



Professional Athletic Training Program

2021-2022

Clinical Preceptor Handbook

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Numbers: (814) 824 2403 (office); (440) 479-2639 (cell)

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Mercyhurst University Bachelor of Science in Athletic Training (BSAT) Program Mission

The mission of the professional athletic training program at Mercyhurst University is to provide the student with the necessary didactic, theoretical, and clinical skills and experiences required to qualify for the BOC examination. In the spirit of the core values of Mercyhurst University, athletic training students shall achieve this by becoming self-aware, culturally competent, and ethical healthcare professionals prepared to enter the allied health field.

Mercyhurst University BS in Athletic Training Program Vision

The Mercyhurst University professional athletic training program aspires to offer an extensive academic and clinical experience with devoted faculty to ensure the professional and personal growth of each student pursuing BOC certification.

Mercyhurst University BS in Athletic Training Program Accreditation

In June of 2020, the athletic training major received re-accreditation through the Commission on Accreditation of Athletic Training Education (CaATE) through 2029/2030. With this accreditation firmly in place the program will prepare students for a variety of entry-level positions in athletic training or to seek advanced degrees in the allied health sciences. In addition to academic course work and vast clinical experiences it will help students develop the ability to think critically, solve problems, communicate effectively and become a complete well rounded clinician and contributing member of society. After completing this program, students will be eligible to take the [Board of Certification examination](#) to become a certified athletic trainer.

Beginning in the Fall of 2020, the program stopped admitting students into the BS program. Per the 2020 Standards for Accreditation of Professional Athletic Training Programs (henceforth referred to as "2020

Mercyhurst University MS in Athletic Training Program Educational Goals

Student Learning Outcome 1: Demonstrate mastery of entry-level CAATE educational standards to successfully complete the BOC Exam.

Student Learning Outcome 2: Development of a holistic healthcare professional who views each patient as a multi-faceted person.

Student Learning Outcome 3: Preparation for successful entry into the healthcare field as an effective and respectful communicator and collaborator.

Student Learning Outcome 4: Integrate didactic and psychomotor skills under the supervision of proficient preceptors within diverse and varied clinical settings.

Student Learning Outcome 5: Provide a well-balanced education of evidence-based practice and theory while integrating the Mercy Model of equal treatment of all peoples.

Preceptor Qualifications

The clinical preceptor must be a qualified, licensed allied health professional able to instruct athletic training students in their area of expertise. A minimum of 75% of the student's clinical experience will be with a clinical preceptor who is a Certified Athletic Trainer (ATC credential).

Within the 2020 CAATE Standards, the Graduate Athletic Training student must complete the majority of clinical rotations supervised by either a Certified Athletic Training or a Physician (allopathic or osteopathic), licensed in the state in which he/she/they practice.

Preceptor Compensation

Clinical preceptor positions are voluntary. There is no monetary compensation. However, a Certified Athletic Trainer preceptor supervising a student for at least 200 clinical hours may claim five (5) Category B CEUs per year (www.bocac.org/athletic-trainers).

Preceptor Requirements

On an annual basis the clinical preceptor must provide the program with:

- Current EAP to be posted at facility and kept on file with the clinical coordinator
- Current CPR for the Professional Rescuer of AHA BLS certification
- Current copy of PA state licensure
- Current copy of BOC certification card
- Current calibration

Preceptors are not permitted to be currently enrolled as students in the Mercyhurst University Athletic Training Program.

Prior to each new student at affiliated site:

Complete the Clinical Orientation Form (Or)10 (h]TJEnc3 (e)2u (Odes (O 0 612 792 reW* nBT/TT3 11 Tf262.35 627.7

ATR 610, 615 (Fall Year 2); ATR 620 (Spring Year 2); and ATR635 (ICE2, Spring Year 2). Each assignment is designed allow the student to transfer the skills and knowledge obtained from the classroom setting into clinical application. Clinical assignments are EDUCATIONAL experiences; they are NOT work experiences. Students receive academic credit for the experience and are not monetarily compensated in any way.

