




**MASTER OF SCIENCE IN** ATHLETIC TRAINING

# Policy and Procedure Manual

## Administrative Approval

The Master of Science in Athletic Training (MSAT) Policy and Procedure Manual contains information on the structure and functional characteristics of the MSAT. This Manual has been approved through appropriate channels and procedures and by Grand View University's Provost and Vice President for Academic Affairs, and the President. Although departments may occasionally wish to publish additional or revised guidelines for certain events and procedures, such guidelines are not effective and may not be implemented until written and through approval by Grand View University's Provost and Vice President for Academic Affairs, and the President.

  
\_\_\_\_\_  
Program Director of MSAT 4-30-2024  
Date

  
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Vice Provost for Graduate and Professional Studies 6-20-2024  
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Provost and Vice President for Academic Affairs 4/30/2024  
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President 05/08/2024  
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## **I. Introduction**

Welcome to the Grand View University Master of Science in Athletic Training (MSAT). As an athletic training student you have moved one step closer to meeting your professional goals and objectives. The MSAT is currently accredited through the Commission on Accreditation of Athletic Training Education (CAATE) through academic year 2033-2034.

### **Disclaimer**

This policy and procedures manual and any accompanying documentation is intended as a general guide for all MSAT students. The materials in this manual are not intended to supersede any campus policies or duplicate material already in print but rather to provide clarification to MSAT specific policies and procedures. This document should not be construed as constituting a formal contract between the MSAT and any person or group of people. The MSAT retains the right to make changes in the academic program, policies and procedures manual and accompanying documents. All such changes will be effective at times deemed appropriate by the MSAT faculty and staff and may apply to enrolled as well as future students in the MSAT program.

## **II. Strategic Alliance**

These four organizations, although separate, work together to promote, develop, monitor, and manage athletic training education. This purpose of this section is to provide additional information on how the three organizations function together and separately.

The CAATE (Commission on Accreditation of Athletic Training Education) is the accrediting body of athletic training programs and is recognized by the Council of Higher Education (CHEA). It provides the standards by which athletic training programs are measured to ensure compliance and competence.

The BOC (Board of Certification, INC.) is responsible for certifying athletic trainers in the United States. It helps to institute and maintain athletic training Standards of Professional [Practice](#) and continued education. The BOC manages the national certification examination for athletic training and monitors continued education to ensure athletic trainers meet a minimum standard for practice at initial certification and have access to continued education with a focus on providing high quality patient care.

The NATA (National Athletic Trainers' Association) was founded in 1950 as the professional association for athletic trainers. The NATA advocates for the advancement of the athletic training profession. This organization also supports individual athletic trainers through engagement and development opportunities at the state, regional, and national level. Specifically, the NATA-ECE (Executive Committee for Education) liaisons with the CAATE and the BOC to help support and influence the future direction of athletic training education.

The NATA Research and Education Foundation (NATA-REF) was incorporated in 1991. The Foundations work is focused on research and education to become a leader

supporting innovative research and educational opportunities advancing health care and inform policy for the benefit of the a physically active population.

### **III. Certification Requirements**

In order to become a nationally certified athletic trainer, you must complete your entry level athletic training education program accredited by the CAATE and pass the BOC certification exam. You must complete all the requirements for graduation and meet the standards of the MSAT at Grand View University to be confirmed to take the BOC certification exam by the MSAT Program Director.

Additional information on the BOC exam and requirements can be found at [www.bocatc.org](http://www.bocatc.org).

### **IV. Non-Discrimination Policy and Procedure**

Faculty, preceptors, and students in the Grand View University MSAT program will work to foster an inclusive environment that recognizes the contributions and supports the advancement of all, regardless of race, ethnicity, national origin, sex, gender, religion, age, marital status, sexual orientation, gender identity and expression, or any other characteristic protected by federal or state law. Prospective students will be evaluated for admission based on their application materials and will not be discriminated against based on any of the aforementioned characteristics.

All Grand View students should familiarize themselves with the university's non-discrimination policy which can be found on page 2 of the Grand View University Catalog. Students who contend that they have experienced or witnessed discrimination either within their program of study or a clinical education site are encouraged to document the incident(s), communicate with program faculty and/or Grand View's Human Resources Department as needed, and complete a report. Support services including Grand View University Counseling Services and Grand View University Accessibility Services are available for the student, whether or not they decide to proceed with a formal complaint.

Upon report of a complaint, the program or appropriate institutional personnel will follow up with the student and develop a plan for managing the incident. Certain cases may require mandatory reporting of the incident to other institutional offices. This plan, to manage the incident, could include a meeting with the student, site placement personnel, and any other relevant parties, to further investigate what was reported. Final resolution could include providing stakeholders with supplemental educational resources or facilitating workplace discrimination and diversity trainings for faculty, site supervisors, and other relevant parties, as needed. Our students' wellbeing is of the utmost importance, and Grand View University has a zero-tolerance policy for discrimination of any type.

## V. Admission Requirements for the MSAT

- A baccalaureate degree earned from a regionally accredited institution, evidenced by an official transcript.
- Transcript(s) that ensure completion of required prerequisites and/or sufficient academic performance
- Complete the [application for admission](#).
- Complete [25 hours of observation](#) under the direct supervision of a BOC-certified athletic trainer.
- Meet the [technical standards](#).
- Current CPR/AED Certification.

