# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Overview/Mission Statement/Objectives</td>
<td>2-4</td>
</tr>
<tr>
<td>Organizational Chart</td>
<td>5</td>
</tr>
<tr>
<td>Advising Sheet/4 year Plan</td>
<td>6-7</td>
</tr>
<tr>
<td>Program Progression</td>
<td>8-11</td>
</tr>
<tr>
<td>Clinical Education</td>
<td>12-14</td>
</tr>
<tr>
<td>Professional Conduct/Retention Policy</td>
<td>15-20</td>
</tr>
<tr>
<td>Athletic Training Clinic Policies and Procedures</td>
<td>21-24</td>
</tr>
<tr>
<td>Emergency Action Plans</td>
<td>24-30</td>
</tr>
<tr>
<td>Lightning Safety Policy</td>
<td>31-33</td>
</tr>
<tr>
<td>Bloodborne Pathogens Guidelines</td>
<td>34-36</td>
</tr>
</tbody>
</table>
Congratulations on your acceptance into the Athletic Training Professional Degree Program at the University of West Florida! By being admitted into this program, you have met all of the criteria for Phase I. Please keep in mind that these requirements for Phase I must be maintained and kept current during your tenure in the ATPDP. The following handbook will guide you through the policies and procedures of the ATPDP and the UWF Athletic Training Clinic. The staff reserves the right to amend and add to this handbook at any time. For all other UWF student policies, please refer to the University of West Florida Student Life Handbook.

Program Overview

The Athletic Training Professional Degree Program at UWF is designed to prepare students for an entry-level career in the athletic training profession (high school, college/university, professional, industrial, or sports medicine clinic/outreach settings). This program, specifically designed to meet national and state licensure requirements, includes a three-year comprehensive plan of study that combines classroom and clinical education components. This two-fold approach to education insures that each student is well-prepared to provide quality care, prevention, and rehabilitation of injuries to the physically active individual.

Classroom instruction involves quality interaction with BOC Certified Athletic Trainers, physicians (orthopedic, family practice, internal medicine, etc.), and other allied healthcare providers (physical therapists, occupational therapists, massage therapists, exercise physiologists, etc.) in order to provide the most current medical information related to athletic training. The clinical education component (under the direct supervision of BOC Certified Athletic Trainers) provides important hands-on experience in a variety of clinical education settings: intercollegiate athletics at UWF, area high schools, professional teams, and sports medicine clinics. The students’ clinical education is specifically designed to reinforce and apply the concepts that are addressed in the classroom component.

Students graduating from this program are eligible to sit for the National Athletic Trainers’ Association (NATA) Board of Certification (BOC) Certification Examination and athletic training state licensure/certification in Florida (as well as other states). The program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE).

Mission and Purpose Statements

The Athletic Training Professional Degree Program reflects the mission of the University of West Florida, the College of Science, Engineering and Health, and the Department of Exercise Science and Community Health. The mission of the Athletic Training Professional Degree Program at The University of West Florida is to provide quality didactic (classroom) and clinical preparation for individuals pursuing a career in the athletic training profession. The effective integration of the didactic and clinical education through experiences at intercollegiate, interscholastic, and clinical outreach programs provides the students with the necessary knowledge and skills required to perform as a competent healthcare provider to the physically active person. Furthermore, it is our desire to enhance the physical and mental well-being of our students and to promote a better quality of life.

The purpose of the undergraduate Athletic Training Professional Degree Program is tri-fold:

• The program develops the cognitive and psychomotor skills in the various athletic training domains to prepare students to provide quality healthcare to the physically active person who is involved in recreational, interscholastic, intercollegiate, or professional activities.

• The athletic training students experience a clinical education environment with the UWF Athletic Department
Athletic Training staff, and other healthcare professionals in the community to provide quality, hands-on healthcare to the student-athlete participating in one of 13 intercollegiate athletic teams and/or high schools.

- The program is committed to educating physically active individuals, coaches, administrators, other allied healthcare professionals, and the general public of the roles and responsibilities of the NATA BOC Certified Athletic Trainer in serving as a primary point-of-service for quality healthcare to the physically active person.

**Program Goals, Objectives, and Student Learning Outcomes (SLOs)**

The ATP has structured its’ goals, objectives, and SLOs in accordance with the 8 content areas depicted in the 5th edition of the Athletic Training Educational Competencies developed by the NATA Executive Committee for Education. Evidence of these goals, objectives and SLOs being met is documented through our e-Value software program.

**Program Educational Goals**

The athletic training student will:

1. Demonstrate knowledge and skills in Prevention and Health Promotion (PHP).
2. Demonstrate knowledge and skills in Evidence -Based Practices (EBP).
3. Demonstrate knowledge and skills in Clinical Examination and Diagnosis (CE).
4. Demonstrate knowledge and skills in Acute Care of Injury and Illness (AC).
5. Demonstrate knowledge and skills Therapeutic Interventions (TI).
6. Demonstrate knowledge and skills in Psychosocial Strategies and Referral (PS).
7. Demonstrate knowledge and skills of Professional Development and Responsibility (PD).
8. Demonstrate the knowledge and skills in Healthcare Administration (HA).

**Program Educational Objectives**

The athletic training student will:

1. Demonstrate the ability to identify injury and illness risk factors and nutritional aspects that may be encountered by athletes and others involved in physical activity and to plan and implement a Prevention and Health Promotion program with a performance of no less than 70% as evaluated by Likert scales, task sheets, check sheets and/or tests.

2. Collect knowledge and values that the entry-level certified athletic trainer must possess to understand the importance of using Evidence-Based Practices necessary for to use a systematic approach to ask and answer clinically relevant questions that affect patient care by using review and application of existing research evidence with a performance of no less than 70% as evaluated by Likert scales, task sheets, research of current literature, and/or tests.

3. Collect the knowledge, skills, and values that the entry-level certified athletic trainer must possess to perform Clinical Examination and Diagnosis of athletes and others involved in physical activity and to determine proper care,
referring the client to other health care providers when appropriate with a performance of no less than 70% as evaluated by Likert scales, task sheets, scenario-based modules, and/or tests.

4. Collect the knowledge, skills and values that the entry-level certified athletic trainer must possess in to recognize, assess, and treat the acute injuries and illnesses of athletes and others involved in physical activity and to provide appropriate medical referral with a performance of no less than 70% as evaluated by Likert scales, task sheets, scenario-based modules, and/or tests.

5. Collect the knowledge, skills, and values that the entry-level certified athletic trainer must possess in Therapeutic Interventions including therapeutic modalities, rehabilitation and exercise, pharmacologic applications, including awareness of the indications, contraindications, precautions, and interactions of medications and of the governing regulations relevant to the treatment of injuries and illnesses of athletes and others involved in physical activity with a performance of no less than 70% as evaluated by Likert scales, task sheets, practical exams, and/or tests.

6. Collect the knowledge, skills, and values that the entry-level certified athletic trainer must possess in Psychosocial Strategies and Referral to recognize, treat, and refer, when appropriate, medical conditions and disabilities, sociocultural, mental, emotional, and physical behaviors of athletes and others involved in physical activity with a performance of no less than 70% as evaluated by Likert scales, task sheets, check sheets and/or tests.

7. Collect the knowledge, skills, and values that the entry-level certified athletic trainer must possess in Professional Development and Responsibility to understand professional responsibilities, avenues of professional development, and national and state regulatory agencies and standards in order to promote athletic training as a professional discipline and to educate athletes, students of athletic training, the general public, the physically active, and associated individuals with a performance of no less than 70% as evaluated by Likert scales, task sheets, and/or tests.

8. Collect the knowledge, skills and values that the entry-level certified athletic trainer must possess in Healthcare Administration to develop, administer, and manage a health care facility and associated venues that provide health care to athletes and others involved in physical activity with a performance of no less than 70% as evaluated by Likert scales, task sheets, check sheets, and/or tests.
UWF Academic Administrative Information

President
Dr. Martha Saunders

Provost
Dr. George Ellenberg

Vice President of Academic Affairs
Dr.

Dean, College of Health
Dr. Ermalynn Kiehl

Chair, Department of Ex. Sci. & Community Health
Dr. Debra Vinci 850 474-2593

Director, Athletic Training Professional Degree Program
Mr. Rich Frazee 850 473-7245

Clinical Education Coordinator, ATPDP
Dr. Chris Dake 850

Medical Director, ATPDP
Dr. Josh Hackel 850

UWF Athletic Administrative Information

Director of Athletics
Mr. David Scott 850

Associate Director of Athletics
Mr. Tony Nguyen 850

Head Athletic Trainer
Mr. Arnold Gamber 850

Assistant Athletic Trainer
Ms. Kaci Noblitt 850

Graduate Assistant Athletic Trainer

Graduate Assistant Athletic Trainer

Graduate Assistant Athletic Trainer

Graduate Assistant Athletic Trainer

Andrews Institute/ Baptist HealthCare Administrative Information

Team Physicians
Dr Roger Ostrander, Dr Josh Hackel

Director of Sportsmedicine
Mr. Jeremy Lowery

Coordinator, High School Outreach
### UWF Athletic Training Major

#### 4-Year Plan (transfer students fill in where appropriate)

**Freshman Year**

<table>
<thead>
<tr>
<th>Fall, Semester 1</th>
<th>Spring, Semester 2</th>
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<tbody>
<tr>
<td><strong>English Composition I</strong></td>
<td><strong>English Composition II</strong></td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>MAC 1105 - College Algebra</strong></td>
<td><strong>STA 2023 – Elements of Statistics</strong></td>
</tr>
<tr>
<td>3 credits</td>
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<tr>
<td><strong>BSC 1085 - Anatomy &amp; Physiology I</strong></td>
<td><strong>BSC 1086 - Anatomy &amp; Physiology II</strong></td>
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<td>3 credits</td>
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<tr>
<td><strong>BSC 1085L - Anat. &amp; Phys. I Lab</strong></td>
<td><strong>BSC 1086L - Anatomy &amp; Physiology II Lab</strong></td>
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<tr>
<td>1 credit</td>
<td>1 credit</td>
</tr>
<tr>
<td><em>Social Sciences Perspectives:</em></td>
<td><em>Humanities/Fine Arts: General Studies</em></td>
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<tr>
<td>3 credits</td>
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</table>

