

WINTHROP UNIVERSITY

# ATHLETIC TRAINING PROGRAM

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Academic & Clinical  
Policy and Procedure Manual  
2016-17

Updated: 02/03/2016

Winthrop University  
Richard W. Riley College of Education  
Department of Physical Education, Sport & Human Performance  
Athletic Training Program

To: Athletic Training Students

The following academic and clinical policies and procedures manual has been prepared for the athletic training students in the Winthrop University Athletic Training Program (WU-ATP). All students enrolled in the athletic training major must read and accept these policies and procedures. These policies are in addition to those established by Winthrop University, the College of Education, and the Department of Physical Education, Sport & Human Performance.

The manual provides a brief outline of the athletic training education program, clinical experience responsibilities, and guidelines for professional conduct. Specific administrative guidelines and injury care protocols are not within the scope of this manual. It is the duty of each athletic training student to know and understand the contents of this document. It is the student's responsibility to seek clarification for items that are not clear.

Review this manual and keep it throughout your tenure in the athletic training education program. Any updated information will be given to you as necessary.

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Alice J. McLaine, PhD, ATC, SCAT  
Program Director  
Athletic Training Program

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Laura E. Carrell, MS, ATC, SCAT  
Clinical Education Coordinator  
Athletic Training Program

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Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

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# **Section 1: Winthrop University Athletic Training Program**

## **Introduction**

Athletic training is the art and science of the prevention, recognition, care, and rehabilitation of injuries and illnesses in physically active individuals. It involves the organization and administration of athletic training programs, as well as the education and counseling of the physically active population. Athletic training has been recognized by the American Medical Association as an allied health care profession and is practiced under the supervision of a physician. The governing body for the profession is the National Athletic Trainers' Association (NATA). The organization responsible for the certification of athletic trainers is the Board of Certification, Inc. (BOC).

Since the founding of the NATA in 1950, the role of the professional athletic trainer has changed dramatically. The certified athletic trainer is an essential member of the athletic health care team in a variety of settings including secondary schools, colleges and universities, professional sports teams, sports medicine clinics and industrial settings. Education standards implemented in the late 1960's, along with the concept of certification of athletic trainers, have greatly increased the demand for specific curricular content to meet the needs of the aspiring athletic trainer. Athletic training education is complex process. Undergraduate education in athletic training must seek accreditation from the Commission on Accreditation of Athletic Training Education (CAATE).

The Department of Physical Education, Sport & Human Performance (PESH) at Winthrop University offers the Bachelor of Science degree in Athletic Training. The degree requires 125 semester hours of course work including specific clinical experiences. The WU-ATP received initial accreditation in 2004.

Admission to Winthrop University does not guarantee admission into the WU-ATP. Competitive admission is based on assessments of the applicant's academic success, written and oral communication skills, athletic training experience and recommendation letters. Minimum standards for academic and clinical performance are required to enter and continue in the WU-ATP. These standards are listed in Section 3.

The WU-ATP is a rigorous preparatory experience for future athletic trainers. Students will develop and demonstrate competence in the eight educational domains established by the NATA. Additionally, students will develop and demonstrate proficiency in requisite clinical skills and behaviors.

## **Mission Statement**

The mission of the WU-ATP is to prepare the athletic training student to sit for the Board of Certification Exam and to accept an entry level position as a certified athletic trainer or enter a graduate program in athletic training or related areas. In order to accomplish this mission, students will be provided with high quality didactic and clinical education, which incorporates, at a minimum,

the competencies and clinical proficiencies published by the Commission on Accreditation of Athletic Training Education (CAATE).

### **Vision Statement**

The WU-ATP will be a program of recognized excellence by virtue of its record of preparing AT's who make significant contributions to the athletic training profession, have a life-long commitment to intellectual growth, and strive to improve their skills as allied health care providers throughout their entire professional career.

### **Goals and Objectives**

1. To prepare students to pass the BOC Certification Exam.
2. To produce high quality athletic trainers for employment in educational, clinical, and professional settings.
3. To promote professional and ethical conduct at all times.
4. To provide students equal opportunity to develop their skills both in the classroom and in the clinical settings.
5. To continually update the curricular offerings to provide the student current knowledge in the field.
6. To provide high quality instruction in the classroom and clinical settings.
7. To assist the student in gaining employment or entrance into post-baccalaureate study.
8. To promote the concept of establishing professional contacts by attending professional and educational meetings.
9. To foster an appreciation of athletic training as a component of sports medicine.
10. To foster the affective, caring side of athletic training.

## Section 2: Curriculum

2015-2016

### Freshman--Fall

ACAD 101 or elective	1
Qualitative Gen. Ed. ( <i>MATH 150</i> )	3
WRIT 101	3
HLTH 300 <i>Pers &amp; Com Hlth</i>	3
ATRN 151 <i>Foundations of AT</i>	3
PSYC 101 ( <i>Social Science</i> )	<u>3</u>
	17

### Sophomore--Fall

BIOL 307 <i>Human Anatomy</i>	4
CRTW 201	3
Oral Communication	3
ATRN 361 <i>Adv. Emerg. Care*</i>	2
ATRN 310 <i>Assess: L Ex*</i>	2
ATRN 311 <i>Assess: L Ex Lab*</i>	1
ATRN 201 <i>Clinical Obs in AT</i>	<u>1</u>
	16

### Junior--Fall

BIOL 308 <i>Human Physiology</i>	4
SPMA 501 <i>Org &amp; Ad of PE &amp; Sport</i>	3
ATRN 330 <i>Assess: Head/Trunk*</i>	2
ATRN 331 <i>Assess: Head/Trunk Lab*</i>	1
ATRN 563 <i>Med Aspects*</i>	3
ATRN 381 <i>Advanced Taping Lab*</i>	1
ATRN 301 <i>Clinical Exp in AT II</i>	<u>2</u>
	16

### Senior--Fall

EXSC 401 <i>Sport Psych</i>	3
PESH 381 <i>Research Methods</i>	3
EXSC 480 <i>Ex Test &amp; Pre</i>	3
ATRN 480 <i>Capstone in AT*</i>	3
ATRN 401 <i>Clinical Exp in AT IV</i>	<u>3</u>
	15

### Freshman--Spring

HMPX 102	3
Technology Gen. Ed. ( <i>CSCI 101</i> )	3
CHEM or PHYS	3-4
NUTR 221	3
PESH 102 <i>Weight Training</i>	1
PESH 201 <i>FA &amp; CPR</i>	1
ATRN 152 <i>Found of AT Lab*</i>	<u>1</u>
	15-16

### Sophomore--Spring

EXSC 382 <i>Kinesiology</i>	3
Humanities & Arts	3
PESH 242 <i>M. Learn &amp; Control</i>	3
ATRN 320 <i>Assess: U Ex*</i>	2
ATRN 321 <i>Assess: U Ex Lab*</i>	1
ATRN 350 <i>Ther. Modalities*</i>	2
ATRN 351 <i>Ther. Modalities Lab*</i>	1
ATRN 202 <i>Clinical Exp in AT I</i>	<u>2</u>
	17