Note: All students are required to provide an immunization record to the program director and CEC prior to beginning clinical assignments. If the clinical sites require additional documentation such as background checks and PPD testing, the clinical preceptor must notify the CEC of the specific requirements. It is the responsibility of the student to meet all criteria set forth by their clinical site. When applicable, the CEC will make the student aware of all requirements upon initial assignment.

Clinical Responsibilities of the Athletic Training Student (ATS)

1. After receiving current clinical assignment, contact assigned clinical preceptor to schedule an orientation session.
2. During the orientation session, the student must complete the Clinical Orientation Form, completing the following (but not limited to): developing a weekly/monthly clinical schedule in conjunction with your clinical preceptor, and reviewing the site EAP, BBP, and institution policies relevant to athletic training students. *Students may not begin clinical rotations until the form is completed.*
3. Be sure to have completed all necessary digital paperwork prior to the clinical assignment including providing immunization records and completing all appropriate background checks and clearances.
4. Create a schedule with the clinical preceptor to ensure quality clinical experiences around classwork. The student should consistently average the appropriate number of hours per week as denoted by the clinical experience level and in conjunction with the Mercyhurst University academic calendar. *Students should notify the clinical coordinator immediately if you feel coerced to be at your assignment longer than required or to be at your assignment during times outside of the academic year such as holidays or breaks between trimesters.*
5. Be responsible for your transportation to your assigned clinical site/clinical preceptor and whenever possible carpool with other students assigned to the same clinical preceptor.
6. Communicate with the clinical preceptor consistently regarding daily clinical experience opportunities.
7. Practice competencies with clinical preceptors and peers on a frequent and consistent basis to develop proficiency.
8. Mentor and teach other students in the program and others interested in athletic training.

9. Apply critical thinking, communication, and problem solving skills during your clinical experiences.
10. Be prepared for proficiency assessments on a daily basis.
11. Perform skills on patients only once didactically assessed and when directly supervised by the clinical preceptor.
12. Be willing to learn about variations in applying techniques or skills.
13. Provide honest feedback of the program's clinical experience through the clinical preceptor evaluation completed at the end of the assignment, and through the weekly journal entries and SOAP note documentation.
- 14.

refrain from use of all aforementioned (and required to abstain from illicit drugs) at all times, but especially in the presence of the athletes they work with.

A level I experience is based upon several factors:

- A 1:1 or 2:1 student to clinical preceptor ratio
- Therapeutic Modality usage: restricted to first aid (cold) until students take ATR 267/268 in the spring term then they may initiate competencies obtained.
- Decreased number of patients the clinical preceptor provides care for
- Enhanced opportunity to use skills obtained in SPMD 157, ATR 162, ATR 163 following formal instruction and evaluation in ATR200 (Pre-season period)
- Increased opportunity to use skills obtained in ATR 200, 201
- Opportunity to experience sites with combined (M) and female (F) populations.
- Opportunity to experience the adolescent and general public populations

Level I consist of the following affiliated settings:

Fall Term ATR 200

Minimum Hours: 100; Max Hours: 150

- Harbor Creek High school (EQ), (MF)*
- Mercyhurst Prep High School (EQ), (MF)*
- Cathedral Prep High school (EQ), (M)*
- Erie High School (EQ), (M,F)*
- Northwestern High School (EQ), (M,F)*
- McDowell High School (EQ), (M,F)*
- Fairview High School (EQ), (M,F)*

Spring Term ATR 201

Minimum Hours: 100; Max Hours: 150

- Mercyhurst University Baseball (UE) (M)
- Mercyhurst University Softball (UE), (F)

Penn State Behrend Softball (UE) (F)

Penn St Behrend Baseball (UE) (M)

**General Medical includes 50 clinical hours observing various healthcare providers in the community. Experiences include the following:

AHN Family Medicine/ General Practitioner

Orthopedic Surgery

Paramedic Services

AHN Physical Therapy

Level III Experience: ATR461 (F) + ATR404 (S) @ 3-7 credit hours each

During the senior/ third year in the program, students will engage in one (1) level III clinical experience as part of ATR 461. Students are expected to complete the minimum number of hours associated with each clinical experience (see *Clinical Sequence* document). This experience will last approximately 16 weeks with beginning dates and ending dates dictated by the academic calendar of Mercyhurst University. Students must report for preseason camp on or around August 6th