**Sophomore Year**

**ATR 2000 - Intro to A.T. (Summer) Internet**

<table>
<thead>
<tr>
<th>Fall, Semester 3</th>
<th>Spring, Semester 4 (Apply for Admission into ATPDP)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ATR 2010 - Adv. Athletic Training</strong></td>
<td><em><em>!</em> ATR 3302C Therapeutic Modalities</em>*</td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>ATR 3132 - Functional Kinesiology</strong></td>
<td><em><em>!</em> ATR 3302L Therapeutic Modalities Lab</em>*</td>
</tr>
<tr>
<td>3 credits</td>
<td>1 credit</td>
</tr>
<tr>
<td><em>Socio/Pol General Studies (Pysch2012)</em></td>
<td><em><em>!</em> ATR 3104 -Protective Methods</em>*</td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><em>General Studies-Values</em></td>
<td><em>Literature General Studies</em></td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td>Free Elective /BSC1005/L</td>
<td>Historical General Studies</td>
</tr>
<tr>
<td>3/4 credits</td>
<td>3 credits</td>
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<td>(15/16)</td>
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**Junior Year**

**ATR 3512 Management in A.T. (Summer) (Class/Internet hybrid)**

(Admitted students begin professional phase)

<table>
<thead>
<tr>
<th>Fall, Semester 5</th>
<th>Spring, Semester 6</th>
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</thead>
<tbody>
<tr>
<td><strong>ATR 3812 - A.T. Clinical I</strong></td>
<td><strong>ATR 3822 - A.T. Clinical II</strong></td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>ATR 4213 - Orthopedic Evaluation II</strong></td>
<td><strong>APK 3220C Biomechanics</strong></td>
</tr>
<tr>
<td>3 credits</td>
<td>4 credits</td>
</tr>
<tr>
<td><strong>ATR 4314/L - Rehabilitation /Lab</strong></td>
<td><strong>APK 4163 Sports Nutrition</strong></td>
</tr>
<tr>
<td>4 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>APK 3110 - Exercise Physiology</strong></td>
<td><strong>ATR 4432 - Gen. Medical Conditions</strong></td>
</tr>
<tr>
<td>3 credits</td>
<td>2 credits</td>
</tr>
<tr>
<td><strong>APK 3110L - Ex. Phys. Lab</strong></td>
<td><strong>Free Electives / (Physics/L)</strong></td>
</tr>
<tr>
<td>1 credit</td>
<td>(16/17)</td>
</tr>
<tr>
<td>(1)</td>
<td>(14)</td>
</tr>
<tr>
<td><strong>ATR 4420 Pharmacology Application in AT(Summer) Internet</strong></td>
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</table>

**Senior Year**

<table>
<thead>
<tr>
<th>Fall, Semester 7</th>
<th>Spring, Semester 8</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APK 4114C Phys. Basis Strength Dev.</strong></td>
<td><strong>ATR 4842 - A.T. Clinical IV</strong></td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>ATR 4933 - Seminar in A.T.</strong></td>
<td><strong>APK Elective, if needed</strong></td>
</tr>
<tr>
<td>3 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>ATR 4832 - A.T. Clinical III</strong></td>
<td><strong>2nd major Electives, if any</strong></td>
</tr>
<tr>
<td>3 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>Electives (or 2nd major) -</td>
<td>(3-12)</td>
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<tr>
<td>6 credits</td>
<td>(15)</td>
</tr>
</tbody>
</table>

**Prerequisite courses for Admission into AT Professional Degree Program**

*Required major courses recommended prior to applying for admission*

**State mandated prerequisites that must be completed prior to graduation:**

- PHY 2053/L General Physics / Lab, BSC1005/L- General Biology, PSY 2012- General Psychology

Check University Catalog for other mandatory general studies courses.

All students must meet the minimum of 120 semester hours for B.S. undergraduate degree.

Native students entering the University of West Florida as freshman must complete 9 credits in any subject matter during summer sessions before graduation. ATEP Admission materials can be found on website:

PHASE II

DOCUMENTS SHOWING PROGRESSION THROUGH
ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM

1. Completed course work for the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ATR 3812</td>
<td>Clinical I</td>
</tr>
<tr>
<td>APK 3110/L</td>
<td>Ex.Phys</td>
</tr>
<tr>
<td>ATR 3104</td>
<td>Protec. Meth.</td>
</tr>
<tr>
<td>ATR 3822</td>
<td>Clinical II</td>
</tr>
<tr>
<td>ATR 3512</td>
<td>Mngment in AT</td>
</tr>
<tr>
<td>APK 3220C</td>
<td>Mechanics of Motion</td>
</tr>
<tr>
<td>ATR 3302/L</td>
<td>Ther Modalities</td>
</tr>
<tr>
<td>ATR 3212</td>
<td>Ortho Eval I</td>
</tr>
<tr>
<td>ATR 4314/L</td>
<td>Rehabilitation in AT</td>
</tr>
</tbody>
</table>

2. Completion of Proficiencies

3. Cumulative GPA 3.0 or higher.

   GPA as of  

4. CPR recertification_________________
Phase II Evaluation Form

<table>
<thead>
<tr>
<th>Name __________________________</th>
<th>Year in AT Program _______</th>
<th>Date ________________</th>
<th>Below</th>
<th>Average</th>
<th>Excellent</th>
</tr>
</thead>
</table>

**Instructions:** Evaluation criteria based on standards of the profession

**I. Clinical Skills:**

<table>
<thead>
<tr>
<th></th>
<th>Below</th>
<th>Average</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic knowledge of Human Anatomy</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic knowledge of Athletic Training domains</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taping and wrapping techniques</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Injury recognition and evaluation knowledge and skills</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge of rehabilitation exercises and protocols</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Knowledge of mechanisms of injuries</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provides proper information/referral to injured athlete</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caring and compassion for the injured student athlete</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
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</tr>
</tbody>
</table>

**II. Academic and Administrative:**

<table>
<thead>
<tr>
<th></th>
<th>Below</th>
<th>Average</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintains and documents accurate injury evaluation forms</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintains accurate and complete treatment records</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shows commitment to the athletic training program</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance to scheduled meetings and educational events</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintains good grades in classes:</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adv Care &amp; Prevention Lower Eval Upper Eval Modalities/Lab</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rehab/Lab Management Clinical I/II</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>CUM. GPA</td>
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</table>

**III. Professional Development**

<table>
<thead>
<tr>
<th></th>
<th>Below</th>
<th>Average</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Displays Positive Attitude</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dependability</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appearance/Dress</td>
<td>1  2  3  4  5  6  7  8  9  10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8
Takes initiative 1 2 3 4 5 6 7 8 9 10
On time to scheduled practices, events, & ATR responsibilities 1 2 3 4 5 6 7 8 9 10
Performs and completes assigned tasks in a timely manner 1 2 3 4 5 6 7 8 9 10
ATS gets along and communicates well with other Health Care Professionals 1 2 3 4 5 6 7 8 9 10

Comment on your assessment of your first semester didactic and clinical experience

as it relates to your professional readiness:

Comments:

Evaluation Score ___________ Date ___________

Evaluator’s signature __________________________

9
**PHASE III**

**DOCUMENTS SHOWING PROGRESSION THROUGH ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM**

4. Completed course work for the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Completed</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>APK 4163</td>
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<td></td>
</tr>
<tr>
<td>ATR 4432</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATR 4832</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATR 4842</td>
<td></td>
<td></td>
</tr>
<tr>
<td>APK 4114C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATR4933</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Successful re-evaluation of clinical proficiency from workbooks.

6. Application for graduation completed.

7. Successful completion of a practice NATA-BOC exam.
### Phase III Evaluation Form

Name ______________________ Year in Program: _______ Date __________

Instructions: Evaluation criteria based on standards of the profession

#### I. Clinical Skills:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Below</th>
<th>Average</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic knowledge of Human Anatomy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic knowledge of Athletic Training domains</td>
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</tr>
<tr>
<td>Taping and wrapping techniques</td>
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<td></td>
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</tr>
<tr>
<td>Injury recognition and evaluation knowledge and skills</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Knowledge of rehabilitation exercises and protocols</td>
<td></td>
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<tr>
<td>Knowledge of mechanisms of injuries</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provides proper information/referral to injured athlete</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caring and compassion for the injured student athlete</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provides assistance and guidance to younger ATS's</td>
<td></td>
<td></td>
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</tr>
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</table>

#### II. Academic and Administrative:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Below</th>
<th>Average</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintains and documents accurate injury evaluation forms</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintains accurate and complete treatment records</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Shows commitment to the athletic training program</td>
<td></td>
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</tr>
<tr>
<td>Attendance to scheduled meetings and educational events</td>
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</tr>
<tr>
<td>Maintains good grades in classes:</td>
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<td></td>
</tr>
<tr>
<td>APK4163 _____ ATR 4432 _____ ATR 4832 _____</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>APK4114C _____ ATR4842 _____ ATR 4933 _____</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>CUM. GPA_________________</td>
<td></td>
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#### III. Professional Development

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<tr>
<th>Criteria</th>
<th>Below</th>
<th>Average</th>
<th>Excellent</th>
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<tbody>
<tr>
<td>Displays Positive Attitude</td>
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<td>Dependability</td>
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<td>Reliability</td>
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<td>Appearance/Dress</td>
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<td>Takes initiative</td>
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<td>On time to scheduled practices, events, &amp; AT CLINIC responsibilities</td>
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<td>Performs and completes assigned tasks in a timely manner</td>
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<tr>
<td>ATS gets along and communicates well with other Health Care Professionals</td>
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#### Comments:

______________________________________________________________________
Clinical Education

Overview:
The clinical education component of the UWF Athletic Training Professional Degree Program is designed as a “learning over time” model, where students are provided the opportunity to apply and master skills that have been taught, practiced and initially tested during the previous semester. Athletic training skills learned in the previous semester are tested again for mastery in the Athletic Training Clinical courses. For example, a student will learn how to perform ligamentous stress testing of the knee during the spring semester of their first year, and will then take a skill mastery test in the following fall semester. Additionally, the clinical education component allows students to experience various sports medicine settings and healthcare professions, and as a result, will be better acquainted with that aspect of athletic training that he/she will pursue after graduation from UWF (university/college; sports medicine outreach; sports medicine clinic; professional teams; graduate assistantships; etc.).