### Junior--Spring

EXSC 384 <i>Ex. Phys</i>	3
EXSC 385 <i>Ex Phys Lab</i>	1
EXSC 465 <i>Strength &amp; Cond</i>	3
ATRN 450 <i>Ther Ex &amp; Rehab*</i>	2
ATRN 451 <i>Ther Ex &amp; Rehab Lab*</i>	1
ATRN 510 <i>Pharmacology &amp; Drug Ed*</i>	3
ATRN 302 <i>Clinical Exp in AT III</i>	<u>2</u>
	16

### Senior--Spring

Hist. Perspective & Constitution	3
Global Perspectives	3
Humanities & Arts	3
Social Science	3
ATRN 402 <i>Clinical Exp in AT V</i>	<u>3</u>
	15

TOTAL: 125-126

\*Offered only that semester

Modified May 2015



## Section 3: Admission, Retention, and Completion Procedures

### Application Procedures

All students seeking to complete the Clinical Stage of the WU-ATP must meet all admission requirements and be formally admitted before they are allowed to enroll in the advanced clinical experience courses.

Transfer students must request a review of their transcripts. Appropriate transfer courses will be accepted if deemed equivalent by Winthrop University admissions and academic personnel. Transfer students who are admitted into the WU-ATP will be required to complete all of the clinical education components at Winthrop University.

Admission into the Clinical Stage of the WU-ATP is a competitive process. **Completing the application requirements does not guarantee admission into the WU-ATP.** The WU-ATP is bound by accreditation standards to maintain strict ratios between athletic training students and clinical instructors and to assure that all athletic training students can meet rigorous technical standards; it is possible that a student might fulfill the application requirements and be denied admission into the WU-ATP.

All applicants for admission into the Clinical Stage of the WU-ATP must meet the following requirements:

1. Complete a minimum of 30 semester hours.
2. Achieve a minimum cumulative grade point average of 2.5 for all coursework and a minimum cumulative grade point average of 2.75 for all coursework in the Athletic Training core.
3. Complete the following Athletic Training core courses with a grade of "B" or better in each course: ATRN 151, ATRN 152, PESH 201.
4. Enroll in BIOL 307 or BIOL 308 (or equivalent). --Students who do not earn a grade of "C-" or better may be given probationary status in the ATP.
5. Complete a minimum of 75 hours of directed observation with certified athletic trainers. At least 25 of the hours must be done in an athletic training setting outside of Winthrop University.
6. Submit an Application for Admission to the WU-ATP to the Program Director that includes:
  - o official transcripts from all institutions of higher education attended.
  - o WU-ATP application form.
  - o an admission essay that documents the student's growth toward becoming an allied health professional.
  - o two letters of recommendation, one should be from a certified athletic trainer.
  - o log which documents 75 observation hours.
7. Undergo a standardized interview with the Admission Selection Committee comprised of the Program Director, Clinical Education Coordinator, Winthrop University Head Athletic

Trainer, Winthrop University Assistant Athletic Trainer(s), one off-campus preceptor, and two current athletic training students.

**Only students who meet requirements 1-3 are allowed to submit applications for admission into the WU-ATP.**

Students denied admission to the WU-ATP and/or dismissed from the WU-ATP may appeal the decision in the following steps:

1. Submit a letter of appeal to the Program Director and the Chair of PESH. The letter should detail how the student believes he/she has met the appropriate criteria.
2. Each appeal will be reviewed by an Appeals Committee comprised of the Chair of PESH and two faculty members of the Chair's choice.
3. Upon review of the appeal, the Appeals Committee may request input from the selection committee and the student may request an open discussion with the Appeals Committee to explain his/her position.
4. The Appeals Committee will submit a written document to the student and to the Program Director regarding the decision on the student's status.
5. All Appeals Committee decisions remain confidential and final.

### **Technical Standards for Admission**

The Winthrop University Athletic Training Program (WU-ATP) is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the WU-ATP establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency (Commission on Accreditation of Athletic Training Education [CAATE]). The following abilities and expectations must be met by all students admitted to the WU-ATP. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be successfully advanced through the WU-ATP.

Candidates for selection to the WU-ATP must demonstrate:

1. the mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able distinguish deviations from the norm;
2. sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients;
3. the ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not

- limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice;
4. the ability to record the physical examination results and a treatment plan clearly and accurately;
  5. the capacity to maintain composure and continue to function well during periods of high stress;
  6. the perseverance, diligence and commitment to complete the athletic training program as outlined and sequenced including all clinical experiences;
  7. flexibility and the ability to adjust to changing situations and uncertainty in clinical situations;
  8. affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection to the WU-ATP will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodation, they can meet the standards.

The staff of the Office Accessibility will evaluate a student who states he/she could meet the WU-ATP's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws. If a student states he/she can meet the technical standards with accommodation, then the University will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review on whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/patient safety, or the educational process of the student or the institution, including all coursework, clinical experiences, and internships deemed essential to graduation.

Compliance with the WU-ATP's technical standards does not guarantee a student's eligibility for the BOC certification exam.

### **Retention Policy**

Once admitted into the WU-ATP, the student will be evaluated each semester. If appropriate progress is being made, the student will be allowed to advance to the next semester. If progress is unsatisfactory in clinical or classroom performance, the student will be placed on probation for one semester in order to remedy any deficiencies. If the deficiencies are not remedied in the time frame allotted, the student will be dismissed from the program. The Program Director shall monitor student progress from one semester to the next and will make all probationary decisions in consultation with WU's Clinical Education Coordinator. In order to continue in the WU-ATP a student must meet the following criteria:

1. Maintain a minimum 2.5 overall grade point average and a minimum 2.75 grade point average in the Athletic Training major.
2. Complete the following core courses with a grade of "C-" or better in each course: BIOL

307, BIOL 308, EXSC 382, EXSC 384.

3. Complete human anatomy course by the time the student completes ATRN 330/331.
4. Complete human physiology course by the time the student completes ATRN 450/451.
5. Successfully complete each competency/proficiency/student learning objective (SLO) covered each semester.
6. Meet all deadlines detailed on the WU ATP Checklist.
7. Be in good standing in the university community.

If the student is making appropriate progress, he/she will be allowed to enter the next semester of the program. If it is determined that the student has fallen behind in skills or is not meeting the responsibilities of his/her level, probation of up to one semester may be given to allow the student to remedy the deficiency. If the deficiencies are not remedied in the time frame allotted, the student will be dismissed from the WU-ATP.

### **Program Communication**

Each student is required to check Blackboard and their Winthrop University E-Mail account daily. Repeated failure to respond to WU-ATP faculty in a timely fashion may result in suspension or dismissal from the program.

