

The logo of the University of Miami, featuring a large, stylized letter 'U' that is split vertically. The left half of the 'U' is a light orange color, and the right half is a light teal color. The text is centered within the white space of the 'U'.

University of Miami
Athletic Training Program
MSAT Guidelines Manual 2023-2024

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UNIVERSITY OF MIAMI NON-DISCRIMINATORY STATEMENT

It is the policy of the University of Miami that no person within the jurisdiction thereof shall, based on race, religion, color, sex, age, disability, sexual orientation, gender identity or expression, veteran status, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination or harassment (including all forms of sexual harassment and sexual violence) under any program or activity of the University, regardless of whether such program or activity occurs on-campus or off-campus.

ATHLETIC TRAINING PROGRAM OVERVIEW

Athletic training encompasses the prevention, diagnosis and intervention of emergency, acute and chronic medical conditions involving impairment, functional limitations and disabilities. Athletic training is recognized by the American Medical Association (AMA) as a healthcare profession. Specifically, the certified athletic trainer has demonstrated knowledge and skill in five practice domains. Thus, the overall objectives of the AT Program are to educate students in the following Athletic Training practice domains:

1. Risk Reduction, Wellness, and Health Literacy – *Promoting healthy lifestyle behaviors with effective education and communication to enhance wellness and minimize the risk of injury and illness*
2. Assessment, Evaluation, and Diagnosis – *Implementing systematic, evidence-based assessments and evaluations to formulate valid clinical diagnoses and differential diagnoses to determine a patient's plan of care*
3. Critical Incident Management – *Integrating best practices in immediate and emergency care for optimal outcomes*
4. Therapeutic Intervention – *Rehabilitating individuals with a health condition (i.e., injury, illness, general medical condition) with the goal of achieving optimal activity and participation levels based on core concepts (i.e., fundamental knowledge and skillsets) using the applications of therapeutic exercise, modality devices, and manual techniques*
5. Health Administration and Professional Responsibility – *Integrating best practices in policy construction and implementation, documentation and basic business practices to promote optimal patient care and employee well-being*

MISSION STATEMENT

To empower students to be successful independent healthcare practitioners in Athletic Training by providing the student with the flexibility to formulate an individual educational, clinical, and research plan.

VISION STATEMENT

To create future leaders in the field of athletic training by providing an innovative, diverse, and comprehensive student-centered education.

GOALS AND OBJECTIVES

- Employ evidence-based best practices to promote optimal patient outcomes
- Develop sound critical thinking skills to build confidence as an independent healthcare practitioner
- Engage in diverse clinical experiences while collaborating as a member of the inter-professional healthcare team
- Advance and advocate for the profession of Athletic Training through scholarship, leadership, and service to the community.
- Value and implement holistic patient-centered care to diverse populations.
- Empower students to promote a healthy work-life integration

ATHLETIC TRAINING PROGRAM TECHNICAL STANDARDS

Athletic Training education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills and professional attitudes and behavior.

The University of Miami School of Education and Human Development, Department of Kinesiology & Sports Sciences, awards a Master of Science Athletic Training degree to students who successfully complete the curriculum. Students are expected to acquire a broad base of knowledge and skills, and competencies of an entry-level Athletic Trainer as well as meet the expectations of the program's accrediting agency, The Commission on Accreditation of Athletic Training Education (CAATE).

The Master of Science Athletic Training degree will be required to acquire the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. In order to learn the variety of tasks needed to become proficient as an Athletic Trainer, the student must be able to perform the following tasks, which are all essential requirements of the program: observation, communication, motor, conceptual (integrative and quantitative), and behavioral/social.

Observation: The candidate must be able to observe demonstrations and experiments in basic and applied sciences, including, but not limited to human anatomy and physiology, neuroscience, as well as in didactic courses in Athletic Training theory and practice for normal and pathologic states. A candidate must be able to observe a patient accurately at a distance and close at hand. Observation requires the use of common sense, as well as the functional use of the senses of vision, audition, olfaction, and palpation.

Communication: A candidate must be able to elicit information from patients, describe the patient's mood, activity and posture, and perceive and accurately report nonverbal communications. A candidate must be able to communicate effectively and sensitively with coaches, administrators, patients and their families. Communication includes not only oral, but also reading and writing. The candidate must be able to communicate effectively and efficiently with all members of the health care team in both immediate and recorded modes.

Motor: Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion, manual positioning of body segments and other evaluative procedures. A candidate must be able to do basic screening and examinations (physiological measures such as BP, HR and respiration), diagnostic procedures (palpation, manual muscle testing, goniometry, ligament laxity testing, sensory evaluation, gait analysis, balance assessment), and review X-rays. A candidate must be able to lift an adequate amount of weight (approximately 50 pounds) in order to assess and lift a patient as necessary. A candidate must be able to execute motor movements reasonably required to provide general care and emergency treatment to patients. Examples of emergency treatment reasonably required of Athletic Training students are cardiopulmonary resuscitation, spine stabilization for head or neck injury and application of pressure to stop bleeding. Additionally, candidates must be able to perform debridement of wounds and other physical assessment maneuvers, where such actions require coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision.

Conceptual-Integrative and Quantitative Analysis: These abilities include measurement, calculation, reasoning, analysis, synthesis, and retention of complex information. Problem solving, the critical skill demanded of Athletic Training practitioners, requires all of these intellectual abilities. In addition, the candidate should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures.

Behavioral/Social Attitudes: Candidates must possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to an evaluation, diagnosis and care of patients, and be able to develop mature, sensitive and effective relationships with patients. Candidates must be able to tolerate physically-taxing workloads and to function effectively under stress. They must be able to adapt to changing environments both indoor and outdoor, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that are assessed during the admissions and education process. Completion of the program's technical standards does not guarantee a student's eligibility for the Board of Certification (BOC) exam. Students requesting accommodation to meet the technical standards must contact the Office of Disability Services prior to the start of the program or immediately upon a change in health status. Contact the Office of D Athletic Training education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills and professional attitudes and behavior.

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Completion of the program's technical standards does not guarantee a student's eligibility for the Board of Certification (BOC) exam.

Students requesting accommodation to meet the technical standards must contact the Office of Disability Services prior to the start of the program or immediately upon a change in health status. contact the Office of Disability Services prior to the start of the program or immediately upon a change in health status. Disability Services prior to the start of the program or immediately upon a change in health status.

Students must read and sign indicating they understand the technical standards listed above that are required of students selected to participate in the Athletic Training Program and understand that they are essential requirements of the program. If for any reason, the student's health status changes, they are required to update their signature.

(Signature form can be found in the Appendix)

FACILITY ACCESS

The Max Orovitz Building is open Mondays- Fridays 8am-5pm excluding University Holidays. Students are not permitted to be in the Max Orovitz lab after hours unsupervised by a faculty member. Exceptions for classes scheduled after 5 pm, reviews, in-service, and at the discretion of the core faculty.

ATTENDANCE

Students are expected to attend class unless they have an excused absence per university policy, illness, or an approved absence from the instructor of record. Any student who demonstrates a pattern of irregular attendance or tardiness may be required to withdraw from that course without credit, which may affect the student's ability to matriculate. If students anticipate a prolonged absence, they must contact the program director immediately. If a student is ill and absent for more than two days, it is expected that they have sought medical attention for their illness and may be asked to provide appropriate documentation upon request.

UNIVERSITY APPROVED REASONS FOR ABSENCES

Participation in an activity approved by the Academic Deans Policy Council, such as musical and debate activity, R.O.T.C. function, or varsity athletic trip; involvement in a special academic activity such as a field trip or other special event connected with academic coursework. Verification of a student's participation shall be issued by the sponsor when authorized by the Office of the Executive Vice President and Provost. Religious Holiday Policy: A student may take off any religious holiday if the

student discloses their specific intentions to the faculty member in writing within the first three days of the class meeting. Absences due to the observance of religious holy days that are not pre-arranged with the relevant faculty member within the first three class days may be considered unexcused

ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

The Office of Disability Services (ODS) is the primary university office responsible for the coordination of auxiliary aids and services for students with disabilities. Please visit [https://bulletin.miami.edu/general-university-information/university-policies/student-services/academic-resource-center/disability-services/for more information](https://bulletin.miami.edu/general-university-information/university-policies/student-services/academic-resource-center/disability-services/for%20more%20information).

The Office of Disability Services (ODS) provides academic accommodations and support to ensure that students with disabilities are able to access and participate in the opportunities available at the University of Miami. Individuals with disabilities must request academic accommodations through the Office of Disabilities Services. Accommodations are determined on a collaborative and case-by-case basis and are based on the documentation provided by the individual. ODS staff will work collaboratively with students to determine what academic adjustments and educational auxiliary aids are reasonable to ensure that students with disabilities are not subject to discrimination.

Information is available to prospective and enrolled students, their parents and/or sponsors. ODS staff can be reached at 305-284-2374 (Voice) or 305-284-1999 (Fax). Office hours are 8:30 am to 5:00 pm, Monday through Friday. Individuals may **email the office staff** for quick responses to questions.

Grievance Procedure

The University of Miami, through the Office of Disability Services, has adopted a grievance procedure providing for prompt resolution of complaints by persons who believe they have been subjected to discrimination based upon their disability.

- All complaints must be directed to the University of Miami, Office of Disability Services, P.O. Box 249003, Coral Gables, Florida. 33124 and addressed to the Director of the Camner Center for Academic Resources.
- All complaints must be in writing and must contain the name and address of the complainant. In the grievance, the student or individual must set forth specific facts in support of his/her complaint. All grievances must be signed by the student or individual.
- All grievances must be filed within 90 days of the alleged discriminatory event. If the complaint involves the denial of a student's request for auxiliary aids and services or other modifications, the grievance must be filed within ten (10) days after the student receives notification that their request for auxiliary aids and services or other modifications has been denied. All additional documentation regarding your appeal must be submitted at the time of the individual's appeal request.
- The grievance will be reviewed and adjudicated by the Director of the Camner Center for Academic Resources, or her designee (the "Director"). In no event, will the designee be the same individual who made the initial determination as to the request for auxiliary aids, services, or other modifications or accommodations.

- An investigation, if deemed appropriate by the Director, will be conducted by the Director following receipt of the grievance. The Director may review information and documentation contained in a student's file and/or any other information an individual may submit in support of his/her grievance.
- Within twenty (20) days of the receipt of the grievance, the grieving party will receive a written decision from the Director.
- The decision of the Director of the Camner Center for Academic Resources shall be considered the final decision on the matter.

Retaliation against a person who files a grievance or opposes a policy he/she believes to be discriminatory is prohibited.

Persons may contact the Assistant Director of Disability Services, who is responsible for coordinating the University of Miami's 504 compliance efforts at (305) 284- 2374 (P.O. Box 249003, Coral Gables, Florida, 33124), with any questions or concerns.

Individuals, who believe that they were subjected to discrimination on the basis of disability by the University of Miami, are encouraged to use the grievance procedure to resolve their concerns. Individuals may file a complaint directly with the U.S. Department of Education, Office for Civil Rights, at 61 Forsyth St., Southwest, Suite 19T10 Atlanta, GA 30303. To file a complaint with the State of Florida, contact the Commission for Independent Education 325 W. Gaines Street, Suite 1414, Tallahassee, FL. 32399-0400.

<https://camnercenter.miami.edu/disability-services/disability-policies-procedures/accommodation/index.html>

HONOR CODE

The School of Education and Human Development follows the Graduate School's Honor Code. All students are required to review the Graduate Student Honor Code and the School of Education and Human Development's Handbook of Policies and Procedures for Graduate Students and submit the signed Acknowledgement of Receipt located on page 3 by the end of their first semester of enrollment.

ADMISSION REQUIREMENTS

Admission to all graduate degree concentrations in the School of Education and Human Development is based on the recommendation of the faculty. Admissions decisions are based on faculty review of the general requirements that apply to all Graduate Programs in the School as well as specific documents listed under additional program requirements and prerequisites. General requirements include, not limited to, (1) B.A. or B.S. in exercise science/kinesiology or a related field, (2) minimum 3.0 cumulative GPA.

Additional Program Requirements:

A minimum of 100 observation experience hours (volunteer hours or work hours) with an Athletic Trainer is required; PT or physiotherapist hours may be counted toward your observation hour requirement at the discretion of the program director. Please email documentation of your 100 hours to

soegradadmissions@miami.edu. At least one of the recommendation letters above must be written by an Athletic Trainer; An interview may be required. Applicants will be notified as appropriate; and Applicants must complete or be enrolled in the prerequisite coursework listed below prior to acceptance and/or enrollment (Please contact the Program Director for course equivalency information)

Required prerequisite coursework for admissions (At the undergraduate or graduate level):

Anatomy & Physiology (Separate or combined a minimum of 6 credits)

Biology: Introduction with Lab

Chemistry: Introduction with Lab

Introduction to Physics

Psychology: Intro to Psychology or Sports Psychology (preferred)

In addition to the above courses, CPR Certification is required (AHA BLS for Healthcare Providers or equivalent as indicated by Board of Certification's ECC list). Students must have proof of current certification before the start of classes and maintain certification throughout the program.

Recommended foundational coursework for admissions: The following courses are suggested foundational areas of knowledge that are included in the curriculum of the MSAT program. However, introductory courses in the areas below may provide the student with extra preparation for the rigorous graduate coursework of the MSAT program. Therefore, these courses are suggested but not required for admissions or for completion of the degree program:

Nutrition: Introduction to Nutrition or Sports Nutrition

Exercise Physiology

Kinesiology and/or Biomechanics

Introduction to Statistics

Care & Prevention of Athletic Injuries, Intro to Athletic Training, or Equivalent

<https://kin.edu.miami.edu/graduate/masters/at-msat/admission-requirements/index.html>

GUIDELINES FOR TRANSFER STUDENTS

Upon recommendation of the major program and the approval of the Graduate School, a maximum of 6 credit hours of graduate credit hour, with grades of B or above, may be transferred from another accredited graduate institution, in partial satisfaction of a master's degree requiring less than 36 credit hours. 9 credit hours of graduate credit hour may be approved for transfer to a degree program requiring 36 credit hours or more. Work taken more than six years prior to transfer will not be accepted. All work transferred is subject to examination by the program. Any student wishing to transfer credit hour must first be admitted to a graduate program at the University of Miami. The satisfaction of the requirements of another university does not relieve the student from the University of Miami's requirements. An official transcript of work to be transferred must be on file in the Graduate Office. Credit hours that pertain to or have been counted toward another degree cannot be transferred. Students enrolled in the Master of Business Administration program are not eligible for credit hour transfers. Exceptions must be approved by the dean of the Graduate School. No transferred credit hours are calculated into the University of Miami GPA.

BACKGROUND CHECK

All new students enrolled in the Athletic Training Program must complete an International Background Check through American Databank (Complio). This background check is required for placement in clinical rotations. The background check must be completed before starting the athletic training program. Once the student has created an American Databank account they will select and order the “International Criminal Background Check package, which has an estimated cost to be paid by the student. Once the student has completed the background check, the results will be made available to the Athletic Training Program Administrators. If you have any concerns regarding a potential flag on your background check, please discuss this with program administration prior to submitting an order for the background check. An additional background check at the cost of the student may be requested by individual clinical rotations affiliated with the UM MSAT Program. You must have a background report without infractions, regardless of how any violations may have been resolved or adjudicated. Please note that your fingerprint screenings must be completed in Florida. Therefore, we recommend any non-Florida residents plan to arrive at least five business days before the first day of classes to complete their background checks.