Over the course of the four athletic training clinicals, each student will be tested for skill mastery of approximately 700 skills and techniques utilized by athletic trainers. Mastery of clinical skills is an academic requirement of each athletic training clinical course. Students are not asked to perform any skill that he/she has not demonstrated on a mastery level. This insures that the student will not perform any skill inappropriately that might cause harm to the patient.

Each student works under the direct verbal and physical supervision of designated clinical instructors. The clinical instructors work with each student on an individual basis to insure that each skill is mastered in the clinical setting. This insures that after the student leaves this program that he/she will perform skills in accordance with current established guidelines and procedures. Furthermore, the clinical education plan is designed to prepare each student to successfully sit for the BOC Athletic Trainer Certification Examination on the first time.

Professionalism
Students in ATPDP will be subjected to disciplinary action for behavior deemed “unprofessional” by either the UWF Faculty/Staff or affiliated ACI certified athletic trainers. Unprofessional behavior includes but is not limited to TARDINESS/ UNEXCUSED ABSENCES, CONDUCT, and DRESS & PROFESSIONAL APPEARANCE. (Dress and Professional appearance policies can be found on pages 17-20). Policies concerning disciplinary action will be discussed and reviewed with the ATPDP students at the beginning of each semester.

Athletic Training Clinical Courses:
All athletic training students are required to participate in Athletic Training Clinicals over a four-semester period (fall/spring/fall/spring). During each semester, the student will be assigned to various clinical instructor(s) (BOC Certified Athletic Trainers; physicians; physician assistants; nurse practitioners; physical therapists; occupational therapists; etc.) in the Pensacola area. The clinical instructors are employed in a variety of settings (University of West Florida Department of Intercollegiate Athletics; sports medicine outreach programs; hospitals; physician clinics; rehabilitation clinics; professional athletic teams; etc). Students are assigned at the beginning of each semester to various clinical instructor(s) depending on level of experience (first year or second year) in the ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM.

The athletic training clinical courses are designed to provide students with broad-based experiences in healthcare settings that include the following:

- Upper extremity injury intensive (baseball, softball, tennis, etc.)
- Lower extremity injury intensive (track/cross country, soccer, basketball, etc.)
- Equipment intensive (football, etc.)
- General medical (physician, physician assistant, nurse practitioner)
● Allied healthcare intensive (physical therapy, occupational therapy, etc.)

Students must obtain a minimum of 225 clinical clock hours during each of the four Athletic Training Clinical courses. No clinical hours can be used for academic credit if the hours obtained were before or after the semester, or were under person(s) not designated as a “Clinical Instructor” by the UWF Director of Athletic Training. Each student must complete all course requirements in the following athletic training courses in order to graduate from the ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM:

- **ATR 3812** - Athletic Training Clinical I
- **ATR 3822** - Athletic Training Clinical II
- **ATR 4832** - Athletic Training Clinical III
- **ATR 4842** - Athletic Training Clinical IV

While students may not be exposed to every sport at The University of West Florida, each student is guaranteed placement in sports of the opposite gender from the student, as well as same gender sports. Additionally, each student must participate in each of the five previously listed healthcare settings in order to meet the requirements of the educational program and of the various athletic training clinical courses.

The purpose of ATR 3812 and ATR 3822 are to provide the student with a variety of healthcare settings in the first year of the program. This exposure to a variety of settings will enable the student to more accurately choose a future career path in athletic training (intercollegiate sports, interscholastic sports, sports medicine clinics, etc.) as they enter their final year in the program. Emphasis between the timeframes for each rotation in ATR 3812 and ATR 3822 is placed on expanding the student’s professional relationships with his/her peers, clinical instructors, administrators/coaches, and patients/athletes.

**Junior Year:**
- **Fall**
  - Season-long rotations at various sites
- **Spring**
  - Five-week rotations (total of 3) at various sites

The final two athletic training clinical courses, ATR 4832 and ATR 4842, are viewed as a “comprehensive” clinicals. During this senior clinical rotation, emphasis is placed on the student’s exposure to a sport over the entire course of the sport season, as well as developing long-term professional relationships with his/her peers, the clinical instructor, administrators/coaches, and patients/athletes.

**Senior Year:**
- **Fall and Spring**
  - Students will be assigned to a clinical instructor who is providing medical coverage at a high school, a University of West Florida athletic team, and/or a rehabilitation clinic. The student at a high school or university sport will be assigned for a full season. This season may begin and end in the Fall (football; volleyball; cross country; soccer) or Spring (baseball; softball; tennis) semester, or start in the middle of the Fall semester and end in the middle of the Spring semester (basketball). Depending on the start of the season-long assignment, the student will also complete rotations during the academic year under clinical instructors at physician clinics, rehabilitation clinics, university athletics and/or high schools.

  **While the athletic training staff will attempt to place each senior student with their desired rotation, the final assignments will be up to the sole discretion of the Program Director and Clinical Coordinator.**

**Employment Conflicts With Clinical Education**

The clinical education component (UWF clinical sites; off-campus clinical sites; curriculum in-services) is a vital aspect of the overall education process for the athletic training student. The clinical setting provides each student a unique opportunity to practice and apply those skills that have been taught and learned in the formal classroom setting.
All aspects of the clinical education component during each semester will take priority over outside employment opportunities for each student. For this reason, students are not encouraged to take outside jobs. Since clinical rotations may occur at different sites with different schedules from rotation to rotation, part-time jobs are not practical during this phase of training. The athletic training faculty/staff will make every effort to provide advance scheduling of rotation assignments on a semester basis.

Volunteering for athletic training clinical experiences outside of the academic calendar year is a vital component to fully understanding the demands of the athletic training profession. Students are encouraged to take advantage of these learning experiences.

**Financial Aid and Scholarships**

Due to the unique nature of this academic program, students are required to participate in a minimum of 225 clinical clock hours each semester (approximately 15 hours/week). The Athletic Training Professional Degree Program at UWF itself does not provide any form of work-study, student employment or scholarship activities. The athletic training students have the same equal access to these resources as any other UWF student. Students may be eligible for state/federal funds in the form of academic scholarships, work-study, Pell Grants, subsidized/unsubsidized student loans, and other forms of financial assistance. There is no fee for applying for financial aid. Contact the Office of Student Financial Assistance (http://uwf.edu/finaid/) for additional information on financial assistance at The University of West Florida.

Scholarships are available through various athletic training professional organizations. All of the scholarships listed below require the applying student to obtain a professional letter of reference from the Athletic Training Faculty/Staff. Below is a summary of the scholarship opportunities available to each student in the ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM:

The National Athletic Trainers’ Association (NATA) also awards fifty $2000 scholarships through its Research and Education Foundation (NATA REF) each year to deserving undergraduate and graduate students who are pursuing a career in athletic training. For more information on applying for these scholarships, go to the National Athletic Trainers’ Association website (http://www.nata.org) or call 1-800-TRY-NATA, or contact the Director of Athletic Training.

The Southeast Athletic Trainers’ Association (SEATA), or District IX of the National Athletic Trainers’ Association, offers deserving students various scholarships at the undergraduate and graduate levels. For more information, go to the SEATA website (http://www.seata.org) or contact the Director of Athletic Training.

The National Collegiate Athletic Association (NCAA) (http://www.ncaa.org) offers post-graduate scholarships each year to deserving student-athletes and student support personnel (student managers, student assistant coaches, athletic training students, etc.). These awards range from $1000 to $5000 and are based on academic achievement, leadership, and community involvement. For more information, contact the NCAA or the Director of Athletic Training.

**Bloodborne Pathogens**

Bloodborne pathogens infection control policies have been established at each athletic training clinical site to help safeguard patients and healthcare providers (students; personnel) from the transmission of infection between the patient and healthcare provider(s) (students; personnel) during patient care. All students must comply with the specific bloodborne pathogens infection control policy at each athletic training clinical site. It is the responsibility of each student to take an active role in learning and practicing the policies of each clinical site.

For those settings in which no formal bloodborne pathogens infection control policy has been established, the student should follow standard procedures for handling bloodborne pathogens as outlined in the UWF Athletic Department’s Bloodborne Pathogens Infection Control Policy and the National Athletic Trainers’ Association (NATA) position statement on “Bloodborne Pathogens Guidelines for Athletic Trainers” (Appendix).
Cardiopulmonary Resuscitation (CPR) Professional Rescuer
Each student is required to maintain a current certification in Cardiopulmonary Resuscitation (CPR) Professional Rescuer while participating in the clinical education component of the ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM. This is concurrent with state and national standards for athletic trainers. As a healthcare provider, the athletic training student may be called upon in emergency situations to be the primary or secondary provider of advanced life support to the ill patient/athlete.