### **Disciplinary Action and Probation**

Self-discipline is expected of college students. If an athletic training student fails to maintain appropriate standards of behavior and appearance, fails to meet his/her clinical assignment, in some other way neglects to meet the responsibilities of a member of the WU-ATP, or does not follow the guidelines stated in this handbook, he/she is subject to disciplinary action. Disciplinary action is based on the severity of the infraction and will be determined by the Program Director, Clinical Education Coordinator, and preceptor. The Program Director, Clinical Education Coordinator, and preceptor will consider the nature of the infraction, the student's past record, and any extenuating circumstances. Disciplinary action will range from reprimand, to probation, to suspension, to expulsion. Decisions regarding discipline are the responsibility of the Program Director, the Clinical Education Coordinator, and the preceptor. These decisions are not made by student members of the WU-ATP. Disciplinary actions will be noted in the student's permanent athletic training folder.

### **End-of Program Exam Policy**

All students must complete the End-of-Program Exam (EOP Exam) prior to graduation. The purpose of the EOP Exam is to help the program administrator's identify areas of weakness in the program and to help an athletic training student to assess whether or not he/she is ready to take the BOC Certification Exam. If a student does not pass the EOP Exam, he/she must

spend further time in exam preparation. The administrators of the WU-ATP feel it is the duty of educational institutions to set standards for those allowed to sit for the national examination. By implementing this exam, we hope to identify students who need further preparation before challenging the national exam and to identify areas in the educational program which need strengthening.

The WU-ATP End-of Program Exam consists of two sections:

Section I: Objective – multiple choice, true/false, matching

Section II: Listing – situational, problem solving

The examination will be administered during a student's final year in the WU-ATP. Students will take the examination on a scheduled date and must be scheduled prior to completing ATRN 480.

A student must receive 75% on each portion to pass the examination. If a student scores less than 75% on any section, he/she may retake the section(s) in 2 weeks.

If the second attempt is not 75%, he/she may retake the section(s) in 1 month.

If the third attempt is not 75%, the student will be required to obtain additional education prior to challenging the section(s).

**WINTHROP UNIVERSITY ATHLETIC TRAINING PROGRAM**  
**PROGRESS CHECKLIST**

NAME: \_\_\_\_\_

Date Entered: \_\_\_\_\_

Semester	Overall GPA	AT GPA	Significant Clinical Experiences	Semester Hours	Cumulative Hours
1					
2					
3					
4					
5					
6					

Completed prior to admission (minimum grade of "B"):

\_\_\_\_ ATRN 151 \_\_\_\_ ATRN 152 \_\_\_\_ PESH 201

Completed by February 1 or September 15 of first semester in program:

\_\_\_\_ Physical Examination                      \_\_\_\_ Hepatitis B vaccination or waiver

Completed for ATRN 302:

\_\_\_\_ TB Skin Test                                      \_\_\_\_ Flu Shot

\_\_\_\_ Successful completion of human anatomy course

\_\_\_\_ Successful completion of human physiology course

\_\_\_\_ Successful completion of biomechanics course

\_\_\_\_ Successful completion of exercise physiology course

NATA Membership:                      \_\_\_\_ Sophomore                      \_\_\_\_ Junior                      \_\_\_\_ Senior

SCATA Membership:                      \_\_\_\_ Sophomore                      \_\_\_\_ Junior                      \_\_\_\_ Senior

Professional conference attendance:                      \_\_\_\_ Sophomore                      \_\_\_\_ Junior                      \_\_\_\_ Senior

General Area	Initial Review	Second Check	Final
Basic Taping	ATRN 152	ATRN 201	
Advanced Taping	ATRN 381	ATRN 302/401	
LEx Evaluations	ATRN 311	ATRN 202	
U Ex Evaluations	ATRN 321	ATRN 301/401	
Head/Trunk Evaluations	ATRN 331	ATRN 301/401	
Emergency Procedures	ATRN 361	ATRN 381/401	
Modalities	ATRN 351	ATRN 301/401	
Protective Equipment	ATRN 301	ATRN 401	
Rehabilitation	ATRN 451	ATRN 401	
General Medical	ATRN 330/563	ATRN 302/401	
Pharmacology	ATRN 510	ATRN 302/401	

\_\_\_\_ Successful Completion of Winthrop University End of Program Exam.

NATA Membership # \_\_\_\_\_

NATA Certification # \_\_\_\_\_

Initial placement: \_\_\_\_\_

## **Section 4: Transfer Student and Student Athlete Requirements**

### **Transfer Requirements**

Transfer by the completion of the freshmen year is recommended for timely completion of the program. All students must complete five full clinical rotations throughout their time in the athletic training education program. Transfer during or at the completion of the sophomore year may require additional time to complete the requirements.

### **Student Athlete Requirements**

Students accepted into the WU-ATP are allowed to participate in varsity athletics at Winthrop University. Each student must understand the time commitment required for both programs. Participation in a varsity sport will usually require an additional semester of clinical experience, typically taken after completion of NCAA eligibility.

## **Section 5: Professional Membership and Conferences**

### **National Athletic Trainers' Association**

All athletic training students must become members of the National Athletic Trainers' Association (NATA) no later than January 15<sup>th</sup> after being formally admitted into the WU-ATP. Membership benefits include receiving the Journal of Athletic Training quarterly and placement on a sports medicine mailing list. In addition, members of the NATA are charged a lower fee to take the Board of Certification national certification examination.

The NATA offers a number of cash scholarships and sponsors an article writing contest for undergraduate and graduate athletic training students. Information can be obtained by contacting the NATA office. All qualified students are encouraged to apply for these opportunities.

National Athletic Trainers' Association  
2952 Stemmons Freeway, Suite 200  
Dallas, Texas 75247-6916  
214.637.6282  
800.TRY.NATA  
Fax: 214.637.2206

### **South Carolina Athletic Trainers' Association**

All athletic training students must become members of the South Carolina Athletic Trainers' Association (SCATA) no later than February 15<sup>th</sup> after being formally admitted into the WU-ATP. SCATA membership is free to student members of the NATA.

### **Conference Attendance**

Students are required to attend or present at a professional conference each year while admitted in the WU-ATP.



