

NMSU
ATHLETIC TRAINING
EDUCATION PROGRAM

ATHLETIC TRAINING STUDENT
POLICIES AND PROCEDURES MANUAL

2009/2010

Introduction

Athletic training education has experienced major changes in the past 20 years. The routes to certification have decreased from three to one option. Previously, candidates were eligible to sit for the Board of Certification (BOC) examination after completing either an apprenticeship, an internship, or an athletic training curriculum program. In 2004, the BOC limited exam access to only those candidates who completed an accredited athletic training curriculum program.

The Commission on Accreditation of Athletic Training Education (CAATE) is the governing body, which oversees the athletic training education programs (ATEP) at more than 300 colleges and universities throughout the United States. In order to maintain CAATE accreditation, each ATEP must routinely submit a self-study and go through a site visit (approximately every 3-5 years). In addition, yearly reports must be filed with the CAATE office, indicating compliance with accreditation standards, such as providing didactic and clinical instruction from multiple physicians and allied health professionals, and demonstrating that ATEP faculty are current with state licensure and national certification guidelines.

The New Mexico State University Athletic Training Education Program was initially accredited in 1986 by the National Athletic Trainers' Association (NATA). Since then, the ATEP has hosted several accreditation site visits – the most recent in 2005.

The New Mexico State University ATEP is committed to providing challenging didactic and clinical experiences in order to prepare athletic training students (ATS) to take the BOC examination. Each student enrolled in the ATEP is instructed in the 12 Content Areas identified by the NATA-Education Council (NATA-EC) (Table 1). Certified athletic trainers (ATC) may be found in a variety of settings, such as high school, collegiate, or professional athletics, rehabilitation or industrial clinics, and military posts.

Certified athletic trainers are health care professionals who specialize in preventing, recognizing, managing and rehabilitating injuries that result from physical activity. As part of a complete health care team, the certified athletic trainer works under the direction of a licensed physician and in cooperation with other health care professionals, athletics administrators, coaches and parents.

These policies and procedures are subject to annual review and revision. Students are held accountable to the most current version of the policies and procedures, which is posted on the NMSU ATEP web page.

Mission Statement

The New Mexico State University Athletic Training Education Program exists to provide a challenging and comprehensive educational experience, which incorporates the values of a supportive academic and clinical community, in order to prepare future leaders in athletic training and allied health professions.

Objectives/Goals

To provide challenging didactic and clinical experiences which prepare the student to sit for the BOC examination and perform the tasks of an entry-level ATC.

- Each ATS will complete a minimum of 1500 clinical education hours.
- Each ATS will systematically progress through the ATEP curriculum to graduate with a Bachelor of Science degree in Athletic Training Education.
- Each ATS will successfully complete the 48 athletic training clinical proficiencies as described in the NMSU ATEP Clinical Proficiencies Workbook.
- Each ATS will be exposed to athletic and clinical settings where upper extremity, lower extremity, equipment-intensive, and general medical conditions are present.
- Each ATS will maintain an overall and ATEP GPA of 2.5 or greater.

To provide opportunities for interaction with a variety of health-care professionals in a sports medicine setting.

- Each ATS will receive didactic instruction, in the form of guest lectures, from a minimum of 2 physicians and 2 health-care professionals.
- Each ATS will receive clinical instruction in at least 4 different general medical rotations.
- Each ATS will have an opportunity to view an orthopedic surgical procedure.

To provide students with a quality undergraduate educational experience that enables them to positively contribute to the needs of physically active individuals.

- Each ATS will be able to recognize, evaluate, and provide acute and follow-up treatment for patients who suffer injuries from physical activity.
- Each ATS will be able to demonstrate rehabilitation skills and the ability to make appropriate decisions related to treatment plans.

To provide a comprehensive academic curriculum which adequately prepares the student to gain employment as an entry-level ATC, or to successfully pursue advanced study in athletic training or a related health-care field.

- Each ATS will register for and pass the BOC examination
- Each ATS wishing to pursue entry-level ATC employment will be gainfully employed within 6 months of passing the BOC exam.
- Each ATS wishing to pursue advanced study will be accepted into a graduate program of his or her choice within 1 year of graduation.

To provide an atmosphere that encourages professionalism through membership in professional organizations, and attending and presenting at state, district, and national meetings.

- Each ATS will become student members of the NATA by the fourth semester of the program.
- Each ATS will attend at least one state, district, or national meeting during their enrollment in the ATEP.