All students must obtain and maintain the following certifications in order to participate in the clinical education component of the ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM:

- Cardiopulmonary Resuscitation (CPR) Professional Rescuer

First Responder
In the event that the certified athletic trainer must leave a student unattended, the student will assume first responder duties only. This includes performing basic first aid, CPR, and activating EMS.

Professional Conduct
All athletic training students are required to conduct themselves in a professional manner. Obligations are outlined in the following documents:
- This UWF Student Handbook
- NATA Code of Ethics

Any student who is dismissed for inappropriate conduct will not be re-assigned to another clinical site for the remainder of the semester. If a student is dismissed then the Director of Athletic Training will initiate a formal review process. Any student who is dismissed from a clinical site may be suspended and or expelled from the program depending on the nature of inappropriate conduct.

Examples of inappropriate conduct include:
- Failure to follow established policies/procedures at the clinical site.
- Insubordination to supervisors and/or other professional staff at the clinical site.
- Failure to complete tasks.
- Unexcused absences/tardiness.
- Inappropriate verbal/physical conduct towards the athlete/patient.
- Use of illegal substances or inappropriate use of prescription medications.
- Criminal prosecution for a felony and/or misdemeanor offense (as outlined in the Florida statutes/laws/regulations for Athletic Trainers).
- Failure to follow code of conduct for UWF Students and/or NATA Code of Ethics.

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

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

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

1.1 Members shall not discriminate against any legally protected class.

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

1.3 Members shall preserve the confidentiality of privileged information and shall not release such information to a third party not involved in the patient’s care unless the person consents to such release or release is permitted or required by law.

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

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

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

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

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

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

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

3.2 Members shall provide only those services for which they are qualified via education and/or experience and by pertinent legal regulatory process.

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

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

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

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

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

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

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

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

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

5.1 The private conduct of the member is a personal matter to the same degree as is any other person’s except when such conduct compromises the fulfillment of professional responsibilities.
5.2 Members of the National Athletic Trainers' Association and others serving on the Association's committees or acting as consultants shall not use, directly or by implication, the Association's name or logo or their affiliation with the Association in the endorsement of products or services.

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

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

**Reporting of Ethics Violations**

Anyone having information regarding allegations of ethical violations, and wishing to supply such information to NATA, shall supply this information, with as much specificity and documentation as possible, to NATA's Executive Director or Chair of the Ethics Committee. Information need not be supplied in writing, and the reporting individual need not identify him or herself. Information, however, that is too vague, cannot be substantiated without the assistance of the reporting person, or information where, in the opinion of the NATA Executive Director or Ethics Chair, there is no need for anonymity for the reporting individual will not be forwarded for action by the committee.

An individual may report information on the condition that the individual's name or certain other facts be kept confidential. NATA may proceed with an investigation subject to such a condition; however, NATA must inform the reporting individual that at some point in the investigation NATA may determine that it cannot proceed further without disclosing some of the confidential information, either to the applicant or member under investigation or to some other party. A reporting individual, upon receiving this information from NATA, may decide whether or not to allow the information to be revealed. If the reporting individual decides that the necessary information must remain confidential, NATA may be required to close the unfinished investigation for lack of necessary information. Individuals are strongly encouraged to provide relevant information, with as much detail as possible, in writing to:

NATA
Ethics Investigations
2952 Stemmons Freeway
Dallas, TX 75247-6196

**Retention Policy**

**Academic:**
As outlined in the 2013-2014 UWF Catalog.

**Disciplinary:**
As outlined in the University of West Florida 2013-2014 Catalog, the Director of Athletic Training and/or faculty will review the status of a student when a faculty member or clinical instructor reports that the behavior of a student warrants a review. The outline below provides the steps that will be followed for this process. If the problem can be resolved at the appropriate steps then no further action is required. If not, subsequent steps will be followed until a solution is found.

**STEP 1**
Clinical Instructor must define the problem
Document the problem
- Detail the specific problem
- Make suggestions for improvement
- Give a time frame to make changes
References can and should be made from past clinical performance and evaluation forms
- Program Director
- Clinical Coordinator
- Student’s Folder

**STEP 2**
Program Director and Clinical Coordinator
Conference with student and clinical coordinator
- Discuss possibilities for remediation
• Remediation steps could include but would not be limited to:
  • Change in clinical assignments and responsibilities
  • Suspension from clinical assignment

Copies of the minutes of meeting should be sent to the following locations:
• Department chair
• Student’s Clinical Evaluation Folder

STEP 3  Exercise Science & Community Health Chair
Conference with student and Program Director
• Address problems and offer additional solutions to problems
• Recommendation for suspension or expulsion a possibility

The student has the right to appeal any infraction they receive. Students must appeal in writing within one week of the infarction.

**Dress and Professional Appearance**

All athletic training students are required to be dressed in appropriate clothing when attending designated athletic training clinical sites. Dress and professional appearance standards have been established to allow easy recognition by coaches, athletes, patients, peers, and clinical instructors. Additionally, the student is representing the university, the athletic training program, and their future profession.

Any student who does not follow the dress and professional appearance standards for this program will not be allowed to participate in the athletic training clinical site for that day. Additionally, a dismissal from the athletic training clinical site by the clinical instructor for inappropriate dress and/or professional appearance will be regarded as an unexcused late absence from the clinical site. Dismissal from a clinical site due to a violation of the established dress and professional appearance will negatively affect a student’s final grade in the athletic training clinical course. Additionally, continual dismissals from a clinical site may result in suspension or expulsion from the ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM.

The following sections outline dress and professional appearance for all athletic training students to adhere to during the athletic training clinical assignments:

**Name Badges**

• Must be worn at all times and clearly visible during any aspect of the clinical education component of this program (if wearing a jacket or sweater then the name badge must be worn on the outside)
• Must be worn on the lanyard provided by the UWF Athletic Training Clinic.

**Watches (digital or analog)**

• Must be worn at all times.
• The watch must have a second hand in order to take vital signs or record other information related to emergency treatment or rehabilitation of the athlete.

**Hair**

• Neatly combed and prepared.
• No unusual colors (fluorescent, etc.) or styles (spiked, “Mohawks”, “dreadlocks”, “corn-rows”, etc.). The hair design should maintain a professional appearance at all times. The clinical instructor at each clinical site reserves the right to dismiss the student for inappropriate or exotic hair designs.
• Facial hair is allowed as long as it is neatly groomed/shaven.
• Hair length
  • If hair length exceeds the shoulders then the hair must be neatly held back by a hairclip, tie, or bow.
• If assigned to a University sport, the student must also adhere (but will never supersede the athletic training
student handbook policies) to the dress codes as established by the head coach of that sport rotation.

Fingernails
- No fingernails longer than the tips of the fingers.
- No unusual coloring of fingernails.

Head Clothing
- Official UWF logo or NATA sponsoring organizations caps allowed at outdoor clinical sites.
- During inclement weather appropriate head clothing can be worn.
- No head clothing is to be worn when indoors.
- No bandanas or cloth “skin” caps allowed at any time.
- No fraternity or sorority hats at any time.

Jewelry
- In General
  - No tongue piercing.
  - No facial piercing.
  - No nose piercing.
  - Any piercing below the neckline is permitted but must not be visible.
  - Necklaces
    - Permitted but must be worn inside of shirt collar.
  - Finger Rings
    - No more than two rings per hand.
  - Bracelets (cloth or metal)
    - Permitted but must not be loose fitting.
    - No visible bracelets (cloth or metal) on ankles.
- Gender Specific
  - Men
    - No earrings or any type of ear piercing.
  - Women
    - No more than one earring/piercing in each ear.
    - Earrings/ear piercing must be matching and in same location (i.e., right lobe, left lobe).
    - Earrings cannot be more than ½” in diameter.

Shoes
- Outdoor Athletic Training Clinical Sites (practice or game)
  - No open toe or open heel shoes allowed.
  - Tennis or running shoes and socks only.
    - Exception is during inclement weather, which time the student may wear appropriate shoes for wet weather.
  - Shoe soles not to exceed 1”.
- Indoor Sporting Events
  - Practices
    - No open toe or open heel shoes allowed.
    - Tennis or running shoes and socks only.
    - Shoe soles not to exceed 1”.
  - Games
    - No open toe or open heel shoes allowed.
    - Dress shoes if wearing dress clothing (suit, dress, etc.)
    - Shoe soles not to exceed 1”
    - No high heel shoes.
- Sports Medicine Clinics or Non-Sport Clinical Assignments
  - No open toe or open heel shoes allowed.
  - Dress shoes only.
• Tennis or running shoes may be worn ONLY if allowed by clinic/facility guidelines.
  o Shoe soles not to exceed 1”.
  o No high heel shoes.

**Pants/Shorts**

- **UWF Sports/High School Rotations**
  - **In General**
    - No shorts below the knees.
    - If pants/shorts have belt loops, an appropriate belt must be worn.
    - No running or practice shorts of any time are permitted.
    - No blue jean shorts or pants at any time.
    - Pant/shorts should be seasonally appropriate at all times.
    - **Length of shorts:**
      - Never below the superior border of the patella.
      - Never higher than the fingertips when hands are to the side and extended.
  - **Practices**
    - Khaki pants/shorts only.
      - Cargo pants/shorts are permitted.
    - “Wind pants” are permitted during inclement weather.
    - Any UWF team issued sport apparel can be worn while at that practice.
  - **Games**
    - Khaki pants/shorts only; dress slacks when appropriate.

- **Sports Medicine Clinics or Non-Sport Clinical Assignments**
  - Khaki pants or dress slacks only.
  - Cargo pants are NOT permitted.