## Section 6: Additional Costs Associated with the Program

Some Athletic Training courses have associated fees. Those courses and the purpose of the fees are listed below:

<b>ATRN 151</b>	<b>\$25</b>	Supplies for SLOs
<b>ATRN 152</b>	<b>\$110</b>	Tape & taping supplies
<b>ATRN 201</b>	<b>\$20</b>	Supplies for SLOs
<b>ATRN 202</b>	<b>\$20</b>	Supplies for SLOs
<b>ATRN 331</b>	<b>\$275</b>	Background check, liability insurance
<b>ATRN 351</b>	<b>\$25</b>	Supplies: electrodes, ultrasound gel, etc.
<b>ATRN 361</b>	<b>\$45</b>	Red Cross certificate, pocket masks, other supplies
<b>ATRN 381</b>	<b>\$75</b>	Tape & taping supplies
<b>ATRN 563</b>	<b>\$10</b>	Darkness to Light materials (Child Sexual Abuse)

**Other costs not included in course fees:**

- **Physical Examination**
- **NATA Membership**
- **Clothing:** Students are given Athletic Training Program polo's each year. Additional Athletic Training Program clothing may be purchased each year at cost. Students must have cotton twill pants/shorts to wear during their clinical experiences.
- **Transportation:** There are travel costs that are associated with off-campus clinical rotations which may include access to a vehicle.
- **2-Step TB Test:** If required by site, this test is will need to be completed prior to beginning ATRN 302 which is the general medical clinical rotation. The 2-step TB test is NOT the same as the usual 1-step TB Test (PPD skin test).
- **Drug Testing:** If required by site.
- **Professional Conference Attendance:** Students are required to attend one professional conference each year they are enrolled in the program. There is an active Athletic Training Club that receives financial support from student allocations and helps to keep these costs as low as possible.

## **Section 7: Clinical Education**

### **Technical Standards and Immunization Verification**

Prior to beginning clinical experiences associated with the WU-ATP, each student must obtain verification from a medical professional that he or she is capable of performing the tasks required of an athletic training student (see Technical Standards). This verification must be submitted before participating in any direct patient care. It is the student's responsibility to notify the Program Director or Clinical Education Coordinator if they are not able to meet the technical standards due to health status changes.

In addition, students must submit immunization verification before participating in any direct patient care. This immunization form must verify the administration of the Hepatitis B vaccine or a copy of a Hepatitis B waiver. Some settings also require verification of a TB skin test and an annual flu shot.

### **In-Service Training**

All admitted students are required to attend two in-service training sessions annually which occur at the beginning of each semester. The in-service training is a formal explanation and introduction to the procedures that must be followed by students as they obtain clinical experience. In-service training is typically held the day prior to the start of classes.

### **Types of Experiences**

Clinical experience is a key factor in the development of an athletic training student's skills. Research indicates that up to 30% of a student's knowledge is obtained in the clinical setting. For a student to gain the most from clinical experience, he/she should have complimentary didactic course work prior to or concurrent with the clinical exposure. Students are required to enroll in a clinical experience course each semester that they are enrolled in the WU-ATP. The clinical experiences are designed to allow the student the opportunity to move from classroom theory and laboratory practice to application of skills with actual athletes/patients.

Each athletic training student is assigned to a particular clinical instructor (preceptor) for a specified amount of time in an effort to increase the opportunities for the student to work on specific clinical skills and receive consistent feedback and correction. Such assignment allows the clinical supervisor to measure the student's skill development over time. While each semester has a particular clinical focus, it is recognized that review of skills and information gained in previous experiences will occur each semester.

CAATE requires that the educational process for athletic training students includes clinical experiences with a variety of populations both male and female, varying levels of risk, protective equipment intensive, and general medical. Equipment intensive experience is gained with outstanding AT supervisors working with local high school football programs or at local colleges.

General medical exposure is obtained during rotations at various Piedmont Medical Center urgent care facilities and EMS. Other possible general medical settings include: Winthrop University student health service, OrthoCarolina, and various physical therapy clinics. All other experiences are obtained with ATs at Winthrop University or at a local high school.

### **Clinical Experience Course Descriptions**

***Clinical Observation in Athletic Training (ATRN 201)*** This course provides opportunities for observation of a certified athletic trainer in the clinical setting. All experiences are obtained under the direct supervision of a certified athletic trainer. Emphasis will be on understanding traditional athletic training settings. Notes: Lab Fee: \$20. Offered in fall and spring. Prerequisites: ATRN 151 or permission of instructor. ATRN 201 is taken during the semester a student is applying for admission to the WU-ATP. The clinical observation involves two rotations among traditional athletic training settings at the collegiate and high school levels. The clinical observation is designed to allow the student to verify that he/she intends to pursue athletic training as a profession and to provide him/her with several opportunities to observe certified athletic trainers.

***Clinical Experience in Athletic Training I (ATRN 202)*** This course is the introductory clinical experience for students admitted into the WU-ATP and provides opportunities for application of skills in a clinical setting. All experiences are obtained under the direct supervision of a certified athletic trainer. Emphasis will be on assessment and recognition of lower extremity injuries and skills appropriate to caring for such injuries. The student will demonstrate proficiency in basic taping/wrapping skills and the application of heat and ice. Notes: Offered in fall and spring. Prerequisites: ATRN 201 or permission of instructor.

***Clinical Experience in Athletic Training II (ATRN 301)*** This course provides opportunities for application of skills in a clinical setting. All experiences are obtained under the direct supervision of a certified athletic trainer. Emphasis will be on assessment and recognition of upper extremity injuries and skills appropriate to caring for such injuries. In addition, students will demonstrate proficiency in the application therapeutic modalities. Notes: Offered in fall and spring. Prerequisites: ATRN 201 and ATRN 202 or permission of instructor.

***Clinical Experience in Athletic Training III (ATRN 302)*** This course provides opportunities for observation in general medical, orthopedic, and/or physical therapy settings. All experiences are obtained under the direct supervision of a physician, nurse practitioner, EMT, or physical therapist. Emphasis will be on general medical conditions, orthopedic conditions, and therapeutic exercise and rehabilitation. Notes: Offered in fall, spring, summer. Prerequisites: ATRN 201, 202 or permission of instructor.

***Clinical Experience in Athletic Training IV (ATRN 401)*** This course provides opportunities for application of skills in an equipment intensive clinical setting. All experiences are obtained under the direct supervision of a certified athletic trainer. Emphasis will be on: 1) assessment and recognition of head and trunk injuries and skills appropriate to caring for such injuries; 2) fitting and maintenance of protective equipment; and 3) development and implementation of rehabilitation programs. Notes: Offered in fall and spring. Prerequisites: ATRN 301.

***Clinical Experience in Athletic Training V (ATRN 402)*** This course provides opportunities for application of skills in a clinical setting. All experiences are obtained under the direct supervision of a certified athletic trainer. Emphasis will be on utilizing all skills obtained in the Athletic Training Program.

Students will demonstrate proficiency in the following areas: taping and wrapping, lower extremity evaluation, upper extremity and cervical spine evaluation, head/trunk evaluation, recognition and evaluation of general medical conditions, application of therapeutic modalities, development and implementation of rehabilitation programs, fitting and maintenance of protective equipment, and the maintenance of patient records. Offered in fall and spring. Prerequisites: ATRN 301.

