Masters of Athletic Training
Student Handbook
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INTRODUCTION

The University of Northern Iowa Division of Athletic Training offers a professional masters of athletic training degree (M.ATR.) which is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The Masters of Athletic Training major is designed to prepare students to become athletic training professionals. It prepares students for the Board of Certification Examination as well as eligibility for state credentialing in Athletic Training.

Only graduate courses (course numbers 5000 or above) will apply to a graduate degree, even if the undergraduate course number (4999 or less) is listed. No exceptions will be made.

This degree is offered on the non-thesis option. Acceptable non-thesis projects include critically appraised topics, interrelated series of research proposals, conducting an empirical study, or a problem-based analysis of the literature, each of which require an extensive writing component.

A minimum of 60 semester credit hours is required. The non-thesis option requires 3 hours of AT 6299 (42T:299). A minimum of 21 semester hours at the 6000-level is required.

The purpose of this handbook is to inform you of the policies and procedures of our program. You are strongly encouraged to read this handbook several times each year. By reading this handbook you will continue to be familiar with the roles and responsibilities that you have as an athletic training student, as well as decrease the chance of violating the policies and procedures. Once you have read and understood this information, please sign the Policy and Procedure Commitment Form, available in ATrack.

In addition to this handbook, athletic training students must also read and be familiar with the policies, procedures, and resources provided by the University of Northern Iowa, UNI Graduate College, and the School of Kinesiology, Allied Health, and Human Services Graduate Student Handbook.

*Please note that policies and procedures are subject to change at any time.*
UNIVERSITY OF NORTHERN IOWA MISSION STATEMENT
The University of Northern Iowa at Cedar Falls is recognized as having a mission of sufficient scope to enable it to be a distinguished arts and sciences university with an outstanding teacher education program. It provides leadership in the development of programs for the preservice and in-service preparation of teachers and other educational personnel for schools, colleges, and universities. The institution offers undergraduate and graduate programs and degrees in the liberal and practical arts and sciences, including selected areas of technology. It offers pre-professional programs and conducts research and extension programs to strengthen the educational, social, cultural, and economic development of Iowa and the larger community.

COLLEGE OF EDUCATION MISSION STATEMENT
As a premier professional college of education, the University of Northern Iowa’s College of Education believes that the preparation of professionals for school and community settings is a moral imperative – the future of our nation depends on the success of this effort. Our efforts support teaching, research, and service in the following ways:
1. the College exists to prepare educational and human service professionals for a variety of direct service and human leadership roles in the school and community settings;
2. faculty member in the College conduct applied and basic research in the areas of teaching and learning, human performance, human health promotion, human growth and development, and education policy, and;
3. the College provides service on local, state, regional, national, and international levels.
By doing so, the College of Education effectively serves the profession by assuming leadership roles for the improvement of education and human services.

SCHOOL OF KINESIOLOGY, ALLIED HEALTH, AND HUMAN SERVICES MISSION STATEMENT
The mission of the School of Kinesiology, Allied Health, and Human Services is as diverse as the academic disciplines and related professions, which comprise it. Underlying each of the professions and providing a common thread for the School's mission is a commitment to the enhancement of individual well-being through promotion of physical, mental, and social development (wellness). The mission of the School is to provide programs and leadership within each of its disciplines and in wellness to which all the School's disciplines contribute.

The School strongly endorses the liberal arts core as an essential ingredient in undergraduate education. The School primarily contributes to the liberal arts core by cooperatively devoting the efforts of each of its disciplines to the education of students toward the pursuit of positive lifestyles. The liberal arts coursework provided by the School is devoted to developing in students the knowledge on which to base sound decisions about lifestyle, the skills necessary for the implementation of those decisions, and an awareness of the resources and services available to facilitate the pursuit of a healthy lifestyle. The School provides leadership in professional preparation through the undergraduate and graduate education of pre-service and in-service personnel in health education and health promotion, in human movement and physical education, in athletic training, and in recreation and leisure services. The School supports service programs
for the University community, the residents of Iowa and the nation in general which facilitate the pursuit of an active and healthy lifestyle. Finally, the School conducts research and outreach programs to strengthen the educational, social, cultural, and economic environment of Iowa and the larger community.

The primary focus of the School is toward the students of the University. In order to maintain vital programs, the School must remain aware of the diverse and changing nature of that population. Additionally, the mission of the School includes the education of professionals who will serve both in the school and non-school settings, as well as a commitment to service to the community beyond the scope of the University. Therefore, academic and scholarly efforts must reflect an understanding of the diverse and changing nature of society as a whole. The School subscribes to the tripartite mission of the University. Therefore, it recognizes and fosters the interdependent nature of excellence in teaching and research, the mutually supportive functions of teaching and service, and the complementary nature of research and service. Service to the University and greater community is a natural outgrowth of the academic functions of the School.

**UNI ATHLETIC TRAINING PROGRAM MISSION, OUTCOMES, & OBJECTIVES**

**MISSION STATEMENT**
The mission of the University of Northern Iowa Athletic Training Program is to prepare students to become BOC certified athletic trainers and to obtain employment that will allow them to make significant contributions as a health care professional. The curriculum will include didactic and clinical experiences that will focus on the Curricular Content of the 2020 CAATE Accreditation Standards.

**PROGRAM OUTCOMES**
**Outcome 1:** Graduates will have the ability to apply best practice knowledge to profession specific contexts.

**Goal 1:** Students demonstrate the ability to evaluate, apply, and design best practice for professional contexts within the discipline.

**Goal 1a:** The average score will be at the proficient level of achievement (score of 2) in each dimension assessed (Theoretical Understanding of Concepts, Argumentation, and Application).

**Goal 1b:** 75% of the students will be at the proficient level of achievement (score of 2) in Theoretical Understanding of Concepts, Argumentation, and Application.

**Goal 2:** Students will report that the program improved their ability to evaluate, apply, and design best practice for professional context within the discipline.

**Goal 2a:** 75% of students will report improved ability to design best practices for professional context in the exit survey.
Goal 2b: 75% of students will report high relevancy and satisfaction with the knowledge acquired in the program in the alumni survey.

Outcome 2: Graduates will have the ability to conduct research and demonstrate critical thinking in the process of integrating and drawing relevant conclusions from the culminating research project.

Goal 1: Students will demonstrate the ability to interpret, summarize, integrate, and draw relevant conclusions and applications based on relevant research findings.

Goal 2: Students will report that the program improved their ability to interpret, summarize, integrate, and draw relevant conclusions and applications based on relevant research findings.

Outcome 3: Graduates will display competence in verbal, written, and/or visual communication, as appropriate for their discipline.

Goal 1: Students will demonstrate competence in oral communication.

Goal 2: Students will demonstrate competence in written communication.

ACCREDITATION STATUS
The University of Northern Iowa’s Athletic Training Program was initially accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) on October 19, 2001 through July 1, 2006. Effective July 1, 2006, existing CAAHEP accredited programs were transitioned into the new accrediting agency, the Commission on Accreditation of Athletic Training Education (CAATE). Therefore, the UNI AT Program is now accredited by the CAATE as of July 1, 2006. The program underwent re-accreditation procedures in the 2015-2016 academic year and was awarded the maximum accreditation period of 10 years. Subsequently, the program pursued substantive change and was granted accreditation of the master of athletic training program in April of 2018. The program will undergo re-accreditation in 2025-2026.
PERSONNEL & RESPONSIBILITIES
The Athletic Training Program consists of administration, faculty athletic trainers, preceptors, team physicians, consulting medical specialists, and graduate assistants.

Health, Recreation, and Community Services Department Head
The head of the department of HRCS directly oversees the development and evaluation of the Athletic Training Program, as well as all other athletic training faculty and staff.

Director of Athletic Training Services
The Director of Athletic Training Services is responsible for overseeing all of the athletic training services at the University of Northern Iowa. The Director of Athletic Training Services reports to the head of the department of HRCS.

Athletic Training Program Director
The Athletic Training Program Director is responsible for the day to day operation, coordination, supervision, and evaluation of all aspects of the Athletic Training Program. The program director reports to the head of the department of HRCS.

Athletic Training Coordinator of Clinical Education
The clinical experience coordinator is responsible for the administration and management of the clinical education and clinical experience components of the athletic training program. The clinical education coordinator reports directly to the head of the department of HRCS.

Athletic Training Faculty
The athletic training faculty members are employed by the department of HRCS and teach within the AT Program. The faculty assists the program director in the day to day operation of the program.

Instructors
The University of Northern Iowa employs staff athletic trainers within the department of intercollegiate athletics. These clinical athletic trainers are also employed by the department of HRCS as instructors within the Athletic Training Program.

Preceptors
Preceptors are health care professionals who have completed the University of Northern Iowa AT Program Preceptor workshop and are an appropriately credentialed health care professional. These individuals are qualified to supervise clinical instruction during the clinical experience courses within our curriculum and can also supervise the athletic training students during their clinical experiences. The preceptors who supervise athletic training students during their clinical experience rotations will be responsible for evaluating the Athletic Training Clinical Integration Proficiencies. These should be assessed in real-time as often as possible. Although the clinical experience preceptors are not formally responsible for evaluating the students’ competencies, they may do so if deemed appropriate and necessary. The proper documentation will be provided to the preceptor should this need arise.
Medical Director(s)
The medical director(s) advises the athletic training program director in the education of athletic training students. He/she is directly involved in the athletic training student’s education by frequently interacting with the students through guest lectures, surgical observations, practice and game attendance, as well as through other means.

Consulting Medical Specialists
The UNI Athletic Training Program utilizes a vast amount of consulting medical specialists for the education of athletic training students. The medical specialists will be utilized in the education of athletic training students through guest lecturing, clinical education, surgical observations and general medical experiences.

Graduate Assistants
The graduate assistants are certified athletic trainers. These assistants work under the direct supervision of the Director of Athletic Training Services. The graduate assistants are considered staff and work as preceptors within the AT Program.