NMSU ATEP Clinical Supervision Policy

- Athletic Training students will be assigned to one or more clinical sites for each clinical practicum course starting with SPM 273. As part of this assignment, each student will be assigned to an ACI or CI for their time at the site/rotation.
- The ACI or CI must be licensed by the State of New Mexico as an Athletic Trainer and be a BOC Certified Athletic Trainer and/or possess equivalent medical qualifications (Physical Therapist, Medical Doctor, etc.) and having appropriate experience, such as, in the clinical supervision of athletic training students.
- ACIs are expected to provide direct supervision and instruction of students in the clinical aspect of the athletic training educational program.
 - **Direct Supervision is defined in the CAATE standards as:**
Supervision of the athletic training student during clinical experience. The ACI and or CI must be physically present and have the ability to intervene on behalf of the athletic training student and the patient
- The ACI will provide a planned, supervised program, meeting the objectives of the clinical education practicum/rotation that will be followed and documented during the period the student is assigned to the Clinical Site.
- At the end of each clinical practicum or rotation the ACI or CI will provide the ATEP with an evaluation of the student's performance utilizing a form provided by the ATEP.

Academic Expectations & Policies

Students who successfully complete requirements of the athletic training major are awarded a Bachelor or Science (B.S.) degree in athletic training education from New Mexico State University. In addition, students who complete all degree requirements are eligible to sit for the BOC examination.

To be eligible for graduation students must:

- Maintain a "C" or higher in all major coursework.
- Take a minimum of 30 credits at NMSU.
- Have a GPA of 2.5 or higher.

- Meet all NMSU degree requirements as outlined in the current university catalog. Students are expected to meet with advisors from the College of Education each academic year to assure appropriate progress is made and to confirm that all degree requirements have been met.

Course Sequence & Program Progress

- Students must follow the course sequence in order to maintain appropriate program progress. Athletic training students are encouraged to meet with their ATEP advisor prior to registering for classes because some classes are offered every other year. The ATEP advisors are familiar with the course sequence, and able to provide assistance to athletic training students.
- All Athletic Training courses, have prerequisites. Athletic training students are not allowed to progress to the next class unless all requirements of the previous classes are met.

Student Hour Logs

- Athletic training students are expected to keep track of their clinical experience hours. The hour logs are programmed such that the clinical experiences are separated into categories of Upper Extremity, Lower Extremity, General Medical Conditions, and Equipment Intensive experiences.
- Students generally gain a minimum of 1500 clinical experience hours in traditional athletic training, and non-traditional general medical settings.
- Hours should be tracked on a daily basis, and are assessed on a monthly basis. Each ATS is expected to maintain a record of his/her hour log for each semester. In addition, a copy of hour logs for each ATS is kept on file in the ATEP director's office.

Clinical Evaluations

- Athletic training students are expected to complete a variety of assessments at the end of each semester. These assessments provide valuable information that is analyzed and used to develop accreditation reports. Specific to the ATS, the assessments provide a method to communicate strengths & weaknesses of clinical assignments.
- Each ATS is expected to complete an assessment of his or her assigned clinical site, the ACI/CI to whom he/she reported, and a self-assessment.
- Each ACI is expected to complete a mid-semester and end-of-semester assessment of each ATS under his/her supervision.

Each ATS is encouraged to schedule a meeting with either the ATEP director or the Clinical Coordinator at the end of each semester to discuss the assessments and the clinical experience. Additionally, ATS are encouraged to schedule a meeting with their ACI/CI at the end of each clinical assignment.

Probation

- Cumulative grade point average below 2.5:
- Academic probation
- Access to clinical experience will be denied. As a result of lack of clinical access, the student will be required to choose one or two options:
 1. Sit out of the academic sequence for one academic year
 2. Leave the athletic training education program
- If the student does not improve his/her cumulative GPA to a 2.5 during the probationary period, he/she will be released from the ATEP, and have to reapply for admission in order to continue in the ATEP.

Students enrolled in the ATEP must meet the following minimum standards of scholarship.

- Maintain a cumulative grade-point average of 2.5 on all work attempted
- Maintain a grade-point average of 2.5 on all work attempted in the major fields
- Earn a grade no lower than C in all courses in the professional sequence

Course Fees

Students will be assessed the fees for the following courses. These fees are in place to allow students to apply their financial aid to the expenses related to the courses.