### **Clinical Responsibilities**

- Student: observe, organize, practice, perfect, and teach
- Injury Care: record all treatments, evaluations, treatment, monitor reconditioning programs
- Maintenance: maintain clean, neat organized athletic training room
- Modalities: maintain cleanliness of all modalities including hydrocollators and whirlpools
- Supplies: be familiar with location of supplies and re-stock if necessary
- Administration: maintain injury records, update files
- Mentoring: assist less experienced students with their duties and skill acquisition
- Rules: abide by rules and enforce when necessary

**ATRN 201:** Minimum 5 hours/week in setting (12 weeks x 5 hours = 60 hours)

Total: 60 hours

**ATRN 202:** Minimum 12 hours/week in setting (13 weeks x 12 hours = 156 hours)

1 weekly age level meeting (10 weeks x 1 hours = 10 hours)

Total: 166 hours

**ATRN 301:** Minimum 15 hours/week in setting (13 weeks x 15 hours = 195 hours)

1 weekly age level meeting (10 weeks x 1 hours = 10 hours)

Total: 205 hours

**ATRN 302:** Minimum 8 hours/week in setting (8 weeks x 8 hours = 64 hours)

Minimum 4 EMS ride alongs (4 rides x 12 hours = 48 hours)

1 weekly age level meeting (10 weeks x 1 hours = 10 hours)

Total: 122 hours

**ATRN 401:** Minimum 20 hours/week in setting (13 weeks x 20 hours = 260 hours)

1 weekly age level meeting (10 weeks x 1 hours = 10 hours)

Total: 270 hours

**ATRN 402:** Minimum 18 hours/week in setting (13 weeks x 18 hours = 234 hours)

1 weekly age level meeting (10 weeks x 1 hours = 10 hours)

Total: 244 hours

## **Student Priorities**

1. **Be a Student:** The athletic trainer must have sound academic basis to support his/her clinical skills. As described in Section I, all students must maintain an acceptable level in class work to remain in the program. Any student falling behind in classroom work should make arrangements with the Clinical Education Coordinator, Program Director, and preceptor for special help and/or time off to catch up.
2. **Become a Competent Clinician:** Use the time spent in the clinical setting to continuously develop and practice hands-on skills.
3. **Become a Professional:** Develop an enthusiastic and professional attitude in dealing with athletes, fellow health care providers, coaches, and administrators. Become an involved member of the athletic training profession.
4. **Be a Teacher:** The best way to enhance and solidify your own skills is to teach them to someone else. As the student progresses through the program, he/she should become a leader, teacher, and role model for the less advanced athletic training students.

## **Expectations**

The athletic training student is an important component of the professional staff in each clinical setting. Each student has been admitted into the WU-ATP because of individual qualities and past performance. The admission process should provide a group of students who are outstanding scholars and health care providers.

A student's time in the WU-ATP is no time to rest on past accomplishments. Each student will be expected to perform at his or her best both academically and clinically. Theoretical background gained in the classroom is the foundation for developing clinical competence. Each student will be expected to attend class, turn in assignments, and take exams on time. Students who fail to meet this responsibility will risk dismissal from the WU-ATP.

Each clinical setting will be treated as a class and as a job. This is an ideal learning situation, but the student must be present to take advantage of it. There will be no tolerance of anyone who misses clinical experiences or comes late. There will be times when it may be necessary to miss an assigned clinical experience in order to study for an exam or for some other valid reason. It is the athletic training student's responsibility to notify the clinical supervisor in advance. When in the clinical setting, each student is expected to be inquisitive and ask questions at appropriate times. Students are also expected to show initiative and not have to be told what to do all of the time. Each day a student is in the clinical setting he/she should attempt to improve athletic training skills. As experience is gained, students are expected to assume leadership roles.

All athletic training students are expected to treat each other and the preceptors with respect. Criticizing each other in front of the athletes/patients or other athletic training students is unacceptable behavior. If there is a conflict, deal with it privately and maintain the proper professional rapport in the clinical settings. Each student is expected to become acquainted with and be able to get along with fellow students and the preceptors. It is expected that students will all help one another.

No student will ever be consciously put into a situation for which he/she is not prepared. If a student does not feel he/she is being allowed utilize all of the knowledge and clinical skills he/she has obtained, the student should discuss his/her concerns with the preceptors. It is possible that the student has not demonstrated his/her abilities to the preceptors. All athletic training students are expected to be honest in their dealings with the athletes/patients. Never attempt to "fake" knowledge in any situation. The athlete/patient is likely to suffer if such unprofessional behavior occurs.

### **Appearance**

All athletic training students are expected to wear appropriate, professional attire any time they are engaged in clinical experiences. **Students without the proper attire will be sent home to change and may not receive credit for attendance that day.**

Students enrolled in ATRN 302 will receive supplemental information regarding dress in the various general medical settings.

### **Acceptable Attire**

Daily: Athletic training t-shirt or issued athletic training polo (MUST be tucked in)  
Cotton twill pants or shorts – either black or tan in color (cannot be frayed, torn, too long, too short)  
solid black athletic shorts or pants are also acceptable  
Shoes must be closed toe, worn with socks, and able to be run in

Events:

#### Outdoor

Issued athletic training polo  
Cotton twill pants or shorts - black or tan in color (cannot be frayed, torn, too long, too short)

#### Indoor

Dress clothes as recommended by your clinical supervisor

Miscellaneous:

Hats are only allowed out of doors  
Non-Athletic Training Program sweatshirts are not to be worn indoors – if it is cool outside, wear a long-sleeved t-shirt below uniform  
Hairstyle should be clean, neat and professional: long hair must be pulled back  
Facial hair is not allowed unless it is already established

Existing facial hair must be kept neatly trimmed  
Earrings no larger than ½ inch

### **Unacceptable Attire**

Drawstring sweat suits  
Jeans  
Dangling jewelry  
Long or artificial fingernails  
Open toe shoes  
Tongue and lip jewelry  
Shorts that are too short (when in doubt, ask your clinical supervisor)  
Any other unacceptable attire that your preceptor deems unprofessional

### **Emergency Cardiac Care Certification**

All students obtain The American Red Cross Professional Rescuer Certification during their enrollment in ATRN 361. Students are required to maintain current certification. Students may not participate in clinical experiences without current certification.

All students must provide a copy (front and back) of their certification cards.

### **Documentation of Hours**

Each week students will document their hours write a brief summary of coverage for the week. Hours spent traveling are not countable hours. The Clinical Education Coordinator will keep a total of hours completed while in the WU-ATP.

### **Family Educational Rights and Privacy Act (FERPA)**

Students are not required to disclose health and criminal records to the program, however, this information may be required before placement in an off-campus clinical affiliation.

### **Communicable Disease Policy**

Communicable disease may pose a serious threat to the well-being of athletic training students and the patients with whom an infected person may come in contact. A communicable disease is one that is transmitted from person to person through direct or indirect means of contact. Direct transmission occurs through coughing, sneezing, droplets, or direct physical contact. Indirect transmission occurs through contact with some type of infectious agent such as an insect, animal, or contaminated waste.

