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INTRODUCTION

The Athletic Training Profession
Athletic training is a health care profession practiced by athletic trainers, health care professionals who collaborate with physicians to optimize activity and participation of patients and clients. Athletic training encompasses the prevention, diagnosis, and intervention of emergency, acute, and chronic medical conditions involving impairment, functional limitations, and disabilities. Athletic training is not the same profession as personal training. And certified athletic trainers work with more than just athletes – they can be employed with any physically active population. More than 70 percent of certified athletic trainers hold at least a master’s degree.

Certified Athletic Trainers are unique health care providers who specialize in the prevention, assessment, treatment and rehabilitation of injuries and illnesses. To become certified athletic trainers, students must graduate with a bachelors or masters degree from an accredited professional athletic training education program and pass a comprehensive exam administered by the Board of Certification. Accredited programs include formal instruction in areas such as injury/illness prevention, first aid and emergency care, assessment of injury/illness, human anatomy and physiology, treatment interventions for medical conditions, nutrition, psychosocial strategies and referral, health care administration and evidence-based practice. Classroom learning is enhanced through clinical education experiences. Once certified, athletic trainers must meet ongoing continuing education requirements in order to remain certified. Certified athletic trainers employ the acronym ATC to describe their credential. The National Athletic Trainers’ Association (NATA) policy is not to use the ATC acronym as a noun. ATC is an acronym that describes a credential, not a person, and it should only be used following the name of a certified individual. Using the ATC acronym as a noun inhibits the Board of Certification’s ability to protect the ATC credential against misuse. In other words, NATA and the BOC cannot protect the copyright on the ATC mark if it becomes known as a common noun.

Athletic trainers deliver rehabilitation services under a physician’s guidelines. Guidelines are general directions and descriptions that lead to the final outcome, thereby allowing the athletic trainer to rely on clinical decision making in constructing the rehabilitation protocol. Protocol are rigid step-by-step instructions that are common in technical fields and do not allow flexibility and/or clinical decision-making. Athletic trainers function under a physician’s direction. The terms "direction" and "supervision" mean two different things. Most importantly, supervision may require the on-site physical presence of the physician and that the physician examines each and every patient treated by an athletic trainer. Direction, on the other hand, requires contact and interaction, but not necessarily physical presence. Athletic trainers refer to the population that receives their services as patients or clients. Athletes comprise a significant proportion of the population who receive care from athletic trainers. However, once an athlete (or any other individual) becomes injured, he or she is a patient. The term "client" should be used for situations where individuals receive athletic training services – usually preventive in nature – on a fee-for-service basis.
Athletic trainers should not utilize the term "board certified." This is because in medicine, the definition of "Board Certified" is a process to ensure that an individual has met standards beyond those of admission into licensure and has passed specialty examinations in the field. Various medical professional organizations establish their own board certification examinations. While the term "Board Certified" is recognizable within the health care and medical communities, based on the above definition, the entry-level examination does not fit the criteria of being Board Certified. Therefore, the recommended term is "certified athletic trainer."

Typical patients and clients served by athletic trainers include:

- Recreational, amateur, and professional athletes
- Individuals who have suffered musculoskeletal injuries
- Those seeking strength, conditioning, fitness, and performance enhancement
- Others delegated by the physician

Some places athletic training services are provided include:

- Athletic training facilities
- Schools (K-12, colleges, universities)
- Amateur, professional and Olympic sports venues
- Clinics
- Hospitals
- Physician offices
- Community facilities
- Workplaces (commercial and government)
- Performing arts centers
- Military settings

The National Athletic Trainers Association

The NATA is the professional membership association for certified athletic trainers and others who support the athletic training profession. Founded in 1950, the NATA has grown to more than 35,000 members worldwide today. The mission of the National Athletic Trainers' Association is to enhance the quality of health care provided by certified athletic trainers and to advance the athletic training profession.

The majority of certified athletic trainers choose to be members of the NATA – to support their profession, and to receive a broad array of membership benefits. By joining
forces as a group, NATA members can accomplish more for the athletic training profession than they can individually. The NATA national office currently has more than 40 full-time staff members who work to support NATA’s mission.

**Athletic Training in the State of South Carolina**

Athletic trainers practicing in South Carolina must be certified by the state through the Department of Health and Environmental Control (DHEC). The SC Athletic Trainers’ Act was passed in 1984 by the General Assembly and amended in 1992 to create the current standards under which Athletic Trainers practice. Applicants for South Carolina state certification must be BOC certified and meet one of the following additional criteria: (a) have met the athletic training curriculum requirements of a college or university and give proof by means of a certified transcript, (b) have a BS degree in physical or corrective therapy with a minor in physical education or health which includes a basic athletic training course and have spent at least two academic years working under the supervision of a certified athletic trainer, (c) have earned a four-year college degree with appropriate academic courses and have completed two years working under the supervision of a certified athletic trainer. In addition, continuing education became a major component of the regulations with the 1992 amendments. Therefore, applicants for South Carolina certification are responsible for accumulating and reporting appropriate continuing education requirements. A copy of the South Carolina Practice Act and information regarding SC certification is available by contacting the SC DEHC-Div. of Emergency Medical Services, at 2600 Bull Street, Columbia, SC 29201 (803) 545-4204,
Introduction to the Athletic Training Education Program
The College of Charleston’s Athletic Training Education Program (ATEP) is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). This is a competitive and selective academic program that prepares students for a professional career in the field of athletic training. This degree program also prepares students for advanced studies in medicine (physician assistant, physician), physical therapy, and other allied health professions. Students must apply for and be selected into this program. Therefore, students meeting the selection criteria may be denied admission to this program. Transfer student admission is also competitive and selective. Transfer students must follow the same admission process and must allow at least three (3) years to complete the program. The Athletic Training Education Program leads to a BS degree in Athletic Training and is housed in the School of Education, Health, and Human Performance and in the Department of Health and Human Performance. Upon completion of the Athletic Training Education Program the student is eligible to sit for the Board of Certification (BOC) administered certification examination.