**Shirts**

- **UWF Sports/High School Rotations**
  - **In General**
    - Shirts must be neat, clean, and tucked.
    - During inclement weather long-sleeve clothing may be worn if the student has not been issued official clothing.
    - Any logo other than UWF must not exceed the size of a business card.
    - Plain colored t-shirts or collared shirts may be worn.
  - **Practices**
    - Shirts (t-shirt or collar) purchased and/or issued by UWF Athletic Training Staff.
    - Shirts issued by the UWF coaching staff.
    - Shirts purchased that have a UWF Logo or insignia, but does not include any organizations (i.e., fraternities, sororities, student clubs, etc.)
  - **Games**
    - Collar shirt purchased and/or issued by UWF Athletic Training Staff or preceptor.
    - May substitute formal dress clothing (dress shirt and tie) during indoor UWF Sport Events (See clinical instructor for specific dress attire).

- **Sports Medicine Clinics or Non-Sport Clinical Assignments**
  - Dress shirts with a collar OR collar shirt with approved UWF Athletic Training lettering or logo.

**Dress Code For Morning Rotation In UWF Athletic Training Clinic**
The following is in effect for the morning(s) that you are assigned a clinical assignment in the UWF Athletic Training Clinic (Monday - Friday, 8:00am - 12:00pm):

- No fraternity or sorority clothing.
- No clothing that contains emblems from other universities/colleges.
- No clothing that contains drinking, smoking, or potentially offensive language/pictures.
- All shirts must be tucked in (no visible mid-section).
- No cutoff shorts or clothing that is “worn” out with holes.
- Must follow regulations for “Name Badges”, “Head Clothing”, “Hair”, and “Shoes”
- Jeans are permitted on “dress down days” only.
- No “mini-skirts” or high cut shorts/skirts.
- No low-cut shirts, no “spaghetti-strap” shirts, no cutoff shirts, no tank tops.
- Shirts can be sleeveless but must have a seamed cuff on at the arms.

**Curriculum In-Services**

Periodically throughout each semester, the UWF Athletic Training Faculty/Staff will conduct several curriculum in-services. These in-services supplement the clinical education component of the program. These in-services include, but are not limited to the following: review/update of the “Athletic Training Student Handbook”; learning and application of specific basic/advanced skills related to athletic/patient healthcare presented by the Athletic Training Faculty/Staff; and educational meetings conducted by professionals not directly associated with the ATHLETIC TRAINING PROFESSIONAL DEGREE PROGRAM.

Any curriculum in-service that is scheduled has a mandatory attendance policy for each student. Unexcused absences will negatively affect the student’s final grade in the athletic training clinical course (see course syllabus for specific details). Students may be excused from the meeting if he/she has a class conflict or other event that does not allow the student to attend the meeting. If a student foresees missing and/or will be late for an in-service, then he/she must notify the Director of Athletic Training at least one (1) day prior to the meeting (for non-emergencies only). Any student who misses the meeting will still be required to visit with the Athletic Training Faculty/Staff to review the information covered in the curriculum in-service.

All meeting information will be provided to the student by the following mean(s): the bulletin board located in the UWF Athletic Training Clinic; and electronic mail. Each athletic training student is responsible for keeping informed of the curriculum in-services (and other information) by checking the bulletin board and his/her electronic mail on a regular basis.

**UWF Department of Athletic Training Policies**

The Athletic Training Department provides care, prevention, management, and rehabilitation of injuries common in athletics to all sports under the University of West Florida Athletic Department. The Head Athletic Trainer, Assistant Athletic Trainer, and Graduate Assistant Athletic Trainers provide instruction and guidance to athletic training students who assist with the health care needs of the student-athletes in their respective sports. In addition, the athletic trainers provide the administration and coaching staff with information needed to implement and conduct athletic training courses.

**Use of UWF Athletic Training Clinic (AT Clinic)**

The UWF Athletic Training Clinic is to be used for healthcare and educational purposes (class meetings) only. Use of the AT CLINIC after hours for personal reasons is prohibited. This includes study groups when a UWF Athletic Training Staff member is not present.

**Treatment and Exercise Modalities**

As prescribed by the laws of the State of Florida related to the practice of athletic training, and enforced through the Florida Department of Health, the following treatment and rehabilitation methods for musculoskeletal injuries may be administered by a BOC Certified Athletic Trainer (ATC):

- Therapeutic exercise
- Massage
- Mechanical devices
- Cryotherapy (e.g., ice, cold packs, cold water immersion, spray coolants)
- Thermotherapy (e.g., topical analgesics, moist/dry hot packs, heating pads, paraffin bath)
- Other therapeutic agents with properties of water (e.g., whirlpool); electricity (e.g., electrical stimulation, diathermy); light (e.g., infrared, ultraviolet); or sound (e.g., ultrasound).
• Topical prescription medications (e.g., steroid preparation for phonophoresis) only at the direction of a physician.

The use of cryotherapy and thermotherapy may only be initiated by athletic training student after formal instruction by a UWF Athletic Training Faculty/Staff member. If an athletic training student is not experienced in using a modality he/she may not perform the modality on the patient without the direct supervision of a BOC Certified Athletic Trainer (ATC) or other qualified (licensed) health care provider (physical therapist, physician, etc.).

**Bulletin Boards in UWF Athletic Training Clinic (AT CLINIC)**
The student bulletin board is located next to back entrance of the AT CLINIC. All student notices will be posted on this bulletin board. All athletic training students are to check the board daily for important information. The bulletin board located next to the Head Athletic Trainer’s office is for official use only. Information on this board is available to all students.

**Medical Files and Filing Cabinet**
All current patient medical files and the filing cabinet are located in the Examination Room in the UWF Athletic Training Clinic and must remain locked at all times. All medical files and their contents are confidential and may not be taken from the UWF Athletic Training Clinic or discussed without the permission of the student-athlete.

Academic and clinical portfolios of athletic training students are located in the Program Director’s office. These files may be reviewed in the presence of a Certified Athletic Trainer but may not be removed from the office.

**Medical Supplies**
All supplies are to be used for UWF events only. Where applicable, selected supplies have been purchased for use as part of selected academic courses. Supplies are not to be taken and used for other off-campus clinical site affiliations. No supplies are to be taken from the UWF Athletic Training Clinic without permission from a UWF Athletic Training Staff member.

**Field Kits**
All field kits are the property of the University of West Florida Athletic Training Department and may only be used for UWF events unless prior permission is given. Students are held responsible for the maintenance and general upkeep of any kit that is used by the student. The athletic training student may be held responsible for replacing or repairing a field kit that has been issued to the athletic training student.

**Golf Carts and UWF Transportation Vehicles**
All traffic laws must be obeyed in all vehicles.

**Golf Carts**
- Not permitted on university open roads.
- Only two persons may ride in the golf cart at a time.
- Both individuals must fit within the cabin or forward seating area of the golf cart.
- No one is to ride in the bed of the golf cart at any time - NO EXCEPTIONS.
- The driver may be held responsible for any damage to a golf cart.

**UWF Vehicles (vans, trucks, cars)**
Only those who have taken the UWF Defensive Driving course are allowed to drive University vehicles. These individuals must be registered drivers with the UWF Motor Pool.
Ice Machines, Coolers, Ice Chests, Water Pumpers
Ice machines, coolers, ice chests and water pumpers are property of UWF and may only be used for UWF sanctioned events. These supplies are not for personal use at any time. A member of the Athletics staff who wishes to borrow a cooler may check the cooler out from the Athletic Training Room. No students are allowed to check out coolers without approval from an Athletic Training Staff member.

Communication Devices
Cellular phones and other communication devices (other than pagers) are not permitted at the clinical site by the athletic training student. Leave the communication device in the car or at home. Clinical instructors reserve the right to use cellular phones or other communication devices.

The student should follow standard operating procedures established by the clinical site if communication devices are present. Students should use the communication device only if it pertains to the activities at the clinical site.

Policies regarding UWF patients will be disseminated to the ATPDP students on an as-needed basis.

American Academy of Neurology
Concussion Grading Scale & Return to Play Guidelines

Grading Scale
Grade I
1. Transient confusion
2. No loss of consciousness
3. Symptoms resolve within 15 min.
   (only momentary confusion)
Grade II
1. Transient confusion
2. No loss of consciousness
3. Symptoms last greater than 15 min.
   (poor concentration or post-traumatic amnesia)
Grade III
1. Any loss of consciousness, either brief or prolonged

Return to Play Guidelines
Grade I Asymptomatic
Multiple GI 1 Week
GI 1 Week
Multiple GII 2 Weeks
GIII (Brief) 1 Week
GIII (Prolonged) 2 Weeks
Multiple GIII 1 Month or Longer
Emergency Medical Action Plans
The emergency medical action plan is a written document that defines the standard of care required in every conceivable event during an emergency on the athletic practice/game areas and other clinical settings (sports medicine clinic; physician’s clinic, etc.). The emergency medical action plans at each athletic training clinical site have specific standard operating procedures that include, but not limited to:

- Roles and responsibilities of all parties involved in the setting.
- Phone numbers healthcare providers that may be involved with the emergency medical action plan (administrators, team physicians, athletic training staff, police, ambulance service, hospitals, etc.).
- Chain of command of the emergency team members in the decision-making process of activating local Emergency Medical Services (EMS) and providing care to the ill/injured person.
- Appropriate steps to activate the local Emergency Medical Services (EMS).
- Specific instructions on transferring the patient’s care over to other healthcare providers (EMT’s, Paramedics, etc.).

Each athletic training student in the Athletic Training Professional Degree Program is a healthcare provider. As a healthcare provider, you are responsible for providing the highest level of healthcare available that is consistent with your education and level of skills. Regardless of the healthcare setting, you are included in the emergency medical action plan. As a component of the emergency medical action plan, you are required to read, learn, and fully understand all components of the emergency medical action plan at each athletic training clinical site.