Athletic training students must use universal precautions to limit exposure to blood borne pathogens. Attendance at annual OSHA blood borne pathogen training (or other appropriate training) will be required of all athletic training students.

Examples of communicable diseases may include, but are not limited to, the following:

Chicken Pox	Impetigo	Rubeola
Diphtheria	Influenza	SARS
Encephalitis	Lyme Disease	Scabies
Hepatitis A	Meningitis (bacterial)	Shingles
Hepatitis B	Mumps	Staphylococcal Infection
Hepatitis C	Pediculosis	Streptococcal Infection
Herpes Simplex	Ringworm	Tetanus
HIV/AIDS	Rubella	Tuberculosis

In order to limit risk with regard to communicable disease, the following steps will be followed:

- Hand washing and personal hygiene techniques will be followed. Hand washing with soap and water should occur after contact with each patient. If immediate hand washing is not possible, antibacterial hand sanitizer may be used.
- Should an athletic training student become ill, that student will be required to seek medical care from their family physician, a nurse at Winthrop University Student Health Service, or another licensed health care provider.
- Preceptors may require that an athletic training student who appears to be ill, be examined by a licensed health care provider of the student's choosing.
- If it is determined that the athletic training student has contracted a communicable disease, the student must inform their preceptor and the Clinical Education Coordinator prior to their next scheduled clinical education experience.
- A student who has been diagnosed with a communicable disease is required to follow all guidelines ordered by the health care provider and will not be allowed to participate in their clinical rotation until given clearance by the attending health care provider.

All students are required to understand the communicable disease policy and will sign an acknowledgement prior to beginning their clinical experience.

### **Health Insurance Portability and Accountability Act (HIPAA) & Confidentiality**

At times athletic training students may be confronted with questions regarding the status of a "star athlete." This information is confidential. Athletic training students are not permitted to discuss the athlete's private business with anyone outside of the professional team unit (athletic trainers, physicians, coaches, etc.). The following position on confidentiality applies to all members of the WU-ATP:



*Confidentiality is one of the most important issues allied health professionals face. We are bound by medical ethics, as well as by law, to preserve our patients' rights of privacy and confidentiality. Maintaining a patient's confidentiality is imperative in order to develop a strong clinical relationship. As an individual who provides health care, you will have access to a patient's confidential information including: biographical data, financial information, and medical history. You are expected to protect patient confidentiality, privacy, and security and to follow these and all affiliated clinical site guidelines.*

*You will use confidential information only as needed to perform duties as a member of the Athletic Training Program. The following guidelines are to be strictly followed:*

- *You will only access confidential information for which you have a need to know.*
- *You will respect the confidentiality of any verbal communication or reports printed from any information system containing patient's information and handle, store, and dispose of these reports appropriately at the University and affiliated clinical site.*
- *You will not in any way divulge, copy, release, loan, alter, or destroy any confidential information except as properly authorized within the scope of your professional activities.*
- *You will carefully protect all confidential information. You will take every precaution so that patients, their families, or other persons do not overhear conversations concerning patient care or have the opportunity to view patient records.*
- *You will comply with all policies and procedures and other rules of the University and affiliated clinical sites relating to confidentiality of information and access codes.*
- *You understand that the information accessed through all clinical information systems contain sensitive and confidential patient care, medical history, business, and financial information that should only be disclosed to those authorized to receive it.*
- *You will not knowingly include or cause to be included in any record or report false, inaccurate, or misleading information.*
- *You will not transmit any information regarding a patient or pictures of a patient via social media (i.e., Facebook, Instagram, Twitter, Snapchat, etc.) without the patient's specific permission.*

All students are required to understand HIPAA regulations and confidentiality and will sign a confidentiality acknowledgement prior to beginning their clinical experience.

### **Criminal Background Checks**

Criminal background checks are completed prior to a student being assigned with a preceptor in a high school setting. The Clinical Education Coordinator will help each student with the process.

## **Drug Testing**

Some clinical affiliations may require drug testing prior to participation. The Clinical Education Coordinator will assist you through this process.

## **Potential Risks**

During some clinical experiences there may be potential risks for injury associated with the environment you may be working in (dugout, benches, sidelines, etc.). Some situations that may be presented include but are not limited to:

- Flying objects
- Collisions
- Harmful chemicals
- Blood or bodily fluids

## **Liability Information**

All athletic training students who are obtaining clinical experience must be properly enrolled in a clinical experience course (ATRN 201, 202, 301, 302, 401, 402). Each student enrolled in one of the clinical experience courses is covered under the Winthrop University Tort Liability Insurance Policy. Each athletic training student is expected to be familiar with the responsibilities and limitations of the role. Do not exceed the proper limitations of the role of athletic training student!

Each athletic trainer has a legal responsibility to the physically active individuals with whom he/she works. There are many opportunities for negligence to occur. Each athletic trainer must be sure his/her actions are those of a reasonable and prudent person. An athletic trainer is the person most able to keep current athletic success and the athlete's future in proper perspective. Never lose sight of the fact that the athlete's/patient's future well-being is more important than any single contest.

## **Section 8: Professional Interactions**

### **Preceptors**

Each athletic training student is responsible for interacting with the preceptors and allied health professionals in each clinical setting. These individuals supervise the day-to-day activities of the students and have the primary responsibility of ensuring that each student is gaining optimal clinical skill and that the athletes/patients in the setting are receiving appropriate medical care. Every athletic training student must maintain good communication lines with the clinical supervisors regarding injuries, classes, problems, etc. Students should feel free to discuss anything with them at any time. These are people who will make job recommendations for students in the future. Give them something good to write about!

### **Physicians and other Allied Health Specialists**

Athletic training students have an opportunity to observe and work with the team physicians, registered nurses, and several affiliated specialists. Students can learn a great deal just by watching them work and listening to them discuss injuries. Students should feel free to ask questions, but try not to get in the way. Except in rare emergencies, arrangements with medical specialists are made by the preceptors, however, athletic training students may be called upon to provide them with current injury reports and pertinent information. Be sure to provide detailed information, be courteous in your conversation, keep in mind the strict contract of confidentiality which governs the student health center, and to follow any orders immediately and efficiently.

### **Athletes/Patients**

*The following discussion is based on the patients in the "traditional" athletic training setting: athletes. The guidelines which are included can be applied to any allied health setting in which the athletic training student is obtaining clinical experience.*

Earning the trust and respect of the patients with whom one works is an important goal to reach and is professionally gratifying. As a student, he/she must treat the patient with integrity and show professionalism at all times. The athletic training student should never guess about injuries or conditions or pretend to know something that he/she does not know. Expressing interest in and concern for a patient's welfare will help gain respect. Treat all patients equally regardless of their position on the team, race, creed, or gender. Medical Facility rules and medical policies must be applied equally to all patients. Enforcement must be uniform and carried out in a firm, but courteous manner. It is important to draw a line between providing competent and friendly care, and fraternization. WU-ATP students are prohibited from personal contact, fraternizing, and using social media with high school students at any time during

enrollment in WU-ATP courses. Non-compliance of this rule will result in immediate dismissal from the WU-ATP for admitted students and the disqualification for non-admitted students who are seeking program admission in the future.