DRUG SCREENING

The University of Miami Master of Science in Athletic Training Program prohibits the use or the possession or dissemination of narcotics or other mind-altering drugs, other than those medically prescribed, properly used, and in the original container, by students on University property or while on University business. The purpose of this substance abuse policy is to provide information related to any unlawful use, manufacture, distribution, or possession of controlled or illegal substances or alcohol, and to ensure that individuals who provide patient care are not under the influence of any substances that can impair their ability or judgment. To that end, University of Miami Master of Science in Athletic Training Program enforces a zero-tolerance policy with regards to student impairment from drugs or alcohol at clinical sites or while in class, and thus any unlawful possession, use, manufacture or distribution of controlled or illegal substances or alcohol by any student while on campus or at a clinical site shall be considered substance abuse or possible dependency and will constitute cause for termination from the program. University of Miami Master of Science in Athletic Training Program students are expected to read and comply with this Student Substance Abuse Policy. A signed copy of the policy is indication that the policy has been read and understood.

Drug Testing Policy

All students will undergo drug testing as a part of their admission and continuing enrollment in the athletic training program. A minimum of one 10 panel drug screen is required through American Data Bank. The screening will be conducted at the time of admission, prior to starting classes. The drug screening process involves the collection of urine, blood, or hair sample to detect the presence of substances which may cause impairment. When a student receives an e-mail from the Program Administration directing him/her to be drug tested, the student must submit his/her specimen at a designated American Data Bank collection site or other designated drug screening location within 24 hours of notification. Students failing to submit a sample within this time frame may be withdrawn from clinical courses and subject to further disciplinary action, up to and including dismissal. Students will be responsible for the cost of the drug screenings which are part of the background check that must be

completed prior to admission, as well as for the cost of any future drug tests as requested by the program.

CLASSROOM DECORUM

The University seeks to promote a teaching and learning environment free from material and substantial classroom disruptions. Faculty and students have a joint responsibility to develop and maintain an optimal learning environment. Faculty members and teaching staff have the authority and responsibility to effectively manage their classroom environments. Instructors may determine the time and manner for student questions and expression of points of view in the instructional setting. Accordingly, instructors should establish, communicate, and enforce reasonable expectations of classroom behavior and decorum via the syllabus and classroom discussion. This policy is not intended to discourage appropriate classroom expression, discussion, or disagreement, but rather to promote respectful interactions. If the instructor of record determines that a student's behavior is disruptive to the learning environment, the student may be asked to leave the classroom which may result in missed material or assignments that may negatively impact the student's course grade and/or result in an "incomplete" at the discretion of the instructor. **An "incomplete" grade in the course may delay matriculation and/or graduation.**

CLASS DRESS CODE GUIDELINES

It is important that all Athletic Training Students be readily identified and professionally dressed at all times. Various AT gear may be issued to Athletic Training Students at the beginning of each academic year. Slacks and an Athletic Training issued polo shirt are generally worn for programmatic meetings, events, or guest speakers. Clothing issued by the Athletic Training Department is not permitted for social events and should not be worn outside of Athletic Training or Athletic Department events. If an ATS is not in uniform or looks unprofessional, the student will be asked to leave class/lab or official AT meeting and will subsequently miss information, points, or related grades for the day. The following list outlines the dress code:

Not Permitted:

- Blue jeans material, tights, or cycling shorts are not permitted.
- Clothing is not permitted if it contains the following: an advertisement for alcohol or tobacco, fraternity or sorority letters, logos from other colleges/universities.
- Hats are not permitted inside buildings.
- Yoga pants, tights, and spandex long pants/ leggings are not permitted
- Tank tops, crops tops, and halter tops are not permitted (Tanks may be worn for Lab classes as applicable)

Personal Hygiene:

- Personal hygiene is necessary while working as a health care professional, therefore; the athletic training student must practice good hygiene
- Long hair should be pulled back when providing patient care.
- Facial hair will not be allowed if it interferes in patient care (i.e., masks not fitting properly)
- Nails should be kept clean and a short length so as not to interfere with work and patient care

ATHLETIC TRAINING CURRICULUM:

KIN 625	Applied Biomechanics in Athletic Training	3
KIN 660	Athletic Training Clinical Skills	3
KIN 663	Foundations of Athletic Training	3
KIN 664	Orthopedic Assessment 1: Examination of Musculoskeletal Systems of the Lower Extremity and Spine	3
KIN 665	Orthopedic Assessment 2: Examination of Musculoskeletal Systems of the Upper Extremity and Spine	3
KIN 674	Orthopedic Assessment Lab 1	2
KIN 675	Orthopedic Assessment Lab 2	2
KIN 682	Clinical Pathology & Primary Care	3
KIN 688	Advanced Gross Anatomy in Kinesiology & Sport Sciences	3
KIN 714	Therapeutic Interventions	3
KIN 715	Evidence-Based Sports Medicine and Research Methods	3
KIN 716	Advanced Rehab Techniques in Athletic Training	3
KIN 717	Applied Clinical Techniques in AT	3
KIN 718	Administration & Professional Development	2
KIN 720	Practicum in Athletic Training 1	1
KIN 721	Independent Study: Clinical Internship Experience	1
KIN 722	Practicum in Athletic Training 2	2
KIN 724	Practicum in Athletic Training 3	3
KIN 763	Seminar and Special Topics in Athletic Training	3
KIN 764	Athletic Training Clinical Field Experience	6
KIN 766	Research in Athletic Training	3

Elective Courses (must choose 1) Elective courses will be available at the discretion of the program		
KIN 624	Athletic Training Techniques - Manual Therapy	2
KIN 657	Diagnostic Imaging Techniques in Sports Medicine	2
KIN 723	Independent Study 2: Research Experience	2
KIN 765	Teaching Assistant Practicum or Equivalent Field Experience Course	2
KIN 783	Sports Medicine for the Female Athlete	2
Total Credit Hours		60

SAMPLE COURSE SEQUENCE

Summer I (Summer B)	Cr.
KIN 663 Foundations of Athletic Training 1	3
KIN 660 Athletic Training Clinical Skills	3
Total Credits	6

Fall	Cr.	Spring	Cr.
KIN 720 Practicum in Athletic Training 1	1	KIN 722 Practicum in Athletic Training 2	2
KIN 688 Advanced Gross Anatomy in Kinesiology & Sport Sciences	3	KIN 625 Applied Biomechanics in Athletic Training	3
KIN 664 Orthopedic Assessment 1: Examination of Musculoskeletal Systems of the Lower Extremity and Spine	3	KIN 665: Orthopedic Assessment 2: Examination of the Musculoskeletal Systems of the Upper Extremity and Spine	3
KIN 674 Orthopedic Assessment Lab 1	2	KIN 675 Orthopedic Assessment Lab 2	2
KIN 682 Clinical Pathology & Primary Care	3	KIN 714 Therapeutic Interventions	3
Total Credits	12		13

Summer II (Summer A and/or B)	Cr.
KIN 721 Independent Study 1: Clinical Internship Experience	1

KIN 715	Evidence Based Sports Medicine	3
Electives <i>Students must one elective course listed below</i>		Cr.
KIN 723	Independent Study 2: Research Experience	2
KIN 657	Diagnostic Imaging Techniques in Sports Medicine	
KIN 624	Athletic Training Techniques - Manual Therapy	
KIN 765	Teaching Assistant Practicum or Equivalent Field Experience Course	
KIN 783	Sports Medicine for the Female Athlete	
Total Credits		6

Fall	Cr.	Spring	Cr.
KIN 724 Practicum in Athletic Training 3	3	KIN 764 Athletic Training Clinical Field Experience	6
KIN 716 Advanced Rehabilitation Techniques in Athletic Training	3	KIN 763 Seminar and Special Topics in Athletic Training	3
KIN 717 Applied Clinical Techniques in Athletic Training	3		
KIN 718 Administration & Professional Development	2		
KIN 766 Research in Athletic Training	3		
Total Credits	14		9

This program of study and course advising plan is subject to change.

ELECTIVES

Other electives taken at the University of Miami may be substituted for the 2 credits of electives required in the sample course sequence with pre-approval by the Program Director only. In addition to the Program Director's approval a course substitution form must be filed with the Graduate School.

COURSE DESCRIPTIONS

KIN 624. Athletic Training Techniques - Manual Therapy. 2 Credit Hours.

This course will introduce theoretical concepts and hands-on techniques to mobilize joints and soft tissue in order to modulate pain, facilitate healing, and restore mobility and function.

KIN 625. Applied Biomechanics in Athletic Training. 3 Credit Hours.

In-depth study of the human skeletal and muscular systems with a focus on the mechanics of movement as related to physical activity, sports, and athletics

KIN 657. Diagnostic Imaging Techniques in Sports Medicine. 2 Credit Hours.

This course is designed as an elective for undergraduate KIN students or graduate students. The basic physics of radiological imaging will be covered including radiology, fluoroscopy, CT scan, ultrasound, MRI, and nuclear medicine including image archiving. Normal anatomy will be compared to the corresponding radiographic anatomy. Common sports injuries will be evaluated by multiple radiographic modalities and will be correlated with the clinical condition. Discussion will include bony pathology as well as soft tissues such as ligaments, tendons, and menisci.

KIN 660. Athletic Training Clinical Skills. 3 Credit Hours.

This course will include a focus on emergency preparedness and readiness through patient simulation. Clinical Skills covered will include taping/wrapping, splinting, spine boarding/ transport techniques, wound care, and patient assessment. As part of this course students will obtain American Heart Association BLS CPR/AED certification for the Health Care Providers (or approved equivalent).

KIN 663. Foundations of Athletic Training. 3 Credit Hours.

This course will cover foundational knowledge in Athletic Training with an emphasis on health promotion and injury/disease prevention. Medical Terminology, Documentation, Public Health, Nutrition, Health and Wellness, environmental conditions, immediate care, and Exercise Physiology will be covered. An introduction to, basic injury management and knowledge of common imaging is presented.

KIN 664. Orthopedic Assessment 1: Examination of Musculoskeletal Systems of the Lower Extremity and Spine. 3 Credit Hours.

Students will be prepared to examine a patient with a lower extremity musculoskeletal condition by obtaining a pertinent history from the patient, performing relevant systems review, and by selecting appropriate diagnostic tests and measures. The student will be able to synthesize examination data to complete the lower extremity orthopedic evaluation and engage in the diagnostic process.

KIN 665. Orthopedic Assessment 2: Examination of the Musculoskeletal Systems of the Upper Extremity and Spine. 3 Credit Hours.

Students will be prepared to examine a patient with a lower extremity musculoskeletal condition by obtaining a pertinent history from the patient, performing relevant systems review, and by selecting appropriate diagnostic tests and measures. The student will be able to synthesize examination data to complete the upper extremity orthopedic evaluation and engage in the diagnostic process.

KIN 674. Orthopedic Assessment Lab 1. 2 Credit Hours

Techniques used to evaluate orthopedic and sport injuries occurring to the Lower Extremity and Spine will be covered

KIN 675. Orthopedic Assessment Lab 2. 2 Credit Hours

Techniques used to evaluate orthopedic and sport injuries occurring to the Upper Extremity and Spine will be covered

KIN 682. Clinical Pathology and Primary Care. 3 Credit Hours.

This course will focus on the pathology of non-orthopedic conditions including medical emergencies. Students will be able to recognize common injuries and illnesses, provide treatment interventions, and make medical referrals and transport decisions when necessary. Pre-requisite: KIN663 and Current AHA BLS CPR/AED certification for the Health Care Providers (or approved equivalent as determined by ECC requirements from the BOC).

KIN 688. Advanced Gross Anatomy in Kinesiology and Sport Sciences. 3 Credit Hours.

Human dissection of the major muscles, arteries, and nerves of the body. This course is held at the Medical Campus, cadaver laboratory. Special consideration is given to injury sites in sports such as the knee, shoulder, elbow, neck and spinal areas. Students are required to pay a \$100 laboratory fee for the class. This course is to be taken by Athletic Training majors only.

KIN 714. Therapeutic Interventions. 3 Credit Hours.

Students will acquire the theoretical knowledge necessary for the clinical application of therapeutic exercise, modalities, and evidenced based rehabilitation programs. Principles of therapeutic exercise, open and closed chain exercise, muscle re-education, and special therapeutic techniques such as aquatic therapy. In addition, students will apply specific physiological effects, therapeutic indications, and contraindications associated with thermal, mechanical, electromagnetic, and acoustic modalities.

KIN 715. Evidence-Based Sports Medicine and Research Methods. 3 Credit Hours.

The student will learn the systematic approach to creating and answering clinical questions through review and application of existing research. Students will learn how to develop a relevant clinical question using a pre-defined question format, use standard criteria or developed scales to critically appraise the structure, rigor, and overall quality of research studies, and determine the effectiveness and efficacy of an athletic training intervention. Students will also learn the theoretical foundation of clinical outcomes assessment and the standard methods of outcomes assessment in athletic training clinical practice.

KIN 716. Advanced Rehabilitation Techniques in Athletic Training. 3 Credit Hours.

This is an advanced athletic training course designed to enhance the athletic trainer's ability to plan and implement a comprehensive sports injury rehabilitation program based on the sequential events of musculoskeletal tissue healing. Discussion focuses on the development of a conceptual model for sports

injury rehabilitation which incorporates rehabilitation phases, intervention goals, and progression criteria. Application of the problem-oriented approach to the management of athletic injuries is a predominant theme throughout this course

KIN 717. Applied Clinical Techniques in Athletic Training. 3 Credit Hours.

This clinical laboratory course focuses on athletic training skills utilized in the diagnosis and treatment of primary care of patients. Students will become proficient in utilizing diagnostic tools and tests. In addition, students will become proficient in wound care, suturing, initiating and maintaining appropriate intravenous (IV) therapies and the collecting, handling, and processing of blood specimens for analysis.

KIN 718. Administration and Professional Development. 2 Credit Hours.

Concepts of legal liability, insurance, budget/financial management, human resources, inventory control, facilities design and maintenance will be addressed. This course will enable the student to understand reimbursement guidelines; understand medical delivery systems, health care policy, and legislation in the United States. In addition, students will learn the basics related to accounting, billing, coding, accounts payable, and risk management.

KIN 720. Practicum in Athletic Training. 1 Credit Hour.

Clinical education and field experience in a healthcare setting. Students are assigned to a licensed health care professional who will serve as the student's preceptor. Students will learn alongside their preceptors as they are exposed to the role, and function of a health care provider while practicing clinical skills with a variety of patient populations. In addition, students will meet for scheduled in-services and clinical labs with a focus on general medical conditions. Prerequisite: KIN 663 Foundations of Athletic Training

KIN 721. Independent Study 1: Clinical Internship Experience. 1 Credit Hours.