- SP M 272 – Clinical Practicum I \$111.00
 First Aid & CPR/AED-PR
 CPR Mask
 ATEP Policies & Procedures Manual
 Lab Supplies
 Additional fees not included in course fees
 Background Check through Las Cruces Public Schools
 Tuberculosis Screen
 Hepatitis B Series (may have already completed this)
- SP M 273 – Clinical Practicum II \$ 45.00
 Lab Supplies
 ATEP Name Tag
- SP M 373 – Clinical Practicum IV \$ 25.00
 Lab Supplies
 CPR Certification
- SP M 423 – Clinical Practicum VI \$ 26.00
 Lab Supplies
 First Aid & CPR Certification

ATEP Course Sequence

Freshman year – Fall

Meet with Program Director

SP M 190	Intro to Athletic Training	(3)
AREA IV – Social Sciences	See Degree Plan	(3)
AREA V – History elective	See Degree Plan	(3)
AREA II - MATH 121 or 190	College Algebra or Trig/Pre-Calc	(3)
AREA I - ENGL 111G	Freshman Composition	(4)
		16

Freshman year - Spring

SP M 272	Clinical Practicum I (course fee)	(2)
SP M 191	Medical Terminology	(3)
AREA V - Fine Arts	Art/Dance/Music/Theatre	(3)
AREA III - CHEM 111	General Chemistry I	(4)
AREA IV – Social Sciences	See Degree Plan	(3)
		15

Application to ATEP due April 15

Freshman or Sophomore Year - Summer

AREA III - BIOL 211G + LAB	Cellular and Organismal Biology	(4)
-----------------------------------	--	-----

Sophomore year - Fall

SP M 273	Clinical Practicum II (course fee)	(3)
SP M 290	General Medical Conditions	(3)
AREA I - ENGL 203G, 211G, 218G, 311G OR 318G	Composition course	(3)
AREA IV - PSY 201G	Intro to Psychology	(3)
SP M 271 + LAB	Human Systemic Anatomy	(4)
		16

Sophomore year - Spring

HNFS 251	Human Nutrition	(3)
AREA II - MATH 210G OR 142G	Math Appreciation or Calculus	(3)
SP M 372	Clinical Practicum III	(4)
SP M 310	Sports Injuries I	(3)
BIOL 254	Human Physiology	(3)
		16

Junior year - Fall

SP M 308	Exercise Physiology	(3)
SP M 375	Therapeutic Exercise	(3)
SP M 373	Clinical Practicum IV (course fee)	(4)
SP M 410	Sports Injuries II	(3)
SP M 309	Anatomical Kinesiology	(3)
SP M 425	Management Strategies in AT	<u>(2)</u>
		18

Junior year - Spring

SP M 305	Biomechanics	(3)
SP M 422	Clinical Practicum V	(4)
SP M 415	Therapeutic Modalities	(4)
VWW	Viewing a Wider World elective	(3)
SP M or PE P Elective	From Approved Course List	<u>(3)</u>
		17

Senior year - Fall

E ST 311G or	Statistical Applications or	
PE P 411	Stats for Sport & Exercise Science	(3)
SP M 423	Clinical Practicum VI (course fee)	(4)
PE P 304	Psychology of Sport	(3)
SP M 460	Principles of Strength & Cond.	(3)
SP M 460 Lab (optional)	Principles of Strgth & Cond. Lab	(1)
VWW	See Degree Plan	<u>(3)</u>
		16-17

Senior year - Spring

AREA I - COMM 253G or 265G	Principles of Human Comm.	(3)
SP M 424	Clinical Practicum VII	(4)
SP M 411	Pharmacology in AT	(2)
SP M 371+L	Human Regional Anatomy	<u>(4)</u>
		13

***Course sequence is subject to change.**

*Courses in **BOLD** are guaranteed to transfer to other New Mexico colleges/universities as part of the statewide common core.*

NATA-EC CONTENT AREAS IN ATHLETIC TRAINING EDUCATION

1. Risk Management and Injury Prevention
 2. Pathology of Injuries and Illnesses
 3. Orthopedic Clinical Examination and Diagnosis
 4. Medical Conditions and Disabilities
 5. Acute Care of Injuries and Illnesses
 6. Therapeutic Modalities
 7. Conditioning and Rehabilitative Exercise
 8. Pharmacology
 9. Psychosocial Intervention and Referral
 10. Nutritional Aspects of Injuries and Illnesses
 11. Health Care Administration
 12. Professional Development and Responsibility
-

Athletic Training Student Role, Expectations, & Clinical Policies

- The Athletic Training major is unique when compared with most other majors at NMSU. As students prepare for a career in athletic training or other health care professions, they are required to participate in clinical experience components, as well as the didactic setting. Students are expected to complete approximately 1800 hours of clinical experience under the supervision of high school and collegiate athletic trainers, physicians, and other health care professionals. During the clinical experience students are given the opportunity to aid in the prevention, evaluation, management, treatment, and rehabilitation of injuries to the physically active. Athletic training students are expected to work diligently and assume all responsibilities that are delegated to them in a mature and responsible manner. The NMSU ATEP provides a supportive atmosphere through which ATS develop competence in athletic training knowledge, and become proficient in athletic training skills.
- As ATS gain experience they are gradually given more responsibilities and put in positions requiring initiative and resourcefulness. Athletic training students must understand the importance of performing assigned tasks in a professional manner. Athletic training students should strive for excellence in the didactic, as well as the clinical setting without overstepping the limits of their level in the program.
- All ATS are encouraged to sit for the BOC examination and pursue careers related to athletic training or other health-related fields.