The Athletic Training Education Program curriculum is based on the following major areas of professional preparation: risk management and injury prevention, pathology of injury and illnesses, assessment and evaluation, acute care of injury and illness, pharmacology, therapeutic modalities, therapeutic exercise, general medical conditions and disabilities, nutritional aspects of injury and illness, psychosocial intervention and referral, health care administration, and professional development and responsibilities. Classroom learning is enhanced through clinical education experiences. Under the supervision of a preceptor, students further develop their knowledge and skills in a wide range of clinical education settings. The clinical education component provides students the opportunity to be mentored by certified athletic trainers, physicians, and other health care professionals in both the traditional collegiate, high school and semi-professional venues and the nontraditional setting of the sports medicine clinic, as well as other athletic health care settings. It is important to note that program students are responsible for their own transportation to and from the clinical education venues.

Students who graduate from the Athletic Training Education Program, earn a B.S. in Athletic Training from the College of Charleston, and subsequently pass the Board of Certification (BOC) certification examination, will qualify for employment as an entry-level certified athletic trainer in secondary schools, two-year institutions, four year colleges and universities, professional sports teams, as well as non-traditional venues such as sports medicine clinics and industrial settings. Many students, however, opt to continue their studies in graduate education programs centered around sports medicine, and graduate programs in medical and allied health fields. In addition to becoming a nationally certified athletic trainer, students who pass the BOC certification examination are eligible for state which is required in all states (excluding California and Alaska) to practice athletic training.

Accreditation Status
The Athletic Training Education Program at the College of Charleston originally received accreditation status from the Commission on Accreditation of Allied Health Education
Programs (CAAHEP) in October of 2000. Currently, the program is accredited by CAATE (Commission on Accreditation of Athletic Training Education). Through the submission of annual reports, the program will continually maintain this accreditation status.

**Program Mission**
The Mission of the College of Charleston Athletic Training Education Program is to provide students with an extensive and comprehensive didactic and clinical education from which to build a strong foundation for careers in athletic training and in fields within the healthcare arena. Our program seeks to develop scholarly clinicians and educators who aspire to positively contribute to healthcare for physically active individuals.

**Program Goals and Objectives**
- The Athletic Training Education Program at the College of Charleston will prepare students for a career in the athletic training and sports medicine professions while earning a B.S. in Athletic Training. This degree program will also prepare students for advanced studies in medicine, physical therapy, and other allied health professions. The specific goals and associated objectives of the program are tabled below.
<table>
<thead>
<tr>
<th>GOALS</th>
<th>OBJECTIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program graduates will possess the knowledge and demonstrate mastery of the skills of an entry-level athletic training professional.</td>
<td>To provide the student the opportunity to demonstrate proficiency in the cognitive and psychomotor competencies identified in the NATA Athletic Training Educational Competencies document.</td>
</tr>
<tr>
<td>Program graduates will understand the importance of and means of achieving on-going professional education requirements for an entry-level athletic training professional.</td>
<td>To provide the student the opportunity to learn the purpose of as well as means of meeting the professional continuing education requirements of a BOC certified athletic trainer.</td>
</tr>
<tr>
<td>Program graduates will recognize and appreciate the importance of the contribution of athletic trainers to the expanding healthcare arena.</td>
<td>To provide the student the opportunity to learn and demonstrate the role of the BOC certified athletic trainer among sports medicine professionals.</td>
</tr>
<tr>
<td>Program graduates will routinely make ethical, evidence-based decisions by incorporating the established standards into their professional practice as a healthcare provider.</td>
<td>To provide the student the opportunity to obtain knowledge of and display ethical behavior in accordance with professional standards as detailed in the NATA Code of Ethics.</td>
</tr>
<tr>
<td></td>
<td>To provide the student the opportunity to acquire and hone the foundational behaviors of the BOC standards of professional practice required of an athletic training, medical or allied health professional.</td>
</tr>
<tr>
<td></td>
<td>To provide the student the opportunity to acknowledge the importance of evidence-based medicine and to demonstrate its application in the healthcare setting.</td>
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Guidelines and Procedures for Program Admission

The Athletic Training Education Program employs a competitive selection process whereby a limited number of students are accepted for admission into the program. The number of students selected (accepted) into the program each year is based upon the availability of qualified preceptors and quality clinical educational opportunities. Students apply for selection into the Athletic Training Education Program during the fall semester in which they are enrolled in ATEP 245 (Athletic Injury Prevention and Management) and ATEP 245L (Athletic Injury Prevention and Management Laboratory). These two courses are only offered during the fall academic semester. Students will only be accepted during the fall semester of the year. Therefore, students interested in the Athletic Training Education Program should meet with the Athletic Training Education Program Director as soon as possible to roadmap their course schedule. Transfer student admission into the Athletic Training Education Program is also selective and competitive. Transfer students must follow the same admission process and must allow at least three (3) years to complete the program.