Athletic Training Students (ATS’s)
Athletic training students are those students whom have been accepted into the master of athletic training program.
# ATHLETIC TRAINING FACULTY AND STAFF

## CONTACT INFORMATION

Athletic Training Program  
University of Northern Iowa  
2351 Hudson Rd.  
003 HPC  
Cedar Falls, IA 50614-0244  
Phone: 319-273-7479  
Fax: 319-273-7023

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Don Bishop, MA, ATC</strong></td>
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<td>Volleyball Athletic Trainer</td>
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<tr>
<td>Women’s Basketball Athletic Trainer</td>
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<tr>
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<td>Entry-level Athletic Training Program Director</td>
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<tr>
<td>Football Athletic Trainer</td>
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# Masters of Athletic Training Student Projected Expenses
## Class of 2021

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Cost</th>
<th>Payment Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall/Spring Graduate Tuition</td>
<td>~$9,159.00*</td>
<td>Contact financial aid office for assistance</td>
</tr>
<tr>
<td>Summer Graduate Tuition (based on 2019 summer tuition)</td>
<td>~$5,057.50*</td>
<td>Contact financial aid office for assistance</td>
</tr>
<tr>
<td>Criminal Background Check</td>
<td>$15</td>
<td>At time of application to AT Program</td>
</tr>
<tr>
<td>Clothing and supplies</td>
<td>Starts at $50**</td>
<td>Summer 2019</td>
</tr>
<tr>
<td>NATA Membership</td>
<td>$80</td>
<td>Summer 2019; Annually</td>
</tr>
<tr>
<td>Professional Liability Insurance Policy</td>
<td>$38/year</td>
<td>Summer of each year</td>
</tr>
<tr>
<td>Immunizations and TB test, as necessary</td>
<td>Varies based on students’ medical care professional/insurance</td>
<td>As necessary</td>
</tr>
<tr>
<td>Textbooks</td>
<td>Varies based on course requirements</td>
<td>Each semester</td>
</tr>
<tr>
<td>Transportation to clinical experience</td>
<td>Varies based on locations, fuel cost, and carpooling</td>
<td>Each semester</td>
</tr>
<tr>
<td>UNISATO membership</td>
<td>$20/year^</td>
<td>Summer 2019</td>
</tr>
<tr>
<td>BOC examination</td>
<td>$335*</td>
<td>Spring 2021</td>
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</tbody>
</table>

*Based on 2019-2020 Iowa resident tuition and fees. Contact the financial aid office for more detailed information.

**Will increase depending on what student wishes to purchase.

^Strongly recommended, but not required.

*Based on 2019 fees.
ADMISSION REQUIREMENTS & PROCEDURES

In addition to the application for the M.ATR. program, students must also apply to the UNI Graduate College.

International Students: Please see the “Application Checklist for International Students” at https://grad.uni.edu/application-checklist-international-students

Application to the M.ATR. Program will be facilitated by the Athletic Training Centralized Application Service (ATCAS, https://atcas.liaisoncas.com/applicant-ux/#/login). Please have the following information ready for upload at the time of application:

Application Requirements to be Uploaded or Reported in ATCAS:

- **Pre-Requisite Courses:**
  - AT 1010 Introduction to Athletic Training & Applied Health Care (or equivalent) 2 cr
  - BIOL 2052 General Biology: Cell Structure & Function (or equivalent) 4 cr
  - BIOL 3101 Anatomy & Physiology I (or equivalent) 4 cr
  - BIOL 3102 Anatomy & Physiology II (or equivalent) 4 cr
  - ^CHEM 1110 General Chemistry I (or equivalent) 4 cr
  - ^STAT 1772 Introduction to Statistics (or equivalent) 3 cr
  - ^PHYSICS 1511 General Physics I (or equivalent) 4 cr
  - *PSYCH 2202 Developmental Psychology (or equivalent) 3 cr
    - or *PSYCH 3403 Abnormal Psychology (or equivalent)

  ^ Satisfactory score on ALEKS exam required for CHEM 1110, PHYSICS 1511 and STAT 1772.
  * Prerequisite: PSYCH 1001 Introduction to Psychology

- Completed a bachelor’s degree, or will complete prior to beginning coursework in MATR
- Official transcript
- Students must have completed 50 hours of observation of a certified athletic trainer.
- Students must request submit three (3) letters of recommendation through ATCAS. One letter must come from a faculty member/advisor, one must come from an athletic trainer who supervised the student during their observation experience, and one must come from a professional reference of the student’s choice. All letters should address the student’s potential for success as a graduate student and athletic trainer.
- Students must have a minimum cumulative grade point average of 3.0.
- Students must verify that they meet the Technical Standards of the UNI Athletic Training Program by uploading the signed Technical Standards form in ATCAS.
- Criminal Background Check
  - Students must complete a criminal background check conducted through their state of residence and submit via ATCAS.
  - Note: A positive criminal background check may inhibit program admission. Final admission decisions will be made by the Athletic Training Program Director and the
Chair of the Division of Athletic Training. Appeals of such decision can be made with the HRCS Department Head.

- Students should be aware that having a criminal history may inhibit athletic training certification and/or licensure.

- A Personal Statement explaining why they want to be an athletic trainer, their career goals, and the attributes they possess that will make them a successful student and athletic trainer.

Admission into the Masters of Athletic Training program is competitive, therefore the following criteria shall be used for determination of acceptance:

a. Cumulative grade point average (3.00 minimum GPA)
b. Introduction to Athletic Training grade
c. Application materials
d. Recommendations
e. Personal Statement
f. Athletic Training Observation with an Athletic Trainer (50 hours are required)
g. Student must have Bloodborne pathogen or OSHA training completed PRIOR to beginning observation experience at UNI
h. Technical Standards must be met (as outlined in our application packet)
i. Criminal background check

PROCEDURES for TRANSFERRING FROM ANOTHER AT PROGRAM
Due to the competency-based nature of accredited athletic training programs, prospective students may not transfer from another professional athletic training program. All applicants must meet the pre-requisite requirements and complete the application process.
ACCEPTANCE PROCEDURES FOR ALL APPLICANTS:

Notification of admission status: Applicants will receive a letter indicating their status no later than the fourth week in March. Accepted students will have no more than 30 days to complete the following:

- Each student must send a letter of acceptance to the athletic training program director accepting a position within the program.
- Each student must have a hepatitis B vaccination before beginning clinical experience or sign the hepatitis B waiver form.
- Each student must have a TB test before beginning clinical experience
- Each student must become a member of the NATA.
- Each student must obtain professional liability insurance
ATHLETIC TRAINING PROGRAM RESEARCH REQUIREMENT

All athletic training students must complete a research project under the advisement of an athletic training faculty member.

(Excerpt from the School of KAHHS Masters Student Handbook)...

Non-Thesis (Culminating Paper or Applied Research Project; 2 credit option)
Students may choose to complete an applied research project as opposed to a research thesis. Only two hours of research credit (6299) can be taken with the remainder of hours being completed through program requirements and electives (with 12 hours being taken from 6000 level or higher courses exclusive of 6299 credit). The focus of this project should provide evidence that reflects the content knowledge and inquiry skills of the graduate student.

Committee
Students opting for this track must form a committee and choose a committee chairperson. The committee should consist of a minimum of two professors. One of the committee members must be from within the Division offering the degree.

Outcomes
The outcomes for the non-thesis option include both a written culminating paper and formal oral presentation.

Paper
The committee will decide the format of the culminating paper, but the culminating paper should provide substantial background information on the selected topic. Typical paper format include but are not limited to a thesis format (similar to the thesis requirements) or a manuscript submission format. The manuscript format serves as evidence to the ability of the student to write a research report ready to be shared with professionals in scientific journals.

Presentation
Upon completion of the paper, the candidate must defend their research using a formal oral presentation to the committee. The presentation is open to all faculty, staff, and students at UNI. The presentation serves as evidence to the ability of the student to disseminate information in a professional setting. You should work with a departmental secretary to ensure that an email detailing the title, location, and time of the presentation is sent approximately 1 week ahead of the presentation to all faculty and peers in the student’s home division.
ATHLETIC TRAINING PROGRAM RETENTION POLICY

Once accepted into the Athletic Training Program, students must achieve each of the following in order to maintain his/her status as an athletic training student.

**Any student who fails to meet any of the following requirements is subject to disciplinary action and potential expulsion from the UNI Athletic Training Program.**

- Each student must be enrolled in the athletic training program for at least two years.
- Each student must maintain current Professional CPR and AED certifications.
- Each student must attend the College of Education OSHA Training once each year.
- Each student must attend Mandatory Child Abuse Reporter Training during the fall of the first year in the program, unless the student has documentation of previous training.
- Each student must maintain current NATA membership.
- Each student must maintain a professional liability insurance policy.
- Each student must maintain a 3.0 GPA.
- Each student must earn a minimum grade of C+ and/or 77% in all athletic training core courses.
- Each first year student must complete an average of 15 hours of athletic training experience each week (minimum hours/week = 5; maximum hours/week = 20) during the first semester, and complete an average of 20 hours of athletic training experience each week (minimum hours/week = 10; maximum hours/week = 25) during the second (spring) semester.
- Each second year student must complete an average of 20 hours of supervised athletic training experience each week (minimum hours/week = 10; maximum hours/week = 30).
- Each student must complete the research requirement.
- Each student must pass all skill competencies with 85% proficiency.
- Each student must pass all Clinical Integration Proficiencies.
- Each student must receive passing clinical experience evaluations.
- Each student must complete a general medical experience.
- Each student must observe at least one surgical procedure.
- Each student must always abide by the Code of Conduct/Ethics established by the University of Northern Iowa, National Athletic Trainers’ Association, and Board of Certification.
- Each student must complete the athletic training major.
- Each student must complete the exit interview.
GRADUATION

The term “graduation” applies to two things: completing your course requirements and participating in the graduation ceremony (commencement).

Completing course requirements

When a student has completed all course requirements, he/she applies for graduation through the Office of the Registrar, see Application for Graduation. Students have seven years from the beginning of their coursework to complete all course requirements (recency requirements).

Commencement (Graduation Ceremony)

Students may choose to participate in commencement at the end of the Fall or Spring term that their final degree requirements are completed or the next later term. You can officially graduate in the summer term, but there is no summer commencement ceremony. Summer degree candidates may participate in Spring or Fall Commencement. Information about commencement is available from the Registrar’s Office.

RESOURCES FOR GRADUATE STUDENTS

University of Northern Iowa Graduate College

Rod library

Informational Technology Services (ITS)
319-273-5555.

UNI eLearning

Financial Aid

Graduate Assistantships and Scholarships
University of Northern Iowa  
Athletic Training Program  
Technical Standards for Admission

The Athletic Training Program at the University of Northern Iowa 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 Athletic Training Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge and skill competencies, and clinical integration proficiencies, 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 Athletic Training Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program.

Compliance with the program’s technical standards does not guarantee a student’s eligibility for the BOC certification exam.

Candidates for selection to the Athletic Training Program 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 to distinguish deviations from the norm.
2. Sufficient postural and neuromuscular control, sensory function, and coordination to safely, efficiently, and accurately perform the appropriate physical skills required for delivering essential professional duties using accepted techniques. These duties include but are not limited to: emergency and life-saving techniques (CPR, AED, splinting, heat illness care, etc.), injury and general health examinations; the use of equipment and materials during the assessment and treatment of patients.
3. The ability to communicate effectively, sensitively, and appropriately with patients, colleagues, and other necessary individuals (i.e. administrators, coaches, parents), 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.
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 athletic training program will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodations*, they can meet the standards.