CONDUCT AND APPEARANCE POLICY

Personal Qualities

Among the most important personal qualities expected of an ATEP student are dedication, dependability and loyalty. Unexcused absence and/or tardiness will not be tolerated in the academic or clinical settings. Friendliness, sincerity and integrity also rank high as desirable personal qualities.

Dress

You should dress and behave like a licensed medical professional in the athletic training room, at practices, and at games.

A neat, clean, professional personal appearance is an important step in gaining respect of athletes, coaches, and the general public. Do not neglect your responsibilities in this area. Personal grooming must likewise be neat and clean.

- Clean fingernails are a must
- Synthetic fingernails are prohibited as they have been proven to harbor bacteria.
- Closed-toe shoes
- The mid-section should not be exposed
- Collared shirts that cover the shoulders should be worn
- T-shirts are appropriate if they are NMSU apparel

- Vulgar writing, alcohol, or tobacco slogans are inappropriate
- Shorts if they are longer than the fingertips of an extended arm
- Jewelry may be worn, but must not interfere with the clinical experience.
- Name tags should be worn when ATS are in their general medical and clinical rotations

Behavior

The following code of conduct will be expected of every ATEP student.

- Maintain your athletic training clothing and wear it in any clinical setting.
- Conduct yourself in a mature, professional manner.
- Complete clinical education experiences as scheduled by your CI.
- Be on time - call if you are going to be late or absent
- No Studying during practice
- No personal communication devices are to be carried at clinical site without prior approval
- Follow the policies and procedures of the specific clinical site where you are completing clinical education experiences.

Cellular Telephones and Pagers

Under no circumstances should a student bring or use a personal cellular telephone into the classroom or clinical settings. In addition, if approved the cell phone or pager must be on vibrate mode.

GAMBLING POLICY

Staff members of the athletics department of a member institution and student athletes shall not knowingly:

- Provide information to individuals involved in organized gambling activities concerning intercollegiate athletics competition;
- Solicit a bet on any intercollegiate team;
- Accept a bet on any team representing the institution.

Prospective or enrolled student athletes found in violation of the provisions of this regulation shall be ineligible for future intercollegiate competition, subject to appeal to the NCAA Eligibility committee for restoration of eligibility. Institutional staff members found in violation of the provisions of this regulation shall be subject to disciplinary or corrective action as set forth in 19.6.2.2 of the NCAA enforcement procedures, whether such violations occurred at the certifying institution or during the individual's previous employment at another member institution.

PROFESSIONAL RELATIONSHIPS POLICY

Clinical Instructors

Remember that you are there to learn from your CI, never question his/her procedures in front of the athlete. You will have legitimate questions as to the whys and wherefores of treatments, just remember that there is a time and place for such questions.

To Other ATEP Students

Remember it is necessary to have a good working relationship with everyone in the athletic training room, including your fellow ATEP students. As with other staff, do not question or criticize them in front of an athlete. Any criticisms you have should be offered in a constructive manner.

Relationships between athletic training students on any level other than professional are **strongly discouraged**. However, should a non-platonic relationship develop, all interactions should remain on a professional level while performing any duties within the scope of athletic training.

In working together in the athletic training room do not confine yourself solely to your assigned duties. If your duties are completed and you see that someone needs help, help them. Athletic trainers are part of the sports medicine team and it is best if everyone works together.

The Team Physicians

You are to help the team physicians in any way you can. Never question or criticize the team physician in front of an athlete. If you do have some legitimate questions regarding treatments prescribed by the physician, choose the proper time and the proper manner in which to ask either your CI or the physician. The physician realizes that you are here for an education and are very willing to help you learn.

Never alter, modify, or adapt the instructions of any physician without first checking with the physician.

The Athlete

As an ATEP student you should always maintain a paramedical, professional, and working relationship with the people you work with, especially the athletes. This is admittedly difficult, as the athletes are often your peers. The athletic training room is not a social setting; socialization with the athletes during working time is **discouraged**.