This elective internship course will allow students to seek a professional Athletic Training internship in a particular area of clinical interest under the supervision of a licensed/certified health care clinician.

KIN 722. Practicum in Athletic Training 2. 2 Credit Hours.

Clinical education and field experience in a healthcare setting. Students are assigned to a licensed athletic trainer who will serve as the student's preceptor. Students will learn alongside their preceptors as they are exposed to the role and function of an athletic trainer while practicing clinical skills with a variety of patient populations. In addition, students will meet for scheduled in-services and clinical labs with a focus on utilizing Interprofessional Education (IPE) and simulation to enhance physical evaluation and assessment skills.

KIN 723. Independent Study 2: Research Experience. 2 Credit Hours.

This elective research experience course will allow students to pursue research in an area of particular interest under the supervision of a faculty member.

KIN 724. Practicum in Athletic Training III. 3 Credit Hours.

Clinical education and field experience in a healthcare setting. Students are assigned to a licensed health care professional who will serve as the student's preceptor. Students will learn alongside their preceptors as they are exposed to the role, and function of a health care provider while practicing clinical skills with a variety of patient populations. In addition, students will meet for scheduled in-services and clinical

labs with a focus on integrating athletic training knowledge and skills through Simulation and Interprofessional Education (IPE).

KIN 763. Seminar and Special Topics in Athletic Training. 3 Credit Hours.

Scenarios and subject matter that will help facilitate the student's transition to practice will be emphasized. There will be a focus on current issues and emerging topics and technologies in the healthcare profession. Students will prepare for class discussion by reviewing assigned readings from professional journals and other pertinent sources. Class sessions will consist of lectures, laboratories, and discussion sessions. Also, career development and responsibility topics such as leaderships, entrepreneurship, ethics, patient values, diversity and cultural competency.

KIN 764. Athletic Training Clinical Field Experience. 6 Credit Hours.

This course is an immersive clinical education experience, where Athletic Training students under the supervision of a preceptor will demonstrate the ability to integrate knowledge and skills with clinical problem-solving while assuming professional like roles in various clinical patient care settings. Students will be required to post weekly reflections in an electronic journal and to attend scheduled webinars.

KIN 765. Teaching Assistant Training in Kinesiology. 2 Credit Hours.

This course involves training and teaching assistant experience under the supervision of faculty. Students will have the opportunity to assist faculty in the teaching of workshops, clinical laboratory and/or undergraduate theory courses offered in the Kinesiology department.

KIN 766. Research in Athletic Training. 2 Credit Hours.

This course is an advanced study of a particular theme or topic in the athletic training field including a research topic, current professional issues of relevance to certified athletic trainers and other sports medicine/allied healthcare professionals.

GRADING POLICY

Grade changes once reported to the registrar's office can only be altered by instructor submitting a change of grade form. It is the student's responsibility to check with the registrar to ensure the change of grade is properly reflected in their academic record.

Graduate Grading Scale/Quality Points

A Excellent accomplishment

B Good accomplishment

C Fair, but below that expected of graduate students

S Symbol used for acceptable (U-unacceptable) thesis, dissertation, practicum, and internship credit hour. It may be used for regular courses under special circumstances with the prior approval of the instructor, department chairman, and the dean of the Graduate School. The Graduate School considers a grade of "S" to indicate a minimum of a 3.0 GPA in a graduate course if a student has taken no prior coursework on the graduate level. A grade of "S" reflects that a student is in good academic standing.

D Poor (not acceptable for credit hour toward the advanced degree).

F Failure

W Course dropped prior to the last day for withdrawing from classes as published in the official calendar of the university. Courses dropped after last date must have approval of Dean of graduate school. Credit hour can be earned only by successful repetition of the course.

I Incomplete work in passing status with the instructor's permission to complete the course. (Not to be used for thesis or dissertation credit hours). The "I" should be changed to a letter grade within one (1) calendar year after it is given, unless the Academic Dean of the student's primary school or college and the Dean of the Graduate School approve the delay. If the "I" is not changed within one year, credit hour can be earned only by successful repetition of the course. (Note: Fellowships and financial aid may be withdrawn if there is an excess accumulation of "I"s on a student's transcript).

NG Symbol assigned by Enrollment Services indicating that the instructor has not yet reported the student's grade. For a student to receive credit hour for the course, the instructor must report a passing grade prior to the student's graduation.

An average of "B" (3.0) is required for a graduate degree, and no "D" credit may be counted toward the degree. All work leading to the graduate degree and taken as a graduate student will be counted in computing the quality point average, including courses graded "D." No transferred credits are calculated into the University of Miami GPA.

Quality points are awarded as follows:

A+ 4.00	A 4.00	A- 3.70
B+ 3.30	B 3.00	B- 2.70
C+ 2.30	C 2.00	C- 1.70
D+ 1.30	D 1.00	F 0.00

The quality point average is then determined by dividing the total of quality points earned by the total of credits attempted. The symbols "S," "W," and "I" are not counted as credit attempted.

<https://bulletin.miami.edu/general-university-information/graduate-policies-and-procedures/academic-policies/>

STUDENT GRIEVANCES

The Graduate School can provide guidance on addressing graduate student concerns or grievances. Grievance or appeals procedures vary depending on the nature of the concern. The University ombudsperson may also be consulted. It should be noted that the Graduate School expects an appeal to have gone through the program or department and then the school's or college's academic dean prior to it being heard by the Graduate School. For more information, please refer to the Academic Bulletin (see "Graduate School Grievance Guidelines" and "Graduate Student Grade Appeal Process" sections). The University ombudsperson facilitates a voluntary process to open communication between students and members of the University community in order to resolve concerns and issues. Their role is to listen to students' concerns, investigate the facts surrounding the matter, and make objective recommendations to achieve an effective resolution. University troubleshooters are faculty members and administrators who provide assistance to students seeking help with academic and administrative matters. For more information, call 305-284-4922, email ombudsperson@miami.edu, or visit Room 244 of the Ashe Administration Building, Coral Gables.

MATRICULATION REQUIREMENTS

An MSAT GPA of 3.0 is required to enroll in the program each semester and for graduation. A student may delay the time needed to complete the program due to the need to repeat a course. Courses must be repeated the next term the program offers them. For a student to successfully progress to the next term, they must have received a “C” or better in each course from the previous semester and maintain a 3.0 GPA; exceptions may be made with consent from the Program Director. A student may repeat a course *in which a failing grade was earned*, but the repetition of the course will not eliminate the previous grade from the record. A course may be repeated only once unless written authorization is provided by the Dean of the Graduate School. All grades are included in the computation of the quality point average. If a course in which an unsatisfactory grade (as determined by the program advisor) was earned is repeated and the repeat grade is a “C-” or higher, the number of credit hours required for graduation will be increased by the number of credit hours repeated.

Graduate Student Grade Appeal Process

The Academic community is unanimous in its position that the grade an instructor assigns to a student is the instructor's responsibility and privilege. Any effort to alter this would be a violation of academic freedom. It is the instructor's responsibility to establish criteria for assigning grades. Grounds for appeal of how a grade was assigned are:

1. Award of a grade based on the student's race, religion, color, sex, age, disability, sexual orientation, gender identity or expression, veteran status, national origin or any other characteristic set forth in the University's Non-Discrimination Policy;
2. Award of a grade based on conduct that violates the University's anti-harassment or anti-retaliation policies; or
3. Failure to adhere to the grading criteria established for the course;
4. Violations of other policies/procedures for grading that are clearly defined in the *Faculty Manual*.

The Faculty Senate Student Affairs Committee (FSSAC) has responsibility for graduate student grade appeals, except for MD and JD programs. To facilitate grade appeals from graduate students, the FSSAC will have a non-voting *ex officio* faculty representative of the Graduate School. The FSSAC reviews graduate student grade appeals that have not been resolved at the department, school/college, or Graduate School levels. The FSSAC reserves the right to not hear appeals that require extensive knowledge of specialized or technical issues, including but not limited to, dissertations, theses, qualifying exams, recitals, and clinical/research assignments. The Graduate School has responsibility for all other graduate academic appeals.

<https://bulletin.miami.edu/general-university-information/graduate-policies-and-procedures/academic-policies/>

A student will be placed on Academic Probation if they fail to meet the minimum 3.0 semester GPA. Academic probation is designated for one semester in length; if by the close of that semester, the student has failed to meet the minimum 3.0 GPA, dismissal from the program is possible. The student will be allowed to submit a formal request in writing for an extension of their academic probation to the

graduate school. The graduate school will determine whether or not to grant the student's request for a subsequent academic probation. If the student's request is denied they will be terminated from the athletic training program. If a student completes the conditions of their academic probation, the probation will be lifted.

Students may be terminated from the MSAT program for:

failure to achieve the minimum 3.0 GPA requirement once placed on probation

failure to achieve a "C" or higher in their repeated course work (regardless if the first course was repeated)

Failing to complete degree requirements in the timeframe set by the University of Miami's Graduate School for Master's Degrees.

Students terminated from the Athletic Training Program may petition the program's decision. The appeals process is as follows. First, the student will appeal in writing to the Program Director, who will meet with all core AT faculty. The student may then appeal to the Chair of the Kinesiology and Sport Sciences Department and finally to the Academic and Student Services Committee in the School of Education and Human Development and the University Ombudsperson.

COMPREHENSIVE PRACTICAL EXAMINATION:

Students will complete a patient simulation comprised of stations representing their previous coursework including, but not limited to: orthopedic assessment, general medical conditions, therapeutic intervention, and clinical documentation. For each station students will be scored reflective of performance, completion, and accuracy of skill(s) within the allotted time. Successful completion of the comprehensive practical exam is required. Successful completion is defined as a "C" (73%) or better. A student failing the comprehensive practical examination may be allowed one opportunity to retake it if the program administration so advises.

WRITTEN COMPREHENSIVE EXIT EXAMINATION:

In order to graduate successfully from the MSAT program successful completion of a written comprehensive exam is required. Successful completion is defined as a "C" (73%) or better. A student failing the comprehensive examination may be allowed one opportunity to retake it if the program administration so advises. The re-examination must be taken within one calendar year.

GRADUATION:

It is the responsibility of the student to apply for graduation through CaneLink during the student's final semester before the date indicated on the **Academic Calendar** and the Schedule of Classes. These dates are published **here**. Students who previously applied for graduation but did not receive the degree must repeat the application procedure. Deadlines for the commencement program are firm. Students may walk in the commencement ceremony, but the program will indicate "in progress" if information is missing. Students will be degree candidates until they have been cleared for degree conferral by the Graduate School.

Commencement ceremonies are held in May and December only. Those completing degree requirements during the fall, spring or summer sessions may, if they wish, participate in the commencement ceremonies of the previous or following May or December. Doctoral students participating in the hooding ceremony and master's students marching in the commencement ceremony must have the approval of the graduate advisor, director, or appropriate person in the program to participate in the ceremonies.

Participation in graduation for students in all graduate programs is contingent upon the following:

1. The student must have met the requirements for their program.
2. The student must have a minimum of 3.00 cumulative grade point average; all students receiving master's degrees must have completed a minimum of 30 graduate credit hours; all doctoral students must have completed a minimum of 60 graduate credit hours.
3. The student (Ph.D., D.M.A., and Ed.D. candidates) must be admitted to candidacy one semester prior to graduation.
4. The student may not have any outstanding debt including, but not limited to, tuition, fines, and fees. Tuition for the last semester of study must be paid in full by the beginning of the final semester.
5. The student must complete an electronic thesis or dissertation (ETD) according to the Graduate School's requirements and submit the final three forms, online surveys and agreements (if required) in the semester the student wishes to graduate. All students are required to adhere to the following deadlines (and the requirements associated with these deadlines) posted on the **ETD website**: 1) Deadline to defend the thesis, dissertation, or doctoral/lecture recital essay; 2) Deadline to submit the full draft of the thesis, dissertation, or doctoral/lecture recital essay draft for formatting review by the Dissertation Editor; 3) Deadline to produce the final PDF; and 4) Deadline for completion. It is recommended that students begin the ETD process early in the semester by discussing with their advisors a suitable timetable for completing the defense of their thesis or dissertation. Students should check the **Academic Calendar** for the defense deadline date set for the semester they wish to graduate. The Graduate School also encourages students to familiarize themselves with the ETD process posted on the Graduate School **website**, or contact the Dissertation Editor early in the semester at **grad.dissertation@miami.edu** if they have questions regarding any aspect of the ETD process.

<https://bulletin.miami.edu/general-university-information/graduate-policies-and-procedures/academic-policies/>

WITHDRAWAL FROM THE UNIVERSITY

Withdrawals, either from individual courses or from a graduate program, should be processed through the office of the Dean of the School or College of the student's program. Students who wish to officially withdraw from joint or dual degree programs should consult the office of the Dean of the School or College for both disciplines. The date of withdrawal is that on which the student notifies the office of the Dean or the date of receipt of a letter requesting withdrawal. No withdrawal from the University is

official until the student has consulted with the Dean of his/her school or college and has completed the necessary forms.

Students wishing to officially withdraw from the University of Miami must have their program provide the Office of the Registrar official notification of their intent to withdraw. This notification will be recorded and used for notification purposes for the Federal Government. Repayment of any federal funds will be based on the date of notification.

Students must also follow the required process as set forth by their school/college for withdrawing from courses. This process often requires that a signature from a Dean or the Dean's representative be obtained on a Change of Course form. In some cases, students can complete the Change of Course form (hard copy or through the CaneLink system) without an approving signature. Change of Course forms must be submitted to the Office of the Registrar for final processing/review.

Military Withdrawal: Tuition refunds of 100% are granted to students who withdraw due to military service, provided they do not receive credit hour for the course (see below under "Credit Hour for Courses After the 12th Week of the Semester").

If you receive federal financial aid and withdraw before you complete 60% of the semester, a pro rate calculation will determine the amount of financial aid you have earned. It is based on the amount of time you were enrolled. This calculation is independent of any charges incurred at the university.

<https://bulletin.miami.edu/general-university-information/graduate-policies-and-procedures/academic-policies/>

COSTS:

- 1) Cost of Attendance values are based on assumed full-time enrollment. Amounts may be prorated based on a student's actual enrollment after add/drop.
- 2) Transportation allowances will vary regionally.
- 3) Once you receive your financial aid award notification, please check your CaneLink in the "View Financial Aid" section to see your actual Cost of Attendance.

The following fees are required for Athletic Training Students

- Athletic Training Annual Administration Fee \$1,100
- KIN 688 Gross Anatomy Lab Fee \$100
- KIN 764 requires that students register and take BOC exam approx. \$375 (estimated from 2023)
- Students are required to bring a laptop computer to classes, purchase books, and equipment necessary to fulfill course requirements
- Students may also incur a cost for a physical exam, additional vaccines (flu shot and TB testing), transportation to and from clinical education sites, background checks, drug screenings, and administrative fees as required by a clinical education site. Additional fees may apply to Clinical and Clinical Immersion sites. Graduate athletic training students at UM are encouraged to explore all of the financial resources available to them.

- Students will be provided with a name badge identifying themselves as athletic training students. This name badge is to be worn at all times while at your clinical site. If the name badge is misplaced or damaged the student will incur the financial responsibility to replace it.