Each athletic training student's interaction with athletes should meet the following guidelines:

1. Gain respect through competence.
2. Treat every patient with respect even though they may not always return the courtesy.
3. Do not let the patient dictate what is to be done. Base treatments given on prescription or knowledge.
4. Do not discuss a patient's injury/condition with another patient.
5. Do not "cover" for a patient who has missed treatment.
6. Avoid estimating how long a patient will be out of action following an injury.
7. Do not assist or encourage any patient to hide injuries or problems from the preceptor or other athletic training students who are obtaining specific clinical experiences with that patient's team.
8. Be a role model of physical fitness and healthy behavior.
9. Keep personal relationships with patients out of the athletic training room.
10. Personal relationships/fraternization with high school students is not allowed.
11. Personal contact and the use of social media with high school students is not allowed.
12. Do not become involved in a situation in which you are assisting any athlete to break a coach's training rules (written or implied).
13. Keep all conversations appropriate to an allied health setting.

### **Peer Athletic Training Students**

For athletic training students to gain clinical expertise in facilities which provide care for large numbers of patients takes a coordinated and efficient effort. It is expected that athletic training students will maintain an excellent rapport with each other. Petty arguments, negative comments, and demeaning actions will not be tolerated. Upper class students are expected to instruct and guide younger students and must not abuse their authority. Younger students are expected to be willing to learn and should freely accept constructive advice and criticism.

### **Coaching Staff**

In the "traditional" athletic training setting, this relationship is critical. At no time should an athletic training student criticize or argue with a coach. Good communication is essential. In general, injury information on patients should come from the appropriate preceptor.

When attending an athletic event, an athletic training student should never become a cheerleader or second guess the coach. If a conflict arises between the athletic training student

and a coach, the student must report the problem to a preceptor or the Clinical Education Coordinator immediately.

### **Other Athletic Department Personnel**

During the acquisition of clinical experiences, athletic training students may come into contact with a variety of other athletic department personnel. These individuals work long, hard hours in association with athletic events. While athletic training students should maintain proper confidentiality of the patients with whom they work, they should develop a positive, cooperative working relationship with other athletic department personnel. Cooperation and camaraderie can be of help to all groups.

### **Professional Scouts, Media and General Public**

Due to the athletic training student's familiarity with the medical status of athletes, various individuals may ask questions regarding the playing status of an athlete. Although such questions may be flattering to the student, all questions regarding any athlete must be referred to the preceptor.

## **Section 9: Evaluation of Clinical Experience**

### **Clinical Performance**

During the semester, students will be evaluated two times by their preceptor: mid-semester and end of semester. Clinical evaluations provide the student with feedback on performance strengths as well as areas in need of improvement. The preceptor evaluations are submitted to the Clinical Education Coordinator during routine evaluation meetings. Students are evaluated at least once each semester by the Clinical Education Coordinator. The Clinical Education Coordinator assessments are scheduled at the clinical coordinator's discretion.

### **Preceptors, Clinical Setting, and Clinical Coordinator**

At the conclusion of each clinical experience, students provide feedback regarding the strengths and weaknesses of the preceptor(s) with whom they worked and the overall experience they obtained in that particular clinical setting. Each student will also evaluate the performance of the clinical coordinator during the semester.

# Section 10: Certification Requirements

## Board of Certification

In order to become a certified athletic trainer, a student must follow these steps:

1. Register for his/her final semester at Winthrop University.
2. Create a profile on the Board of Certification web-site ([bocatc.org](http://bocatc.org)) and follow the steps to apply for the BOC exam.
3. Verify completion of all prescribed course work.
4. Verify completion of prescribed clinical experiences under the direct supervision of a qualified preceptor.
5. Obtain the endorsement of the Program Director which verifies completion of all competencies and proficiencies. (This is not automatic upon completion of the WU-ATP).
6. Take and pass the BOC exam.
7. Submit official transcripts verifying graduation and proof of emergency cardiac care certification to the BOC.

Board of Certification, Inc.  
1415 Harney Street, Suite 200  
Omaha, NE 68102  
402-559-0091; 877-262-3926  
Fax: 402-561-0598  
[www.bocatc.org](http://www.bocatc.org)

# **Section 11: Infectious Waste Exposure Control Procedures**

## **Blood Borne Pathogen Training**

All admitted students are required to attend annual blood borne pathogen training which will be coordinated by the Program Director and Clinical Coordinator.

## **Universal Precautions**

The Universal Precautions recommended by the Center for Disease Control in 1987 must be adopted in athletic health care settings. The recommendation is "that blood and body fluid precautions be consistently used for all patients regardless of their blood-borne infection status". Under Universal Precautions, blood and certain body fluids of all patients are considered potentially infectious for human immunodeficiency virus (HIV), Hepatitis B virus (HBV) and other blood borne pathogens.

Any object or person that has had contact with blood, exudates or wound secretions may be potentially infective, it is not necessary to treat all waste as infective. No environmental mode of transmission for HIV has been documented, precautions should be routinely followed. Identifying wastes for special precautions is largely a judgment made by the health care provider. Prudent precautions should be taken.

## **Wound Care Procedures**

It is standard operating procedure that all staff and athletic training students wear gloves when evaluating and treating any type of open wound. Each athletic training room is equipped with gloves, each travel kit is stocked with gloves and gloves are routinely kept in a pocket or field pack during competitions. Contaminated gloves, bandages, gauze, scalpels, etc. are disposed of in designated biohazardous waste containers. This same procedure is followed on road trips; waste will be properly bagged and scalpels safely secured until the material is properly disposed of on campus.

All students and preceptors that are involved with the athletic training education program are informed of and given a copy of the Infectious Waste Exposure Control Procedures. The Universal Precautions and safe handling of biohazardous materials will be discussed at biannual in-services. If a student feels they are at risk of exposure to an infectious pathogen, they have the right to defer treatment of the patient to a preceptor.

## **Collection and Disposal Procedures**

Two types of containers are available in the athletic training rooms and medical facilities; biohazardous waste bags and puncture resistant waste boxes. Each travel kit is stocked with disposable biohazardous waste bags. Biohazardous waste materials are not to be put in regular



waste cans. Examples of waste disposed of in biohazard waste bags may include dressings, bandages, sponges, gauze, surgical drapes and gloves. Disposal of sharp instruments such as scalpels, needles or syringes will be in labeled, puncture resistant boxes. Due to the infrequency of wound care in the traditional athletic training setting, and high facility traffic, bags will be sealed and disposed of after each use. Puncture resistant boxes will be sealed and disposed of as necessary.