In addition, relationships between ATEP students and University athletes are **strongly discouraged**. All efforts should be made to avoid such a situation. Athletic training students must notify the ATEP Clinical Coordinator, Program Director, Assistant Director and Director of Sports Medicine prior to beginning any type of non-platonic personal relationship with an athlete. Failure to follow appropriate notification procedures will result in release from the ATEP.

In the high school clinical settings, relationships between ATEP students and student-athletes and are **strictly prohibited**.

Never discuss an athlete's injury with anyone other than the player, his/her parents (if the athlete is a minor), your CI, and the Team Physician. Under no circumstances should you discuss the injury of one athlete with a different athlete. If an athlete should ask you about another athlete's injury, refer them to your CI.

Remember that anything an athlete tells you falls within the realm of medical confidentiality. **WHAT YOU SEE HERE, WHAT YOU HEAR HERE, STAYS HERE.**

The Coaches

Your purpose is to learn as you assist your CI in monitoring the health and safety of the athlete. The coach's purpose is to produce a successful program. **Do not confuse the two.** As you would not want a coach to tell you how to treat an injury, never tell a coach how to run a practice or what plays to use or who to substitute. Many coaches are sensitive even about questions regarding their game procedures. Remember your place and your purpose for being at practice or the game. You may be a fan of athletics, but you are not in your clinical assignment as a fan.

Many coaches are not used to working with an AT or an athletic training student. In the ATEP Clinical Settings this is rare. If, however, a coach questions your procedures, state that you are following the Team Physician's Standing Orders and Protocols. If the coach persists, do not argue. Quietly continue your job and consult your CI. Any coach problems should be referred to, and handled by, your CI.

Relationships between athletic training students and any coach at an off-campus site are prohibited.

The News Media

You may find that in an effort to get the latest scoop, a representative of the press may approach you for information regarding the playing status and/or injuries of an athlete. Under no circumstances are you to discuss these matters with any representative of the news media. Such information is highly confidential and private and is protected by the Federal Right to Privacy Act and HIPAA. An athlete must sign a waiver before even the head athletic trainer or the coach can give out such information. Refer any such questions to your CI who will handle them appropriately. Be very careful about what you say concerning injuries to players, as you do not know who will overhear what you say.

You may also be approached by the news media for a personal interview. If this situation arises, an ATEP faculty member must be present during all interview sessions.

The Athlete's Parents

Should a parent contact you regarding the care their child is receiving, reassure them that they are receiving the best available care and refer them to your CI. Do not discuss an athlete's injury or care with the parents.

Code of Ethics

The NMSU ATEP follows the current Code of Ethics as outlined by the NATA. Each athletic training student is expected to honor the NATA Code of Ethics. Refer to www.NATA.org for a copy of this code.

Disciplinary Action

At New Mexico State University, Athletic Training Students are expected to follow the student code of conduct as outlined within the policies and procedures of the Athletic Training Student Handbook. In addition to these policies, athletic training students must comply with all athletic training major requirements and procedures. **In order to maintain a professional atmosphere for learning the following procedures have been developed for disciplinary action.**

Criteria for Disciplinary Action:

- Insubordination
- Unprofessional Behavior
- Breach of Confidentiality
- Gambling
- Dating Patients / Coaches
- Breach of Duty
- Unexcused Absences
- Chronic Tardiness
- Dress Code Violations
- Conduct Unbecoming of an Athletic Training Student
- Other actions as determined by Athletic Training Faculty / Staff

The following breaches in behavior are subject to discipline under the following policy:

- **Unprofessional Behavior** while representing New Mexico State University Athletic Training Education Program including, but not limited to, breach of confidentiality, gambling, dating athletes/coaches, and dress code violations.
- **Breach of Duty** including, but not limited to, unexcused Clinical Absences and / or Chronic Tardiness.
- **Any Conduct unbecoming of an Athletic Training Student** including, but not limited to, insubordination.

Note: The Faculty / Staff reserve the right to determine the severity of each incident and determine the appropriate course of action. The length of the penalty is determined by the CI involved in the situation.

DISCIPLINARY ACTION

*Note: This section is intended to inform the Athletic Training Student of the specific retention and dismissal policies for students who have been formally accepted and are enrolled in the the Athletic Training Education Program. **The Faculty reserve the right to determine the severity of each incident and determine the appropriate course of action.***

- First Offense- Reprimand and resolution with CI and Clinical Coordinator
- Second Offense- Suspension from clinical rotation for a determined amount of time Set by ATEP faculty and CI
- Third Offense- Indefinite suspension from Athletic Training Program

Blood-Borne Pathogen Policy

Blood borne pathogens are pathogenic microorganisms that can potentially cause disease and are present in human blood and other body fluids, including semen, vaginal secretions, cerebrospinal fluid, synovial fluid, and any other fluid contaminated with blood. The two most significant blood-borne pathogens are HBV and HIV.