Senior Capstone Experience

Minimum Hours: 100; Maximum Hours: 200

During the spring term (dates of experience to coincide with the academic calendar of Mercyhurst University) senior or third year students will engage in a senior capstone experience as part of ATR 404. During this time students are required to complete a minimum of 100 hours at a mutually agreed upon clinical site. The capstone experience is designed to allow the students to further experience the entire athletic training profession by engaging in aspects of athletic training they have not previously experienced (students have already taken ATR 364 , 461). In addition to clinical experience

MSAT Student Clinical Education Sequence

Level I Experience: 1st Year Fall and Spring

During the first year in the program, students will engage in four (4) level I clinical experiences as part of ATR 510 (Fall Mini 1), ATR 515 (Fall Mini 2), ATR 520 (Spring Mini 3), and ATR 525 (Spring Mini 4). Students are expected to complete the minimum number of hours associated with each clinical experience (55-110 hours). A total of 5 hours for each class will be allotted for initial and final in-class meetings, in addition to completing simulations during the final week of classes as needed. Each experience will last approximately 8 weeks but there is flexibility based on alignment of Mini Session and Clinical Rotation calendars. Supplemental clinical experiences may also be provided as they are available to promote interprofessional education and collaboration with various healthcare providers in different settings that may or may not include Certified Athletic Trainers. Beginning dates and ending dates are dictated by the academic calendar of Mercyhurst University except for experiences occurring in the fall whereas students must report for preseason camp on or around August 15th. A Level I clinical experience is considered a highly supervised experience and encompasses low risk equipment intensive experiences (EQ) and medium risk lower & upper extremity experiences (LE/UE).

A level I experience is based upon several factors:

A 1:1 or 2:1 student to clinical preceptor ratio

Therapeutic Modality usage: restricted to first aid (cold) until students take ATR 571 in the Fall term then they may initiate competencies obtained

Decreased number of patients the clinical preceptor provides care for

Enhanced opportunity to use skills obtained in ATR 501, 504, 508 and following formal instruction and evaluation in ATR 543/544 (LE Clinical Management) and ATR 553/554 (UE Clinical Management)

Opportunity to experience sites with male (M) and female (F) populations

Opportunity to experience adolescent and adult populations

Opportunity to experience team or individual sports/activities

Summer Term Mini 6 (Clinical Experience and Hours roll into ATR 510)

Students will engage in pre-season physical exams

Students will engage in pre-season Fall assignment experiences

Fall Term Mini 1 (ATR 510: Clinical Experience I); 1 credit hour

Minimum Hours: 55; Max Hours: 110 (5 hours allotted for initial/final meetings and simulations as needed)

The first clinical experience course is designed for level one MSAT students to engage in hands-on teaching and assessment of clinical proficiency skills required of Athletic Training students

preparing for the BOC examination. Students will engage with assigned preceptors at clinical sites to complete various hands-on skills that align with didactic content in concurrently and previously enrolled classes. The components being assessed in this course will include taping, bracing, and wrapping techniques previously discussed in ATR 501, as well as lower extremity injury evaluation components discussed in ATR 543/544. Case studies may be examined to assess appropriate implementation of these skills, as well as decision-making in patient care. Students will also be required to complete evaluations of their assigned preceptors, clinical setting, and write reflective journals throughout the duration of assigned clinical experiences.