<https://grad-prof.miami.edu/cost/graduate-costs/graduate-student-cost-folder/index.html>

Athletic Training Program Administration, Program Director, and Coordinators:

- Dr. Laura Kohn Wood Dean, 305-284-3001 l.kohnwood@miami.edu
- Dr. Kevin Jacobs Department Chairperson 305-284-6194 k.jacobs@miami.edu
- Dr. Magda Aldousany Program Director 305-284-1120 m.aldousany@umiami.edu
- Dr. Taylor Wilmoth Coordinator of Clinical Education 305-284-6727 txw648@miami.edu
- Ruth Signorile Administrative Assistant (305) 284-4078 r.signorile@miami.edu

For more information, please contact: Magda Aldousany DPT, LAT, ATC
Program Director,
Athletic Training Program
m.aldousany@umiami.edu
(305) 284-1120

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS

Athletic Training Students are strongly encouraged to join various professional organizations within the field of Athletic Training on the local, regional, and national level. The Athletic Training Students are also encouraged to attend the various local, regional, and national conventions sponsored by these groups. These organizations provide many benefits including scholarships, informational services, educational symposiums, scholarly journals, lobbying of government agencies, and job placement services. Examples of professional organizations include the following:

National Athletic Trainers' Association (NATA)
Southeast Athletic Trainers' Association (SEATA)
Athletic Trainers' Association of Florida (ATAF)

Both the University of Miami Athletic Training Students (UMATS) and the Iota Tau Alpha student organizations, require officers to become members of the NATA prior to election.

Membership and membership fee information can be found on the following websites:

NATA: www.nata.org

SEATA: www.seata.org

ATAF: www.ataf.org

NPI NUMBERS

In addition, students are required to apply for an NPI number. An NPI is a unique 10-digit identification number used in standard health care transactions. It is issued to health care professionals and covered entities that transmit standard HIPAA electronic transactions (e.g., electronic claims and claim status inquiries). The NPI fulfills a requirement of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). It also replaces all provider identifier numbers assigned by payers and is used by health care professionals. Covered entities under HIPAA are required by regulation to use NPIs to identify health care providers in HIPAA standard transactions.

Applying for your NPI is quick, easy and free. Visit the CMS National Plan & Provider Enumeration System to complete your application today. Follow the NATA- Step-by-Step NPI Application Instructions to apply.

CLINICAL EDUCATION

Clinical education is an integral part of the athletic training program, allowing students to implement skills they learn in the classroom. The students will receive clinical experiences at local colleges, high schools, professional organizations, hospitals, and sports medicine clinics. In addition, attempts will be made to affiliate with professional teams, performing art organizations, and other special events in the community. In all clinical education rotations, students will be supervised by a certified and state-licensed Athletic Trainer, Doctor of Osteopathic Medicine, or Medical Doctor who is a Preceptor associated with the University's Athletic Training Program. The clinical education schedule varies widely by clinical site relative to days of the week and time of day. Clinical opportunities may include completing clinical education during summer, fall, and spring breaks, may include Saturdays, and Sundays, and may consist of travel under the supervision of a preceptor. It should be noted that days off for school breaks and holidays are based on the clinical site's schedule, not the University of Miami academic calendar. Students are permitted to seek outside employment during the athletic training program, but it may not interfere with the ability to obtain a quality clinical education experience. Prior to beginning their clinical experience, Athletic Training Students must verify health insurance, CPR, and AED for the healthcare professional certification, immunizations, blood-borne pathogens training, background check, drug screening, liability insurance, and a physical examination. Once all screening procedures are complete the Coordinator of Clinical Education will assign students' clinical education rotation assignments in consultation with the Program Director. While students' preferences and career aspirations are taken into consideration, students are not guaranteed placement in any specific clinical rotation. Students are assigned to a clinical experience each semester and are required to complete a designated number of clinical hours during each term. All clinical hours must be documented on Typhon and should be submitted within 1 week of date of attendance. Hours not submitted within 1 week of attendance will not count towards clinical education hour totals for the term. Clinical hours requirements are as follows:

KIN 720: Practicum in Athletic Training: 10 hours/week minimum, 40 hours/week maximum

KIN 722: Practicum in Athletic Training II: 15 hours/week minimum, 40 hours/week maximum

KIN 721: Independent Study Clinical Internship Experience: 35 hours/week minimum, 60 hours/week maximum

KIN 724: Practicum in Athletic Training III: 30 hours/week minimum, 50 hours/week maximum

KIN 764: Athletic Training Clinical Field Experience: 35 hours/week minimum, 60 hours/week maximum

If a student is unable to obtain the minimum required number of hours per week an email explanation must be sent to and approved by the Coordinator of Clinical Education. If your preceptor is traveling, or otherwise unavailable, a supplemental clinical experience may be assigned to you by the Coordinator of Clinical Education to ensure you meet minimum hours requirements. A request to complete additional clinical hours must be approved by the Coordinator of Clinical Education if the student wishes to complete more than the maximum number of hours per week. The request form is located in the organization on Blackboard.

CLINICAL IMMERSION

During the athletic training program students will complete 3 clinical immersions: the 2nd summer (5 weeks), the 2nd fall (6 weeks), and the 2nd spring (16 weeks). While completing the summer and spring immersive experiences the student will have no in-person class requirements. This allows students to complete their clinical experience in a setting of their interest outside the Miami-Dade/Broward County area. To ensure students remain in constant communication with the athletic training program, monthly synchronous Zoom meetings will be scheduled with the CCE to discuss their clinical experience and provide space for continued mentorship. Failure to attend required clinical meetings will result in point deductions in KIN 721 (summer) or KIN 764 (spring). While completing the fall immersion students will simultaneously be enrolled in KIN 724 in person, which will meet weekly and provide time for clinical discussion and board review.

<https://kin.edu.miami.edu/graduate/masters/at-msat/clinical-education/index.html>

CLINICAL SAMPLE PLAN OF STUDY

Term	Fall Year 1	Spring Year 1	Summer Year 2	Fall Year 2	Spring Year 2
Setting	UM Athletics Hospital/Clinic	Rehab intensive High School	Setting of student interest; local or non-local	Varying patient populations; local	Setting of student interest; local or non-local
Time	8 weeks each	8 weeks each	5 weeks	6 weeks	15 weeks

CLINICAL EDUCATION ROTATION ATTENDANCE POLICY

Clinical education is a part of your academic responsibility. Students must attend all clinical experiences per the specific site's schedule. Therefore, students are expected to participate in clinical assignments according to their schedule organized between preceptor and student during their initial conference. Students must adhere to their team's practice, treatment, and competition schedule (if applicable). In the case of the high school hospital or clinic, you must attend when the facility is open, and your preceptor is working with patients. Students should communicate regularly with their preceptor to determine potential conflicts and should plan if needing to miss clinical obligations.

Failure to do so could result in a change to your associated course (s) grade. Any work schedules or extracurricular activities you need to attend should be scheduled around your clinical education responsibilities.

Exceptions to this policy are as follows:

- UM Classes
- Day(s) off (At least once a week)
- A Day off scheduled through an absence request form or
- A student is sick as defined by the Active & Communicable Disease Policy or with any other injury or illness with documentation from a physician
- Any University approved absence (see clinical education syllabus or University Bulletin)

ABSENCE REQUEST GUIDELINES

If an ATS is going to be absent, it is their responsibility to inform the preceptor two weeks before the expected absence. Athletic Training Students must submit an Absence Request Form (refer to Appendix) to the preceptor. In cases of emergency, the ATS must attempt to contact the preceptor as soon as possible.

PUNCTUALITY GUIDELINES

Punctuality is very important when reporting to the assigned preceptor as scheduled. The Athletic Training Student must notify his/her preceptor in a timely manner if he/she will be arriving late. **Preceptors may request that a student be removed from a clinical site for repeated violations of the above policies resulting in an "incomplete" grade in the associated Practicum course which may delay matriculation and/or graduation. Incomplete grades in Practicum courses may require the student to fulfill missing requirements during University Holidays.**

CELL PHONE USE AND SOCIAL MEDIA POLICY

Students are not permitted to utilize their cell phones in clinic except in the case of an emergency or with preapproval by their preceptor. **Students consistently violating this policy may be dismissed from their clinical site resulting in an "incomplete" grade in the associated Practicum course**

which may delay matriculation and/or graduation. Incomplete grades in Practicum courses may require the student to fulfill missing requirements during University Holidays. Students are not permitted to connect with patients using their social media throughout their time in the Athletic Training Program. Students who are found not in compliance of this policy may be dismissed from their clinical rotation.

CLINICAL EDUCATION DRESS CODE

Athletic Training Students must be readily identifiable in the athletic training facility or other clinical setting. As such, athletic training students are required to wear their program issued name tag at all times during clinical experience. All Athletic Training Students should maintain good personal hygiene and present themselves each day with clean, professional clothing. When in the clinical setting slacks or approved shorts for outdoor sports, approved shirts, and closed toed shoes should be worn at all times. The apparel issued by the Athletic Training Department should be worn in the Athletic Training facility, at practices, and at games, if applicable. If an ATS is not in uniform or looks unprofessional, the student will be asked to leave the clinical site will subsequently miss those clinical hours. The following list outlines the dress code:

Not Permitted:

- Blue jeans material, tights, or cycling shorts are not permitted.
- Clothing is not permitted if it contains the following: an advertisement for alcohol or tobacco, fraternity or sorority letters, logos from other colleges/universities.
- Open toe shoes/sandals or sandal-type shoes are not permitted
- Hats are not permitted inside buildings.
- Yoga pants, tights, and spandex long pants/ leggings are not permitted
- Tank tops, crops tops, and halter tops are not permitted

Dress Code:

- When traveling, students are required to adhere to the team dress code.
- Game day dress will be determined by the sport covered.
- Clothing issued by the Athletic Training Department is not permitted for social events and should not be worn outside of Athletic Training or Athletic Department events.
- Additional clinical sites and/or courses may require a specific student attire
- Students will be provided with a name badge identifying themselves as athletic training students. This name badge is to be worn at all times while at your clinical site. If the name badge is misplaced or damaged the student will incur the financial responsibility to replace it.

Personal Hygiene:

- Personal hygiene is necessary while working as a health care professional, therefore; the athletic training student must practice good hygiene
- Long hair should be pulled back when providing patient care.
- Facial hair will not be allowed if it interferes in patient care (i.e., masks not fitting properly)
- Nails should be kept clean and a short length so as not to interfere with work and patient care

CLINICAL EDUCATION ROTATIONS

All Athletic Training Students are required to have clinical experiences with:

- both male and female sports;
- both in-season and out-of-season sports;
- protective equipment (i.e. football, lacrosse, hockey)
- patient populations with varying ages, socioeconomic statuses, levels of athletic ability, etc. (i.e. high schools, sports medicine clinics, hospitals, and others)
- Non sport patients

TRANSPORTATION TO CLINICAL SITES

Students are responsible for their own transportation to and from all clinical education sites. This includes all associated costs.

DIRECT SUPERVISION

The preceptor must be physically present and have the ability to intervene on behalf of the athletic training student to provide on-going and consistent education. In addition, the preceptor must consistently and physically interact with the athletic training student at the site of the clinical experience.

- The preceptor must provide direct supervision in the form of visual and auditory contact with the student.
- Some form of educational instruction is to be included during clinical education hours.
- The preceptor is to conduct a regularly scheduled weekly education session for all ATS.
- Educational instruction may take the form of discussion, demonstrations, or research.

Athletic Training clinical education hours can only be obtained under the direct supervision of a preceptor. Direct supervision means the preceptor has direct visual and auditory contact with the ATS. The NATA, CAATE, and the AT Program at the University of Miami **DO NOT** endorse Athletic Training students working as First Responders or as First Aid Providers. Any hours during which a student is acting as a First Responder or a First Aid Provider are not considered clinical education hours and may be a violation of the Florida State Practice Act.

TRAVEL GUIDELINES

Traveling with athletic teams is a valuable learning experience for ATs. Athletic Training Students are reminded that while traveling they are representing the University of Miami, the athletic training profession, the AT Program and themselves.

The ATS's supervising Athletic Trainer will discuss potential travel opportunities and budget ramifications with the Head Coach of the team they are working with. The Athletic Training Student will have the greatest opportunity to travel with teams that are busing to events. (During championship events, flights are possible as determined by the Athletic Administration). When it is determined that a student may travel, the cost of that travel (room and meals) may be paid by the sport.

The ATS must follow these guidelines while traveling:

- Dress should be equivalent to the team dress code
- Obey team rules, including curfew
- If going anywhere without the team, clearance must be obtained by the supervising preceptor
- Consumption of alcohol or tobacco products is strictly prohibited
- Do not hangout in athletes' rooms.

The ATS that violates these guidelines is subject to disciplinary action as determined by the Program Director and the supervising Preceptor.

****ATS may NOT travel without a preceptor (this included on campus and off-campus). This is a violation of CAATE standards regarding direct supervision and may be a violation of the State Practice Act.***

EMERGENCY ACTION PLANS

Athletic Training Students must have access to a written emergency action plan at each clinical site. These EAP must be posted at the site and be site specific.

The following steps must be taken:

- a. The preceptor must give the ATS a copy of the Emergency Action Plan (EAP) by the first day of the clinical education rotation.
- b. If the preceptor does not provide the student with a EAP, the student is to request a copy from the preceptor
- c. If the preceptor is unable to furnish a copy of the EAP, the student is to notify the Coordinator of Clinical Education or the Program Director immediately (the PD and CCE keep copies of the EAP for all sites).
- d. The preceptor should show the student where the EAP is located at the Clinical Site

OUT OF STATE CLINICAL EXPERIENCES:

It is expected the student, when participating in any out of state clinical experiences, will be knowledgeable of and abide by the supervision guidelines and the practice act of that state. Students are responsible for all relocation costs associated with completing an out of state clinical experience including, but not limited to: housing, transportation, meals, etc.

SITE VISITS:

To ensure the Athletic Training Program is conducting an ongoing assessment of clinical education, all local (Miami Dade and Broward Counties) sites with which a student is placed will be visited annually by the Coordinator of Clinical Education. For non-local sites, the CCE may conduct the annual visit with a phone call, Zoom call, or other form of telecommunication. Visits to clinical sites may or may not be announced. A site visit should include but not be limited to interviewing the preceptor and student and

reviewing the site's compliance with Accreditation and the University of Miami Athletic Training Program's standards.

ATHLETIC PARTICIPATION GUIDELINES

Athletic Training Students are not prohibited from athletics; however, they are advised that athletic participation may prolong their education. The courses in the Athletic Training Program are designed to be taken in sequence to maximize student learning. The education process may be extended due to the possible difficulty in fulfilling classroom requirements and in obtaining clinical education experience while in season.

UNIVERSITY OF MIAMI STUDENT EMPLOYMENT GUIDELINES

Athletic Training Students are not allowed to receive any monetary remuneration during their Athletic Training education experience, excluding scholarships.