Students seeking admission into the Athletic Training Education Program must meet the following selection criteria. Meeting the selection criteria does not guarantee selection into the program.

1. Be enrolled at the College of Charleston working towards a degree in Athletic Training
2. Completion of, or enrollment in, the following courses:
   a. ATEP 245 Athletic Injury Prevention and Management
   b. ATEP 245L Athletic Injury Prevention and Management Laboratory
3. Possess a cumulative grade point average (GPA) of 2.50 during the semester of application (fall)
4. Earn a grade of “B-” or higher in ATEP 245
5. Earn a grade of “B” or higher in ATEP 245L
6. Completion of 100 hours of observation in an athletic training setting (i.e.: high school athletic training room, college athletic training room, sports medicine clinic) as validated by a certified athletic trainer (has the ATC credential).
7. Completion of written application, which includes demographic information along with a statement of professional intent.
10. Interview with the Athletic Training Education Program Staff and Faculty

Upon acceptance students will be required to comply with the following:

1. Completion of Program Health Standards: Physical Examination and Immunization Record
2. Sign a Student Admission Contract
3. Provide proof of professional membership to the NATA
4. Provide proof of professional liability insurance

Additional information may be obtained by contacting Kate R. Pfile, PhD, ATC, Athletic Training Education Program Director, 953-3607 (phone), pfilekr@cofc.edu.

Program Admission Decision Appeal Process
College of Charleston students denied admission to the Athletic Training Education Program may formally appeal the Selection Committee’s decision. The following steps outline the appeal process.

1. The student must write a detailed letter of appeal to the Chair of the Department of Health and Human Performance. This letter must be received prior to the start of the Spring academic semester.

2. The written appeal will be reviewed and discussed by the Appeals Committee. This committee is composed of the Chair of the Department of Health and Human Performance in addition to two of the department’s full time faculty members.

3. The Appeals Committee will consult with the Athletic Training Education Program Director and review all materials from the December selection process.

4. A decision regarding the appeal will be made by the end of the first week of classes and the student submitting the appeal will receive written notice.

5. The decision of the Appeals Committee is final.

Program Progression and Retention
Once accepted into the Athletic Training Education Program, students must continually meet the following requirements to progress and remain in “good standing” in the program.

1. Enrolled at C of C working towards a BS degree in Athletic Training
2. Possess a current overall grade point average (GPA) of \( \geq 2.50 \)
3. Compliant with Program Health Standards
   (a) Physical Examination on file with Student Health Services
   (b) Maintain a current immunizations record
4. Possess current certification in the following:
   (a) Adult and pediatric CPR
   (b) Airway obstruction
   (c) 2nd Rescuer CPR
   (d) AED
   (e) Barrier devices
   (f) Blood borne pathogens prevention and management or complete annual OSHA training workshop
5. Possess proof of current professional liability insurance coverage

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6. Maintain membership in the NATA
7. Satisfactory completion of all level specific clinical education courses
8. Demonstrate ownership of a watch with a second hand or means of recording seconds.
9. Demonstrate ownership of a planner, agenda, or other calendar illustrating time management strategies including course schedules and clinical hours logged (e.g. shared Google Calendar).
10. Demonstration of communication with clinical preceptors via submission of Preceptor Agreement prior to the start of newly assigned clinical experience sites.
11. Continual compliance with the NATA Code of Ethics
12. Continually represent the Athletic Training Education Program in a positive and professional manner
13. Continually comply with the College of Charleston Honor Code.

Any student determined by the College of Charleston Honor Board to be in violation of any section of the College of Charleston Honor Code will be eligible for dismissal from the Athletic Training Education Program, regardless of the penalty imposed by the College of Charleston Honor Board, as determined by the Athletic Training Education Program Director.

Professional Liability Insurance
Students admitted into the Athletic Training Education Program are required to provide proof of professional liability insurance each semester prior to commencing their clinical education field experience. To provide proof of coverage students will need to provide a letter of confirmation from the insurance company. Students may select to purchase insurance from any company.

Management of Bloodborne Pathogens: Annual OSHA Training
As health care providers, athletic trainers are potentially at risk of exposure to blood-borne pathogens such as hepatitis (especially the hepatitis B virus (HBV)) and human immunodeficiency virus (HIV). Therefore, established standards that govern exposure to blood-borne pathogens, such as the Occupational Safety and Health Administration (OSHA) and National Collegiate Athletic Association (NCAA) policies, should be strictly adhered to by all athletic training students on a regular and continual basis. All athletic training students are required to be vaccinated or begin vaccination against HBV (at their own expense). Students expressing a religious or moral objection to receiving HBV vaccination may sign a waiver. In addition to receiving HBV vaccination, all program students are required to attend and participate in yearly blood-borne pathogens management and OSHA training workshop.

Ethical Conduct
As developing young professionals and future BOC certified athletic trainers, program students should be familiar with the principles of the NATA Code of Ethics and the BOC Standards of Practice. Students should regularly apply these principles of ethical behavior and the NATA identified foundational behaviors of professional practice to their academic preparation, especially while participating in the field experience component of the clinical education experiences.