All athletic training students must receive Blood-borne Pathogen training prior to beginning their clinical experiences in the NMSU ATEP. Additional training is required on a yearly basis. This training generally takes place near the end of the spring semester. Athletic training students who are employed as work study athletic training students are required to attend the blood-borne safety training offered by the OHS training and safety department. Students enrolled in SP M 272 – Clinical Practicum I may observe in the athletic training setting without blood-borne pathogen training, but may not involve themselves in any activity where they may be exposed to bodily fluids that may spread blood-borne pathogens.

When handling a blood-borne pathogen the athletic training student must practice universal precautions as described by the Occupational Safety and Health Administration (OSHA). The following guidelines must be adhered to in the athletic training room and practice sites:

- Protective Latex Gloves should be carried at all times when covering practice and games.
- Sterile Gauze should be carried at all times when observing practices and games.
- Gloves must be worn at all times when you may come in contact with a blood-borne pathogen, including the use of a sharp instrument for blister care.

- At all practices and games, available equipment for handling blood-borne pathogens must be available. A blood-borne pathogen kit should be made available to both teams' at all athletic contests. See Figure 5-1 for a complete listing of all supplies required.
- Gloves and soiled garbage should be disposed of in the biohazard receptacle located in the taping room. *Do not throw sharps into the biohazard receptacle.* Soiled garbage at the athletic fields must be disposed of in a red biohazard bag and brought to the taping room for disposal in the biohazard receptacle.
- All sharp instruments must be disposed of in the sharps container located in the taping and treatment rooms.
- Soiled athletic clothing must be disinfected
- Soiled flooring and tables should be disinfected immediately following the contamination.
- Soiled laundry must be washed in hot water (159.8°F) for at least 25 minutes using a detergent that deactivates the HIV and HBV viruses.

All athletic training students must receive a Hepatitis B Virus (HBV) vaccination. HBV is a major cause of viral infection that may lead to liver damage, liver cancer and even death. Each year it is estimated that 200,000 people become infected with the virus and about 1.25 million people in the United States have chronic HBV. Vaccinations for HBV will occur during the first year that the athletic training student is in the program. The student must pay for the vaccination and they will not be allowed to work until the vaccination is begun. The vaccination involves a series of three doses. The first dose will be administered during fall pre-season physicals to the first year athletic training student. The second dose must be received 1 month after the first dose. The third dose is received 2 months after the second dose. All three doses are needed for full and lasting immunity. The campus nurse at the NMSU health center will administer all doses. **Students may not begin their clinical experience until they have either received or begun the HBV vaccination series.**

Communicable Disease Policy

During the course of the school year, athletic training students may develop an active communicable disease. To protect the athletes and other athletic training students from contracting a communicable disease the following precautions should be followed.

- Students should wash their hands before and after contact with an athlete
- Students should not perform clinical duties if they are experiencing any of the following conditions:
 - Acute phase of an upper respiratory infection
 - Acute sore throat
 - Fever over 100.5
 - Vomiting within the previous 24 hours
 - Acute phase of mononucleosis (sore throat, fatigue)
 - A bacterial sinus infection
 - Conjunctivitis

- Anti-biotic treatment for less than 48 hours
- Open wounds/Infectious skin disorders
- The student is suffering from any condition in an infectious state

The ACI/CI or ATEP faculty may dismiss any student who may put another student at risk of contracting a communicable disease.

Hepatitis B Documentation

WHAT YOU NEED TO KNOW

Why get vaccinated?

Hepatitis B Virus (HBV) is a serious disease.

The HBV can cause illness that leads to:

- ACUTE: loss of appetite, diarrhea & vomiting, tiredness, jaundice (yellow skin or eyes), pain in muscles, joints, and stomach
- CHRONIC: liver damage (cirrhosis), liver cancer, death
- About 1.25 million people in the US have chronic HBV infection.
- Each year it is estimated that:
200,000 people, mostly young adults, get infected with HBV
More than 11,000 people have to stay in the hospital because of HBV
4,000-5,000 people die from chronic HBV infection
- Hepatitis B Vaccine can prevent HBV infection
It is the first anti-cancer vaccine because it can prevent a form of liver cancer.

How is HBV spread?

HBV is spread through contact with the blood and body fluids of an infected person. A person can get infected in several ways, such as:

- During birth when the virus passes from an infected mother to her baby
- Having sex with an infected person
- Injecting illegal drugs
- Being stuck with a used needle on the job
- Sharing personal items, such as a razor or toothbrush with an infected person
- People can get HBV infection without knowing how they got it.
- About 1/3 of HBV cases in the US have an unknown source.