Financial Assistance is available through the School of Education and Human Development, a student's Department, and research projects some of which are externally funded. If you are seeking support, please keep your advisor and Department Chair up-to-date and informed about your financial needs; also, you should feel free to apply directly to research projects or to other University departments or offices if they advertise for graduate students to work on specific projects. Almost always, these scholarships are included in the admissions letter to a particular student. While receiving a tuition scholarship, a graduate student is expected to:

- Maintain adequate and continuous progress in her or his program of study;
- Maintain a record that is largely free of grades of incomplete and/or that fall below the Graduate Schools and program's minimum-grade requirements;
- Maintain a cumulative Grade Point Average that is at or above 3.0;
- Be continuously enrolled.

All forms of SEHD-provided tuition scholarships are limited to:

- a maximum of five years duration, regardless a student's time to completion
- only those courses that appear on a student's approved program of study; specifically, tuition based scholarships may not be used to:
 - ◊ retake courses (or take substitutes) regardless the reason, including but not limited to courses that are dropped after the final day for 100% refund, courses for which a grade on incomplete (I) was not removed within the one-year limit for its removal, courses for which a student earned a final grade that is below the UM Graduate School minimum acceptable grade (currently, a grade of C is the minimum acceptable grade a student may earn) and/or core courses in a program for which students must earn a minimum grade higher than the Graduate School's minimum (currently, some programs require a minimum grade of B on some of their core courses);
 - ◊ take courses that students are required to enroll in after they have completed their programs of study but have not.

The University of Miami participates in the federal government's student loan program. For further information about this and other loan programs, please contact the University's Office of Student Financial Assistance. Other Financial Assistance Graduate students may qualify for and receive other types of financial assistance such as help with payment of books, fees and other educational expenses; conference travel; additional tuition assistance; and (primarily doctoral) research assistance. This assistance is available through a range of outlets including, but not limited to the Graduate Activity Fee Allocation Committee, an SEHD graduate awards committee, and Department-level funds. Typically, awards are made at the start of each term. For more information, please ask your advisor.

HEALTH REQUIREMENTS

All students enrolled in the AT Program are required to complete a medical history questionnaire and a physical examination by a physician to verify that the student is able to meet the physical and mental requirements-with or without reasonable accommodation-of an athletic trainer. The physical exam is required by the start of clinical rotations. These are used in part to demonstrate that the student is able to meet the technical standards adopted by the AT Program. All registered students must meet the University's immunization requirements. In addition, it is suggested that all students receive a Hepatitis B vaccine.

- The physical examinations are submitted to the Program Director and Coordinator of Clinical Education.
- The immunization records are maintained by the Student Health Center.
- The Technical Standards form containing the signature of the ATS documenting acknowledgement of this requirement is maintained by the Program Director of the AT Program. Students resign this form annually.
- Flu Shots, COVID vaccinations and TB Testing are currently required for all hospital clinical education hours. Please see Coordinator of Clinical Education regarding dates for flu-season vaccinations.
- All records are kept confidential and will not be released without the student's permission or court order.
- Flu shots are required for on-campus participation (including but not limited to classes, clinical affiliations, student organizations, and lab participation) as per the University of Miami Student Health Center Guidelines

HEALTHCARE INSURANCE GUIDELINES

Graduate students on the Coral Gables campus, medical campus, and marine campus are required to obtain adequate health insurance according to the insurance guidelines provided for domestic students and international students. All international students are required to be insured under the University student health insurance plan. Students in certain graduate programs are not eligible to enroll in the University-sponsored student insurance plan. Visit the Student Health Service website for a list of these programs. Students in online-only programs are exempt from the health insurance requirement and are not eligible for the student health insurance or Student Health Services. The Student Health Insurance Plan is designed to be used in conjunction with the services of the Student Health Service and Counseling Center. To obtain greatest benefits, students will need to utilize the Student Health Service first, where treatment will be administered or referral issued, except in the case of medical emergency, maternity, when away from campus or when the Student Health Service is closed. Spouses and dependents are encouraged to establish care with a UHealth or other UnitedHealthcare participating primary care provider by calling 305-243-2273 for UHealth providers or referring to myuhc.com for UHC providers. Please refer to the Dependent Coverage section for further information. There are no co-payments for clinical and diagnostic services provided at the Student Health Service or Counseling Center. Co-payments and coinsurance may apply to services received elsewhere. Higher out of pocket costs apply when using out-of-network versus in-network providers. Coinsurance for in-patient care is lowest at UHealth Tower, and prescription drug copays are lowest at the Lennar Walgreens Pharmacy. Students who do not want to enroll in the University's student health insurance plan for 2020-2021 and have alternative coverage must waive the University's student health insurance plan via miami.edu/waive. You will be required to provide proof of alternative, acceptable insurance coverage in order for the waiver to be accepted. See additional information provided on the Student Health Service website. If you do not waive the University's student health insurance plan, you automatically will be enrolled and charged the cost of the University's student health insurance plan. All students, including those with limited out-of-state coverage and otherwise inadequate coverage, are encouraged to review their options carefully before choosing to waive the insurance charge. All records are kept confidential and will not be released without the student's permission or court order. Student Health Center E-mail - studenthealth@miami.edu, Main Number 305-284-9100, Administration 305-284-5921, Pharmacy 305-284-5922, Health Insurance 305-284-1652, Immunization 305-284-5933 If a sudden, severe illness or serious accident occurs while on campus, contact the Department of Public Safety at (305) 284-6666 or dial 911. While off campus, dial 911 for emergency transport. The charges for all off campus emergency care and ambulance service are the responsibility of the patient

IMMUNIZATION & VACCINATION

The Student Health Center provides primary and specialty care as well as pharmacy services for all eligible students. The Health Center offers vaccinations, like the flu shot and TB, throughout the year for all students. University insurance plan information is also available at the center. Appointments are not necessary, but may be made at [mystudenthealth](http://mystudenthealth.com), and many of the services are free of charge. For more information, call 305-284-9100, email studenthealth@miami.edu, or visit at 5555 Ponce de Leon Blvd., Coral Gables. All students must provide the Student Health Center proof of immunization against measles, mumps, and rubella before matriculation. All new students must provide proof of immunization against hepatitis B and meningococcal meningitis or sign a waiver declining these immunizations. An immunization form must be completed and returned to Student Health Services prior to arrival on

campus. All international students must be screened for tuberculosis by completing page two of the immunization form. Immunization information must be entered at mystudenthealth prior to faxing or mailing the form to the Student Health Service for verification. Immunization compliance can also be verified at mystudenthealth. Students are required to complete immunization form under “medical student requirement” prior to initiating clinical education.

<https://studenthealth.studentaffairs.miami.edu/immunization-information/medical-student-requirements/index.html>

COVID-19 Vaccine

Students are strongly encouraged to be **vaccinated against COVID-19** to safeguard their health and the health of all members of our University and community. In addition to **on-campus vaccination clinics**, students can find vaccination locations nearest them by visiting **vaccinefinder.org**.

<https://studenthealth.studentaffairs.miami.edu/immunization-information/required-immunization/index.html>

Flu Shots:

As part of the University of Miami’s COVID-19 response, students, faculty, and staff on all campuses are required to receive the seasonal flu vaccine. Read **more information** about flu shots and how to obtain your flu vaccine.

Tuberculosis Screening

Tuberculosis screening must be completed by all international students and requires completion of page two of the Immunization Form. International students who have not had contact with others sick with tuberculosis, who were born in a country considered low risk for tuberculosis and have never lived in or traveled to any country other than USA considered low risk for tuberculosis do not require additional screening. All other international students must have additional screening with a PPD Test within six months prior to arrival on campus, or by one month after arrival on campus.

Hepatitis B

Hepatitis B is a serious infectious disease that attacks the liver and can lead to lifelong infection and even death. The virus is spread when an individual comes in contact with blood or other body fluids of an infected person through broken skin or mucous membranes. Each year approximately 3,000 - 5,000 people die from hepatitis B. Although there is no cure, the infection can be prevented by vaccination. The Centers for Disease Control and Prevention (CDC) recommends vaccination of everyone 18 years of age and under, as well as others at high risk for hepatitis B, including anyone with more than one lifetime sexual partner. Unprotected sex, non-sterile body piercing, and tattoos, sharing needles, toothbrushes, razors and pierced earrings, and travel abroad to countries where hepatitis B is common, can increase the risk for college students. In addition, health sciences students (e.g., nursing and medical students) are at particular risk of exposure through patient care.

The hepatitis B vaccine is safe and effective but should not be given to anyone who has had a life-threatening reaction to baker's yeast or to a previous dose of the vaccine. The most common side effect of the vaccine is soreness at the site of the injection. Vaccination requires a series of three shots over a six-month period and provides long-term immunity. In addition to vaccination, people can attempt to reduce their risk by using condoms during sex and avoiding tattooing and body piercing with non-sterile

instruments or techniques. They should also avoid sharing needles, pierced earrings, razors, or toothbrushes.

Meningitis (Meningococcal Disease)

Meningococcal Meningitis and Hepatitis B immunizations are available at the University of Miami Student Health Service.

Meningococcal disease is a rare but potentially fatal bacterial disease that occurs either as meningococcal meningitis, inflammation of the lining of the brain and spinal cord or meningococcemia, and the presence of bacteria in the blood. Meningococcal disease occurs in about 1-3 out of 100,000 people each year but is more common among first-year students living in on-campus housing. About 10-15% of those affected die in spite of antibiotic treatment and of those who survive, another 10-20% lose limbs, become deaf, have neurological problems, become mentally disabled, or suffer seizures or strokes.

Meningococcal bacteria are transmitted through the air via droplets of respiratory secretions and through direct contact with persons infected with the disease. Oral contact with shared items such as cigarettes or drinking glasses or through intimate contact such as kissing could put a person at risk for acquiring the infection. People identified as close contacts of a patient with meningococcal disease should receive antibiotics to prevent the disease.

Symptoms include high fever, severe headaches, neck stiffness, rash, nausea, vomiting, and lethargy (confusion, sleepiness, being hard to wake up). Because the disease progresses rapidly, often in as little as 12 hours, those who experience two or more of the above symptoms are urged to seek immediate medical care.

The vaccine is considered to be safe, but should not be given to those who have had a serious allergic reaction to any of the vaccine components. Anyone with a history of Guillain-Barre Syndrome should speak to their healthcare provider before getting the conjugate (Menactra) vaccine. Some people have mild side effects including redness or pain at the injection site or fever. The vaccine does not completely eliminate the possibility of infection but is effective against the strains responsible for two-thirds of the cases on college campuses.

Varicella (Chickenpox)

Varicella (Chicken Pox) vaccines are available at the University of Miami Student Health Service.

Chickenpox is more than just a childhood disease. While the symptoms are usually mild in children, college students may be 10 times more likely than children to develop serious complications, including pneumonia, encephalitis, and even death. Each year, approximately 11,000 people are hospitalized and 100 die due to chickenpox.

Chickenpox may spread more easily in a college living environment, and college students are considered to be more susceptible to the disease. As with hepatitis B, health sciences students are at particular risk of exposure to chickenpox through patient care and furthermore may transmit the infection to patients at high risk of complications. A vaccine is available to prevent chickenpox, and the CDC and ACHA recommend all college students who have not had chickenpox be vaccinated against the disease. If your

child has not had chickenpox, it is strongly recommended by health officials that he or she get vaccinated.

Pertussis

Pertussis is a bacterial respiratory illness characterized by severe spasms of coughing that can last for several weeks or even for months. According to the CDC, in the United States, 5000-7000 cases of pertussis are reported each year. There has been an overall increase in cases since 1990, with a disproportionate increase in adolescents and adults. Pertussis is highly contagious with up to 90% of susceptible household contacts developing clinical disease following exposure to an index case. Adolescents and adults who have been vaccinated as children often have mild or no symptoms, but may have classic pertussis. Infected individuals can pass the disease to non-immunized or not completely immunized infants, and the disease can be severe in these individuals. Due to the increased prevalence of pertussis, recent guidelines have recommended that tetanus boosters, which previously included diphtheria, should include pertussis as well. This combined vaccine (Tdap) should be given to adolescents. The Tdap vaccine can be given regardless of interval since the last tetanus or diphtheria-toxoid containing vaccine.

HPV Vaccine

The HPV vaccine is available at the Student Health Service.

Human papillomavirus (HPV) is the most common sexually transmitted infection in the United States. Some HPV infections can cause cancer—like cancer of the cervix or in the back of the throat. The HPV vaccine is recommended for everyone through age 26, as well as those ages 27 through 45 if they remain at risk and did not complete the vaccination when they were younger. The vaccine targets HPV subtypes that cause 70% of all cervical cancers and about 90% of genital warts and is given in a series of three doses in a 6 month period. For more information from the CDC, [click here](#).

The cost of the physical examination and vaccinations are the student's responsibility.

UNIVERSITY OF MIAMI HEALTHCARE GUIDELINES

The Student Health Center is a modern, on-campus, outpatient medical center. Through its staff of qualified physicians, physician assistants, and nurse practitioners, the Health Center diagnoses and treats minor injuries, and new or ongoing illnesses. Services include primary care, select specialty care routine laboratory services, x-ray, pharmacy services, advice on health-related issues, and referral to medical specialists when necessary. Many services are provided at no charge. Specialty clinics include women's health, allergy, nutritional counseling, and orthopedic clinics. All full-time undergraduate students and all other students who have paid the University Fee are eligible for care at the Health Center. The spouse of the student may pay a Health Care Fee and become eligible for care at the Health Center. All medical records are confidential, are not part of the University records, and will not be released without the patient's permission or court order.

Student Health Center

E-mail - studenthealth@miami.edu

Appointments / Enter Immunization Information - mystudenthealth.miami.edu

Insurance Waivers - myUM (Life at UM Tab)

Main Number 305-284-9100
 Administration 305-284-5921
 Pharmacy 305-284-5922
 Health Insurance 305-284-1652
 Immunization 305-284-5933

If a sudden, severe illness or serious accident occurs while on campus, contact the Department of Public Safety at (305) 284-6666 or dial 911. While off campus, dial 911 for emergency transport. The charges for all off campus emergency care and ambulance service are the responsibility of the patient.

All students should have adequate health insurance to pay for illnesses, accidents, surgery, psychiatric emergencies, and for off campus emergency room care. All new domestic students taking six or more credit hours per semester are required to obtain adequate health insurance. The annual premium for the health insurance plan offered through the Student Health Service will be added to each student's fee. Domestic students with alternative insurance coverage may request a fee waiver by providing the name of the insurance company and the policy number at or prior to registration. A waiver request form for domestic students can be obtained at the Student Health Center or on the web International students and scholars are required to enroll in the University sponsored health insurance program. International students with alternative insurance coverage may request a fee waiver by submitting an Insurance Waiver Request form to the Student Health Service. A waiver request form for international students can be obtained at the Student Health Center or on the web site: www.miami.edu/student-health.

BLOOD BORNE PATHOGEN TRAINING

The Athletic Training Students are required to attend the OSHA Blood Borne Pathogen training program online during KIN 663. The certification is good for 3 years. The ATs must complete a written examination at the conclusion of the training program.

UNIVERSITY OF MIAMI BLOOD BORNE PATHOGENS GUIDELINES

Exposure Control Plan

In the case of an exposure, please see on-site exposure control plan.