Student Code of Conduct
Along with the privilege of enrollment in the Athletic Training Education Program comes many responsibilities for which each student should be aware. These responsibilities
form the framework for the program’s Student Code of Conduct. Students admitted into the Athletic Training Education program are expected to:

(1) Demonstrate academic maturity by attending and participating in all scheduled classroom and laboratory sessions of all courses, completing all course-related assignments, informing professors of scheduled absences due to clinical education requirements in addition to taking it upon themselves to coordinate make-up work, and behaving in a professional manor in the classroom, laboratory, and clinical setting.

(2) Possess and continually strive towards obtaining the personal qualities of an allied health professional (dependable, loyal, dedicated, professional, mature and ethical).

(3) Be aware of and practice the foundational behaviors of professional practice and principles of ethical behavior that should be followed in the practice of athletic training.

(4) Understand the roles and responsibilities of a student in an allied health education program and function within this role.

(5) Recognize the importance of maintaining patient confidentiality and complying with laws regarding patient confidentiality such as HIPAA and FERPA.

(6) Abide by the rules and regulations of the assigned clinical education field experience settings in regards to policy and procedures, responsibilities, attendance requirement, and dress code.

(7) Maintain a professional approach to athletes, coaches, peers, faculty, and preceptors, as well as others whom may be encountered, while representing the Athletic Training Education Program and the College of Charleston.

(8) Remember at all times that personal actions will reflect back not only onto the student making such choices but the Athletic Training Education Program as a whole.

**Probation Status**

_Students failing to meet all of the program progression and retention criteria will be placed on probation status for one semester._ While on probation the student’s clinical experiences may be reduced or terminated. If a student’s clinical experience is terminated he/she will not be permitted to continue the clinical education aspect of the Athletic Training Education Program. Students failing to meet all progression and retention criteria by the end of the probation term of one semester will be eligible for program dismissal.
Graduation Requirements
Graduation from the Athletic Training Education Program requires a student to continually remain in compliance with all Program Retention Criteria and meet all requirements to be awarded a BS in Athletic Training from the College of Charleston.

Expectation of Program Graduates
At the time of graduation, students who have completed the Athletic Training Education program should be able to:

* Demonstrate mastery in the cognitive and psychomotor competencies identified in NATA Athletic Training Educational Competencies document by passing all required course work in the Athletic Training major degree program.

* Demonstrate clinical skills and competency in the psychomotor skills identified in NATA Athletic Training Educational Competencies document through successful completion of all of the Clinical Education Clinical proficiencies.

* Demonstrate knowledge of and display ethical behavior in accordance with professional standards

* Know the purpose of as well as means of meeting the professional continuing education requirements as outlined by the BOC.

* Know and demonstrate the personal qualities required of the athletic training professional.

* Recognize and appreciate the role of the certified athletic trainer in the expanding health care arena.

Student Sports Medicine Association
The Student Sports Medicine Association (SSMA) is a student club recognized and supported by the College of Charleston and administered by elected student officers as well as a faculty advisor. The mission of this organization is to provide educational opportunities in the ever-changing field of Athletic Training and other allied health fields in the Sports Medicine arena. This organization attains this primary goal by presenting pertinent and timely topics via guest speakers, hands-on learning sessions, and through supported and encouraged attendance at educational seminars and conferences. Membership in this organization is limited to students attending the College of Charleston while being open to all students interested in a career in an allied health field such as Athletic Training. Students interested in a career in Athletic Training, Physical Therapy, Medicine, or any allied health field are strongly encouraged to become a member of this organization.

Attendance at SSMA meetings may be associated with course assignments related to the ATEP 375: Clinical Education Experience in Athletic Training course. Therefore,
students enrolled in the Athletic Training Education Program may be required to attend meetings outside of regularly scheduled class time to fulfill their course assignment.

**Scholarship Information**

The School of Education, Health and Human Performance offers a variety of scholarships and awards to students each academic year. For up to date information on application criteria and specifics regarding the awards offered refer to the School’s [webpage](#).

**College of Charleston Financial Assistance and Scholarships**
The College of Charleston awards financial aid and scholarship monies to qualified students. Athletic Training Education Program students are strongly encouraged to work with the Office of Financial Assistance and Veterans Affairs to investigate financial assistance programs and scholarships for which they may qualify.

**State and Region Athletic Training Scholarships**
Both the [South Carolina Athletic Trainers’ Association](#) and the [Mid-Atlantic Athletic Trainers’ Association](#) offer scholarship opportunities to Athletic Training students. Athletic Training Education Program students should investigate these scholarships early in their academic career.

**NATA Research and Education Foundation Scholarship Program**
The [NATA Research and Education Foundation](#) annually provides undergraduate and graduate/postgraduate scholarships for NATA members. Therefore, Athletic Training Education Program students qualify for these scholarships and are encouraged to apply.
EDUCATIONAL CURRICULUM

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Curriculum Content
Requirements for a Bachelor of Science (BS) Degree in Athletic Training