Who should get HBV vaccine?

- Everyone 18 years of age and younger
- Adults over 18 who are at risk
People who have more than one sex partner, men who have sex with other men, injection drug users, health care workers, and others who might be exposed to infected blood or body fluids
- If you are not sure whether you are at risk, ask your doctor or nurse

How should the HBV vaccine be administered?

- People should get 3 doses of HBV vaccine according to the following schedule. If you miss a dose or get behind schedule, get the next dose as soon as possible. There is no need to start over.
- The second dose must be given at least 1 month after the first dose
- The third dose must be given at least 2 months after the second dose, and at least 4 months after the first
- The third dose should NOT be given to infants younger than 6 months of age
- All three doses are needed for full and lasting immunity
- HBV Vaccine may be given at the same time as other vaccines

Some people should not get HBV vaccine or should wait

- People should not get HBV vaccine if they have ever had a life-threatening allergic reaction to Baker's yeast (the kind for making bread), or to a previous dose of HBV Vaccine
- People who are moderately or severely ill at the time the shot is scheduled should usually wait until they recover before getting HBV vaccine
- Ask your doctor or nurse for more information

What are the risks from HBV Vaccine?

- A vaccine, like any medicine, is capable of causing serious problems, such as severe allergic reactions. The risk of HBV vaccine causing serious harm, or death, is extremely small
- Getting HBV vaccine is much safer than getting HBV infection
- Most people who get HBV vaccine do not have any problems with it
- Mild Problems:
Soreness where the shot was given, lasting a day or two (up to 1/11 children and adolescents, and about 1/4 adults)
Mild to moderate fever (up to 1/14 children and adolescents and 1/100 adults)
- Severe Problems:
Serious allergic reaction (very rare)

Hepatitis B Vaccination Schedule		Infant whose mother is infected with HBV	Infant whose mother is not infected with HBV	Older child, adolescent, or adult
W H E N ?	First Dose	Within 12 hours of birth	Birth – 2 months of age	Any time
	Second Dose	1-2 months of age	1-4 months of age (at least 1 month after first dose)	1-2 months after first dose
	Third Dose	6 months of age	6-18 months of age	4-6 months after first dose

What if there is a moderate or severe reaction?

- What to look for:
Any unusual condition, such as a serious allergic reaction
May include difficulty breathing, hoarseness or wheezing, hives, paleness, weakness, a fast heart beat or dizziness. If such a reaction were to occur, it would be within a few minutes to a few hours after the shot
- What to do:
Call a doctor or get the person to a doctor right away
Tell your doctor what happened, the date and time it happened, and when the vaccination was given
Ask your doctor, nurse, or health department to file a Vaccine Adverse Event Reporting System (VAERS) form, or call VAERS yourself at 1-800-822-7967

The National Vaccine Injury Compensation Program

- In the rare event that you or your child has a serious reaction to a vaccine, a federal program has been created to help you pay for the care of those who have been harmed
- For details about the National Vaccine Injury Compensation Program, call 1-800-338-2382 or visit the program's website at <http://www.hrsa.dhhs.gov/bhpr/vicp>

How can I learn more?

- Ask your doctor or nurse. They can give you the vaccine package insert or suggest other sources of information
- Call your local or state health department's immunization program
- Contact the Centers for Disease Control and Prevention (CDC):
1-800-232-2522 (English)
1-800-232-0233 (Spanish)
Visit the National Immunization Program's website at <http://www.cdc.gov/nip> or CDC's hepatitis Branch website at <http://www.cdc.gov/ncidod/diseases/hepatitis/>

Technical Standards

- Athletic training students are expected to demonstrate cognitive and physical tasks that may be challenging. The general purpose of the technical standards document is to describe the demands of the ATEP in a manner that allows students to compare their own skills and abilities to the cognitive and physical demands they may face as athletic training students.
- This document meets the requirements of the American Disabilities Act (ADA) of 1990. The ADA protects persons with disabilities from discriminatory practices. Students who are accepted to the ATEP are asked to certify their ability to complete the tasks, with or without reasonable accommodations, associated with didactic and clinical performance as an ATS. Reasonable accommodation refers to measures taken by NMSU to assist students with disabilities in accomplishing these tasks (e.g., providing extra time to complete exams, amplified stethoscopes, or push carts for carrying equipment and supplies to athletic venues). Reasonable accommodation does not mean that students with disabilities will be exempt from certain tasks associated with athletic training. The ATEP faculty and athletic training staff will work with students with disabilities to determine alternative methods of accomplishing tasks. Students with disabilities are not required to disclose the specifics of their disabilities until after they are accepted into the ATEP. Upon acceptance, students with disabilities who wish to have reasonable accommodation must make a formal request to the ATEP director, and be prepared to provide documentation substantiating the disability. A student may be administratively withdrawn from the ATEP if a) the student cannot complete essential tasks even with accommodation, b) the accommodations needed are not reasonable and would cause undue hardship to the university, or c) fulfilling the functions creates a significant risk of harm to the health and safety of others. Students who have questions about this document or who would like to discuss specific accommodations should make an appointment to speak with the ATEP director.
- The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds. Student must be able to read, write, and speak the English language at a level consistent with competent professional practice.
- Students must meet requirements for course completion of all curriculum courses.
- Students must possess sufficient postural and neuromuscular control, sensory function, and coordination to perform treatment and rehabilitation activities in class or the clinical setting in a safe and efficient manner.
- Students must possess the mental capacity to gather information during an injury assessment activity without the use of an intermediary, such as a classmate, or ATC.