Previously acquired student skills (didactically):

- Emergency management (splinting, CPR, spineboarding)
- Vital signs (Primary and secondary surveys)
- Hydration monitoring
- Wrapping/Taping
- Crutch fitting & ambulation

Currently enrolled in courses to learn:

- Lower extremity and upper extremity evaluation and management
- Therapeutic modalities and other interventions

Fall Term Mini 2 (ATR 515: Clinical Experience II); 1 credit hour

Minimum Hours: 55; Max Hours: 110 (5 hours allotted for initial/final meetings and simulations as needed)

The second clinical experience course is designed for level one MSAT students to engage in hands-on teaching and assessment of clinical proficiency skills required of Athletic Training students preparing for the BOC examination. Students will engage with assigned preceptors at clinical sites to complete various hands-on skills that align with didactic content in concurrently and previously enrolled classes. The components being assessed in this course will include equipment fitting and removal, as well as upper extremity injury evaluation components discussed in ATR 543/544. Case studies will be examined to assess appropriate implementation of these skills, as well as decision-making in patient care. Students will also be required to complete evaluations of their assigned preceptors, clinical setting, and write reflective journals throughout the duration of assigned clinical experiences.

Previously acquired student skills (didactically):

- Emergency management (splinting, CPR, spineboarding)
- Vital signs (Primary and secondary surveys)
- Hydration monitoring
- Wrapping/Taping
- Crutch fitting & ambulation

- Completed lower extremity evaluation and management

Currently enrolled in classes to learn:

- Lower and upper extremity injury evaluation and management
- Therapeutic modalities and other interventions

Spring Term Mini 3 (ATR 520: Clinical Experience III); 1 credit hour

Minimum Hours: 55; Max Hours: 110 (5 hours allotted for initial/final meetings and simulations as needed)

The third Clinical Experience class will assess students on the implementation and development of therapeutic modalities, as well as upper and lower extremity evaluation and management. Projects will be utilized to assess this component of therapeutic interventions in both classroom and clinical setting modes. Case studies and patient scenarios will challenge students to incorporate evaluation and management skills previously acquired in ATR 543/544 and 553/554 and supplement a treatment plan with appropriate therapeutic modalities or other interventions.

Previously acquired student skills:

- Upper and lower extremity evaluation and management
- Emergency management (splinting, CPR, spineboarding)
- Vital signs (Primary and secondary surveys)
- Hydration monitoring
- Wrapping/Taping
- Crutch fitting & ambulation

Currently enrolled in classes to learn:

- Therapeutic interventions (rehab)
- Strength and conditioning principles
- Axial skeleton evaluation and management

Spring Term Mini 4 (ATR 525: Clinical Experience IV); 1 credit hour

Minimum Hours: 55; Max Hours: 110 (5 hours allotted for initial/final meetings and simulations as needed)

The fourth Clinical Experience class will assess students on the development and implementation of rehabilitation protocols of the lower and upper extremities as well as other aspects of human performance, including but not limited to: strength/conditioning, and nutritional concerns. Case studies and patient scenarios will challenge students to incorporate principles of rehabilitation and injury management skills previously acquired in the first year of the program, as well as skills obtained in concurrently enrolled Performance Nutrition (ATR 590).

Level II Experience 2nd Year Summer, Fall, and Spring

During the second year in the program students will engage in two (2) immersive clinical experiences as part of ATR 630 (Summer Term Mini 6) and ATR 635 (Spring Term Mini 4). Students will also engage in three (3) level II clinical experiences. Students are expected to complete the minimum number of hours associated with each clinical experience. A total of 5 hours will be allotted to each class for initial/final in-person meetings and simulations when necessary during the final week of classes. Each of the three level II experiences will last approximately 8 weeks based on Mini schedules, with beginning dates and ending dates dictated by the academic calendar of Mercyhurst University except for experiences occurring in the fall whereas students must report for preseason camp on or around August 15th. Supplemental clinical experiences may also be provided as they are available to promote interprofessional education and collaboration with various healthcare providers in different settings that may or may not include Certified Athletic Trainers. A Level II clinical experience is considered a supervised experience with greater student responsibility and decision-making and encompasses medium risk equipment intensive experiences (EQ), lower extremity experiences

The first immersive clinical experience is designed for students to experience all aspects of an

balanced athletic training student. If at any point the student feels he/she is being discriminated against, or witnesses any discrimination, this should be reported according to the Grievance Policy.

Travel Policy

Traveling as part of the clinical assignment is not a requirement of the clinical education sequence. However, *In the event the student is able to travel with the assigned clinical preceptor it is highly recommended.*

Please see the official policy on traveling in the Appendix.