General Education Requirements
First Year Experience (3 hrs): FYSM XXX or Learning Community (LC)
English (6 hrs): ENGL 110
History (6 hrs): Pre-Modern Era approved course & Modern Era approved course
Social Science (6 hrs): PSYC 103 and any other course meeting requirement
Natural Sciences (8 hrs): BIOL 201 and BIOL 202
Humanities (12 hrs): Any courses meeting requirement. See official published list
Foreign Language (12 hrs): Any language through the 202 level
Mathematics (6 hrs): MATH 104 and any course at or above MATH 103 level
**Professional Degree Requirements**
ATEP 245 Athletic Injury Prevention and Management
ATEP 245L Athletic Injury Prevention and Management Laboratory
ATEP 345 Athletic Injury Evaluation I
ATEP 345L Athletic Injury Evaluation I Laboratory
ATEP 346 Athletic Injury Evaluation II
ATEP 346L Athletic Injury Evaluation II Laboratory
ATEP 365 General Medical Conditions in Athletics
ATEP 430 Therapeutic Exercise
ATEP 430L Therapeutic Exercise Laboratory
ATEP 437 Therapeutic Modalities
ATEP 437L Therapeutic Modalities Laboratory
EXSC 330 Kinesiology
EXSC 340 Exercise Physiology
EXSC 340L Exercise Physiology Laboratory
EXSC 433 Research Design and Analysis
EXSC 440 Biomechanics
HEAL 216 Personal and Community Health
HEAL 333 Sport and Exercise Nutrition
PEHD 458 Organization and Administration in Physical Education

**Cognate Course Requirements**
PHYS 101 Introductory Physics I (with Laboratory)
PHYS 102 Introductory Physics II (with Laboratory)
CHEM 101 General Chemistry (with Laboratory)
  Or CHEM 111 Principles of Chemistry (with Laboratory)
CHEM 102 Organic and Biological Chemistry (with Laboratory) *
  Or CHEM 112 Principles of Chemistry (with Laboratory) *
*Only required if PHYS 102 is not completed

**Clinical Education Course Requirements**
ATEP 375-001 Clinical Education Experience in Athletic Training: Level 1
ATEP 375-002 Clinical Education Experience in Athletic Training: Level 2
ATEP 375-003 Clinical Education Experience in Athletic Training: Level 3
ATEP 375-004 Clinical Education Experience in Athletic Training: Level 4
ATEP 375-005 Clinical Education Experience in Athletic Training: Level 5
CLINICAL EDUCATION EXPERIENCE: FIELD EXPERIENCE

Clinical Education in Athletic Training Courses
The Clinical Education Experiences in Athletic Training Courses (ATEP 375-001 thru 375-005) are designed to provide students the opportunity to develop specific didactic competencies and clinical proficiencies in the area of athletic training. Emphasis is placed on level-specific knowledge and clinical proficiency acquisition, development, and demonstration. These courses must be taken in sequence beginning with ATEP 375-001. Successful completion of the previous clinical education course is required for enrollment in the subsequent course. It is important to note that ATEP 375-002 and ATEP 375-004 are only offered in the fall semester while ATEP 375-001, ATEP 375-003, and ATEP 375-005 are only offered in the spring semester.

Clinical Education Sites
On-Campus Sites
1. College of Charleston
   Patriot’s Point
   TD Arena

Off-Campus Sites
1. Ashley Hall
2. Bishop England High School (RCC outreach)
3. Burke High School
4. Charleston Battery
5. The Citadel
6. Federal Law Enforcement Training Center
7. Garret Academy of Technology
8. Hanahan High School
9. Imagine Physical Therapy
10. James Island Charter High School
11. Military Magnet Academy
12. Medical University of South Carolina (MUSC) Family Medicine
13. Porter-Gaud High School
14. R.B. Stall High School
15. Rehabilitation Centers of Charleston
16. Roper Hospital: Orthopaedic Specialist of Charleston
17. Wando High School
18. West Ashley High School

Supervision of Athletic Training Students During the Clinical Education Experience
While enrolled in the clinical education experience component of the Athletic Training Education Program students will be directly supervised by a preceptor recognized by the program. Preceptors will provide program students direct supervision and education in accordance with the CAATE Standards for the Accreditation of Entry-Level Athletic Training Education Programs.
**Working Definitions**

1. **Preceptor**
   A preceptor is a certified and/or licensed healthcare professional recognized by the ATEP and responsible for teaching and evaluating students in a clinical setting. Preceptors are expected to provide instruction and opportunities for the student to develop and integrate psychomotor, communication and clinical-decision making skills. Furthermore, preceptors are expected to assess the student on their performance of these skills on an actual patient population.

3. **Supervision**
   Preceptors provide supervision and education of program students in accordance with the CAATE Standards for the Accreditation of Entry-Level Athletic Training Education Programs. The following defines appropriate supervision of athletic training students during the clinical education experience.

   - **Preceptors must be physically present and within auditory and site supervision so that they have the ability to intervene on behalf of the patient and the athletic training student, in order to provide on-going and consistent education.**
   - **At no time during the clinical education component shall students be used as a replacement for staff members.**

**Clinical Education Experience Hours Policy**

Students are responsible for recording and reporting the clinical education experience hours associated with their ATEP 375: Clinical Education Experience in Athletic Training course. In accordance with CAATE accreditation standards, students are required to establish a schedule with their preceptor that provides them with a minimum of one day off from their clinical education experience every seven days. Athletic Training Education Program administration is responsible for ensuring this policy is upheld. Students are required to track their clinical education experience hours on a calendar that is shared with program administrators. The documentation of hours is not required for students to be eligible to take the BOC certification exam.

**Physicians’ Clinics**

In order to provide program students with regular contact with physicians and similar medical professionals, all program students will actively participate in the orthopedic and general medicine (family practice-sport medicine) clinics conducted by College of Charleston team physicians and associated physicians and medical professionals. Students will be provided with a calendar at the start of each academic semester enabling students to sign up for clinic hours in accordance with their class schedule. For each assigned clinic students are responsible for reviewing each previously scheduled patient’s medical history and presenting the patient’s case to the team physician. Following the clinic, students will transcribe the physician’s dictated notes into a computerized medical documentation program.