Failure to follow the established emergency medical action plan at each site may cause unnecessary injury, or even death, to a patient/athlete. Additionally, failure to follow established standards of care may result in legal proceedings (lawsuits and/or criminal prosecution) against you and/or other parties for negligent action(s) that may have taken place. Any student who does not follow the established emergency medical action plan at a university setting or other assigned clinical site may be dismissed from the clinical site, and possibly the program for failure to follow established standards of care.

Each student should read and understand his/her role in the emergency medical action plan prior to attending the clinical site, and should immediately review the plan with the clinical instructor. This will help in the communication process of the student and the clinical instructor in the case of an emergency.

The student should review the emergency medical action plan at all off-campus sites on the first day of his/her clinical rotation, and/or if he/she is at the clinical site for one specific event. Off-campus sites have their own specific emergency medical action plans that may differ in format than those seen at UWF athletic sites.

This section contains both a “General Overview” of the emergency medical action plan and each individual site emergency plan at UWF. Specific emergency medical action plans at each site should be reviewed at the beginning of each clinical rotation site with the supervising BOC Certified Athletic Trainer.
UNIVERSITY OF WEST FLORIDA
Athletic Emergency Medical Plan

GENERAL OVERVIEW

<table>
<thead>
<tr>
<th>NAME</th>
<th>Pay Phone</th>
<th>Campus Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universal Emergency Phone Number</td>
<td>911</td>
<td>9-911</td>
</tr>
<tr>
<td>Campus Security</td>
<td>911</td>
<td>911</td>
</tr>
<tr>
<td>West Florida Regional Medical Center E.R.</td>
<td>494-3737</td>
<td>9-494-3737</td>
</tr>
<tr>
<td>Baptist Hospital Downtown E.R.</td>
<td>434-4811</td>
<td>9-434-4811</td>
</tr>
<tr>
<td>Baptist Hospital Gulf Breeze E.R.</td>
<td>934-2020</td>
<td>9-934-2020</td>
</tr>
<tr>
<td>West Florida Immediate Care Center</td>
<td>474-8000</td>
<td>9-474-8000</td>
</tr>
<tr>
<td>Baptist Urgent Care Center</td>
<td>208-6400</td>
<td>9-208-6400</td>
</tr>
<tr>
<td>Fieldhouse Training Room (Exam Room)</td>
<td>857-6327</td>
<td>6327</td>
</tr>
<tr>
<td>Satellite Training Room (Sports Complex)</td>
<td>474-2091</td>
<td>2091</td>
</tr>
</tbody>
</table>

STAFF NUMBERS

Arnold Gamber, MS, LAT, ATC (Head Athletic Trainer)
   Office                              474-2142
   Home                                477-5406
   Cell                                850 291-2506

Kaci Noblitt, LAT, ATC (Assistant Athletic Trainer)
   Office                              857-6316
   Home                                
   Cell                                

, (Graduate Assistant Athletic Trainer)
   Home                                
   Cell                                

, (Graduate Assistant Athletic Trainer)
   Home                                
   Cell                                

, ATC/L (Graduate Assistant Athletic Trainer)
   Home                                
   Cell                                

Rich Frazee, MSED, LAT, ATC (Program Director)
   Office                              473-7245
   Cell                                850 529-9639

Chris Dake, MS, LAT ATC (Clinical Coordinator)

Dr. Josh Hackel
   Gulf Breeze
   Home
   Pager
EMERGENCY PLAN RESPONSIBILITIES - Emergency Situation

1. Certified Athletic Trainer at site
   A. Stay with athlete

2. Student A (or head student at site)
   A. Student A will go to nearest Emergency Phone or landline phone and call campus police if at a UWF site or 911 if off site. Use a cell phone if no land line phone is available. Then call the staff numbers in the order listed on the first page if no ATC is present at scene until a staff member is contacted.
   B. When calling the emergency number(s), give the following information:
      1. Identify yourself
      2. Give campus location of patient (i.e. UWF Field House)
         Inform the ambulance service that a student will meet the ambulance and direct them to the patient.
      3. Inform them of what injury is suspected.
      4. Ask if any other information is needed.
      5. HANG UP LAST!!!!
      6. Bring the athlete's personal history information back to the injury site.

3. STUDENT B
   A. Student B will go meet the ambulance at the appropriate entrance or parking lot. May not be necessary if campus police in on scene.

PERSONNEL RESPONSIBILITIES

Certified Athletic Trainer (ATC)
This person will be summoned to the injury site and perform the primary evaluation. The ATC will determine whether the injury warrants further medical assistance. The ATC will remain at the Coliseum for the remainder of the game or practice and then report to the hospital to check on the condition of the athlete.

STUDENT A
This person will be summoned to the injury site to assist the ATC. If needed, STUDENT A will call for the ambulance. After calling for the ambulance STUDENT A will then call campus security, the appropriate hospital emergency room, the appropriate team doctor, and the Head Trainer if not present. After making the necessary calls, STUDENT A will get the athlete's emergency medical information and ride with the athlete to the hospital in the ambulance.

STUDENT B
This person will be summoned to the injury site and assist the ATC. If an ambulance is called, STUDENT B will open the appropriate door and direct the ambulance crew to the patient. STUDENT B will then assist the ambulance crew if needed. STUDENT B will remain at the Coliseum for the remainder of the game or practice. STUDENT B will assume the responsibilities of STUDENT A once he/she leaves with the ambulance. Another student will then be designated to perform STUDENT B's original duties in case of another accident.

WHEN CALLING THE EMERGENCY NUMBER, GIVE THE FOLLOWING INFORMATION:

"I am an athletic trainer for UWF and we have an patient who needs an ambulance. We are at the LOCATION (i.e. UWF Athletic Fieldhouse). The athlete has suffered SPECIFIC INJURY (i.e. Head injury). We will have someone waiting outside to direct you.

Don't hang up until the dispatcher tells you to or until he/she has already hung up! This will insure that they have all of the necessary information."
UWF Sports Complex Soccer Field

Emergency Personnel: Certified Athletic Trainer and athletic training students for practices and competition

Emergency Communications: Emergency call boxes are located at the northeast end of the soccer field at the edge of the parking lot and at the base of stairs coming from parking lot closest to the trailer. Fixed phones located in trailer on top of the hill from soccer field.

**Athletic Training Office: 474-2091**

Soccer Office: 474-2584
Softball Offices: 474-3315 or 474-3316
Certified Athletic Trainer carries cell phone.

Emergency Equipment: (Spine Board, splints) located in the training room of the soccer trailer. During practice/game First Aid is maintained on motorized cart.

Role of First Responder (Certified Athletic Trainer):
1.) Immediate care of the injured or ill individual.
2.) Determine whether situation warrants further medical assistance.
3.) Designate someone to call if students are not available.

Role of Student 1
1.) Emergency equipment and personal information retrieval.
2.) Limit scene to first aid providers and move by standards away.

Role of Student 2
1.) Activation of EMS
   - Emergency call boxes should be used. When call box is opened it will connect directly with Campus police. No Dialing necessary.
   - If for some reason call box is not functioning then use fixed phones. Located in Athletic Training Office (474-2091).
   - Provide name, address, telephone number, number of individuals hurt, condition, first aid treatment, specific directions and other information requested.
2.) Meet ambulance at appropriate entrance or parking lot. (This may not be necessary if campus police are involved.)

Venue Directions: UWF Soccer Field is located approximately 2 blocks on Campus Drive from Davis Hwy. on left hand side of street.
UWF Sports Complex Softball/ Baseball Fields

**Emergency Personnel:** Certified Athletic Trainer and athletic training students for practices and competition

**Emergency Communications:** Emergency call box is located behind bleachers of baseball field at the edge of parking lot. Red call box located directly in front of Concession stand on pole. Certified Athletic Trainer carries cell phone.

**Emergency Equipment:** During practice/ competition First Aid is maintained in Home dugout. Emergency equipment (Spine Board, splints, crutches) located in the training room of the soccer trailer.

**Role of First Responder (Certified Athletic Trainer):**
4.) Immediate care of the injured or ill individual.
5.) Determine whether situation warrant further medical assistance.
6.) Designate someone to call EMS if student is unavailable.

**Role of Student 1**
3.) Emergency equipment and personal information retrieval.
4.) Limit scene to first aid providers and move by standards away.

**Role of Student 2**
3.) Activation of EMS
   - Emergency call boxes should be used. When call box is opened it will connect directly with Campus police. No Dialing necessary.
   - If for some reason call box is not functioning then use fixed phones.
   - Provide name, address, telephone number, number of individuals hurt, condition, first aid treatment, specific directions and other information requested.
4.) Meet ambulance at appropriate entrance or parking lot. (This may not be necessary if campus police are involved.)

**Venue Directions:** UWF Softball/ Baseball Fields are located approximately 1 mile on Campus Drive from Davis Hwy. on left hand side of street.
UWF Tennis Complex

Emergency Personnel: Certified Athletic Trainer and athletic training students for practices and competition

Emergency Communications: Emergency Call box located directly outside of the center court in front of Tennis Club house.
There is also a fixed line located inside the Clubhouse office.
Certified Athletic Trainer carries cell phone.

Emergency Equipment: Athletic Training Staff maintains First Aid supplies during practice and games. Emergency supplies (Spine Board, splints, crutches) maintained in field house training room.

Role of First Responder (Certified Athletic Trainer):
7.) Immediate care of the injured or ill individual.
8.) Determine whether situation warrant further medical assistance.
9.) Designate someone to call for EMS is student is unavailable

Role of Student 1
5.) Emergency equipment and personal information retrieval.
6.) Limit scene to first aid providers and move by standards away.