When such opportunities arise students must adhere to the following guidelines

Make sure students have their own personal health insurance card with them.

When traveling only count clinical hours during the event and treatments, not travel time.

Consuming alcohol is discouraged, even for students who are 21 or older. Underage drinking is not tolerated under any circumstances.

If a player is injured enough to remain in a hospital, the ATS should return home with the team.

If there are any serious problems that need to be addressed, here are important phone numbers to remember:

Program Director: Josh Long MS, ATC

Numbers: (814) 824 2403 (office); (440) 479-2639 (cell)

Email: jlong2@mercyhurst.edu

MSAT Clinical Coordinator: Derek Beeler PhD, ATC

Numbers: (814) 824-2926 (office); (219) 241-9822 (cell)

Email: Derek.Beeler@mercyhurst.edu

Hepatitis B series;
DTaP (every 10 years);
MMR;
Varicella;
Annual flu vaccine;
SARS- COV-2 vaccine approved by the WHO (Pfizer, Moderna, or J&J).

Students unable to produce records will not be permitted to begin their clinical rotations. This policy is effective August 2019; students that are in the process of becoming immunized will sign the Hepatitis B waiver until the series is completed and may continue with rotations.

Professional Memberships and ATrack

All students are strongly encouraged to maintain a student NATA membership. Membership in PATS and EATA is highly suggested, as well.

The Professional Program uses ATrack Online to log clinical hours, mid-semester and final clinical evaluations, student evaluations or Preceptors and Clinical Sites, and will be phasing into use for tracking competency and proficiency completion. All students are required to purchase a one-time, lifetime membership to ATrack Online. The program director will provide any necessary instructions for ordering.

All on-campus and some off-campus preceptors will also be required to have an account with ATrack Online, which will be provided by the Mercyhurst Professional Program.

NATA / PATS Scholarship Information

Scholarships for upperclassmen Athletic Training Students are available through the National Athletic Trainers Association, the Pennsylvania Athletic Training Society and the Eastern Athletic Training Association. Applicants must be at least a junior in University, have a 3.2 GPA, be sponsored by a certified athletic trainer, and must be a NATA /PATS member for a minimum of 1 year.

ATS Blood Borne Pathogens

All ATS are required to follow all OSHA universal precautions against blood-borne pathogens while attaining clinical hours. An OSHA lecture must be attended each year and an attendance sheet and compliance form must be sign at this time. Students will not be permitted to begin clinical hours until OSHA training has been completed during the pre-season orientation, held each year in August. Failure to comply with these guidelines may lead to disciplinary action. Please see the Appendix for the Communicable Disease Policy and the Blood-Borne Pathogens Policy.

ATS Background Checks

Per the changing Pennsylvania Commonwealth laws regarding observation of and working with minors, the Mercyhurst University Athletic Training Program will require the following

background checks to be completed and submitted prior to the start of the Year 1 or Level 1 Clinical Rotations:

- Total cost of background checks: \$36.85
- Act 33 (child abuse clearance)
 - Cost: \$13
 - Completed online; results should be available quickly
 - <https://www.compass.state.pa.us/cwis/public/home>
- Act 34 (PA State background check)
 - Cost: free (select "Volunteer")
 - Cost if considered employee (depending on school district): \$13
 - Completed online; results should be available quickly
 - <https://epatch.state.pa.us/Home.jsp>
- Act 73 (FBI fingerprinting/ background check through IDEMIA)
 - Costs: approx. \$23.85
 - Takes 2-4 weeks for results
 - Go to <https://uenroll.identogo.com/>
 - Enter Service Code 1KG6XN (specific code for the Pennsylvania Dept. of Ed) or Service Code 1KG6ZJ (Dept of Human Services, 08 7p)

4. Footwear: Shoes and socks are to be worn at all times. No sandals.
5. Hats: No hats or caps are to be worn in the athletic training rooms, but can be worn on fields.
6. Jewelry: No excessive jewelry is to be worn, i.e. long, bulky necklaces, chains, or hoop earrings.