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Communicable Disease Policy

In partial fulfillment of the requirements for a degree in Athletic Training students must complete five clinical education field experiences whereby, under the direct supervision of BOC certified athletic trainers, students provide athletic training services and health care to physically active persons. Therefore, this policy has been developed to provide athletic training students with direction should they suspect they have an infectious/communicable disease. The goal of this policy is to minimize the possibility of transmission of infectious diseases from athletic training students to their patients.

Infectious diseases are illnesses that are caused by an organism, usually a virus, bacteria, or fungus. Many of these illnesses are contagious. Modes of transmission include airborne transmission, direct body contact, contact with blood or body fluids, indirect contact with inanimate objects such as drinking glasses, and even by flies or mosquitoes or other insects capable of spreading the disease. An athletic training student who suspects he/she has contacted an infectious/communicable disease should do the following:

1. Discontinue participation in the clinical education field experience and notify his preceptor.
2. Seek evaluation of, and treatment for, the suspected infectious disease at the College of Charleston Student Health Services or any comparable health care facility. The athletic training student should be sure to tell the health care provider that, as a course requirement, he will be in contact with patients in a health care setting such as an athletic training facility.
3. Follow the instructions provided by the health care provider, specifically that which applies to disqualification from and return to participation in the clinical education field experience.

Through daily communications, an athletic training student is encouraged to keep his preceptors up dated on the progress of his suspected communicable disease. However, an athletic training student is not obligated to provide his preceptor with personal health information.

Health Information Portability and Accountability Act (HIPPA)

While participating in the clinical education experience, athletic training students will have access to student athletes’ medical records along with other personal information, such as that acquired in locker rooms, athletic training facilities, physician’s offices, and from coaching staff members. Athletic training students have an obligation to maintain the confidentiality of this information. Failure on the part of the athletic training student to maintain professional confidentiality may result in dismissal from the Athletic Training Education Program.

The privacy provisions of the federal law, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), apply to health information created or maintained by health care providers who engage in certain electronic transactions, health plans, and
health care clearinghouses. The Department of Health and Human Services (HHS) has issued the regulation, “Standards for Privacy of Individually Identifiable Health Information,” applicable to entities covered by HIPAA. The Office for Civil Rights (OCR) is the departmental component responsible for implementing and enforcing the privacy regulation.

**Student Travel Policy**
College of Charleston Athletic Training Education Program students are permitted, and encouraged, to travel with their assigned preceptor to “away” events. Athletic training students are not permitted to travel without a program preceptor.

Athletic training students traveling with athletic teams must communicate with their professors regarding their absence(s) from class meetings prior to the travel date. Students are responsible for any assignments and examinations missed due to travel. Any questions regarding travel should be directed to the Athletic Training Education Program director prior to the travel dates.

**Student Work Policy**
At no time during the clinical education field experience should students replace qualified, employed clinical staff members. However, after demonstrating proficiency, students are permitted to undertake certain defined activities with appropriate supervision and direction. The opportunity to complete a clinical education field experience in a quality clinical venue arranged by the ATEP is considered an academic privilege and should be approached and conducted as a learning experience.

Program students may seek and secure extracurricular employment throughout the greater Charleston area if desired. However, students should note that class and clinical education field experience schedules take priority to extracurricular employment. Any questions regarding student work should be directed to the ATEP program director.

**Student Alcohol and Substance Abuse Policy**
Misuse of alcohol or any drug and use of illegal drugs is not consistent with the mission of the Athletic Training Program or the mission of the College of Charleston and will not be tolerated. As stated in the College of Charleston Catalog, detailed policies regarding alcohol and drugs are provided in the *Student Handbook* and the *Guide to Residence Life*. The College offers assistance to all students seeking to reduce the harmful effects their alcohol and drug choices may be having on their academic success and college experience.

**Student Dress Code**
Students must comply with appropriate dress criteria for athletic training students at all times during the clinical education experience. Students and preceptors are expected to discuss appropriate dress prior to the start of the student’s clinical experience. Upholding dress code standards is a component of professionalism and is expected of all students. Any student not meeting the established criteria as determined by the clinical site and supervising preceptor will be sent away until the student can make the requested changes.
in appearance. All students are required to wear a watch with a second hand while participating in their clinical education experience.

General recommendations when dressing for clinical education experience:

- Maintain a clean, well-groomed appearance
- Wear presentable clothing, free of holes/tears, dirt and stains
- Wear clothing that enables the student to move comfortably and without restriction (ability to bend down, raise arms above head)
- Wear clothing that is appropriate based on the setting (indoor/outdoor) and weather conditions (heat, cold, rain)
- Avoid wearing clothing in support of another college or university unless your clinical assignment is located at that school (ie. The Citadel) or corporate sponsor (Nike, Adidas, under armour, etc.)
- Avoid clothing that is excessively tight, short or low cut. You should not draw attention to yourself while at your clinical education site.
- Hats are not to be worn indoors
- Footwear must be close-toed and enable you to move effectively and efficiently in the event of an emergency or time-sensitive issue.
Appendix A

NATA CODE OF ETHICS

The Code of Ethics of the National Athletic Trainers' Association has been written to make the membership aware of the principles of ethical behavior that should be followed in the practice of athletic training. The primary goal of the Code is the assurance of high quality health care. The Code presents aspirational standards of behavior that all members should strive to achieve.