*Students who are requesting reasonable accommodations should contact The University of Northern Iowa Office of Student Disability Services (SDS). SDS 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, then SDS will confer with the Athletic Training Program to determine whether it agrees that the student can meet the technical standards; this includes a review of whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize student/patient safety, or the educational process of the student or the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

I certify that I have read and understand the technical standards of selection listed above and I believe to the best of my knowledge that I can meet each of these standards with or without reasonable accommodations. If I require reasonable accommodations, I will contact the University of Northern Iowa Office of Student Disability Services (SDS) to determine what accommodations may be available. I understand that if I am unable to meet these standards with or without accommodations, I will not be admitted into the program or may be required to leave the program if already admitted.

________________________________  ____________
Signature of Applicant    Date

________________________________  ____________
Signature of Witness    Date
CURRICULAR PLAN
This sequence should be followed unless otherwise instructed by the Athletic Training Program Director.

Masters of Athletic Training Pre-Requisite Requirements:
AT 1010 Introduction to Athletic Training & Applied Health Care (or equivalent) 2 cr
BIOL 2052 General Biology: Cell Structure & Function (or equivalent) 4 cr
BIOL 3101 Anatomy & Physiology I (or equivalent) 4 cr
BIOL 3102 Anatomy & Physiology II (or equivalent) 4 cr
^CHEM 1110 General Chemistry I (or equivalent) 4 cr
^STAT 1772 Introduction to Statistics (or equivalent) 3 cr
^PHYSICS 1511 General Physics I (or equivalent) 4 cr
*PSYCH2202 Developmental Psychology (or equivalent) 3 cr
  or *PSYCH 3403 Abnormal Psychology (or equivalent)
^ Satisfactory score on ALEKS exam required for CHEM 1110 (860:044), PHYSICS 1511 (880:054), and STAT 1772 (800:072).
* Prerequisite: PSYCH 1001 Introduction to Psychology

Masters of Athletic Training Required Core:
Athletic Training:
**AT 6000 Integrated Clinical Experiences 11 cr
AT 6030 Advanced Acute Care in Athletic Training 3 cr
AT 6032 Advanced Acute Care Clinical Skills 1 cr
AT 6060 Athletic Training Organization & Professional Responsibility 3 cr
AT 6070 Advanced Therapeutic Interventions I 3 cr
AT 6072 Advanced Therapeutic Interventions I Clinical Skills 1 cr
AT 6080 Advanced Therapeutic Interventions II 3 cr
AT 6082 Advanced Therapeutic Interventions II Clinical Skills 1 cr
AT 6100 Advanced Clinical Anatomy 3 cr
AT 6130 General Medical Assessment & Referral 3 cr
AT 6150 Advanced Athletic Training Clinical Skills 2 cr
AT 6210 Pathoetiology and Orthopaedic Assessment I 3 cr
AT 6215 Pathoetiology and Orthopaedic Assessment I Clinical Skills 1 cr
AT 6220 Pathoetiology and Orthopaedic Assessment II 3 cr
AT 6225 Pathoetiology and Orthopaedic Assessment II Clinical Skills 1 cr
AT 6255 Preventative Health Techniques 3 cr
AT 6260 Orthopaedic Surgical Interventions 3 cr
AT 6275 Mental Health Care in Athletic Training Practice 3 cr
**minimum 11 hours, but may be repeated for a maximum of 13 hours over 4-6 semesters

Kinesiology, Allied Health, & Human Services, Interdepartmental:
KAHHS 6210 Quantitative Methods in KAHHS 3 cr
KAHHS 6290 Research Methods for KAHHS 3 cr

Research (non-thesis):
AT 6299 Research 3 cr

Major Total Hours Required 60 cr
Masters of Athletic Training Course Sequencing:

### Year 1

#### Summer

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AT 6030</td>
<td>Adv Acute Acute Care in AT (3)</td>
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<tr>
<td>AT 6032</td>
<td>Adv Acute Care Clinical Skills (1)</td>
<td>1</td>
</tr>
<tr>
<td>AT 6100</td>
<td>Advanced Clinical Anatomy (3)</td>
<td>3</td>
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<tr>
<td>AT 6150</td>
<td>Advanced AT Clinical Skills (2)</td>
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**Total Semester Hours:** 9 cr

#### Fall

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<td>AT 6072</td>
<td>Adv Ther Interventions I Cl Skills</td>
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<td>AT 6210</td>
<td>Pathoetiology and Orth Assess I</td>
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<td>AT 6215</td>
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<tr>
<td>KAHHS 6210</td>
<td>Quantitative Methods</td>
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**Total Semester Hours:** 13 cr

#### Spring

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<td>AT 6080</td>
<td>Adv Therapeutic Interventions II</td>
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<tr>
<td>AT 6082</td>
<td>Adv Ther Interventions II Cl Skills</td>
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<tr>
<td>AT 6220</td>
<td>Pathoetiology and Orth Assess II</td>
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<tr>
<td>AT 6225</td>
<td>Path and Orth Assess II Cl Skills</td>
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**Total Semester Hours:** 10 cr

### Year 2

#### Summer

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<td>AT 6255</td>
<td>Prev Health Tech</td>
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<td>KAHHS 6290</td>
<td>Research Methods</td>
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**Total Semester Hours:** 7 cr

#### Fall

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<td>AT 6130</td>
<td>Gen Med Assess &amp; Referral</td>
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<tr>
<td>AT 6275</td>
<td>Mental Health Care in AT Practice</td>
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**Total Semester Hours:** 10 cr

#### Spring

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>AT 6000</td>
<td>Integrated Clinical Experiences</td>
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</tr>
<tr>
<td>AT 6060</td>
<td>AT Organization &amp; Prof Dev</td>
<td>3</td>
</tr>
<tr>
<td>AT 6260</td>
<td>Ortho Surgical Interventions</td>
<td>3</td>
</tr>
<tr>
<td>AT 6299</td>
<td>Non-thesis option</td>
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</table>

**Total Semester Hours:** 12 cr
PROFESSIONALISM AS AN ATS

As students who are in training to become professionals, it is expected that athletic training students conduct themselves as professionals at all times. Students must be conscientious that they represent the UNI Athletic Training Program, the University of Northern Iowa, and the profession of athletic training at all times and must conduct themselves in a manner which will bring dignity and pride to each entity. Students must always abide by the Code of Conduct/Ethics established by the University of Northern Iowa, National Athletic Trainers’ Association, and Board of Certification.

Laboratory Classroom Attire:

- During laboratory courses, students must be prepared to be a model patient for their peers. Therefore, students must be dressed to facilitate the learning process of others.
- Tank tops or shorts must be worn as necessary, but should allow personal discretion.
- Clothing should never be unprofessionally revealing.
- Daily hygiene practices should be used prior to arriving to class.
- Cologne, perfume, and scented lotion should be avoided.
- Fingernails should be trimmed short; artificial nails are prohibited.

Professional Attire and Appearance:

Professional appearance during clinical experience is of utmost importance. Any violation of the following will result in an infraction. As a general rule of thumb, athletic training students should always be identifiable as a health care professional; NOT mistaken for a student-athlete.

Identification:

- When participating in clinical experience at any setting/location, students must always wear proper identification. The identification badge must always be visible and should never be altered in any manner.

Clothing:

- An athletic training polo or t-shirt and khaki pants (or other neutral shade such as black or grey) should be worn unless otherwise indicated by a preceptor (jeans, running tights, yoga pants, and cut-offs are prohibited even if approved by a preceptor).
- Clothing should be clean and free of holes and large wrinkles.
- If shorts are approved, they must be khaki or solid black in color.
  - Shorts must always be past the finger tips in length.
- Shoes must be clean and close-toed. Laces must be tied.
- Shirts must always be tucked in, with the exception of women’s cut polos. Khaki/dress pants must be belted.
- Cold/rain gear may be worn as necessary.
- The following are absolutely prohibited:
  - Jeans, running tights, yoga pants, cut-offs, shorts shorter than finger length, belly/midriff shirts, low neck lines on shirts, low rise jeans/pants that don’t properly cover the body when active, open-toed shoes of any kind, even dress shoes.

Hygiene & Grooming:

- Daily personal hygiene practices must include general cleanliness, which eliminates foul body odor (use of deodorant is encouraged). Students should appear clean and well-kept.
Hair should be clean, combed (no “bed head”), and pulled off the face to facilitate proper application of treatments and other procedures, and to avoid contact with patients.

Facial hair must be trimmed and neat, if permitted by the preceptor.

Cologne, perfume, and scented lotion should be avoided.

Fingernails should be trimmed short; artificial nails are prohibited.

**Tattoos & Piercings:**

- Students with tattoos and piercings/gauges that are visible when wearing professional attire must be approved by each preceptor.
- Students must be prepared to cover tattoos or remove piercings that may interfere with the ability to provide emergency cardiac care.
- Dangling earrings should be avoided for personal safety reasons.

**Professional Relationships:**

- Students must maintain professional relationships at all times (athletes, coaches, preceptors, faculty, staff, administrators, peers, etc.). Students choosing to engage in a personal relationship with any of the aforementioned are encouraged to discuss any potential risks and/or consequences with the AT program director and/or coordinator of clinical education.
- Athletic training students are strictly prohibited from engaging in personal relationships with high school athletes.

**Social Media:**

- Use of social media must be professional at all times.
- Students must be conscientious of how they represent themselves on social media. It is imperative that students maintain a professional standard, even on their personal social media platforms, as they are always a representative of UNI athletic training, the University, and the profession of athletic training.

**Communication:**

- Communication is a key element to a successful educational experience, both in the classroom and clinical experience.
- Students are expected to maintain utmost professionalism in all interactions, verbal or written.
- During clinical experience orientation, students are to identify the preceptor’s preferred mode of communication.
- Students should be mindful of times of day that they are communicating with their preceptor (i.e. it is typically not appropriate to contact your preceptor between 10:00 p.m. and 6:00 a.m.).
- Written correspondence should always include proper sentence structure (i.e. full sentences, punctuation, and proper grammar). Emails beginning with “Hey….” are inappropriate and will not receive a response.
- Emails should NOT be written in texting format.
- Should a conflict arise, students should communicate directly TO the person with whom there is a conflict. This applies to faculty, preceptors, peers, etc.