- Student must be able to perform treatment and rehabilitation activities, or must be able to competently describe the desired action to an intermediary for performance in a supervised setting.
- Students are expected to maintain appropriate appearance and hygiene during didactic and clinical experiences.
- Students are to pass an annual CPR course for the health-care professional.

Typical Skills

- Ability to sit for 1-5 hours in a classroom setting, or stand 1-5 hours in a clinical setting.
- Ability to lift 5-20 pounds overhead
- Ability to carry 10-20 pounds up to 100 feet
- Ability to move 30 yards across an uneven surface in less than 30 seconds.
- Ability to use auditory, tactile, and visual senses to perform clinical assessments
- Ability to work within an electrical field
- Ability to perceive temperature differences
- Ability to control bladder, bowel, and emotions for 1-2 hours at a time
- Ability to make prompt appropriate decisions in stressful situations

**New Mexico State University
ATHLETIC TRAINING EDUCATION PROGRAM
PROFESSIONAL STANDARDS CONTRACT**

I _____ accept enrollment in New Mexico State University
Athletic
(printed full name)

Training Education Program for the 2009-2010 academic year. I have received a copy of the ATEP Athletic Training Student Handbook and have read the NMSU ATEP mission and vision statement. I understand all of the policies and procedures associated with the ATEP and hereby agree to abide by them.

I accept this contract with the full understanding that I am representing New Mexico State University Athletic Training Education Program at all times. In accepting the terms of this contractual agreement, I understand that being an athletic training student is a commitment which will prepare me to become a certified athletic trainer. I understand that I will be closely supervised and that my progress will be evaluated according to the criteria in the ATEP Athletic Training Student Handbook. I also understand that these evaluations will become part of my personal records. Furthermore, I am aware that my failure to abide by the policies and procedures of the ATEP will result in penalties which may include my release from the program.

Student Signature _____

Date _____

**New Mexico State University
Athletic Training Education Program
ATHLETIC TRAINING STUDENT DISCIPLINARY POLICY**

All athletic training students must read and sign the Disciplinary Policy Form prior to the beginning of clinical experiences. The form contains the following:

The following statement regarding professional conduct and confidentiality should be strictly adhered to by all athletic training students while enrolled at New Mexico State University. While serving as an athletic training student at New Mexico State University under no circumstance will any conduct unbecoming of a student athletic trainer be permitted.

Throughout your tenure as a New Mexico State University Athletic Training Student, you will come into contact with a variety of different people. As an athletic training student you have an obligation to yourself, the athletes you work with, the coaches you work with, your supervisors, team physicians, athlete's parent's, other athletic training students, and New Mexico State University. As an athletic training student you should always maintain a professional and working relationship to the people you work with, especially the athletes. This is admittedly difficult at times, as the student athletes are often your peers. Socialization with the athlete during working time is highly discouraged. As an athletic training student you are never to discuss any information concerning an athlete with anyone other than your immediate supervisor. This includes any information regarding an athlete's medical condition, treatment or any information which you acquire in a locker room, athletic training room, physician's office, or otherwise which is considered to be non-public information. Should someone ask you a question about an athlete, refer them to your supervisor. Remember, that anything an athlete tells you falls into the area of medical confidentiality. The unique opportunity you have to participate in intercollegiate athletics as an athletic training student can be terminated if you violate confidentiality. All public comments about injuries will be handled by the staff athletic trainer, team physician, or the coach.

Any of the following offenses may result in your immediate removal from the Athletic Training Education Program:

- Insubordination
- Breach of Confidentiality
- Gambling

I have read and understand the disciplinary policy.

Printed Student Name _____ Date _____

Student Signature _____ Date _____