Call Employee Health Office **IMMEDIATELY!**

Office: (305) 243-3400 — Monday-Friday 9am-5pm

Cell: (305) 299-4684 (24 hours)

After hours, weekends, holidays.

- Complete Accident Report Form
- Notify supervisor of incident
- Notify Risk Management (305) 284-3163
- For more information regarding Bloodborne Pathogens go to OSHA's website:
<http://www.osha.gov/SLTC/bloodbornepathogens/index.html>

UNIVERSAL PRECAUTIONS

According to the concept of Universal Precautions, all human blood components, products made from human blood, and certain other materials are treated and handled as if known to be infectious for HIV (the virus that causes AIDS), HBV (hepatitis B), and other blood-borne pathogens. The following body fluids should be treated under the Universal Precautions guidelines:

- Amniotic Fluid
- Cerebrospinal Fluid
- Pericardial Fluid
- Peritoneal Fluid
- Pleural Fluid
- Semen
- Synovial Fluid
- Vaginal Secretions
- Any body fluid that is visibly contaminated with blood
- All body fluids in situations where it is difficult or impossible to differentiate between body fluids.

The following guidelines, or work practice controls, are recommended for Athletic Training Students at the University of Miami:

- All Athletic Training Students must wash their hands and any other skin with soap and water, or flush mucous membranes with water immediately or as soon as possible following contact of such body areas with blood or other potentially infectious materials. This shall be done immediately following the removal of latex gloves or other personal protective equipment.
- Eating, drinking, smoking, applying cosmetics or lip balm, and handling contact lenses are prohibited in work areas where there is reasonable likelihood of occupational exposure.
- Food and drink shall not be kept in refrigerators, freezers, shelves, cabinets, or on countertop or bench tops where blood or other potentially infectious materials are present.
- All procedures involving blood or other potentially infectious materials shall be performed in such a manner as to minimize splashing, spraying, spattering, and generation of droplets of these substances.
- Mouth pipetting/suctioning of blood or other potentially infectious materials is prohibited.
- Resuscitation devices including mouthpieces or resuscitation bags shall be available for use in areas where the need for resuscitation is predictable.
- Equipment, which may become contaminated with blood or other potentially infectious materials, shall be examined prior to servicing or shipping and shall be decontaminated as necessary unless decontamination is not feasible. It must be properly labeled, and information conveyed to all affected people so precautions can be taken.

ACTIVE COMMUNICABLE DISEASES GUIDELINES

Sickness/Illness Guidelines

If an ATS is experiencing any of the following signs or symptoms, they should refrain from their clinical

education site until their symptoms have resolved or until they receive medical clearance from a physician.

1. Fever
2. A cold accompanied by a sore throat
3. A cold, which also includes serious congestion, requiring you to blow your nose frequently, or which, causes you to sneeze often.
4. A cold accompanied by headaches, and other aches and pains.
5. Vomiting

If you have a respiratory illness with a fever, go to the Student Health Service. Do not attend classes, work or social events and avoid contact with other people as much as possible to keep from infecting them.

For the health and safety of the individuals working in the University of Miami Athletic Training Department and the Athletic Department, including the athletes, no student, or employee is able to return to work if they were diagnosed with an active communicable disease without medical clearance from a licensed physician. The Blood Borne Pathogen Policy adopted by the Office of Environmental Health and Safety was the guideline used to establish this policy.

LIABILITY INSURANCE

Athletic Trainers are not immune to litigation. If the Athletic Training Student adheres to the Guidelines as set forth in this manual and those particular to their own clinical site assignment and does not attempt to perform duties outside the scope of their limitations, the chances of litigation are greatly reduced. The following guidelines should be adhered to at all times:

- 1 Consider everyone you see, talk to or touch as a potential plaintiff.
Adhere to FERPA and HIPPA which deal with releasing confidential information. A written release from the patient must be signed before releasing any information.
- 2 Know the limits of your competence and responsibilities.
- 3 Be attentive and develop good evaluative skills
- 4 Maintain a good rapport and open communication with your patients, clinical supervisor, administrators and faculty.
- 5 Maintain good records and documentation of athletic injuries.
- 6 Know the State of Florida Laws and Rules governing the practice of Athletic Training.
- 7 Maintain a good rapport with the team physicians. Athletic Trainers function under the guidance and direction of the Team Physicians.

In an effort to protect Athletic Training Students in the event of litigation, the University purchases liability insurance for all AT students under a University policy. This coverage is renewed each year. Program Administration maintains a copy of professional liability insurance coverage for the Athletic Training Students

FLORIDA STATE PRACTICE ACT

64B33-4.001 Protocols; Scope of Practice.

(1) A licensed athletic trainer shall apply principles, methods and procedures within the domains established by the Board of Certification that provide the foundation of the scope of the athletic trainer's practice.

- (a) Risk Reduction, Wellness, and Health Literacy;
- (b) Assessment, Evaluation, and Diagnosis;
- (c) Critical Incident Management;
- (d) Therapeutic Intervention;
- (e) Healthcare Administration and Professional Responsibility.

(2) A licensed athletic trainer shall apply the following principles, methods and/or procedures within the scope of the profession:

(a) Rehabilitation through the use of safe and appropriate physical rehabilitation practices, including those techniques and procedures following injury or illness and recovery that restore and maintain normal function status;

(b) Application of principles and methods related to strength training, cardiovascular fitness, and performance enhancement;

(c) Performance of tests and measurements to prevent, evaluate, clinically diagnose, treat, and monitor acute and chronic injuries, illnesses, or conditions;

(d) Selection of preventive and supportive devices, temporary splinting and bracing, protective equipment, taping, strapping, and other devices or techniques to protect an injury or condition, facilitate ambulation and restore normal functioning;

(e) Organization and administration including the development and implementation of strategies and procedures to minimize risk and to promote safety and wellness;

(f) Recognition of factors related to injuries, illnesses, and conditions within the scope of the profession as well as correcting or modifying inappropriate, unsafe, or dangerous activity;

(g) Design, review and/or revise policies and procedures related to prevention, care, and rehabilitation as well as emergency action plans to guide appropriate patient care, establish a sound, unified response to events, and to optimize outcomes overall;

(h) Implementation of appropriate emergency and immediate care procedures to reduce the risk of morbidity and mortality, including core temperature assessment and the application of devices used in emergency care (e.g. tourniquet, airway adjuncts);

(i) Implementation of systematic, evidence-based examinations and assessments within the scope of the profession to ensure appropriate care, referral and course of action;

(j) Education and counseling regarding wellness, the prevention of injury, illness, or conditions, and clinical diagnosis, prognosis, and plan of care within the scope of the profession;

(k) Creating, maintaining, and completing patient care and administrative documentation consistent with professional practice guidelines or requirements;

(l) Knowledge of professional standards of practice and ethics, and ensure those standards are implemented as part of an athletic trainer's duties and responsibilities;

(m) Knowledge of basic business principles, policies and procedures, organizational, and resource management.

(n) Education and guidance regarding nutrition (e.g. supplements, hydration, and dietary recommendations) for safe participation in activity and recovery following an injury, illness, or condition;

(o) Administer over-the-counter medications for patients 18 years old or older, in accordance with manufacturer instructions, to treat symptoms associated with recognized injury, illness, or conditions.

(3) For treatment and rehabilitation of musculoskeletal injuries or conditions and to maintain normal function status, the athletic trainer may utilize the following therapeutic interventions:

(a) Therapeutic Exercise;

(b) Manual therapy techniques (e.g. myofascial decompression, muscle energy, massage, joint and soft tissue mobilization treatment with or without instrument assistance);

(c) Mechanical Devices (e.g., continuous passive motion, isokinetics, treadmill with or without differential air pressure, blood flow restriction, and traction);

(d) Cryotherapy (e.g., ice, cold packs, cold water immersion, spray coolants, cold compression devices);

(e) Thermotherapy (e.g., topical analgesics, moist/dry hot packs, heating pads, paraffin bath);

(f) Other therapeutic agents with the properties of water (e.g., whirlpool); electricity (e.g., electrical stimulation, diathermy); light (e.g., infrared, ultraviolet, laser therapy); air (e.g. intermittent or sustained compression); or sound (e.g., ultrasound, shockwave therapy).

(4) The athletic trainer may apply topical prescription medications (e.g., steroid, analgesic, or anti-inflammatory preparation for phonophoresis or iontophoresis) at the direction of a physician.

(5) The athletic trainer may administer emergency prescription medications and treatments (e.g. Epi-pen, asthma inhaler, Oxygen, insulin, glucose) at the direction of a physician.

(6) The athletic trainer may treat an abnormal acute or chronic joint dislocation injury using joint reduction techniques at the direction of a physician.

(7) The athletic trainer may implement wound management techniques for debridement and closure at the direction of a physician.

(8) The athletic trainer may administer monofilament intramuscular stimulation treatment for trigger points or myofascial pain at the direction of a physician.

(9) The athletic trainer may perform or obtain the necessary and appropriate diagnostic or laboratory tests (e.g. imaging, blood work, urinalysis, electrocardiogram) to facilitate diagnosis, referral, and treatment planning at the direction of a physician.

(10) A licensed athletic trainer shall report new or recurring injuries or conditions to a physician in the manner requested by the physician.

(11) Nothing herein shall be construed to prevent a person from administering standard first aid treatment. In the absence of a physician being available at a practice, competitive event, or other setting where a licensed athletic trainer is present, the licensed athletic trainer may provide first aid and preventative measures and implement appropriate procedures and strategies for transport and/or referral to a physician's office, hospital, or other healthcare facility.

(12) Nothing herein shall be construed to limit the physical locations or facilities at which the athletic trainer may provide the services identified herein.

(13) A licensed athletic trainer shall maintain the following regarding the standards of practice:

(a) A licensed athletic trainer shall neither practice nor condone discrimination on the basis of race, creed, national origin, sex, age, handicap, disease entity; social status, financial status or religious affiliation;

(b) A licensed athletic trainer shall provide competent care consistent with both the requirements and the limitation of the athletic training profession;

(c) A licensed athletic trainer shall comply with applicable local, state, and federal laws;

(d) A licensed athletic trainer shall preserve the confidentiality of privileged information and shall not release such information to a third party not involved in the patient's care unless the patient consents to

such release or release is permitted or required by law;

(e) A licensed athletic trainer shall report illegal or unethical practice pertaining to athletic training to the appropriate person or authority;

(f) A licensed athletic trainer shall not misrepresent in any manner, either directly or indirectly, their skills, training, professional credentials, qualifications, identity, or services;

(g) A licensed athletic trainer employing, supervising, or evaluating the performance of other staff members shall fulfill such responsibilities in a fair, considerate, and equitable manner;

(h) A licensed athletic trainer shall not practice when their ability is impaired by the use of drugs or alcohol.

Rulemaking Authority 468.705 FS. Law Implemented 468.705, 468.713 FS. History—New 11-17-96, Formerly 61-25.004, 64B30-25.004, Amended 10-4-16, 2-26-18, 12-4-22.

See the following link for the latest edition:

<https://www.flrules.org/gateway/ChapterHome.asp?Chapter=64B33-4>

NATA CODE OF ETHICS

Preamble

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

The National Athletic Trainers' Association respects and values diversity amongst its members and patients served. Our members work respectfully and effectively with diverse patient populations in varied healthcare environments. The NATA prohibits discrimination based on race, ethnicity, color, national origin, citizenship status, religion (creed), sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, military status, family/parental status, income and socioeconomic status, political beliefs, or reprisal or retaliation for prior civil rights activity, or other unlawful basis, in any program or activity conducted or funded by the NATA (VATA, 2020).

Important Professional Values (PV) shared by the NATA membership include: 1) Caring & Compassion, 2) Integrity, 3) Respect, 4) Competence, and 5) Accountability. These shared PV underpin the NATA Code of Ethics, motivate honorable interpersonal behaviors, and conduct in member's interactions with all persons.

The Appendix to the Code of Ethics reveals a definition and sample behaviors for each shared PV.

PRINCIPLE 1. IN THE ROLE OF AN ATHLETIC TRAINER, MEMBERS SHALL PRACTICE WITH COMPASSION, RESPECTING THE RIGHTS, WELL-BEING, AND DIGNITY OF OTHERS (PRINCIPLE 1 is associated with the PV of Respect, Caring & Compassion, and Competence.)

1.1 Members shall act in a respectful and appropriate manner to all persons regardless of race, religion, age, sex, ethnic or national origin, disability, health status, socioeconomic status, sexual orientation, or gender identity and expression.

1.2 Member's duty to the patient is the first concern, and therefore members are obligated to place the well-being and long-term well-being of their patient above other stakeholders to provide competent care in all decisions, and advocate for the best medical interest and safety of their patient as delineated by professional statements and best practices.

1.3 Members shall preserve the confidentiality of privileged information and shall not release or otherwise publish in any form, including social media, such information to a third party not involved in the patient's care without a release unless required by law.

PRINCIPLE 2. MEMBERS SHALL COMPLY WITH THE LAWS AND REGULATIONS GOVERNING THE PRACTICE OF ATHLETIC TRAINING, NATIONAL ATHLETIC TRAINERS' ASSOCIATION (NATA) MEMBERSHIP STANDARDS, AND THE NATA CODE OF ETHICS (PRINCIPLE 2 is associated with the PV of Accountability.)

2.1. Members shall comply with applicable local, state, federal laws, and any state athletic training practice acts.

2.2. Members shall understand and uphold all NATA Standards and the Code of Ethics.

2.3. Members shall refrain from, and report illegal or unethical practices related to athletic training.

2.4. Members shall cooperate in ethics investigations by the NATA, state professional licensing/regulatory boards, or other professional agencies governing the athletic training profession. Failure to fully cooperate in an ethics investigation is an ethical violation.

2.5. Members must not file, or encourage others to file, a frivolous ethics complaint with any organization or entity governing the athletic training profession such that the complaint is unfounded or willfully ignore facts that would disprove the allegation(s) in the complaint.

2.6. Members shall refrain from substance and alcohol abuse. For any member involved in an ethics proceeding with NATA and who, as part of that proceeding is seeking rehabilitation for substance or alcohol dependency, documentation of the completion of rehabilitation must be provided to the NATA Committee on Professional Ethics as a requisite to complete a NATA membership reinstatement or suspension process.

PRINCIPLE 3. MEMBERS SHALL MAINTAIN AND PROMOTE HIGH STANDARDS IN THEIR PROVISION OF SERVICES

(PRINCIPLE 3 is associated with the PV of Caring & Compassion, Accountability.)

3.1. Members shall not misrepresent, either directly or indirectly, their skills, training, professional credentials, identity, or services.

3.2. Members shall provide only those services for which they are qualified through education or experience and which are allowed by the applicable state athletic training practice acts and other applicable regulations for athletic trainers.

3.3. Members shall provide services, make referrals, and seek compensation only for those services that are necessary and are in the best interest of the patient as delineated by professional statements and best practices.

3.4. Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge and shall complete such educational requirements necessary to continue to qualify as athletic trainers under the applicable state athletic training practice acts.

3.5. Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.

3.6. Members who are researchers or educators must maintain and promote ethical conduct in research and educational activities.

