the ATS of his/her probation and/or 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 Preceptor Committee. 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.” (<http://www.calstate.edu/eo/EO-1045.html>)

Liability Insurance and Background Checks

The ATP must be covered by professional liability insurance in order to be enrolled in any clinical setting for the ATP. There has been the practice that when enrolled in 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 ATP follows the University Alcoholic Beverage and Drug Policy as indicated in the University Policy Manual which is found online at <https://www.csus.edu/umannual/student/stu-0103.html>

Student Grievance Procedures

The ATP follows the University Student Grievance Procedures as indicated in the University Policy Manual. This procedure is found online at <https://www.csus.edu/umannual/hr/HRS-0128.htm>

Policy against Harassment and Retaliation

The ATP follows the University Policy against Harassment and Retaliation as indicated in the University Policy Manual. This policy is found online at: <https://www.csus.edu/umannual/hr/HRS0127.htm>

Blood Borne Pathogen Policy

The CSUS ATP 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 ATP follows the CSUS Blood Borne Pathogen Control Plan which is located at <https://www.csus.edu/aba/ehs/documents/bloodbornepathogens.pdf>

ATP Communicable Disease Policy

The SAC State ATP 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.

‡In order to abide by the university directive to “Finish in Four”, students are expected to enroll in 15 units each semester.

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.

Information in this Athletic Training Student Handbook is current and up to date as of 7/30/18. The admitted ATS must meet with his/her advisor at least once per semester for current information and requirements in the ATP. 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.

KHS (7/18)