Athletic Event Attire (game day):

1. Consult the staff athletic trainer for any changes in the dress code.

For practices, please wear neutral or appropriate colored shorts or pants, along with a Mercyhurst T-shirt, or plain shirt (no other advertising).

Specific rules on dress are at the discretion of the staff athletic trainer.

The Mercyhurst University ADA representative will evaluate a student who states he/she could meet the program'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, Mercyhurst University will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review of 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 course work, clinical experiences and internships deemed essential to graduation.

Note: Students must sign the *Technical Standards Waiver Form* located on the Mercyhurst University portal indicating their understanding of this policy.

Disciplinary Board

The role of the Mercyhurst University Professional Athletic Training Program Disciplinary Board is to handle any violations of policy, procedures and general conduct of athletic training students. Any disobedience based upon the severity of the violation could be grounds for removal from the clinical assignment, a

Examples of misconducts include, but are not limited to:

Mercyhurst University Athletic Training Professional Program
Immunization Policy

who were exposed: such as immunization, distribution of antibiotics or antiviral medications as necessary to prevent further spread of the disease. If quarantine of exposed individuals is needed a building on campus will be dedicated for this purpose, food and other needed items will be provided by the campus food service or the Red Cross.

Communicable Disease Response Incident Action Plan (Example Pandemic Flu)

Pre-Level 1 Actions – This plan is intended to address a variety of communicable disease outbreaks. In the majority of situations, there will not be advance time to prepare for the first case of human to human transmission. It is therefore imperative that campus departments initiate various “pre-level 1” actions to assure that they are prepared in the event that an infectious disease is confirmed that may have the potential to spread to campus in a very short time frame. The following actions are recommended as “pre-level 1”.

1. Essential personnel – the campus should determine “who” the essential personnel are in the event of an infectious disease outbreak. This would include civil service staff to maintain or depopulate clinical preceptor, facilities, staff, housing personnel, administrators, etc. The list of “non-essential” personnel should be prepared in addition to “call-off” notices that can be activated on short notice.
2. All campus units should review business continuity plans and/or review their individual unit responses to situations involving short staffing, class cancellations, 24 hour operations, event schedules and cancellation, emergency needs, etc.
3. The Campus should clearly communicate the status of essential vs. non-essential personnel.
4. Assess the quantity of N95 respirators and assure that an adequate supply is on hand, or suitable replacement may be approved and used.
5. Campus units with essential personnel should schedule them to receive fit test and training on respiratory protection from the Safety & Health Department.
6. The Campus Emergency Operations Committee will direct the campus response during an infectious disease outbreak. Individuals with copies of this document are encouraged to review

conventional academic year unless follow-up testing is required subsequent to a previous positive test. The Drug Education, Screening and Rehabilitation Programs are sponsored by the Mercyhurst University Athletic Department with coordination through the team physician and the Athletic Training staff.

II) PROHIBITED DRUGS

Use of any of the following drugs, except those prescribed by a qualified physician to treat an individual's medical condition, by any member of athletic team representatives of Mercyhurst University, whether such use occurs before, during or after the team's season, is prohibited: anabolic steroids, cocaine, amphetamines, marijuana, opiates, barbiturates and any other mind-altering or illicit drug. For further information, a list of drugs prohibited by the National Collegiate Athletic Association is obtainable from the Athletic Director or Athletic Training staff.

III) SCREENING

Drug screening shall consist of standardized urinalysis, which shall be administered on a random basis during the academic year, or as determined by the team physician or staff certified athletic trainer. Each urine specimen will be identified by number only and will be analyzed by the hired agency for the presence of prohibited drugs. All of the test results shall be reported to the team physician and the head certified athletic trainer who shall review such tests results to determine which, if any, of the test results are positive. A positive test is one in which a prohibited drug is found in the urine specimen.