The principles cannot be expected to cover all specific situations that may be encountered by the practicing athletic trainer, but should be considered representative of the spirit with which athletic trainers should make decisions. The principles are written generally and the circumstances of a situation will determine the interpretation and application of a given principle and of the Code as a whole. Whenever there is a conflict between the Code and legality, the laws prevail. The guidelines set forth in this Code are subject to continual review and revision as the athletic training profession develops and changes.

PRINCIPLE 1:
Members shall respect the rights, welfare and dignity of all individuals.

1.1 Members shall not discriminate against any legally protected class.

1.2 Members shall be committed to providing competent care consistent with both the requirements and the limitations of their profession.

1.3 Members 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 person consents to such release or release is permitted or required by law.

PRINCIPLE 2:
Members shall comply with the laws and regulations governing the practice of athletic training.

2.1 Members shall comply with applicable local, state, and federal laws and institutional guidelines.

2.2 Members shall be familiar with and adhere to all National Athletic Trainers' Association guidelines and ethical standards.

2.3 Members are encouraged to report illegal or unethical practice pertaining to athletic training to the appropriate person or authority.

2.4 Members shall avoid substance abuse and, when necessary, seek rehabilitation for chemical dependency.

PRINCIPLE 3:
Members shall accept responsibility for the exercise of sound judgment.

3.1 Members shall not misrepresent in any manner, 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 via education and/or experience and by pertinent legal regulatory process.

3.3 Members shall provide services, make referrals, and seek compensation only for those services that are necessary.

PRINCIPLE 4:
Members shall maintain and promote high standards in the provision of services.

4.1 Members shall recognize the need for continuing education and participate in various types of educational activities that enhance their skills and knowledge.

4.2 Members who have the responsibility for employing and evaluating the performance of other staff members shall fulfill such responsibility in a fair, considerate, and equitable manner, on the basis of clearly enunciated criteria.

4.3 Members who have the responsibility for evaluating the performance of employees, supervises, or students, are encouraged to share evaluations with them and allow them the opportunity to respond to those evaluations.

4.4 Members shall educate those whom they supervise in the practice of athletic training with regard to the Code of Ethics and encourage their adherence to it.

4.5 Whenever possible, members are encouraged to participate and support others in the conduct and communication of research and educational activities that may contribute knowledge for improved patient care, patient or student education, and the growth of athletic training as a profession.

4.6 When members are researchers or educators, they are responsible for maintaining and promoting ethical conduct in research and educational activities.

PRINCIPLE 5:
Members shall not engage in any form of conduct that constitutes a conflict of interest or that adversely reflects on the profession.

5.1 The private conduct of the member is a personal matter to the same degree as is any other person's except when such conduct compromises the fulfillment of professional responsibilities.

5.2 Members of the National Athletic Trainers' Association and others serving on the Association's committees or acting as consultants shall not use, directly or by implication, the Association's name or logo or their affiliation with the Association in the endorsement of products or services.

5.3 Members shall not place financial gain above the welfare of the patient being treated and shall not participate in any arrangement that exploits the patient.

5.4 Members may seek remuneration for their services that is commensurate with their services and in compliance with applicable law.
Appendix B

BOC Standards of Professional Practice
Implemented January 1, 2006

Introduction

The mission of the Board of Certification Inc. (BOC) is to provide exceptional credentialing programs for healthcare professionals. The BOC has been responsible for the certification of Athletic Trainers since 1969. Upon its inception, the BOC was a division of the professional membership organization the National Athletic Trainers’ Association. However, in 1989, the BOC became an independent non-profit corporation.

Accordingly, the BOC provides a certification program for the entry-level Athletic Trainer that confers the ATC® credential and establishes requirements for maintaining status as a Certified Athletic Trainer (to be referred to as “Athletic Trainer” from this point forward). A nine member Board of Directors governs the BOC. There are six Athletic Trainer Directors, one Physician Director, one Public Director and one Corporate/Educational Director.

The BOC is the only accredited certification program for Athletic Trainers in the United States. Every five years, the BOC must undergo review and re-accreditation by the National Commission for Certifying Agencies (NCCA). The NCCA is the accreditation body of the National Organization for Competency Assurance.

The BOC Standards of Professional Practice consists of two sections:
1. Practice Standards
2. Code of Professional Responsibility

1. Practice Standards

Preamble

The Practice Standards (Standards) establish essential practice expectations for all Athletic Trainers. Compliance with the Standards is mandatory.

The Standards are intended to:
• assist the public in understanding what to expect from an Athletic Trainer
• assist the Athletic Trainer in evaluating the quality of patient care
• assist the Athletic Trainer in understanding the duties and obligations imposed by virtue of holding the ATC® credential

The Standards are NOT intended to:
• prescribe services
• provide step-by-step procedures
• ensure specific patient outcomes
The BOC does not express an opinion on the competence or warrant job performance of credential holders; however, every Athletic Trainer and applicant must agree to comply with the Standards at all times.

**Standard 1: Direction**
The Athletic Trainer renders service or treatment under the direction of a physician.

**Standard 2: Prevention**
The Athletic Trainer understands and uses preventive measures to ensure the highest quality of care for every patient.

**Standard 3: Immediate Care**
The Athletic Trainer provides standard immediate care procedures used in emergency situations, independent of setting.