**Attendance & Tardiness:**

- Regular attendance in all athletic training courses is absolutely expected. Routine absence or tardiness will result in a behavioral disciplinary action.
- Students are expected to attend clinical experience as scheduled with each preceptor. Failure to attend clinical experience as scheduled, or habitual tardiness, will results in a behavioral disciplinary action.
Cell phone/technology use:

- At no time should a student use his/her cell phone during class, unless prior permission is granted by the instructor. If a student is caught using his/her cell phone during class, he/she will be excused from class. If cell phone usage occurs during an exam or quiz, the student will receive a score of “0” for that particular exam or quiz and will be subject to further University disciplinary action.
- Online documents may be accessed during class with use of a tablet or laptop.
- Cell phones should never be used for personal reasons during clinical experiences unless approved by the student’s preceptor. If a student uses their cell phone for non-athletic training purposes without prior approval, they will be excused from their clinical experience for the day and will have a meeting with the program director.

Outside employment:

- Athletic training students are permitted to engage in outside employment, but work hours MUST be scheduled around clinical experience, classes, and meetings.

Other Attributes of a Professional:

- Initiative
  - Students who make the most out of their clinical experience and take advantage of each learning opportunity receive the most enjoyment and success in clinical experience. It is the students’ responsibility to initiate the learning process by being inquisitive and ready to learn.
- Attention to deadlines
  - Habitually missing deadlines is highly unprofessional and will not be tolerated.
- Responsibility
  - All athletic training students, just as all college students, are adults and will be treated as such. Students must take ownership of their actions and accept potential consequences of their actions.
- Involvement
  - Being an athletic training student is time-consuming. However, doing just the bare minimum is rarely enough to achieve success. Students should be prepared to become involved in the profession of athletic training outside of academic requirements. It is through these opportunities that students find their true passion for athletic training and enjoyment of sharing their passion with others.
DISCIPLINARY ACTIONS & GRIEVANCES

At the University of Northern Iowa, the athletic training students are expected to follow the student code of conduct as is outlined in the UNI Student Handbook, School of KAHHS Graduate Student Handbook, and in the University Policies and Procedures. In addition to these policies, athletic training students must comply with all athletic training major requirements and procedures. In order to maintain a professional atmosphere for learning the following procedures have been developed for infractions, disciplinary actions, and grievances.

There are two levels of disciplinary procedures: Infractions and Disciplinary Actions. The criteria for both are listed below. Three Infractions will constitute a Disciplinary Action. Three Disciplinary Actions of the same type (Behavior or Academic) will result in dismissal from the AT Program.

Infraction Notification

An infraction form may be electronically submitted (ATrack) by a Preceptor or classroom instructor due to inappropriate attire/appearance, misconduct, unexcused absence, repeated tardiness, failure to submit evaluations and/or requested documents on time, or other violations as deemed necessary per AT Program administrators. The form will be placed in the student’s file. As a result, there may be a significant reduction in the clinical experience course grade.

Infraction Procedures:
- Each infraction will be documented in ATrack
- The third infraction will result in a disciplinary action

Behavioral Disciplinary Action

Criteria:
- Three infractions documented via ATrack
- Not maintaining current first aid and CPR certifications
- Not attending the annual OSHA training course
- Not turning in any required document or certificate
- Not providing annual proof of professional liability insurance
- Habitual unexcused absence from classes or clinical experiences
- Conduct unbecoming of an athletic training student
- Providing health care interventions as an athletic training student while not being properly supervised by a qualified preceptor

Behavioral Disciplinary Action Procedures:

1. Meeting with program director
2. Probation period for improvement (As determined by the program director)
3. Contract for improvement

2nd Action:
1. Meeting with program director
2. Probation for one semester
3. Contract for improvement
4. Consideration of one year hold option on AT student status

- 3rd Action:
  1. Expulsion from the program

**Academic Disciplinary Action**

Academic expectations of all KAHHS graduate students will also apply to UNI Athletic Training Students. UNI Athletic Training Students must obtain a grade of C+ in all coursework. A cumulative grade index of 3.00 (B average) must be earned in all courses required for the degree or applying to the degree. No more than six (6) semester hours of C credit (C+, C, C-) may be applied toward credit for graduation. When C-range grades on the advisement report exceed the six hour limit, one or more of such courses must be repeated. A course taken to satisfy degree requirements in which a student receives a D+, D, D- F or NC grade will not be considered satisfactory and must be repeated. The **original grade for any repeated course will be included in the computation for the Plan GPA, as well as in the overall cumulative GPA.**

- **Probation, Suspension, and Readmission**
  A student who has attempted 9 to 17 semester hours in a program of study and attained a cumulative GPA less than 3.00 in that program will be placed on probation. If the student attempts 8 or more hours while on probation without qualifying as a degree candidate (GPA of 3.00), the student is reviewed at the end of the term for suspension from graduate degree programs. A student who has attempted 18 or more semester hours in a program of study and attained a cumulative GPA less than 3.00 in that program will be suspended. Students placed on academic suspension cannot enroll in non-degree graduate status or take courses in the student's program of study during the year of academic suspension.

- **Reinstatement**
  When a student is suspended, at least one calendar year must elapse before application for readmission to a graduate degree program may be made. After one full calendar year on suspension, a suspended student who wishes to enroll in classes must submit an Application for Readmission to Graduate Study and receive approval from the graduate program/department and the Graduate College for reinstatement and removal from suspension. The Application for Readmission to Graduate Study is not available online. It may only be obtained in the Graduate College.

A student reinstated after suspension who fails to attain a cumulative GPA of 3.00 in the program of study for the first enrollment period will be permanently suspended from the graduate program. In determining a graduate student's grade index, all graded course work attempted at this university within the student's program of study will be used as a basis of computation. **If the student does not yet have a program of study** (this can
occur if the student's admission file is incomplete), **all graduate courses will be used as a basis of computation. If a graduate student repeats a course, both grades will be used in computing the index.**

If a student feels there has been some procedural irregularity concerning her/his suspension from the university, the student may request a review by the Graduate College. This review may be conducted by the Dean of the Graduate College (or her/his designee).

**Grievances**

In the event that an athletic training student has a grievance against faculty, staff, preceptors, athletes, or fellow students the following guidelines should be considered:

**Criteria for Grievance:**
- Harassment
- Unfair Practices
- Dishonesty
- Lack of professionalism
- Other

**Procedures:**

a. Confront the individual with the grievance so that you can assure that there is not some form of miscommunication.
b. Try to work out the grievance with the individual.
c. If the problem cannot be resolved, inform the individual that you are planning on filing a grievance.
d. Fill out a grievance form within the appendices and submit it to the program director. In the event the grievance is against the program director submit the complaint to the Division of Athletic Training Chair.
e. Once the grievance is received the faculty, staff, and president of the UNISATO will review the case and take appropriate action.

Note: In the event that one of the grievance committee members is involved with this action, the individual will not be on the committee for this particular problem.
The clinical education component of the UNI Athletic Training Program is designed to provide authentic, real-time opportunities to practice and integrate athletic training knowledge, skills, and clinical abilities. Integrated Clinical Experience (AT 6000) engage students in instruction and competence of athletic training skills prior to performing skills on patients. Following classroom and laboratory competence, students will have the opportunity to practice those skills in clinical rotations and interact with a variety of patient populations, care providers, and health care settings.

On a typical day, students must be available in the morning for class (8am-12pm) and in the afternoons for clinical experience (2pm-7pm) (times vary depending on site). Students must also be available nights and weekend for clinical assignments as needed.

Students must be aware that the practice of athletic training is regulated under licensure in the state of Iowa, as it is in most states. Therefore, providing athletic training services without the direct supervision of a preceptor is in direct violation of the State of Iowa Athletic Training Practice Act. All violators are subject to legal ramification.

INTEGRATED CLINICAL EXPERIENCE (AT 6000)
The Integrated Clinical Experience course (AT 6000) provides comprehensive experiences in athletic training education. The course provides for the opportunity to complete a required clinical experience, contained in a class, over at least four semesters. Although knowledge and skill competencies will be assessed, the content will focus on clinical integration proficiencies (decision making and skill application).

Specific objectives of the Integrated Clinical Experience course are directly related to the mastery and application of the competencies and clinical integration proficiencies assigned to each Integrated Clinical Experience section. Content will focus on the course competencies and clinical integration proficiencies that are initially learned in the classroom and laboratory setting. Whereas students have previously demonstrated competence in the classroom and laboratory, they will be required to demonstrate practical application of their knowledge and skills (clinical proficiency) in Integrated Clinical Experience. To provide evidence, students will establish/maintain portfolios, develop proper medical documentation and record keeping skills, and be provided opportunities for general medical experience and orthopedic surgery observation.

EDUCATIONAL SKILL COMPETENCY ASSESSMENTS:
All skill competencies will be assessed in practical examinations. Students must successfully pass each skill competency exam with 85% proficiency before implementing those skills in clinical experience under the supervision of a preceptor.

EDUCATIONAL SKILL COMPETENCY VERIFICATION:
Once the student has successfully passed a skill competency with 85% proficiency, the instructor will verify the skill exam to indicate that the student passed with 85% proficiency in ATrack.
The student is then able to perform those skills during their clinical experience under the direct supervision of their preceptor.

**STUDENTS’ RESPONSIBILITIES:**
The athletic training student is responsible for the following with regards to the clinical education courses and the clinical competencies/proficiencies:

1. Utilize the time in class to practice the educational skill competencies and clinical integration proficiencies and receive direct feedback from the instructor.
2. Pass designated skill competencies and clinical integration proficiencies.
3. Provide his/her preceptor with weekly updates regarding skill competency and clinical integration proficiency progress.
4. Utilize the skills in clinical experience, once he/she passes exam with 85% proficiency.

**INSTRUCTOR’S RESPONSIBILITIES:**
All of the following are the responsibilities of the instructor:

1. Teach all of the designated athletic training educational skill competencies and clinical integration proficiencies correctly.
2. Allow the athletic training students time to practice the skill competencies and clinical integration proficiencies.
3. Give helpful and positive feedback to the athletic training students while they practice and learn the skill competencies and clinical integration proficiencies.
4. Use a variety of instructional strategies when teaching the skill competencies and clinical integration proficiencies.
5. Correctly evaluate the athletic training students on all of their skill competencies and clinical integration proficiencies.
6. Accurately document student grades and proficiency assessment.
7. Maintain current certification as a preceptor.

**CLINICAL EXPERIENCE**

**ROTATIONS:**
Students are required to successfully complete clinical experiences over two academic years. The purpose of each clinical experience is to provide the students the opportunity to informally and kinesthetically apply what they have learned in the classroom. During the clinical experience, the only skill competencies that students may practice are those that they have successfully completed with 85% or greater proficiency. Students are allowed to participate in clinical experiences after all required paperwork has been submitted to the AT Program Director (e.g. liability insurance, OSHA training certificate, mandatory reporter training certificate, HIPAA/FERPA training, etc.)