Faculty, staff, and students may contact Tine Fryling, Preston 115, Mercyhurst University, (814) 824-2352 for the following assistance:

Information and consultation

Informal complaints and resolution

Formal complaints

VIII) ASSURANCE OF PRIVACY

All discussions with advocates and/or the Sexual Harassment Officer are completely confidential

Blood-Borne Pathogens Policy
Mercyhurst University Athletic Training Program and
Mercyhurst University Athletics

While risk of one athlete infecting another with HIV/AIDS during competition is close to non-existent, there is a remote risk that other blood borne infectious diseases can be transmitted. For example, Hepatitis B can be present in blood as well as in other body fluids. Procedures for reducing the potential for transmission of these infectious agents should include, but not be limited to, the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform it must be cleaned or changed before the athlete may participate.
- 2.

Mercyhurst University Athletic Training Program

Social Media/ Social Networking Policy

Participation in social networking, whether it be social media sites like Facebook or Snapchat or professional sites like LinkedIn, can prove beneficial in a medical environment. Many professionals have access to emerging literature, additional contacts, and professional opportunities that previously either did not exist or were hampered by slower means of

Travel Policy: Mercyhurst University Athletic Training Program

Professional level students, while not required, are encouraged to travel at least one time in their academic careers. The experiences gathered through athletic travel can prove invaluable to the educational process.

In the event that a travel opportunity is presented to a professional-level student, the ensuing guidelines must be followed to protect the student, Preceptor, and University from liability:

- The student may only travel if the Preceptor is also travelling;

- Students may not be unsupervised while treating athletes at any time during the travel experience;

- Students and athletes may not engage in any behavior prohibited by the University while travelling. The AT student is a professional, and should be have as such; failure to adhere to this guideline will result in a Disciplinary Board hearing and possible suspension and/or expulsion from the AT Program;

- AT students must obtain written permission (email is acceptable) from all instructors of courses that will be missed during the travel experience no less than 48 hours prior to leaving for the trip;

- It is strongly discouraged that students miss lab/ Clinical Education days when travelling, due to the volume of hands-on content instructed;

- Pre-Professional students are not permitted to travel.

Professional Athletic Training Program

Clinical Assignment Orientation Form

CLINICAL SITE:

STUDENT: _____ CLINICAL PRECEPTOR: _____

Prior to all clinical assignments students are required to complete an orientation to the clinical site with the assigned clinical preceptor. Please date and initial (both the student and preceptor) each item below as it is completed. Orientation should take place prior to the student beginning the clinical assignment.

Date	Initials	Task
_____	_____	Verify student is certified in CPR/AED and First Aid
_____	_____	Review EAP for the clinical site
_____	_____	Review OSHA regulations and location of BBP equipment
_____	_____	Review the facility's policies and procedures for the clinical site
_____	_____	Establish the best methods of communication
_____	_____	Establish the required dress code for the clinical site
_____	_____	Determine a schedule that maximizes student exposure
_____	_____	Introduce the student to appropriate personnel
_____	_____	Review students completed course work and courses currently taking
_____	_____	Discuss the students previous clinical experiences and how to enhance

Mercyhurst University Professional Athletic Training Program

Disciplinary Form

Student: _____
_____/_____/_____

Date:

Disciplinary Infraction:

Disciplinary Action Taken:

WARNING

SUSPENSION

Duration: _____

DISMISSAL

Comments:

Student Signature

Program Director Signature

Mercyhurst University Department of Sports Medicine
Professional Athletic Training Program
Athletic Training Student Grievance Policy

Name: _____

Clinical Preceptor/Staff/Student Grievance Pertains To: _____

Clinical Assignment at time of incident: _____

Incident Location: _____ Incident Date/Time: _____

Inappropriate Action/Behavior:

- Unprofessional Behavior
Describe: _____
- Breach of Duty
Describe: _____
- Other Inappropriate Conduct
Describe: _____

Describe in detail how the incident occurred:

Witnesses (if any): _____

I, the aforementioned, agree that the above details and account of the situation are true, factual, and an accurate representation of the situation. I have brought this to the attention of the Clinical Education Coordinator to have the situation rectified.

Athletic Training Student Signature

Date

CQq0 42 70 10 T2beW* 1397.42 301.35 TdT/TT0 10 Tf7.42 30__n C 792 19. reW* nBT/T-2010 Tf39232.1 301.35 Td()TjETQq0 0