Role of Student 2
5.) Activation of EMS
   - Emergency call boxes should be used. When call box is opened it will connect directly with Campus police. No Dialing necessary.
   - If for some reason call box is not functioning then use fixed phones.
   - Provide name, address, telephone number, number of individuals hurt, condition, first aid treatment, specific directions and other information requested.
6.) Meet ambulance at appropriate entrance or parking lot. (This may not be necessary if campus police are involved.)

Venue Directions: UWF Tennis Complex
● Davis Hwy. Take a left onto Campus Drive follow this around. Go through Red light at University Parkway. Go up to top of the hill and turn right into parking lot behind Welcome Center. Building 54 on the left is the field house. Go straight down through the parking area and you will see the Tennis Complex on the left-hand side past the Field House.
● University Pkwy. Follow into campus. Turn right at the dead end light this is Campus Drive. Follow to the top of the hill and turn right into parking lot behind Welcome Center. Go through the parking lot pass the field house and you will see the Tennis Complex on the left-hand side of parking lot.
UWF Cross Country Venue

**Emergency Personnel:** Certified Athletic Trainer and athletic training students for practices and competition

**Emergency Communications:** Emergency call box is located at the edge of parking lot near sidewalk down to Cross-Country trailer.
Red phone call box located on the deck of Cross-Country trailer.
Certified Athletic Trainer carries cell phone.

**Emergency Equipment:** First Aid supplies in office of Cross Country Trailer. Emergency Equipment (Spine Board, splints, crutches) is located in field house training room.

**Role of First Responder (Certified Athletic Trainer):**
10.) Immediate care of the injured or ill individual.
11.) Determine whether situation warrant further medical assistance.
12.) Designate someone to call for EMS is student is unavailable

**Role of Student 1**
7.) Emergency equipment and personal information retrieval.
8.) Limit scene to first aid providers and move by standards away.

**Role of Student 2**
7.) Activation of EMS
   - Emergency call boxes should be used. When call box is opened it will connect directly with Campus police. No Dialing necessary.
   - If for some reason call box is not functioning then use fixed phones.
   - Provide name, address, telephone number, and number of individuals hurt, condition, first aid treatment, specific directions and other information requested.
8.) Meet ambulance at appropriate entrance or parking lot. (This may not be necessary if campus police are involved.)

**Venue Directions:** UWF Cross country Venue is located on Campus Lane.
- Davis Hwy. Turn off of Davis Hwy. Left onto Campus Drive. Go to Red light and turn right. Follow around to big parking lot on right hand side of road. Turn into parking lot. This is Cross Country Venue.
- University Parkway. Turn right onto Campus drive. Go to 1st red light and turn left onto Campus Lane. Follow Campus Lane until you see big parking lot on right hand side of road. Turn into Parking lot. This is Cross Country Venue.
Lightning Safety

Lightning is an environmental condition that can cause serious permanent injury or even death in athletic settings. In an effort to reduce the potential of injury in athletic settings, the UWF Athletic Department has adopted a policy related to lightning safety that is used at its athletic settings (practice, game). This policy provides detailed information on lightning detection (“flash-to-bang” method, electronic method); as well a plan of action if lightning is present during all athletic events (practice, game). This policy follows guidelines established by the National Collegiate Athletic Association (NCAA), National Athletic Trainers’ Association (NATA), and Gulf South Conference (GSC).

The UWF Athletic Department’s policy related to lightning safety has been included in this section of the handbook. Each student should read and understand all aspects of this policy. Failure to follow this policy may result in serious injury or death to student-athletes, spectators, athletics support staff and students, and/or yourself.

The Appendix of the “Athletic Training Student Handbook” contains the position statement of the National Athletic Trainers’ Association (NATA) titled “Lightning Safety for Athletics and Recreation”. Students should use the information contained in this position statement if he/she encounters inclement weather at off-campus clinical sites and if there is no established lightning policy for the athletic setting.

The University of West Florida Athletic Department

Lightning Safety Policy

Lightning is a dangerous phenomenon. Athletic teams that practice and compete outdoors are at risk when the weather is inclement. The Athletic Training Staff at the University of West Florida (UWF) has developed a lightning safety policy to minimize the risk of injury from a lightning strike to University of West Florida athletes, coaches, support staff and the fans. To monitor lightning the Athletic Training Staff will utilize both the Flash-to-Bang method AND/OR a SkyScan Lightning Detector. Our policy is in accordance to the NCAA and NATA recommendations regarding lightning safety.

Please follow this policy in the event of severe weather when no lightning is visible. This is to include tornadoes, thunderstorms, or any other types of adverse weather.

GENERAL POLICY: A member of the Athletic Training Staff (certified or student) will monitor the weather and make the decision to suspend activity in the event of imminent lightning. Exceptions will be made for golf, tennis and cross-country, whereby the head coach will have the ability to suspend activity in the absence of a member of the Athletic Training Staff. The decision to suspend activity will be based on:

- The FLASH TO BANG method revealing lightning 6 miles or within (a 30 second count between the flash of lightning and the bang of thunder).

We will use the SkyScan Lightning Detector as an early warning device to help us monitor approaching thunderstorms and lightning.

PRIOR TO COMPETITION: A member of the Athletic Training Staff will greet the officials, explain that we have a means to monitor the lightning, and offer to notify the officials during the game if there is imminent danger from the lightning.

ANNOUNCEMENT OF SUSPENSION OF ACTIVITY: Once it is determined there is danger of a lightning strike the Athletic Training Staff member will notify the head coach and or official and subsequently (via horn or whistle) summon athletes from the playing surface.

EVACUATION OF THE PLAYING FIELD: Immediately following the announcement of activity suspension, all athletes, coaches, officials and support personnel are to evacuate to an enclosed grounded structure.
If you are unable to reach shelter immediately, seek a flat area (do not choose an open area where you will be the highest object) or a ditch without water. Crouch down wrapping your ankles around your knees, lean forward on the balls of your feet, lower your head and wait for the storm to pass.

**THE UNIVERSITY OF WEST FLORIDA:**

**ALL GAME PERSONNEL**

**Tennis match or practice:**
- UWF Courts evacuate to Tennis Clubhouse or UWF Fieldhouse (Bldg 54).
- Roger Scott Tennis Courts to Roger Scott Tennis Clubhouse.

**Softball game or practice:**
- Evacuate to softball locker room (Bldg 210).

**Baseball game or practice:**
- Evacuate to baseball locker room (Bldg 210).

**Cross-country race or practice:**
- Evacuate to Cross Country/Soccer trailer (Bldg 87A) or Group of trees*.

**Soccer match or practice:**
- Soccer Practice Fields - Evacuate to Cross Country/Soccer trailer (Bldg 87A).
- Sports Complex Field - Evacuate to Sports Complex trailer (Bldg 215).

**Golf match or practice:**
- Evacuate to Clubhouse or Group of trees*.

*Individuals should not stand in groups with others or near a single tree. There should be 15 ft between individuals. If possible seek shelter near a group of smaller trees.

**REMEMBER:** an automobile, golf cart, or open-sided shelter may not protect you from a lightning strike so these are not adequate shelters.

**AWAY EVENTS:** A member of the host institution's Athletic Training Staff will discuss emergency procedures and emergency shelters with the visiting athletic trainer who can then inform their coaches and team. If no member of the Athletic Training Staff is available for the visiting team, the host will inform the head coach.

**EVACUATION OF THE STANDS:** During a competition once the official signals to suspend activity, a member of the Sports Information staff will announce via the PA system the following message.

**Softball Game:** Evacuate to your automobiles and seek shelter at the UWF Fieldhouse (Bldg 54).

**Baseball Game:** Evacuate to your automobiles and seek shelter at the UWF Fieldhouse (Bldg 54).

**Tennis Match:** Evacuate to the UWF Fieldhouse (Bldg 54).

**Soccer Match:** Evacuate to your automobiles and seek shelter at the UWF Fieldhouse (Bldg 54).

**Golf Match:** Evacuate to Golf Clubhouse.

**Cross-Country Meet:** Evacuate to Cross Country Trailer (Bldg 87A).

**RESUMPTION OF ACTIVITY:** Activity may resume once a member of the Athletic Training Staff gives permission. This decision will be based on:

- Two consecutive readings Flash to Bang measurements of 6-miles or greater (Greater than 30 seconds between lightning flash and sound of thunder).
DIRECTIONS FOR LIGHTNING DETECTION:
1. Prior to practice or competition, monitor weather forecast to include calling local agencies for up to date information.
2. Monitor the weather for the following: sudden decrease in temperature, increase in air movement, sudden increase in humidity, or visible dark clouds (though these do not have to be present for a lightning strike to occur).
3. Communicate with officials and/or head coach prior to activity about potential inclement weather and the monitoring system in place.
4. Locate the SkyScan unit in an area removed from other electronic devices or machinery, which could cause a false triggering.

DIRECTIONS FOR USING THE SKYSCAN UNIT:
1. Place the SkyScan in the vertical position.
2. Turn the unit on.
3. Turn the tone function on by pressing the tone button for one second. (This must be done every time the unit is turned on).
4. Each lightning stroke detected will result in an audible tone and the corresponding light indicator lighting up. The user must be able to hear the tone and see the indicator light up.
5. The audible tone will sound for approximately one second and the indicator light will blink for 25 seconds.
6. Activity will be suspended when the SkyScan unit detects two consecutive lightning strikes within the 8-20 mile range.

DIRECTIONS ON THE FLASH-TO-BANG METHOD:
Auditory: Flash-to-Bang Theory
   To use this method, count the seconds from the time the lightning “flash” is sighted to when the clap of thunder “bang” is heard. Divide this number by five to obtain how far away (in miles) the lightning is occurring. For example, if fifteen seconds are counted between seeing the “flash” and hearing the “bang”, fifteen divided by five equals three. Therefore, the lightning flash is approximately three miles away.
   - Every five seconds equals one mile
   - If the time between seeing the “flash” and hearing the “bang” is between 15-30 seconds (3-6 miles); teams should take precautions and seek shelter. *The National Severe Storms Laboratory recommends that by the time the spotter obtains a “flash-to-bang” count of fifteen seconds, all individuals should have left the athletic site and reached a safe shelter.