**Standard 4: Clinical Evaluation and Diagnosis**
Prior to treatment, the Athletic Trainer assesses the patient's level of function. The patient’s input is considered an integral part of the initial assessment. The Athletic Trainer follows standardized clinical practice in the area of diagnostic reasoning and medical decision making.

**Standard 5: Treatment, Rehabilitation and Reconditioning**
In development of a treatment program, the Athletic Trainer determines appropriate treatment, rehabilitation and/or reconditioning strategies. Treatment program objectives include long and short-term goals and an appraisal of those which the patient can realistically be expected to achieve from the program. Assessment measures to determine effectiveness of the program are incorporated into the program.

**Standard 6: Program Discontinuation**
The Athletic Trainer, with collaboration of the physician, recommends discontinuation of the athletic training service when the patient has received optimal benefit of the program. The Athletic Trainer, at the time of discontinuation, notes the final assessment of the patient’s status.

**Standard 7: Organization and Administration**
All services are documented in writing by the Athletic Trainer and are part of the patient’s permanent records. The Athletic Trainer accepts responsibility for recording details of the patient’s health status.

**II. Code of Professional Responsibility**

**Preamble**
The Code of Professional Responsibility (Code) mandates that BOC credential holders and applicants act in a professionally responsible manner in all athletic training services and activities. The BOC requires all Athletic Trainers and applicants to comply with the Code. The BOC may discipline, revoke or take other action with regard to the application or certification of an individual that does not adhere to the Code. The Professional Practice and Discipline Guidelines and Procedures may be accessed via the BOC website, www.bocatc.org.

**Code 1: Patient Responsibility**
The Athletic Trainer or applicant:

1. **Renders quality patient care regardless of the patient’s race, religion, age, sex, nationality, disability, social/economic status or any other characteristic protected by law**

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1.2 Protects the patient from harm, acts always in the patient's best interests and is an advocate for the patient's welfare
1.3 Takes appropriate action to protect patients from Athletic Trainers, other healthcare providers or athletic training students who are incompetent, impaired or engaged in illegal or unethical practice
1.4 Maintains the confidentiality of patient information in accordance with applicable law
1.5 Communicates clearly and truthfully with patients and other persons involved in the patient's program, including, but not limited to, appropriate discussion of assessment results, program plans and progress
1.6 Respects and safeguards his or her relationship of trust and confidence with the patient and does not exploit his or her relationship with the patient for personal or financial gain
1.7 Exercises reasonable care, skill and judgment in all professional work

Code 2: Competency
The Athletic Trainer or applicant:
2.1 Engages in lifelong, professional and continuing educational activities
2.2 Participates in continuous quality improvement activities
2.3 Complies with the most current BOC recertification policies and requirements

Code 3: Professional Responsibility
The Athletic Trainer or applicant:
3.1 Practices in accordance with the most current BOC Practice Standards
3.2 Knows and complies with applicable local, state and/or federal rules, requirements, regulations and/or laws related to the practice of athletic training
3.3 Collaborates and cooperates with other healthcare providers involved in a patient's care
3.4 Respects the expertise and responsibility of all healthcare providers involved in a patient's care
3.5 Reports any suspected or known violation of a rule, requirement, regulation or law by him/herself and/or another Athletic Trainer that is related to the practice of athletic training, public health, patient care or education
3.6 Reports any criminal convictions (with the exception of misdemeanor traffic offenses or traffic ordinance violations that do not involve the use of alcohol or drugs) and/or professional suspension, discipline or sanction received by him/herself or by another Athletic Trainer that is related to athletic training, public health, patient care or education
3.7 Complies with all BOC exam eligibility requirements and ensures that any information provided to the BOC in connection with any certification application is accurate and truthful
3.8 Does not, without proper authority, possess, use, copy, access, distribute or discuss certification exams, score reports, answer sheets, certificates, certificant or applicant files, documents or other materials
3.9 Is candid, responsible and truthful in making any statement to the BOC, and in making any statement in connection with athletic training to the public
3.10 Complies with all confidentiality and disclosure requirements of the BOC
3.11 Does not take any action that leads, or may lead, to the conviction, plea of guilty or plea of nolo contendere (no contest) to any felony or to a misdemeanor related to public health, patient care, athletics or education; this includes, but is not limited to: rape; sexual abuse of a child or patient; actual or threatened use of a weapon of violence; the prohibited sale or distribution of controlled substance, or its possession with the intent to distribute; or the use of the position of an Athletic Trainer to improperly influence the outcome or score of an athletic contest or event or in connection with any gambling activity

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3.12 Cooperates with BOC investigations into alleged illegal or unethical activities; this includes but is not limited to, providing factual and non-misleading information and responding to requests for information in a timely fashion.

3.13 Does not endorse or advertise products or services with the use of, or by reference to, the BOC name without proper authorization.

**Code 4: Research**
The Athletic Trainer or applicant who engages in research:

4.1 Conducts research according to accepted ethical research and reporting standards established by public law, institutional procedures and/or the health professions.

4.2 Protects the rights and well-being of research subjects.

4.3 Conducts research activities with the goal of improving practice, education and public policy relative to the health needs of diverse populations, the health workforce, the organization and administration of health systems and healthcare delivery.

**Code 5: Social Responsibility**
The Athletic Trainer or applicant:

5.1 Uses professional skills and knowledge to positively impact the community.

**Code 6: Business Practices**
The Athletic Trainer or applicant:

6.1 Refrains from deceptive or fraudulent business practices.

6.2 Maintains adequate and customary professional liability insurance.