Descriptions of the clinical experience requirement according to year in the program (1 or 2) are provided below. Clinical experience hours will be documented using ATrack. All students will be provided the opportunity to have a clinical experience with a variety of populations,
including, but not limited to “clients/patients throughout the lifespan (e.g. pediatric, adult, elderly); of different sexes; with different socioeconomic statuses; of varying levels of activity athletics (e.g. competitive, recreational, individual and team activities, high and low intensity activities); and non-sport populations (e.g. participants in military, industrial, occupational, leisure activities)” (CAATE Standards for Professional Programs). Each student must complete each clinical experience requirement in order to successfully complete the Clinical Integration courses. The grade earned in each Clinical Integration course will be partially based upon the grade received in clinical experiences as determined by the clinical experience preceptor.

**First Year Students:**
The first year athletic training students will rotate through four seven/eight-week clinical rotations on or off-campus and may include non-sport patient populations. First year students should obtain 15 hours of clinical experience each week (minimum hours/week = 5; maximum hours/week = 20) in the first semester and 20 hours (minimum hours/week = 10; maximum hours/week = 25) in the second (spring) semester.

**Second Year Students:**
The second year of clinical experience will begin with the second summer term of the program. During this term, students will be required to complete 24 hours of General Medical experience hours (see below for further details). During the fall and spring semesters of the second year, students will rotate through four seven/eight-week clinical rotations on or off-campus which may also include non-sport patient populations. Second year students should obtain 20 hours of clinical experience a week during the fall and spring semesters (minimum hours/week = 10; maximum hours/week = 30).

**GENERAL MEDICAL EXPERIENCES:**
As part of the Integrated Clinical Experience course requirement in the second summer term, students will complete 24 hours of general medical experience. As per CAATE Standards, general medical experiences allow students opportunity to interaction with non-sport patient populations; and a variety of conditions (e.g., behavioral, musculoskeletal, neurological, endocrine, dermatological, cardiovascular, respiratory, gastrointestinal, etc). They will take place in various family practice facilities, hospital emergency rooms, and community health clinics where the majority of cases seen are general medicine or acute physical ailments.

*If an AT student will not be able to achieve the minimum number of hours in a week, or if he/she chooses to volunteer over the maximum hours in a week, he/she must obtain approval from an AT Program administrator. Disciplinary action may ensue for achieving less than the minimum or greater than the maximum requirements without approval.

*All students must have at least one day off of clinical experience per seven day period.

*Students cannot be provided monetary remuneration for any clinical education experience.

**DOCUMENTING CLINICAL EXPERIENCES:**
Each student is responsible for logging his or her individual hours of clinical experience using ATrack. Students must log their hours within 6 days. All special circumstances should be discussed with the clinical education coordinator before the deadline.

**DOCUMENTING INTERACTIONS WITH OTHER HEALTH CARE PROFESSIONALS:**
Each student is responsible for logging his or her interaction with any other Health Care / Medical Professional other than their preceptor during their clinical experience rotation using the Preceptor Evaluation Form in ATrack.

**DOCUMENTING TIME AT GENERAL MEDICAL EXPERIENCES:**
Each student is responsible for logging his or her individual hours at their General Medical experience. Using the “UNI Athletic Training Program General Medical Experience Log Sheet” (can be printed via ATrack) the student should indicate the date, time in, time out, hours, total hours, location, and have the Allied Health Care Professional who they observed sign it. The log sheet needs to be turned in to the Coordinator of Clinical Education at the conclusion of the experience. Additionally, the General Medical Experience Evaluation forms must be turned in upon completion of the experience. All special circumstances should be discussed with the clinical education coordinator before the deadline.

**SURGICAL OBSERVATIONS:**
All students must observe a minimum of one surgical procedure. This process will be facilitated through AT 6260 Orthopedic Surgical Interventions.

**CLINICAL INTEGRATION PROFICIENCIES:**
At the beginning of each semester, students will be assigned to complete specific Clinical Integration Proficiencies (CIPs) during their clinical experience rotations. Completion of each CIP must be documented using the Clinical Integration Proficiency Verification Form. The students are responsible for completing, and submitting via ATrack, a CIP form for each required CIP by the end of the semester. All CIP forms must be submitted, even if the student does not receive a passing grade. However, the student must continue to attempt the CIP until a passing grade is received. It is highly recommended that CIPs are assessed in real-time whenever possible. Students may complete CIPs outside of those assigned as long as they have been assessed proficient in all skills associated with that CIP. Completion of all required CIPs will be incorporated into Integrated Clinical Experience course requirements.

**PRECEPTOR RESPONSIBILITIES:**
A preceptor must function to:
1. Provide an active, stimulating environment appropriate for the learning needs of the student(s).
2. Directly supervise the athletic training student(s) at all times.
3. Provide instruction and opportunities for the student(s) to develop clinical integration proficiencies, communication skills, and clinical decision-making during actual patient/client care.
4. Provide assessment of athletic training students’ clinical integration proficiencies (CIP’s), communication skills, and clinical decision-making during actual patient/client care.
5. Facilitate the clinical integration of skills, knowledge, and evidence of contemporary clinical expertise in the practice of athletic training.

**PRECEPTOR REQUIREMENTS:**

1. There must be regular communication between the program and the preceptor.
2. A preceptor must demonstrate understanding of and compliance with the program’s policies and procedures.
3. A preceptor must provide the UNI AT Program with a current affiliation agreement.
4. A preceptor must be credentialed by the state in a health care profession.
   a. A preceptor must provide the UNI AT Program with all current certification and licensure documentation.
5. A preceptor must not be currently enrolled in the professional athletic training program at the institution.
6. A preceptor must receive planned and ongoing education from the program designed to promote a constructive learning environment.
   a. A preceptor must attend a preceptor workshop every three years.
7. Students must be directly supervised by a preceptor during the delivery of athletic training services. The preceptor must be physically present and have the ability to intervene on behalf of the athletic training students and the patient.
8. A preceptor must provide the UNI AT Program with updated venue-specific written Emergency Action Plans (EAPs) that is based on well-established national standards or institutional offices charged with institution-wide safety (e.g. position statement, occupational/environmental safety office, police, fire, and rescue).
9. A preceptor must ensure that each student is oriented to the site’s policies and procedures at the beginning of each experience. This must include:
   a. Emergency action plan
   b. Blood-borne pathogen exposure plan
   c. Communicable and infectious disease policies
   d. Documentation policies and procedures
   e. Patient privacy and confidentiality protections
10. A preceptor must provide proof (annually) that therapeutic equipment was inspected, calibrated, and maintained according to the manufacturer’s recommendation, or by federal, state or local ordinance.
11. A preceptor must evaluate each assigned student at the conclusion of each rotation using the Student Evaluation form in ATrack. Preceptors should schedule a meeting with each assigned student to discuss their evaluation.
12. A preceptor must approve each assigned student’s logged hours in ATrack.
13. A preceptor must grade (pass/fail) all Clinical Integration Proficiencies (CIP’s) assigned to them by students in ATrack.

**CLINICAL EXPERIENCE INFRACTION NOTIFICATION**

An infraction form may be electronically submitted (ATrack) by a Preceptor or classroom instructor due to inappropriate attire/appearance, misconduct, unexcused absence, repeated tardiness, and/or failure to submit evaluations and/or requested documents on time. The form will be placed in the student’s file. As a result, there may be a significant reduction in the clinical experience course grade.
CLINICAL EXPERIENCE COMPLIMENT NOTIFICATION
A Preceptor or classroom instructor may electronically submit (ATrack) a compliment form on behalf of any student to recognize outstanding knowledge, skills, and/or behaviors.

CLINICAL SITE VISITS:
All clinical education sites must be evaluated by the program on an annual and planned basis. The Coordinator of Clinical Education will conduct regular site visits (minimum of 1 per year) throughout the year as a means to communicate with the preceptor, ensure compliance of policies and procedures, and observe the athletic training student(s) in the clinical setting.

STUDENT RESPONSIBILITIES:
Each clinical experience site will have different expectations for the athletic training student. It is the responsibility of the student and the preceptor to identify these expectations. Although each site will have different duties, responsibilities, and policies there are general responsibilities that each student should follow, including:

1. Each athletic training student should report as instructed and arrive on time as designated by their preceptor.
2. Students must notify their preceptor at least 48 hours in advance of a planned absence.
3. Each student should discuss and complete all portions of the Clinical Experience Orientation Form with their preceptor on the first day of clinical experience.
4. Each student should dress professionally and appropriately according to the preceptor’s expectations. Yoga pants are not professional attire. Shorts must be longer than the student’s fingertips when arms are at their side.
5. Cell phones should never be used for personal reasons during clinical experiences unless approved by the student’s preceptor.
6. Each student should adhere to the NATA code of ethics and professionalism at all times.
7. Each student should keep all patient/athlete care confidential.
8. Each student should never be under the influence of alcohol or any drug while representing the UNI AT Program.
9. No profane language or vulgarity should ever be used by an athletic training student.
10. Each student is responsible for regularly updating their preceptor on their skill competency and clinical integration proficiency progress.
11. Each student should be inquisitive and willing to learn at all times.
12. Each student should be dependable and responsible.

STUDENT PERSONAL TRAVEL:
All athletic training students are strongly encouraged to maintain their own auto insurance policy as each student will be individually responsible for his/her transportation to and from the clinical experience site. The University of Northern Iowa and the Athletic Training Program are not liable for any misfortune that may occur to the student or the student’s vehicle while traveling to and from the clinical experience site. Furthermore, all athletic training students shall not transport a patient or student-athlete (high school or collegiate) to or from a medical appointment, athletic practice, athletic event or other related affair in their personal vehicle. In addition, athletic training students shall not use their personal vehicles for hauling coolers, medical kits, etc or for running errands for their preceptors. In the event the athletic training
student does not comply with this policy they will be subject to disciplinary action as outlined in
the AT student handbook.

**PROFESSIONAL LIABILITY INSURANCE:**
Students must purchase and maintain professional liability insurance. Proof of such must be
submitted to the AT Program Director on an annual basis.

**DIRECT SUPERVISION:**
The policy of the University of Northern Iowa Athletic Training Program with regards to direct
supervision of athletic training students is:

> “Direct supervision of athletic training students involved in the clinical experience portion of
the Athletic Training Program means that the preceptor will be physically present and have
the ability to intervene on behalf of the athletic training student and the patient.”

*(CAATE Standards Clinical Education Terminology)*

It is expected that all athletic training students will be directly supervised by their preceptor at all
times. Students are expected to report involvement in or knowledge of situations in which direct
supervision is not properly provided. Failure to report these situations could result in
disciplinary action.