Lightning Detection Procedures for Athletes During Non-Supervised Activities
Examples: athletes using facilities in the off-season, or outside of regular practice hours

Lightning is a dangerous phenomenon. Athletic teams that practice and compete outdoors are at risk when the weather is inclement. The safest measure taken is to proceed indoors whenever you see thunderclouds forming and remain until the storm passes. Just because you can not see lightning does not mean you are not at risk if you are outdoors. Other warning signs of impending bad weather include sudden decrease in temperature, sudden change in humidity, increase in air movement, and visible dark storm clouds (though these are not always present during a lightning strike). The Athletic Training Staff has a lightning detection policy in place for practices and games; however, we are aware that athletes often use UWF’s athletic facilities without supervision. The Athletic Training Staff would like to educate you and encourage you to use the Flash-to-Bang Method to monitor the proximity of the lightning. The Flash-to-Bang Method is an approximation of the distance of the lightning; NO METHOD OF LIGHTNING DETECTION CAN DETECT EVERY STRIKE.

OTHER LIGHTNING SAFETY TIPS:
1. There should be no contact with metal objects (bleachers, fences, golf clubs, bats)
2. Avoid standing in a group and under a single tree.
3. If there is no other shelter you may seek refuge in a hardtop vehicle. It is not the rubber tires that protect you from lightning; it is the hard top metal roof that dissipates the lightning around the vehicle. (NCAA, 1999)
4. The existence of blue skies and/or absence of rain are not protection from lightning. Lightning can strike 10 miles from the rain shaft. (NCAA, 1999)
5. DO NOT LIE FLAT ON THE GROUND.
6. Avoid using a landline telephone.
7. Persons who have been struck by lightning do not carry an electrical charge. Therefore, you can provide care. CPR is what is most often required. Be sure to move the victim to a safe location.
8. If in a forest, seek shelter in a low area under a thick grove of small trees.

**SCRIPT FOR CONVERSATION WITH OFFICIAL:**
Hello, my name is________________. I am a member of the University of West Florida Athletic Training Staff. I would like to speak with you regarding our lightning safety procedures. On site we have a lightning detector which I will use to monitor lightning. In accordance to NCAA recommendations, lightning detected within 10 - 15 miles is considered to pose an imminent threat. Per UWF’s lightning safety policy, when the lightning detector reveals (2) consecutive strikes within the 8-20 range OR the Flash-to-Bang Method reveals lightning less than (6) miles we strongly recommend suspending activity until the danger of a lightning strike has passed. We have a communication system in place to inform all participants and fans.

**PA ANNOUNCEMENT DURING INCLEMENT WEATHER:**
May I have your attention? We have been notified of approaching inclement weather. Activity will cease until we have determined it is safe and the risk of lightning is diminished. We advise you to seek shelter in the following areas:

- **Softball Game:** Evacuate to your automobiles and seek shelter at the UWF Fieldhouse (Bldg 54).
- **Baseball Game:** Evacuate to your automobiles and seek shelter at the UWF Fieldhouse (Bldg 54).
- **Tennis Match:** Evacuate to the UWF Fieldhouse (Bldg 54).
- **Golf Match:** Evacuate to Golf Clubhouse.
- **Cross-Country Meet:** Evacuate to Cross Country Trailer (Bldg 87A)

Though protection from lightning is not guaranteed, you may seek shelter in an automobile with a hard top. Thank you for your cooperation.

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**University of West Florida Body Substance Isolation System**

**Bloodborne Pathogens Guidelines**

I. **Policy**
   It is the policy of the staff at UWF to adhere to the recommendations made by the Centers for Disease Control (CDC) which emphasize the need for all healthcare workers to consider every patient/athlete as potentially infected with the Human Immunodeficiency Virus (HIV), Hepatitis B Virus and/or other bloodborne pathogens. Bloodborne pathogens are microorganisms that can cause disease and are present in human blood and other bodily fluids.

II. **Methods of Transmission of Bloodborne Pathogens**
   A. Human Blood
   B. Semen
   C. Vaginal secretions
   D. Cerebrospinal fluid
   E. Synovial fluid
   F. Contact with contaminated feces
III. Types of Bloodborne Pathogens
A. Hepatitis B Virus (HBV)
   i. Signs and Symptoms
      a. Flu-like symptoms such as fatigue, weakness, nausea, abdominal pain, headache and fever.
      b. Medically, swelling, soreness and loss of function of the liver will be noted
   ii. Treatment
      a. Pre-exposure vaccination against HBV is available
      b. Post-exposure vaccination is also available

B. Human Immunodeficiency Virus (HIV)
   i. Signs and Symptoms
      a. Fatigue, weight loss, muscle or joint pain, painful or swollen glands
      b. Antibodies to HIV can be detected in a blood test within one year after exposure

IV. Athletic Training Materials Classified as Medical Waste
A. Gauze pads and rolled gauze that have been soiled with blood, bodily fluids or secretions
B. Used scalpel blades
C. Used syringes
D. Latex gloves that have been soiled with blood or bodily fluids
E. Towels or uniforms that have inadvertently been used to stop bleeding (those items need to be kept separate from other materials and must be washed separately).
F. **NOTE:** PREVENTATIVE OR SUPPORTIVE TAPING AND WRAPPING MATERIALS THAT HAVE NOT COME IN CONTACT WITH OPEN WOUNDS ARE NOT CONSIDERED INFECTIOUS WASTE MATERIALS.

V. Procedures for Handling Contaminated Materials and/or Treating Athletes
A. Latex gloves are to be worn when it is likely that the trainer’s hands will touch ANY body substance, mucous membrane or non-intact skin.
B. Latex gloves are to be worn for handling all items or surfaces soiled with body substances.
C. Latex gloves are to be changed after contact with each patient/athlete and are to NEVER to be washed or reused.
D. Latex gloves are to be placed in the biohazard waste container, or red bag, immediately after use.
**NOTE:** All contained single use materials shall be disposed of in the following manner: Hold contaminated materials in one gloved hand and peel that glove off and cover materials inside. This glove is then placed in the other hand and the second glove is peeled off in the same fashion. The material is then disposed of in the red biohazard waste container.
E. Sharps objects, these include scalpel blades, syringes, and needles, must be disposed of in a sharps collection box, which is puncture resistant. Never recap a needle or syringe. Dispose of them immediately after use.
F. Pocket masks and/or mouth shields are recommended for CPR and will be made available to all athletic trainers. Athletic trainers should practice with this equipment and keep it readily available at all times.

G. Signs are posted in the Athletic Training facility regarding the handling of pathogen materials.
H. If the carpet becomes soiled with biohazard materials, block off the area and report the incident to the staff athletic trainers. Clean-up will be coordinated with Environmental Health and Safety Office.

VI. Procedures after Handling Contaminated Materials
A. Thoroughly wash hands with soap and water.
B. Wash any skin surfaces with soap and water immediately when contaminated with body substances.
C. Blood and body substances spilled on treatment tables, counter tops, and other surfaces are to be cleaned promptly with a solution of diluted rubbing alcohol (1/4 cup of rubbing alcohol to one gallon of water) or a solution consisting of one part bleach to ten parts water. **ALL CLEANING MUST BE DONE WHILE WEARING LATEX GLOVES.**
D. Soiled linen and elastic bandages will be placed in a red plastic bag and sent to the laundry as soon as possible.
VII. Training Room Procedures to Prevent Transmission of Body Substances
   A. Towels will be used on hot packs at all times.
   B. Towels will be used by one patient/athlete only, and then placed in the laundry receptacle.
   C. Inspect all patient/athletes for non-in contact skin prior to administering whirlpool or immersion treatments.
   D. Be sure athlete’s wounds are well covered during practice or competition.
   E. Electrical stimulation will not be placed over non-in contact skin and should have the patient/athlete’s name placed on them after use.
   F. Hand washing shall be done:
      i. between patient/athlete contacts
      ii. following the removal of gloves
      iii. prior to eating
      iv. after using the toilet facilities
      v. after covering the nose and mouth when coughing and sneezing
      vi. after trash and/or infectious waste disposal
      vii. any time hands are visibly soiled
      viii. after handling soiled laundry

VIII. Procedures in the Event of Direct Contact with Body Substances
   A. Wash hands and other skin that has been exposed to body substances first with a solution of diluted rubbing alcohol and then with soap and water.
   B. Mucous membranes that have been in contact with body substances shall be flushed with water immediately or as soon as feasible.
   C. Athletic training students shall report the occurrence of all exposure incidents to staff athletic trainer immediately. The staff athletic trainer is responsible for the documentation of the incident, including the name of the athlete, name of the trainer, the circumstances of the incident and the protective measures used.
   D. Exposure follow-up and post exposure follow up will be done through the Athletic Training office.

IX. Procedures for Body Substance Isolation while Away from UWF.
   A. When away from the training room in practice, game, or travel situation, infectious waste is to be disposed of in the red biohazard bats that all team trainers are responsible for carrying.
   B. Deposit this red biohazard bad in any infectious waste container as soon as possible.
   C. AT NO TIME IN ANY INFECTIOUS WASTE TO BE DISPOSED OF INTO ANY RECEPTACLE OTHER THAN THE ONE SPECIFICALLY INTENDED FOR INFECTIOUS WASTE.

X. Removal of Biohazard Materials for Disposal
   All biohazard materials are to be placed in the metal biohazard container located in the exam room. Disposal of this container will be coordinated with the Environmental Health and Safety Office.