PRINCIPLE 4. MEMBERS SHALL NOT ENGAGE IN CONDUCT THAT COULD BE CONSTRUED AS A CONFLICT OF INTEREST, REFLECTS NEGATIVELY ON THE ATHLETIC TRAINING PROFESSION, OR JEOPARDIZES A PATIENT'S HEALTH AND WELL-BEING.

(PRINCIPLE 4 is associated with the PV of Respect.)

4.1. Members should conduct themselves personally and professionally in a manner, that reflects the shared professional values, that does not compromise their professional responsibilities or the practice of athletic training.

4.2. All NATA members, whether current or past, shall not use the NATA logo or AT logo in the endorsement of products or services, or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.

4.3. Members shall not place financial gain above the patient's well-being and shall not participate in any arrangement that exploits the patient.

4.4. Members shall not, through direct or indirect means, use information obtained in the course of the practice of athletic training to try and influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.

4.5. Members shall not provide or publish false or misleading information, photography, or any other communications in any media format, including on any social media platform, related to athletic training that negatively reflects the profession, other members of the NATA, NATA officers, and the NATA office.

September 2005, Revised May 2022

UNSAFE ATHLETIC TRAINING PRACTICE GUIDELINES

Definition

Unsafe Athletic Training Practice is jeopardizing a patient's life, health or safety, engaging in unprofessional conduct, or violating the ethical code for Athletic Training. Unsafe athletic training practice is defined to include, but is not limited to, the following behaviors of a Staff Athletic Trainer, Physical Therapist or an Athletic Training Student:

- Failure to supervise adequately the performance of acts by any person working at the Staff or Athletic Training Student's direction; or
- Delegating or accepting the delegation of an athletic training function or prescribed health care function when the delegation or acceptance could reasonably be expected to result in unsafe or ineffective patient care; or
- Failure to utilize appropriate judgment in administering safe athletic training practices based upon the expected level of athletic training preparation; or
- Performing new athletic training techniques or procedures without proper education and preparation; or
- Failure to report through the proper channels the unsafe or illegal practice of any person who is providing athletic training care; or
- Engaging in activities which do not fall within the realm of standardized athletic training practice; or

- Endangering the welfare of the patient through own physiological or mental health status.

Unprofessional conduct is athletic training behavior (acts, knowledge, and practices) which fails to conform to the accepted standards of the Athletic Training profession and which could jeopardize the health and welfare of the people which shall include but not be limited to the following:

- Inaccurate recording, reporting, falsifying, or altering client records; or
- Verbally or physically abusing patients; or
- Falsifying manipulating patient records; or
- Appropriating without authority, medications, supplies or personal items of the patient; or
- Falsifying documents submitted to the athletic training program
- Leaving an athletic training assignment without properly advising appropriate personnel
- Violating the confidentiality of information or knowledge concerning the client; or
- Conduct detrimental to the public interest; or
- Discriminating in the rendering of athletic training services; or
- Impersonating a licensed practitioner, or permitting another person to use his/her athletic training identification for any purpose; or
- Aiding, abetting or assisting any other person to violate or circumvent any law or rule or regulation intended to guide the conduct of a Staff Athletic Trainer, Physical Therapist or an Athletic Training Student; or
- Presenting a forged prescription; or
- Selling or attempting to sell a controlled dangerous substance or otherwise making such drugs available without authority to self, friends, or family members; or
- Socializing with patients or clients at local clubs or establishments; or
- Dating patients or clients; or
- While caring for a patient, engaging in conduct with a patient or athlete that is sexual or may reasonably be interpreted as sexual, or in any verbal behavior that is seductive or sexually demeaning to a client, or engaging in sexual exploitation of a client; or
- Obtaining money, property or services from a patient through the use of undue influence, harassment, duress, deception or fraud; or
- Engaging in fraudulent billing practices, including violations of federal Medicare and Medicaid laws of the state medical assistance laws; or
- Allowing own value system to interfere with patient care/well-being.

Violating the ethical code for Athletic Trainers shall include, but not be limited to, the following:

- Lack of respect for human dignity and the uniqueness of the patient, restricted by considerations of social or economic status, personal attributes, or the nature of health problems.
- Fails to safeguard the client's right to privacy.
- Fails to act to safeguard the client and the public when health care are affected by the incompetent, unethical, or illegal practice of any person.
- Fails to assume responsibility and accountability for individual athletic training judgments and actions.
- Fails to exercise informed judgment and use individual competence and qualifications when

seeking consultation, accepting responsibilities, and delegating athletic training activities to others.

An Athletic Training Student is a student and not a Certified Athletic Trainer and is therefore subject to the academic standard review of the Unsafe Athletic Training Practice Guidelines. A violation of these guidelines is a violation of academic standards. Conduct which, falls under these guidelines may also be subject to disciplinary action under the applicable University of Miami conduct code.

SANCTIONS IMPOSED FOR UNSAFE ATHLETIC TRAINING PRACTICE

If an Athletic Training Student demonstrates unsafe behavior in a course(s) or clinical assignment, or Staff assignment, the Athletic Training faculty and/or Athletic Training Staff or Athletic Administration may impose any of the following sanctions:

- Additional learning assignments designed by the faculty to contribute to the achievement of course objectives and change unsafe behavior.
- Immediate suspension from the setting.
- Immediate dismissal from the course.
- Immediate dismissal from the clinical assignment.
- Grade of “F” for course and dismissal from the Athletic Training Program.
- Immediate dismissal from the Athletic Training Staff, Physical Therapy Staff or Athletic Department.

SEXUAL HARASSMENT GUIDELINES

It is the policy of the University of Miami to maintain the campus as a place of work and study for faculty, staff, and students free of sexual harassment. Students should be aware that sexual harassment is unacceptable conduct and will not be tolerated. Examples of such unacceptable behavior include but are not limited to: • Sexually oriented verbal joking or abuse • Subtle pressure for sexual activity • Physical contact such as patting, pinching or constant brushing against another’s body. • Demands of sexual favors, with or without implied or overt promises of preferential treatment or threats • Verbal or physical conduct of a sexual nature creating an intimidating, hostile, or offensive environment Students who wish to discuss sexual harassment should contact Office of Workplace, Equity and Performance at 305-284-3064. Sexual Assault Response Team - S.A.R.T. is a telephone response line for University of Miami students administered by the University’s Counseling Center. During the regular academic year, students who have been sexually battered, assaulted, or molested can talk to a trained volunteer anonymously and from the privacy of a telephone. The S.A.R.T. hotline number is 305-798-6666. Athletic Training Students that feel they are a victim of sexual harassment must report this issue to the preceptor immediately. The Program Director and the Head Athletic Trainer must be notified of this issue as well.

https://umiami.policystat.com/policy/token_access/c974f9b2-1aa7-4b85-8bac-4a1a7317a9a5/

TITLE IX

The University’s Title IX Office works to prevent, stop, and address sexual misconduct across all campuses and for all University community members. Sex- or gender-based discrimination is wrong. It

is illegal. It will not be tolerated. The University of Miami is committed to maintaining a safe and secure environment, free from any form of sexual misconduct, including sex- or gender-based discrimination, dating violence, domestic violence, sexual assault, or stalking. To learn more about Title IX, policies and procedures, education and awareness efforts, and how to report misconduct, review the Title IX Office website, call 305-284-8624, email titleixordinator@miami.edu, or visit Suite 100 of the Gables One Tower

CONFIDENTIALITY GUIDELINES

Disclosing any information about a patient's condition is considered unethical by the NATA. Information regarding a patient's condition is highly confidential. Any Athletic Training Student that discusses this information outside of the University of Miami health care system may be dismissed from the Athletic Training Program. Athletic Training Students are not permitted to speak to the media, their classmates, their friends, their family, or anyone outside the Athletic Training Staff regarding a patient's injury/illness. Information regarding the injury/illness of an athlete is released to the media through the Sports Information Office only.

Refer to the Appendix for the *Acknowledgement of the Confidentiality Guidelines* form that all Athletic Training Students must sign and submit to the Program Director. Students who do not submit this form to the Program Director will be removed from their clinical education setting until the signed form is submitted.

HIPAA PRIVACY & SECURITY AWARENESS TRAINING

Use to following link to complete HIPPA Training

https://www.courses.miami.edu/ultra/courses/_594073_1/cl/outline

Please follow the instructions to complete the training:

1. Complete the quiz.
2. Provide your name in the box provided and click "Print Certificate."
3. Print/save your certificate (do not choose the email option, if necessary, take a screen shot of your certificate. A printout of your scores alone will not be accepted).

APPENDIX
AT Program Forms



AT PROGRAM GUIDELINES MANUAL ACKNOWLEDGEMENT

I, _____, have read and understand the Athletic Training Program/ Department of Athletic Training Guidelines Manual. I agree to abide by all of the guidelines stated therein during my matriculation through the Athletic Training Program. Suppose I fail to adhere to the guidelines outlined in this manual. In that case, I am aware that I may be disciplined per the School of Education and Human Development and University of Miami policies.

Student Signature

Date

ATHLETIC TRAINING STUDENT INFORMATION SHEET

Name: _____

Local Address: _____

Cell Phone #: _____

DOB: _____

Email: _____

C#: _____

Student #: _____

Driver's License #: _____

State: _____

Emergency Contact Name: _____

Emergency Contact Phone#: _____ Cell _____

Clothing sizes: Please provide unisex and gender specific sizes.

T-shirt Size: XS S M L XL

Polo Size: XS S M L XL

Short Size: XS S M L XL

Khaki Size: Females in increments of 2, i.e.: 2, 4, 6, etc. Males waist measurement i.e. 30, 32, 34, etc.
Size: _____

Shoe Size: Men Women Size _____

AT PROGRAM ADVISOR CHECKLIST

NAME: _____

I understand that the role of an Academic Advisor is to advise me on such matters as course offerings and graduation requirements, but I am solely responsible for ensuring that I have taken all courses and complete all other requirements necessary to the completion of a University of Miami degree. I further understand that it is my responsibility to read the University Bulletin and the Athletic Training Program Guidelines Manual, which contain all rules and requirements pertaining to the completion of a University of Miami degree.

The Student has been advised of the following requirements and has initialed each item in acknowledgement as it is explained by the Advisor:

- _____ I am aware that I must meet the health requirements of the Athletic Training Program.
- _____ I am aware that I must meet the technical standards of the Athletic Training Program.
- _____ I am aware that I must create a *Course Advising Plan* with my advisor that must be submitted to the Graduate School by the end of the Summer B term
- _____ I am aware that all Athletic Training courses must be completed at the University of Miami, unless transfer credits prior to matriculation within the Athletic Training Program were approved by the Program Director and Graduate School. .
- _____ I am aware that all Athletic Training courses must be taken in the proper sequence.
- _____ I am aware that I must complete all clinical education requirements to be eligible for graduation.
- _____ I am aware that I must maintain a cumulative GPA of 3.0 in the Athletic Training Program to be eligible for graduation.
- _____ I am aware that I must receive a grade of “C” or better in all classes
- _____ I am aware that I must apply for Graduation during my last semester.

Student’s Signature

Date

ACTIVE COMMUNICABLE DISEASES GUIDELINES ACKNOWLEDGEMENT

Sickness/Illness Guidelines

If an ATS is experiencing any of the following signs or symptoms, they should refrain from their clinical education site until their symptoms have resolved or until they receive medical clearance from a physician.

1. Fever
2. A cold accompanied by a sore throat
3. A cold, which also includes serious congestion, requiring you to blow your nose frequently, or which, causes you to sneeze often.
4. A cold accompanied by headaches, and other aches and pains.
5. Vomiting

If you have a respiratory illness with a fever, go to the Student Health Service. Do not attend classes, work or social events and avoid contact with other people as much as possible to keep from infecting them.

For the health and safety of the individuals working in the University of Miami Athletic Training Department and the Athletic Department, including the athletes, no student, or employee is able to return to work if they were diagnosed with an active communicable disease without medical clearance from a licensed physician. The Blood Borne Pathogen Policy adopted by the Office of Environmental Health and Safety was the guideline used to establish this policy.

I have read and I understand the Active Communicable Diseases Guidelines

Student's name (please print)

C Number

Student's signature

Date

UNSAFE ATHLETIC TRAINING PRACTICE GUIDELINES

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- Verbally or physically abusing patients; or
- Falsifying manipulating patient records; or
- Appropriating without authority, medications, supplies or personal items of the patient; or
- Falsifying documents submitted to the athletic training program
- Leaving an athletic training assignment without properly advising appropriate personnel
- Violating the confidentiality of information or knowledge concerning the client; or
- Conduct detrimental to the public interest; or
- Discriminating in the rendering of athletic training services; or
- Impersonating a licensed practitioner, or permitting another person to use his/her athletic training identification for any purpose; or
- Aiding, abetting or assisting any other person to violate or circumvent any law or rule or regulation intended to guide the conduct of a Staff Athletic Trainer, Physical Therapist or an Athletic Training Student; or
- Presenting a forged prescription; or
- Selling or attempting to sell a controlled dangerous substance or otherwise making such drugs available without authority to self, friends, or family members; or

- Socializing with patients or clients at local clubs or establishments; or
- Dating patients or clients; or
- While caring for a patient, engaging in conduct with a patient or athlete that is sexual or may reasonably be interpreted as sexual, or in any verbal behavior that is seductive or sexually demeaning to a client, or engaging in sexual exploitation of a client; or
- Obtaining money, property or services from a patient through the use of undue influence, harassment, duress, deception or fraud; or
- Engaging in fraudulent billing practices, including violations of federal Medicare and Medicaid laws of the state medical assistance laws; or
- Allowing own value system to interfere with patient care/well-being.

Violating the ethical code for Athletic Trainers shall include, but not be limited to, the following:

- Lack of respect for human dignity and the uniqueness of the patient, restricted by considerations of social or economic status, personal attributes, or the nature of health problems.
- Fails to safeguard the client's right to privacy.
- Fails to act to safeguard the client and the public when health care are affected by the incompetent, unethical, or illegal practice of any person.
- Fails to assume responsibility and accountability for individual athletic training judgments and actions.
- Fails to exercise informed judgment and use individual competence and qualifications when seeking consultation, accepting responsibilities, and delegating athletic training activities to others.

An Athletic Training Student is a student and not a Certified Athletic Trainer and is therefore subject to the academic standard review of the Unsafe Athletic Training Practice Guidelines. A violation of these guidelines is a violation of academic standards. Conduct which, falls under these guidelines may also be subject to disciplinary action under the applicable University of Miami conduct code.

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- Additional learning assignments designed by the faculty to contribute to the achievement of course objectives and change unsafe behavior.
- Immediate suspension from the setting.
- Immediate dismissal from the course.
- Immediate dismissal from the clinical assignment.
- Grade of "F" for course and dismissal from the Athletic Training Program.
- Immediate dismissal from the Athletic Training Staff, Physical Therapy Staff or Athletic Department.

UNSAFE ATHLETIC TRAINING PRACTICE GUIDELINES ACKNOWLEDGEMENT

I, _____, have read and understand the Department of Athletic Training/Athletic Training Program Unsafe Athletic Training Practice Guidelines. I agree to abide by all of the guidelines stated therein. If I fail to adhere to the Unsafe Athletic Training Practice Guidelines, I am aware that I may be disciplined as stated above.