**CONFIDENTIALITY/HIPAA:**
During clinical experience athletic training students will learn things about patients and athletes
that must remain confidential. Each athletic training student is required to complete HIPAA
training and submit the completion certificate(s).

**TRAVELING:**
During the clinical experience many athletic training students will have the opportunity to travel.
Students may accompany their preceptor; however, students must be directly supervised by a
preceptor while they are traveling. Unsupervised student travel is strictly prohibited. The
athletic training student may not travel with the team in the event that the preceptor is not
traveling.

**EVALUATIONS:**

*Student Evaluations:*
Athletic training students are evaluated by his/her preceptor at the end of each clinical
experience rotation. Preceptors evaluate students’ personal attributes, professional
attributes, and athletic training competencies. Preceptors will give the student an overall
grade for the rotation, which will be a component of their Clinical Integration grade. The
athletic training student should carefully read the student clinical experience evaluation
form to understand how they will be evaluated. All evaluations are submitted through
ATrack. Once the preceptor has completed the evaluation he/she should schedule a time
with the student to discuss their evaluation. Students who receive a grade of “C” or
lower from their preceptor must meet with the Coordinator of Clinical Education.

*Student Self Evaluations:*
Each student will complete a self-evaluation at the end of each clinical experience rotation. The evaluation is submitted through ATrack. The self-evaluation should be compared to the evaluation completed by their preceptor and any concerns should be discussed.

**Preceptor Evaluation:**
Preceptors will be evaluated by their assigned students at the end of each clinical experience rotation. The evaluation is submitted through ATrack.

**UNI AT Program Evaluation of the Preceptor:**
The program administrators will complete an evaluation of each clinical site at the end of the year. This form is used to evaluate the preceptor’s compliance with the standards and guidelines for the UNI AT Program. The evaluation is based on information from 1) the program administrators’ communications with the clinical experience site preceptors, 2) the clinical education coordinator’s site visit(s), 3) students’ evaluations and comments.

**ATHLETIC TRAINING STUDENT CLASS ABSENCE DUE TO TEAM TRAVEL POLICY:**
Athletic Training Students bear the responsibility of informing their professors of upcoming class absences due to team travel. Students should refer to their course syllabus carefully on assignment completion for any given class. Students are responsible for understanding and meeting the instructor’s expectations. Students also are responsible for communicating with faculty prior to missing scheduled assignments and for making arrangements with faculty to complete all missed assignments. The Athletic Training Coordinator of Clinical Education will provide a form that will list each class missed due to team travel that can be shared with faculty (See Appendix).
University of Northern Iowa
Non-Discrimination Statement

No person shall be excluded from participation in, be denied the benefits of, or be
subjected to discrimination in employment, any educational program, or any activity of the
University, on the basis of age, color, creed, disability, gender identity, national origin, race,
religion, sex, sexual orientation, veteran status, or on any other basis protected by federal and/or
state law.

The University of Northern Iowa prohibits discrimination and promotes affirmative
action in its educational and employment policies and practices as required by Title IX of the
Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of
the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964 and other applicable
laws and University policies. The University of Northern Iowa prohibits sexual harassment,
including sexual violence.

The following person has been designated to handle inquiries regarding the non-
discrimination policies and serves as the University Title IX Officer: Leah Gutknecht, Assistant
to the President for Compliance and Equity Management, Office of Compliance and Equity
Management, 117 Gilchrist Hall, UNI, Cedar Falls, IA 50614-0028, 319-273-2846,
leah.gutknecht@uni.edu

University of Northern Iowa Athletic Training Program
Non-Discrimination Policy Statement

The University of Northern Iowa Athletic Training Program is committed to a policy of equal
opportunity and non-discrimination in all aspects of the program without regard to race, national
origin, color, religion, sex, age, disability, sexual orientation, or any other basis protected by law.
## CLINICAL EXPERIENCE SITES & PRECEPTORS:

<table>
<thead>
<tr>
<th>Athletico Physical Therapy</th>
<th>Cedar Falls North Clinic</th>
<th>Preceptor: Matt Buttjer PT, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bo Lodge PT</td>
<td>Cedar Falls North Clinic</td>
<td>Preceptor: Matt Buttjer PT, ATC</td>
</tr>
<tr>
<td></td>
<td>1710 W. 1st Street, Suite D</td>
<td>Bo Lodge PT</td>
</tr>
<tr>
<td></td>
<td>Cedar Falls, IA 50613</td>
<td>Bo Lodge PT</td>
</tr>
<tr>
<td></td>
<td>(W) 273-8988</td>
<td>Bo Lodge PT</td>
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<table>
<thead>
<tr>
<th>Cedar Falls South Prairie Lakes Clinic</th>
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</thead>
<tbody>
<tr>
<td>912 Viking Rd., Ste. 101</td>
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</tr>
<tr>
<td>Cedar Falls, IA 50613</td>
<td>Bo Lodge PT</td>
</tr>
<tr>
<td>(W) 449-6055</td>
<td>Bo Lodge PT</td>
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<table>
<thead>
<tr>
<th>Waterloo North Clinic</th>
<th>Preceptor: Leslie Frost PT, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1111 Asborough Ave.</td>
<td>Preceptor: Leslie Frost PT, ATC</td>
</tr>
<tr>
<td>Waterloo, IA 50701</td>
<td>Waterloo North Clinic</td>
</tr>
<tr>
<td>(W) 433-0130</td>
<td>Waterloo North Clinic</td>
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<table>
<thead>
<tr>
<th>Waterloo South Clinic</th>
<th>Preceptors: Krista Lodge, PT, Jessica Lippens, PT, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1655 E San Marin Dr</td>
<td>Preceptors: Krista Lodge, PT, Jessica Lippens, PT, ATC</td>
</tr>
<tr>
<td>Waterloo, IA 50702</td>
<td>Waterloo South Clinic</td>
</tr>
<tr>
<td>(W) 319-433-4750</td>
<td>Waterloo South Clinic</td>
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<table>
<thead>
<tr>
<th>Agape Physical Therapy</th>
<th>Preceptor: Bethany Jacobsen PT, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cedar Falls:</td>
<td>Preceptor: Bethany Jacobsen PT, ATC</td>
</tr>
<tr>
<td>211 West 6th Street</td>
<td>Dike (The Den):</td>
</tr>
<tr>
<td>Cedar Falls, IA 50613</td>
<td>668 Main St.</td>
</tr>
<tr>
<td>(W) (319) 404-7844</td>
<td>Dike, IA 50</td>
</tr>
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<table>
<thead>
<tr>
<th>Aplington-Parkersburg High School</th>
<th>Preceptor: Aaron Krejci, MS, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>610 N Johnson St</td>
<td>Preceptor: Aaron Krejci, MS, ATC</td>
</tr>
<tr>
<td>Parkersburg, IA 50665</td>
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<table>
<thead>
<tr>
<th>Cedar Falls High School</th>
<th>Preceptor: Pete Watters, ATC</th>
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<tbody>
<tr>
<td>1015 S Division St</td>
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</tr>
<tr>
<td>Cedar Falls, IA 50613</td>
<td>Cedar Falls High School</td>
</tr>
<tr>
<td>(W) 553-2535</td>
<td>Cedar Falls High School</td>
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<table>
<thead>
<tr>
<th>CVMS Occupational Rehabilitation</th>
<th>Preceptors: Dave Fricke, MS, ATC, Pete Watters, ATC</th>
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</thead>
<tbody>
<tr>
<td>7024 Nordic Dr.</td>
<td>Preceptors: Dave Fricke, MS, ATC, Pete Watters, ATC</td>
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<td>Cedar Falls, IA 50613</td>
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<thead>
<tr>
<th>Columbus High School</th>
<th>Preceptor: Nate Person, ATC</th>
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</thead>
<tbody>
<tr>
<td>3231 W 9th St</td>
<td>Preceptor: Nate Person, ATC</td>
</tr>
<tr>
<td>Waterloo, IA 50702</td>
<td>Columbia High School</td>
</tr>
<tr>
<td>(W) 233-3358 Ext. 742</td>
<td>Columbia High School</td>
</tr>
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<table>
<thead>
<tr>
<th>Don Bosco High School</th>
<th>Preceptor: Scott Lockard, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>405 16th Ave</td>
<td>Preceptor: Scott Lockard, ATC</td>
</tr>
<tr>
<td>Gilbertville, IA 50634</td>
<td>Don Bosco High School</td>
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<tr>
<th>Dike-New Hartford High School</th>
<th>Preceptor: Kayla Hutton, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>330 Main St.</td>
<td>Preceptor: Kayla Hutton, ATC</td>
</tr>
<tr>
<td>Dike, IA 50624</td>
<td>Dike-New Hartford High School</td>
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<table>
<thead>
<tr>
<th>Hawkeye Community College</th>
<th>Preceptor: Almin Murgic, MS, ATC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1501 East Orange Road</td>
<td>Preceptor: Almin Murgic, MS, ATC</td>
</tr>
<tr>
<td>Waterloo, IA 50704</td>
<td>Hawkeye Community College</td>
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<thead>
<tr>
<th>Hudson High School</th>
<th>Preceptor: Joe Bahnsen, ATC</th>
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<tbody>
<tr>
<td>245 South Washington St.</td>
<td>Preceptor: Joe Bahnsen, ATC</td>
</tr>
<tr>
<td>Hudson, IA 50643</td>
<td>Hudson High School</td>
</tr>
<tr>
<td>Location</td>
<td>Preceptors</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Northeast Iowa Physical Therapy</td>
<td>Preceptors: Katie Kahler, PT; Oz Wolfensperger, PT; Scott Lockard, ATC; Mandi Denner, ATC, PTA</td>
</tr>
<tr>
<td></td>
<td>2351 Hudson Rd., Ste. 164</td>
</tr>
<tr>
<td></td>
<td>Cedar Falls, IA 50613</td>
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<tr>
<td></td>
<td>(W) 319-273-5265</td>
</tr>
<tr>
<td>Summit Chiropractic &amp; PT</td>
<td>Preceptor: Dan McGrane, PT</td>
</tr>
<tr>
<td></td>
<td>40 Brookeridge Dr.</td>
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<tr>
<td></td>
<td>Waterloo, IA 50701</td>
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<tr>
<td></td>
<td>(319) 232-2100</td>
</tr>
<tr>
<td>Union High School</td>
<td>Preceptor: Taylor Vaske, ATC</td>
</tr>
<tr>
<td></td>
<td>200 Adams St.</td>
</tr>
<tr>
<td></td>
<td>La Porte City, IA 50651</td>
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<td></td>
<td>319-433-4750</td>
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<tr>
<td>University of Northern Iowa</td>
<td>Don Bishop, MA, ATC</td>
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<tr>
<td></td>
<td>UNI Men’s Basketball; Director of Athletic Training Services</td>
</tr>
<tr>
<td></td>
<td>Katie Schulte, EdD, ATC</td>
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<tr>
<td></td>
<td>UNI Women’s Basketball</td>
</tr>
<tr>
<td></td>
<td>Travis Stueve, MS, ATC &amp; Graduate Assistants: Samantha Phillips, ATC; Devin Hasson, ATC; Jacob Pszanka, ATC</td>
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<tr>
<td></td>
<td>UNI Football</td>
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<tr>
<td></td>
<td>Graduate Assistant: Carly Miller, ATC</td>
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<td></td>
<td>UNI Soccer (Women’s)</td>
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<td></td>
<td>Graduate Assistant: Rachel Gallaway, ATC</td>
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<td></td>
<td>UNI Softball</td>
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<td></td>
<td>Graduate Assistant: Brekahn Gasvoda, ATC</td>
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<td></td>
<td>UNI Swimming &amp; Diving</td>
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<tr>
<td></td>
<td>Melissa Stueve, MS, ATC &amp; Graduate Assistant: Boone Tomlinson, ATC</td>
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<tr>
<td></td>
<td>UNI Track &amp; Cross Country</td>
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<tr>
<td></td>
<td>Chelsea Lowe, MSe, ATC</td>
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<tr>
<td></td>
<td>UNI Volleyball</td>
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<td></td>
<td>Troy Garrett, EdD, ATC</td>
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<td></td>
<td>UNI Wrestling</td>
</tr>
<tr>
<td>Waterloo Black Hawks</td>
<td>Preceptor: Todd Klein, ATC</td>
</tr>
<tr>
<td></td>
<td>125 Commercial St.</td>
</tr>
<tr>
<td></td>
<td>Waterloo, IA 50701</td>
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<tr>
<td></td>
<td>(W) 272-2903</td>
</tr>
<tr>
<td>Waterloo East High School</td>
<td>Abbey Johnston, ATC</td>
</tr>
<tr>
<td></td>
<td>214 High Street</td>
</tr>
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<td></td>
<td>Waterloo, IA 50703</td>
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<tr>
<td>Waterloo West High School</td>
<td>Leslie Peyton, ATC</td>
</tr>
<tr>
<td></td>
<td>425 East Ridgeway Ave</td>
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<tr>
<td></td>
<td>Waterloo, IA 50702</td>
</tr>
<tr>
<td></td>
<td>(W) 833-5903</td>
</tr>
<tr>
<td>Waverly-Shell Rock High School</td>
<td>Destry Sperfslage, MS, ATC</td>
</tr>
<tr>
<td></td>
<td>1415 4th Ave SW</td>
</tr>
<tr>
<td></td>
<td>Waverly, IA 50677</td>
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## GENERAL MEDICAL SITES:

<table>
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<tr>
<th>Site</th>
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<tbody>
<tr>
<td>Northeast Iowa Medical Education</td>
<td></td>
</tr>
<tr>
<td>Foundation/FM Residency</td>
<td><strong>Wendy Hudson</strong></td>
</tr>
<tr>
<td></td>
<td>2055 Kimball Avenue</td>
</tr>
<tr>
<td></td>
<td>Waterloo, IA 50702</td>
</tr>
<tr>
<td></td>
<td>(319) 272-2855</td>
</tr>
<tr>
<td>Allen Emergency Department</td>
<td><strong>Kassidy Tessendorf</strong></td>
</tr>
<tr>
<td></td>
<td>1825 Logan Avenue</td>
</tr>
<tr>
<td></td>
<td>Waterloo, IA 50703</td>
</tr>
<tr>
<td></td>
<td>(319) 235-3693</td>
</tr>
<tr>
<td>Parkersburg Family Medicine (Dr. Durbin)</td>
<td><strong>Shannon Roder</strong></td>
</tr>
<tr>
<td></td>
<td>502 3rd St.</td>
</tr>
<tr>
<td></td>
<td>Parkersburg, IA 50665</td>
</tr>
<tr>
<td></td>
<td>(319) 346-2331</td>
</tr>
<tr>
<td>Peoples Community Health Clinic</td>
<td><strong>Anne Cook</strong></td>
</tr>
<tr>
<td></td>
<td>905 Franklin Street</td>
</tr>
<tr>
<td></td>
<td>Waterloo, IA 50703</td>
</tr>
<tr>
<td></td>
<td>(319) 272-4464</td>
</tr>
<tr>
<td>Noah Health Clinic</td>
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<tr>
<td>Waverly Health Clinic (Megan McMillin, PA-C, MHA)</td>
<td><strong>Shelly Brown</strong></td>
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<tr>
<td></td>
<td>Noah Health Clinic</td>
</tr>
<tr>
<td></td>
<td>100 Wartburg Blvd.</td>
</tr>
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<td></td>
<td>Waverly, IA 50677</td>
</tr>
<tr>
<td></td>
<td>(319) 352-8436</td>
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<tr>
<td>UNI Student Health Clinic</td>
<td><strong>Tina Jorgensen</strong></td>
</tr>
<tr>
<td></td>
<td>016 Student Health Center</td>
</tr>
<tr>
<td></td>
<td>Cedar Falls, IA 50614</td>
</tr>
<tr>
<td></td>
<td>(319) 273-7335</td>
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SEMESTER PROCEEDINGS

APPOINTMENTS

Each semester students will have one formal interview with their academic advisor and one or more interviews with their preceptor(s). Below is an outline of what will take place during each interview.

Advisor Appointments:
At the beginning of each semester students should have an informal interview with their athletic training advisor within the first half of the semester. During this appointment students will discuss their progress within the program by going over their cumulative record as well as their clinical experience evaluations. This appointment could be a group appointment during class time.

The first formal appointment will occur towards the mid-point of the semester before registration. Each student should make a preliminary schedule of courses they would like to take and get it approved by their advisor. Each student should follow the suggested athletic training academic plan.

Although all AT students are assigned a faculty advisor, it is ultimately the student’s responsibility to ensure they are meeting the University, AT major, and course requirements.

Preceptor Appointments:
At the beginning of each clinical experience the preceptor and student should discuss their expectations, schedule, and the EAP(s), communicable disease policy/exposure control plan, all of which will be documented using the Clinical Experience Orientation Form. At the end of the clinical experience the preceptor will evaluate each student’s performance.
UNISATO

The University of Northern Iowa Student Athletic Training Organization (UNISATO) is an organization that is administrated by the athletic training students. UNISATO has a long tradition of excellence. Each year UNISATO volunteers extensively throughout the community and is highly involved with on-campus activities. UNISATO has several fundraising activities each year to help defer the cost of national, district, and state meetings and events. Members of UNISATO and all faculty and staff will receive UNISATO related messages via the UNISATO list (unisato@uni.edu). Messages unrelated to UNISATO should not be delivered via this list. All faculty, staff, and students will refrain from using unprofessional language or from making offensive comments towards other individuals. In the event that a member of the list-serve chooses to break this policy, he/she will be removed from the list-serve for one academic year.

ATHLETIC TRAINING EDUCATIONAL FACILITIES

Athletic Training Classroom

First Floor HPC Hallway

Athletic Training Reception Area

Athletic Training Conference Room

Athletic Training Service Areas

Athletic Training Hydrotherapy Room

HPC Athletic Training Room

McLeod Center Athletic Training Room

West Gym Athletic Training Room

Human Anatomy Laboratory

Athletic Training Research Laboratory

EQUIPMENT:
The University of Northern Iowa Athletic Training Research Laboratory contains several pieces of expensive equipment. Athletic training students should not use any of the equipment in the laboratory unless supervised by one of the faculty and staff. At no time should any equipment be removed from the laboratory unless approved and supervised by one of the faculty. Equipment includes: desktop computers, notebook computers, printers, accelerometers, pedometers, poster printer, metabolic cart, QST, etc.
COMPUTER EQUIPMENT:
The athletic training laboratory has multiple computers and printers. The desktop computers have been purchased to facilitate athletic training research. These computers may only be used for athletic training research. The computers are not to be used for any other purpose other than research.

Tablets have been purchased to facilitate student learning. Tablets may be checked out with the athletic training division secretary and used within the athletic training area. Tablets are to be used for educational purposes only.

LABORATORY USE:
The athletic training research laboratory is to be used only for research and on select occasion, for meetings and lectures/presentations. The research laboratory is not to be used for anything other than research without the permission of the Division Chair, Graduate Program Director, and the Research Coordinator. Athletic training students should not be eating, drinking, or sleeping in the research laboratory at any time. Additionally, athletic training students should never store backpacks, coats, or other personal items in the research laboratory.

Athletic training students are to never open the athletic training research laboratory to perform rehab, taping, evaluations, or other related clinical experience activities. If any student violates these policies they will be subject to disciplinary action.

KITCHEN AREA:
Students are welcome to use the sink, microwave, and refrigerator located in the athletic training area. However, students must clean up all messes and must label everything that is stored in the refrigerator or freezer. Unmarked items may be thrown away. If the usage of these appliances is abused at any time, they will be prohibited from all students.

CLEAN UP:
Athletic training students, faculty and staff should keep all areas clean at all times. All equipment should be put away at the end of each day.

MAILBOXES:
In the athletic training reception area there are student mailboxes. These mailboxes are to be used strictly for athletic training educational purposes. At no time should the mailboxes be used for storage of personal or non-athletic training related items. Additionally, athletic training students should not store rehab programs, forms, candy, attire, or other miscellaneous items. Mailboxes are strictly for communication purposes within our program and should be checked and emptied on a regular basis. Athletic training students choosing not to follow these procedures will have their mailbox taken away and become subject to disciplinary action.

LOCKERS:
Students may see the AT Division Secretary if they are interested in using an AT locker.
AWARDS & SCHOLARSHIPS

ATHLETIC TRAINING STUDENT OF THE MONTH

Each month one (1) athletic training student who has shown excellence within the Athletic Training Program will be selected as the  “Athletic Training Student of the Month”.

Eligibility:
- cannot win two (2) consecutive months;
- faculty/staff athletic trainers will have the opportunity to nominate one (1) athletic training student for the award each month;

Criteria:
1. must dress appropriately at all times;
2. must assist other athletic training students in their clinical experiences
3. must actively participate in classroom activities and other outside functions.
4. must demonstrate a professional attitude at all times;
5. must demonstrate characteristics of dedication, loyalty, curiosity, responsibility, motivation, and leadership at all times;
6. must demonstrate outstanding performance in all aspects of life

Selection committee:
Athletic training faculty who do not supervise students during clinical experiences.