Preceptors are responsible for proper disposal of the biohazardous waste containers. Procedures vary with the setting. Most high school athletic training settings utilize the state approved procedure of taking the materials to the school nurse for disposal. Winthrop University Athletic Training Rooms and various medical clinics have a contract with a biohazardous waste disposal company.

### **Environment Control Recommendations**

A. Treatment Surfaces: All surfaces such as tables, cabinets, exercise equipment and whirlpools are kept clean using chemical germicides. Studies have shown that HIV and other infectious pathogens become inactive after being exposed to common germicides at low concentrations.

B. Laundry: Soiled laundry can be a source of transmission for certain organisms (common cold, flu), the risk of actual disease transmission is negligible. Soiled linen should be handled as little as possible. Towels soaked in blood should be disposed of in a biohazardous waste bag as detailed above. Soiled laundry washed in hot water and detergent, the water should at least be 160 F, for 25 minutes. Low temperature loads should be washed with suitable low-temperature detergents. It is also recommended that laundry handlers use gloves as a routine precaution.

C. Game Management: During a game situation, any towels or materials used to wipe blood from the court or used on an open wound should be properly disposed of. Again anyone handling these materials should be gloved. It is recommended that an adequate number of towels are available on the court or sidelines so that athletes do not have to share. A wound care kit will be in each travel bag and on the court or field, accessible to all competing teams.

### **Universal Precautions**

1. Health-care workers should routinely use appropriate barrier precautions to prevent skin and mucous membrane exposure when contact with blood or other fluids is anticipated. Gloves should be worn for touching blood and body fluids, mucous membranes, or non-intact skin, and for handling items or surfaces soiled in blood or body fluids. Gloves should be changed after contact with each patient.

2. Hands should be washed after gloves are removed. Skin surfaces should be washed immediately if contaminated with blood or body fluids.
3. Health-care workers should take precautions to prevent injuries caused by needles, scalpels and other sharp instruments. Needles should not be recapped, purposely bent or broken by hand. Puncture-resistant containers should be located as close as practical to the use area and all sharp instruments should be placed in these containers for disposal.
4. Although saliva has not been implicated in HIV transmission, mouthpieces, resuscitation bags or other ventilation devices should be available in case of the need for CPR or mouth-to-mouth resuscitation.
5. Health-care workers with exudative lesions or weeping dermatitis should refrain from direct patient care until the condition resolves.
6. Pregnant health-care workers should be especially familiar with and strictly adhere to precautions to minimize the risk of HIV transmission.

*Adapted from Centers for Disease Control (2)*

### **Environmental Control/Hazardous Waste Policy**

- A. Each athletic training room and other medical facility contains gloves. Gloves are to be worn each and every time a wound is treated and evaluated. This includes care given on the practice or game fields.
- B. Each athletic training room and other medical facility contains containers for biohazardous waste disposal. Red biohazardous waste bags are for gloves, gauze, dressings, towels, human tissue or any other material that has been exposed to blood, exudates or bodily secretions. Each athletic training room and other medical facility is equipped with red sharps collections boxes. These are for disposal of any sharp object such as scalpels, needles, lances, and syringes. Be sure to use disposable scalpels whenever possible.

Biohazardous waste bags should be sealed and given to a preceptor for disposal. Never put biohazardous waste in the regular trash bins or leave biohazardous waste bags where they can accidentally be picked up by the custodians. Red sharps collectors will be sealed and disposed of as necessary by preceptors.

- C. Tables and counter tops will be cleaned and disinfected daily or immediately after wound care. Whirlpools are never to be used when there is an open wound. Whirlpools are to be cleaned and disinfected daily.

Non disposable instruments used in wound care should be disinfected with Clorox and water solution 1 to 10.

- D. When on the road with a team, biohazardous waste procedures are still followed. All preceptors will have a red biohazardous waste bag in their medical kit. The bag will be sealed and disposed of according to the host school's policy. If there is no procedure for disposal at the host school, the bag is brought back to the home institution and disposed of by the preceptor. Sharp objects should be secured in a puncture resistance container and placed in the red sharps box upon return home.
- E. Preceptors are responsible for the removal of hazardous waste bags and sharps containers and transportation to the designated collection site.

### **Game Management**

- A. Any athlete who is bleeding during a game from an open wound, nose or mouth must be removed from the game at the earliest possible time. The athlete will remain out until the wound is dressed or the bleeding subsides. This same policy shall be followed in practice and scrimmage situations.
- B. A preceptor or qualified athletic training student will attend to the wound or bleeding according to established procedure. Anyone not wearing gloves, will not be involved in the care of a bleeding injury. All materials and supplies used in the procedure will be placed in a biohazardous waste bag provided by the preceptor. If a towel is used to wipe up blood from the court or off the athletes uniform, it must be disposed of properly. If only a small amount of blood is on the towel it will be placed in a biohazardous waste bag and laundered. If the towel is saturated with blood, then it will be placed in a biohazardous waste bag and disposed of according to policy by the preceptor.
- C. If the athlete has blood on his or her uniform, the athlete must be removed from the game at the earliest possible time. If only a small spot of blood is on the uniform, the spot will be treated with a bleach dilution and the athlete can return to the game. If a large amount of blood is on the uniform the uniform must be changed before the athlete can return to the game. The team manager or preceptor will be responsible for making sure at least two extra uniforms are court side for home and away games. If the uniform must be changed, the bloodied uniform will be placed in a biohazardous waste bag and then laundered according to policy.

# Section 12: Winthrop University Athletic Training Emergency Action Plans

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The Winthrop University Athletic Training Department in cooperation with the Winthrop University Campus Police has compiled the following procedures in an attempt to inform athletic training students, Campus Police, and coaches on how to handle emergency situations at each venue within the Winthrop University Athletic Complex. A list of emergency situations that will prompt the activation of the procedures is provided. The procedures to follow at each venue are also provided.

## **EMERGENCY SITUATIONS**

Situations in which Emergency Medical Services will be activated:

1. Any loss of consciousness of an athlete
2. Any respiratory failure occurring in an athlete
3. Any cardiac failure occurring in an athlete
4. Head or neck injuries which require emergency medical attention
5. Any fracture that requires emergency medical attention

## **EMERGENCY PROCEDURES AT WINTHROP ATHLETIC VENUES**

At each athletic venue, the certified athletic trainer will follow a specific procedure when emergency situations arise. Each facility is listed below along with its sport or sports. The emergency action plans are attached in a separate document.

Winthrop Coliseum

- Volleyball
- Basketball (Men's and Women's)
- Training Room
- Strength and Conditioning

Winthrop Ballpark - Baseball

Memorial Tennis Courts - Tennis (Men's and Women's)

Winthrop Softball Complex (Terry Field) - Softball

Winthrop Soccer Complex - Soccer (Men's and Women's); Lacrosse

Irwin Belk Track & Field - Track & Field (Men's and Women's)

Winthrop Recreational & Research Complex & Golf Course - Cross Country (Men's and Women's)