Signature

Date



UNIVERSITY OF MIAMI ATHLETIC TRAINING PROGRAM

TECHNICAL STANDARDS FORM

Athletic Training education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills and professional attitudes and behavior.

The University of Miami School of Education and Human Development, Department of Kinesiology & Sports Sciences, awards a Master of Science Athletic Training degree to students who successfully complete the curriculum. Students are expected to acquire a broad base of knowledge and skills, and competencies of an entry-level Athletic Trainer as well as meet the expectations of the program's accrediting agency, The Commission on Accreditation of Athletic Training Education (CAATE).

The Master of Science Athletic Training degree will be required to acquire the knowledge and skills to function in a broad variety of clinical situations and to render a wide spectrum of patient care. In order to learn the variety of tasks needed to become proficient as an Athletic Trainer, the student must be able to perform the following tasks, which are all essential requirements of the program: observation, communication, motor, conceptual (integrative and quantitative), and behavioral/social.

Observation

The candidate must be able to observe demonstrations and experiments in basic and applied sciences, including, but not limited to human anatomy and physiology, neuroscience, as well as in didactic courses in Athletic Training theory and practice for normal and pathologic states. A candidate must be able to observe a patient accurately at a distance and close at hand. Observation requires the use of common sense, as well as the functional use of the senses of vision, audition, olfaction, and palpation.

Communication

A candidate must be able to elicit information from patients, describe the patient's mood, activity and posture, and perceive and accurately report nonverbal communications. A candidate must be able to communicate effectively and sensitively with coaches, administrators, patients and their families. Communication includes not only oral, but also reading and writing. The candidate must be able to communicate effectively and efficiently with all members of the health care team in both immediate and recorded modes.

Motor

Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion, manual positioning of body segments and other evaluative procedures. A candidate must be able to do basic screening and examinations (physiological measures such as BP, HR and respiration), diagnostic procedures (palpation, manual muscle testing, goniometry, ligament laxity testing, sensory evaluation, gait analysis, balance assessment), and review X-rays. A candidate must be able to lift an adequate amount of weight (approximately 50 pounds) in order to assess and lift a patient as necessary. A candidate must be able to execute motor movements reasonably required to provide general care and emergency treatment to patients. Examples of emergency treatment reasonably required of Athletic Training students are cardiopulmonary resuscitation, spine stabilization for head or neck injury and application of pressure to stop bleeding. Additionally, candidates must be able to perform

debridement of wounds and other physical assessment maneuvers, where such actions require coordination of both gross and fine muscular movements, equilibrium and functional use of the senses of touch and vision.

Conceptual-Integrative and Quantitative Analysis

These abilities include measurement, calculation, reasoning, analysis, synthesis, and retention of complex information. Problem solving, the critical skill demanded of Athletic Training practitioners, requires all of these intellectual abilities. In addition, the candidate should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures.

Behavioral/Social Attitudes

Candidates must possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to an evaluation, diagnosis and care of patients, and be able to develop mature, sensitive and effective relationships with patients. Candidates must be able to tolerate physically-taxing workloads and to function effectively under stress. They must be able to adapt to changing environments both indoor and outdoor, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that are assessed during the admissions and education process.

Completion of the program’s technical standards does not guarantee a student’s eligibility for the Board of Certification (BOC) exam.

Students requesting accommodation to meet the technical standards must contact the Office of Disability Services prior to the start of the program or immediately upon a change in health status.

I certify that I have read and understand the technical standards listed above that are required of students selected to participate in the Athletic Training Educational Program and understand that they are essential requirements of the program. I understand that if, for any reason, my health status changes, I am required to update my signature.

Print Name: _____

C-Number: _____

Signature of Student

Date: _____

Signature of Program Director

Date: _____

MEDICAL HISTORY

Have you ever had: (if yes, please comment)

Cardiovascular Disorders/Disease	No	Yes	Comments:
Allergies	No	Yes	Comments:
Speech Impairments	No	Yes	Comments:
Visual Impairments	No	Yes	Comments:
Hearing Impairments	No	Yes	Comments:
High Blood Pressure	No	Yes	Comments:
Asthma or other Respiratory Problems	No	Yes	Comments:
Hepatitis/Liver Disease	No	Yes	Comments:
Fainting Spells, Epilepsy or Convulsions	No	Yes	Comments:
Kidney or Bladder Disease	No	Yes	Comments:
Any Previous Surgeries	No	Yes	Comments:
Communicable Diseases	No	Yes	Comments:
Mental Health disorder	No	Yes	Comments:
Are you currently on any medications?	No	Yes	Comments:
Do you have a disability that would prevent you from meeting the Technical standards for the Athletic Training Program?	No	Yes	Comments:

Orthopedic History (if yes, please indicate left or right and list the approximate date)

Neck	No	Yes	Right	Left	Date
Pinched nerves					
Burners/ stingers					
Fractures					
Sprains					
Pains					
Surgery					
Hand/Wrist/Fingers	No	Yes	Right	Left	Date
Dislocations					
Tendon injuries					
Fractures					
Sprains					
Pain					
Surgery					
Spine/Back	No	Yes	Right	Left	Date
Ruptured disc					
Muscle spasm					
Stiffness					
Pain w/ lifting					
Numbness in legs					
Surgery					
Pelvis/ Hips	No	Yes	Right	Left	Date
Groin pulls					
Hip pointers					
Fractures					
Pain					
Surgery					

Shoulder/Clavicle	No	Yes	Right	Left	Date
Separations					
Dislocations					
Fractures					
Slipping in joint					
Pain with throwing					
Surgery					
Arm	No	Yes	Right	Left	Date
Calcium deposits					
Burners/stingers					
Fractures					
Pain					
Surgery					
Elbow	No	Yes	Right	Left	Date
Dislocations					
Tennis elbow					
Fractures					
Pain					
Surgery					
Thigh	No	Yes	Right	Left	Date
Quad strain					
Hamstring strain					
Fractures					
Torn muscles					
Pain					
Calcium deposits					

Lower Leg	No	Yes	Right	Left	Date
Shin splints					
Achilles pain					
Torn Achilles					
Fracture					
Calf pain					
Surgery					
Knee	No	Yes	Right	Left	Date
Torn cartilage					
Kneecap pain					
Fractures					
Ligament injury					
Swelling					
Locking					
Giving way					
Dislocations					
Wear braces					
Casted					
Arthroscopy					
Surgery					
Feet/Toes	No	Yes	Right	Left	Date
Dislocation					
Turf toe					
Fractures					
Sprains					
Wear orthotics					
Pain					
Surgery					

Ankle	No	Yes	Right	Left	Date
Dislocations					
Casted					
Fractures					
Sprains					
Pain					
Braces					
Surgery					

Please use this space provided below to explain in detail the questions you have answered with a *Yes* response.

I do hereby state that, to the best of my knowledge and belief, the orthopedic history that I have provided is correct and accurate.

Athletic Training Student Signature

_____/_____/_____
Date

PHYSICAL EXAMINATION FORM

To Be Completed by a Physician

Athletic Training Student Name

____/____/____
Date

____-____-____
Social Security Number

____/____/____
Date of Birth

Sex	Race	Height (Ft)	Weight (Current)	&	Weight (1 year ago)	
			/			
B.P.	Pulse	Allergies			Tetanus Toxoid	

	Normal	Abnormal	(Check each item in appropriate column: enter "NE" if not evaluated)	Notes
1			Head, face, neck, scalp	
2			Nose	
3			Mouth, throat	
4			Ears, tympanic membranes	
5			Eyes (general)	
6			Lungs, chest	
7			Heart (PMI, rate, rhythm, sounds)	
8			Skin, lymphatics	
9			Identifying body marks	
10			Neuromuscular Exam	
11			Vaccination/Immunization Review	

Notes: _____

I certify to the best of my knowledge that all information given to the physician during this physical exam is true.

Athletic Training Student's Signature

____/____/____
Date

I certify that the above student meets the Technical Standards of the Athletic Training Program.

Physician's Signature

____/____/____
Date

Pass Fail
(Circle One)

SEXUAL HARASSMENT POLICY SIGNATURE FORM

Sexual harassment includes, but is not limited to, physical or verbal abuse of a sexual nature including graphic commentaries about an individual's body, sexually degrading remarks used to describe an individual, or unwelcome propositions and physical advances of a sexual nature. Sexual harassment also includes the threat or insinuation that sexual submission or the lack thereof will be used as a basis for employment or education decisions affecting or interfering with an individual's salary, academic standing or other conditions of employment, academic, or career development. Sexual harassment of or by any administrator, faculty member, employee, or student is absolutely prohibited. A violation of the student sexual harassment Guidelines shall constitute grounds for disciplinary action up to and including dismissal/expulsion from the University. The University reaffirms its commitment to the concept of nondiscrimination and to providing an educational forum and work environment free of sexual harassment.

The University student sexual harassment policy provides for an informal and formal grievance procedure. Students who feel they have been sexually harassed or need information about the University of Miami Sexual Harassment Guidelines should contact the Office of Equality Administration at 305-284-3064. (Refer to the Student Rights and Responsibilities document).

The Athletic Training Program has adopted the University of Miami Sexual Harassment Guidelines. The following list contains explanations of inappropriate behavior that may be construed as sexual harassment:

- ◆ Engaging in conduct with an athlete or patient that is sexual, or may reasonably be interpreted as sexual, is inappropriate behavior and is grounds for immediate dismissal from the AT Program.
- ◆ Verbal remarks or comments that are seductive or sexually demeaning to an athlete or patient is inappropriate behavior and is grounds for immediate dismissal from the AT Program.
- ◆ Engaging in sexual exploitation of an athlete or patient is inappropriate behavior and is grounds for immediate dismissal from the AT Program.

Athletic Training Students that feel they are a victim of sexual harassment must report this issue to the preceptor immediately. The Program Director and the Head Athletic Trainer must be notified of this issue as well.

I, _____, have read and understand the Athletic Training Program/ University of Miami Sexual Harassment Policy. I agree to abide by all of the guidelines stated therein during my matriculation through the Athletic Training Program. If I fail to adhere to this policy, I am aware that I may be disciplined in accordance with the School of Education & Human Development and University of Miami policies.

Student Signature

Date

CONFIDENTIALITY GUIDELINES SIGNATURE FORM

Disclosing any information about an athlete’s condition is considered unethical by the NATA. Information regarding an athlete’s condition is highly confidential. Any Athletic Training Student that discusses this information outside of the University of Miami health care system may be dismissed from the Athletic Training Program. Athletic Training Students are not permitted to speak to the media, their classmates, their friends, their family, or anyone outside the Athletic Training Staff regarding an athlete’s injury/illness. Information regarding the injury/illness of an athlete is released to the media through the Sports Information Office only.

I, _____, have read and understand the Athletic Training Programs Confidentiality Guidelines. I agree to abide by all of the guidelines stated therein during my matriculation through the Athletic Training Program. If I fail to adhere to this policy, I am aware that I may be disciplined in accordance with the School of Education and Human Development and University of Miami policies.

Student Signature

Date

RELEASE OF INFORMATION FOR THE SITE VISIT

I, _____, grant permission to the site visitors for the viewing of my student portfolio, the term "portfolio" includes but is not limited to files that contain, medical records, academic reports, advisement sheets, exam scores, Clinical Proficiency Evaluations etc., for the sole purpose of evaluating the Athletic Training Program's record keeping process. My signature on this form indicates this understanding. I also understand that except as provided above and as provided for by law or University policy, no information from my student portfolio will be shared outside of the University of Miami's Athletic Training Program.

Athletic Training Student's Signature

Date

CLINICAL EDUCATION GUIDELINES

I have read and understand the following (please initial):

_____ ATS are NOT allowed to perform skills in which you have not been instructed

_____ Patient Interactions must be recorded in Typhon daily by the Athletic Training Student (including the documentation of the day, month, year, and the type of athletic training experience).

_____ ATS are NOT allowed to travel with a team without direct supervision by preceptor (this policy is effective for all clinical education sites and even includes local travel).

_____ All athletic training clinical education hours must be obtained under the **DIRECT SUPERVISION** of a preceptor.

_____ Clinical education hours may be counted for the following:

- Patient interactions
- Preparation of patients for practices/competitions
- Treatments before and after practices/competitions
- AT duties during practices/competition
- Injury evaluation/Clinic with a team physician
- Rehabilitation
- Observation of a surgery
- In-services
- Administrative duties

_____ Clinical education hours may **NOT** be counted for the following:

- Traveling time with a team (on a plane, bus, etc.)
- Team meetings or Team meals
- Social Time

_____ Students must complete the designated minimum number of clinical hours each week and will not exceed the maximum designated number of hours without prior permission from the Coordinator of Clinical Education. All hours must be documented in Typhon. (Exceptions will be made for illnesses, when classes are not in session and for other special circumstances approved by the PD or CEC)

I, _____, have read and understand the Athletic Training Program Clinical Education Guidelines.

Signature

Date

ATHLETIC TRAINING ABSENCE REQUEST FORM

Please PRINT

Student's Name:

Date(s) Requesting OFF:

Time(s) Requesting OFF:

Reason For Absence:

Decision: APPROVED () DISAPPROVED ()

Clinical Instructor's Signature: _____ / /

Program Director/CCE Signature: _____ / /

STUDENT SUBSTANCE ABUSE AND DRUG TESTING POLICY ACKNOWLEDGEMENT

The University of Miami Master of Science in Athletic Training Program prohibits the use or the possession or dissemination of narcotics or other mind-altering drugs, other than those medically prescribed, properly used, and in the original container, by students on University property or while on University business. The purpose of this substance abuse policy is to provide information related to any unlawful use, manufacture, distribution, or possession of controlled or illegal substances or alcohol, and to ensure that individuals who provide patient care are not under the influence of any substances that can impair their ability or judgment. To that end, University of Miami Master of Science in Athletic Training Program enforces a zero-tolerance policy with regards to student impairment from drugs or alcohol at clinical sites or while in class, and thus any unlawful possession, use, manufacture or distribution of controlled or illegal substances or alcohol by any student while on campus or at a clinical site shall be considered substance abuse or possible dependency and will constitute cause for termination from the program. University of Miami Master of Science in Athletic Training Program students are expected to read and comply with this Student Substance Abuse Policy. A signed copy of the policy is indication that the policy has been read and understood.

All students will undergo drug testing as a part of their admission and continuing enrollment in the athletic training program. A minimum of one 10 panel drug screen is required through American Data Bank. The screening will be conducted at the time of admission, prior to starting classes. The drug screening process involves the collection of urine, blood, or hair sample to detect the presence of substances which may cause impairment. When a student receives an e-mail from the Program Administration directing him/her to be drug tested, the student must submit his/her specimen at a designated American Data Bank collection site or other designated drug screening location within 24 hours of notification. Students failing to submit a sample within this time frame may be withdrawn from clinical courses and subject to further disciplinary action, up to and including dismissal. Students will be responsible for the cost of the drug screenings which are part of the background check that must be completed prior to admission, as well as for the cost of any future drug tests as requested by the program.

Student Signature

Date