Award:
The recipient of the award shall have his/her picture displayed in the athletic training reception area and on the athletic training website. A certificate will be awarded during the graduation ceremony.

TERRY G. NOONAN ATHLETIC TRAINING STUDENT OF THE YEAR AWARD

Each year one of the UNI athletic training students will be named the athletic training student of the year. This award will be given to the student who has demonstrated excellence within the athletic training program. This award will be determined by grades, work ethic, professionalism, previous awards, clinical experience evaluations, and peer impressions. This award will be an honor that each student should work towards.

RICHARD “BIFF” WILLIAMS STUDENT MENTOR AWARD

Each year one senior athletic training student is selected as the student mentor of the year. This award is given to a senior athletic training student that has demonstrated excellence in mentoring their younger classmates. The winner of this award is selected by the students. All students vote.

STUDENT OF DISTINCTION AWARD

Each year one second year athletic training student will receive this award. This award will be given to the student who has demonstrated excellence within their second year of the program. This award will be determined by grades, work ethic, professionalism, previous awards, clinical experience evaluations, and peer impressions. This award will be an honor that each student should work towards.
CHRISTOPHER R. EDGINTON STUDENT OF EXCELLENCE AWARD
Each year one of the first year athletic training students will receive this award. This award will be given to the student who has demonstrated excellence within their first year of the program. This award will be determined by grades, work ethic, professionalism, previous awards, clinical experience evaluations, and peer impressions. This award will be an honor that each student should work towards.

WILLIAM P. CALLAHAN STUDENT LEADERSHIP AWARD
This award recognizes the hard work put forth by the UNISATO co-presidents.

NATA RESEARCH AND EDUCATION FOUNDATION MASTERS SCHOLARSHIP:
- $2300.00 award
- Application Deadline: February 1st
- Download application form from www.natafoundation.org

DISTRICT V POSTGRADUATE SCHOLARSHIP
- $500.000 Award
- Applications Accepted October 1st – January 15th
- Applications available at www.maata.net

- **Criterion:**
  - The applicant shall signify their intention to continue academic work beyond the baccalaureate degree as a full time graduate student and shall be judged capable of graduate study by their major advisor or major department head. Otherwise, the applicant must be enrolled in a graduate degree program with one or more years remaining.
  - The applicant must have a GPA of "B" (3.0 on a 4.0 scale) or above in their major field. This is to be verified by the department head in the major field or their designate.
  - The applicant must have accumulated clinical experience hours as a student trainer for a continuous period of at least one academic year prior to the date of application.
  - The applicant must be nominated by a Certified Athletic Trainer who is a current member in good standing of the Mid-America Athletic Trainers Association and the National Athletic Trainers Association. No more than one candidate may be nominated by each Certified Athletic Trainer.
  - The applicant must have been a member of the National Athletic Trainers Association for at least one year prior to their date of application and enrolled in an educational institution in District V.
  - It must be the intent of the applicant to pursue the profession of athletic training or related field as a means of livelihood.

IOWA ATHLETIC TRAINERS’ SOCIETY GRADUATE SCHOLARSHIP
- Application deadline: March 15th
- Applications available: www.iowaats.com

- **Criterion:**
  - Applicant must be a member of the National Athletic Trainers’ Association (NATA) at the time of application and hold the ATC credential or be eligible to sit for the BOC exam.
Applicant must be a graduate student of a graduate program in Iowa, in the year of this application.
Applicant must have a cumulative GPA of at least 3.2 (based on 4.0 scale) for ALL graduate courses to date including the Fall term of the year of application.
Applicant must the intention of pursuing athletic training as a career.

Internal Funding for Student Research and Travel

Purpose:
The Intercollegiate Academics Fund (IAF) is a yearly allocation of Student Activity Fee monies that exists to promote and support intercollegiate academic experiences for University of Northern Iowa students. The fund is designed in particular to encourage individual students and student groups with direct links to academic programs and departments to participate in academic competitions and conference presentations at state, regional, national, and international levels. The IAF supports the educational and professional development of students in their academic areas as well as leadership development for various student groups. Priority for funding is given to students participating in intercollegiate academic competitions and presentations at professional conferences. Funding is also available to assist in conducting research.

Policy and Procedure Changes
Policy and Procedures of the UNI Athletic Training Program will change on occasion. In the event of a change each student will receive a copy of the change. Each student is required to place that copy within their student handbook.
Appendices
NATA CODE OF ETHICS

September 2005, Revised 2016

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

1. Members Shall Practice with Compassion, Respecting the Rights, Welfare, and Dignity of Others
1.1 Members shall render quality patient care regardless of the patient’s race, religion, age, sex, ethnic or national origin, disability, health status, socioeconomic status, sexual orientation, or gender identity.
1.2 Member’s duty to the patient is the first concern, and therefore members are obligated to place the welfare and long-term well-being of their patient above other groups and their own self-interest, to provide competent care in all decisions, and advocate for the best medical interest and safety of their patient at all times as delineated by professional statements and best practices.
1.3. Members shall preserve the confidentiality of privileged information and shall not release or otherwise publish in any form, including social media, such information to a third party not involved in the patient’s care without a release unless required by law.

2.1. Members shall comply with applicable local, state, federal laws, and any state athletic training practice acts.
2.2. Members shall understand and uphold all NATA Standards and the Code of Ethics.
2.3. Members shall refrain from, and report illegal or unethical practices related to athletic training.
2.4. Members shall cooperate in ethics investigations by the NATA, state professional licensing/regulatory boards, or other professional agencies governing the athletic training profession. Failure to fully cooperate in an ethics investigation is an ethical violation.
2.5. Members must not file, or encourage others to file, a frivolous ethics complaint with any organization or entity governing the athletic training profession such that the complaint is unfounded or willfully ignore facts that would disprove the allegation(s) in the complaint.
2.6. Members shall refrain from substance and alcohol abuse. For any member involved in an ethics proceeding with NATA and who, as part of that proceeding is seeking rehabilitation for substance or alcohol dependency, documentation of the completion of rehabilitation must be provided to the NATA Committee on Professional Ethics as a requisite to complete a NATA membership reinstatement or suspension process.

3. Members Shall Maintain and Promote High Standards in Their Provision of Services
3.1. Members shall not misrepresent, either directly or indirectly, their skills, training, professional credentials, identity, or services.
3.2. Members shall provide only those services for which they are qualified through education or experience and which are allowed by the applicable state athletic training practice acts and other applicable regulations for athletic trainers.
3.3. Members shall provide services, make referrals, and seek compensation only for those services that are necessary and are in the best interest of the patient as delineated by professional statements and best practices.
3.4. Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge and shall complete such educational requirements necessary to continue to qualify as athletic trainers under the applicable state athletic training practice acts.
3.5. Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.
3.6. Members who are researchers or educators must maintain and promote ethical conduct in research and educational activities.

4. Members Shall Not Engage in Conduct That Could Be Construed as a Conflict of Interest, Reflects Negatively on the Athletic Training Profession, or Jeopardizes a Patient’s Health and Well-Being.
4.1. Members should conduct themselves personally and professionally in a manner that does not compromise their professional responsibilities or the practice of athletic training.

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

4.3. Members shall not place financial gain above the patient’s welfare and shall not participate in any arrangement that exploits the patient.

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

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

The Disease:

Hepatitis B is a viral infection caused by hepatitis B virus (HBV), which causes death in 1-2% of patients. Most people with hepatitis B recover completely, but approximately 5-10% becomes chronic carriers of the virus. Most of these people have no symptoms, but can continue to transmit the disease to others. Some may develop chronic active hepatitis and cirrhosis. HBV also appears to be a causative factor in the development of liver cancer. Thus, immunization against hepatitis B can prevent acute hepatitis and also reduce sickness and death from chronic active hepatitis, cirrhosis, and liver cancer.

The Vaccine:

RECOMBIVAX® HB (Hepatitis B Vaccine Recombinant) is a non-infectious subunit viral vaccine derived from hepatitis B surface antigen (HBsAG) produced in yeast cells. A portion of the hepatitis B virus gene, coding for HBsAG, is cloned into yeast, and the vaccine for hepatitis B is produced from cultures of this recombinant yeast strain according to methods developed in the Merck, Sharp, & Dohme Research Laboratories. The vaccine against hepatitis B, prepared from recombinant yeast cultures, is free of association with human blood or blood products. Each lot of hepatitis B vaccine is tested for safety, in mice and guinea pigs and for sterility.

A high percentage of healthy people who receive two doses of vaccine and a booster achieve high levels of surface antibody (anti-HBs) and protection against hepatitis B. Persons with immune-system abnormalities, such as dialysis patients, have less response to the vaccine, but over half of those receiving it do develop antibodies. Full immunization requires three (3) doses of vaccine over a six-month period although some persons may not develop immunity even after three (3) doses. There is no evidence that the vaccine has ever caused hepatitis B. However, persons who have been infected with HBV prior to receiving the vaccine may go on to develop clinical hepatitis in spite of immunization. The duration of immunity is unknown at this time.

Possible Vaccine Side Effects:

The incidence of side effects is very low. No serious side effects have been reported with the vaccine. A few persons experience tenderness and redness at the site of injection. Low-grade fever may also occur. Rash, nausea, joint pain, and mild fatigue have also been reported. The possibility exists that more serious side effects may be identified with more extensive use.

Due to the inherent nature and danger of the job, the University of Northern Iowa Division of Athletic Training and Athletic Training Services recommend that all staff athletic trainers and student athletic training students receive this vaccine.
Athletic Training Student Class Absence Notification Form

Student Name _______________________________  Team___________________________________
Class ______________________________________  Instructor Name __________________________

Competitions:
Excused from:
Excused to:

Dear Instructor,
The University of Northern Iowa Athletic Training Program stresses to all students the importance of class attendance and participation. We expect our students to be present in all classes, unless they have the opportunity to travel with the team in which they are assigned to clinical experience. We expect our students to inform all instructors of absences prior to the date, and hold them responsible for assignments, tests, and any other class related obligations they may miss. They are made aware that it is their responsibility to make prior arrangements with each instructor for assignments missed these days. The students should discuss these absences with their instructors as soon as they are made aware of the traveling opportunity. If you have any questions or concerns, please feel free to contact me at 273-7493 or by email at tricia.schrage@uni.edu. We would like to do all we can to help with issues that may arise.

Thank you in advance for your cooperation with our students, and we appreciate all you do for students at the University of Northern Iowa.
Sincerely,

Dr. Tricia Schrage
Clinical Education Coordinator
Athletic Training Program