### Submit the Following:

- Include a statement of purpose with application that addresses: 1) the student's interest in the program, including the identification of short-term and long-term career goals; 2) the skills and experiences the student will contribute to the program; 3) expectations the student has of the program.
- A professional resume.
- [Two letters of recommendation](#) (one of which must be from a faculty member who can attest to the student's ability to successfully engage in graduate study)
- Documentation of required prerequisite courses:
  - Human Anatomy and Physiology
  - Nutrition or Sports Nutrition
  - Exercise Physiology
  - Psychology
  - Biomechanics or Kinesiology or Physics
  - Statistics
  - Biology
  - Chemistry
- The following requirements will be met after acceptance but prior to the start of classes:
  - Background Check
  - Liability Insurance
  - Up-to-date vaccinations
  - Individual health insurance
  - Physical
- Materials can be submitted through the online GVU application portal or through ATCAS. An interview will be scheduled after application has been submitted.
- Master of Science in Athletic Training (MSAT) requires an earned baccalaureate degree from a regionally accredited institution or evidence graduation will be completed prior to enrollment in the MSAT. Students enrolled in the Grand View MSAT 3+2 or from accredited institutions that have a formalized 3+2 Memorandum of Understanding or Affiliation Agreement with Grand View University's MSAT can complete the first year of the MSAT prior to graduation. Students must provide evidence of earned baccalaureate prior to enrolling in the 2nd year of the MSAT.

## **VI. Technical Standards for Admission and Retention**

A Master of Science in Athletic Training indicates that the graduate has the background necessary to enter the field of athletic training. It signifies that the graduates have the knowledge and skills to enter into a variety of employment and educational settings as well as function in a variety of clinical situations to render a spectrum of patient care. As such all applicants admitted in to the MSAT must meet the following abilities and expectations. Applicants who do not meet the expressed technical standards are encouraged to contact the ATP Director and Student Support Services prior to completing the application to see if accommodations could be made for successful completion of the program.

1. Applicants and students must be able to observe demonstrations and experiments in the basic sciences.
2. Applicants and students must be able to learn to analyze, synthesize, solve problems, and reach conclusions for medical treatment.
3. Applicants and students must have sufficient use of the senses to perform palpation and other diagnostic procedures, manual therapy, and observe and evaluate patients during therapeutic treatments or activities.
4. Applicants and students must be able to relate to patients and the physically active in a manor to establish trust and a professional relationship with them necessary for diagnosis and treatment of injuries or illnesses.
5. Applicants and students must be able to communicate medical information to patients, other health care providers and/or lay persons as part of the continuity of care with clarity, accuracy, and efficiency. They must be able to use multiple modes of communication in a professional manor following standard privacy acts.
6. Applicants and students must have the mental capacity to assimilate, analyze, synthesize, integrate concepts, and problem solve to formulate diagnosis and therapeutic judgements.
7. Applicants and students must have sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques.
8. Applicants and students must be able to understand and speak the English language at a level consistent with competent professional practice.
9. Applicants and students must be able to maintain composure and commitment to complete the educational program as outlined and sequenced in official program documentation.
10. Applicants and students must be able to adjust to changing situations, uncertainty in clinical situations, and emergency situations that may arise during clinical and didactic educational components of the program.
11. Applicants and students must meet the professional and ethical standards of CAATE, NATA, BOC, Grand View University, and associated clinical sites.



Grand View University prohibits unlawful discrimination and encourages full participation by all students within the university community. Students with disabilities may request reasonable accommodation from the University's Director of Accessibility Services following the policies and processes of that office (contact Dr. Crystal Fierro, 515-263-2971 or ([cfierro@grandview.edu](mailto:cfierro@grandview.edu)) The MSAT Program Director, in consultation with the program's Medical Director, must also determine if the student's prescribed accommodations will permit the student to meet the program's technical standards and to do so without jeopardizing clinician or patient safety, undermining the student's clinical education, or placing a clinical site's or clinical preceptor's certification at risk. These considerations apply to all educational experiences required for graduation with the MSAT.

I, \_\_\_\_\_, certify that I have read and understand the technical standards for selection listed above, and I believe to the best of my knowledge that I meet each of these standards without accommodation. I understand that if I am unable to meet the technical standards of the MSAT I will not be admitted or retained by the MSAT.

\_\_\_\_\_  
Athletic Training Student/Applicant Signature

\_\_\_\_\_  
Date

OR

I, \_\_\_\_\_, certify that I have read and understand the technical standards for selection listed above, and I believe to the best of my knowledge that I meet each of these standards with reasonable accommodations, I will contact the MSAT Director to initiate the process with the institution and determine what reasonable accommodations are available. I understand that if I am unable to meet the technical standards of the MSAT with or without accommodations, I will not be admitted or retained by the MSAT.

\_\_\_\_\_  
Athletic Training Student/Applicant Signature

\_\_\_\_\_  
Date

## VII. Mission, Vision, Goals

**Mission Statement:** Grand View University’s Master of Science in Athletic Training (MSAT) program engages, equips, and empowers students to pursue their vocation in the athletic training profession.

**Vision Statement:** The Grand View University MSAT strives to be a leader in Athletic Training Education in the state of Iowa. We will lead by:

- Providing an evidence-based education that prepares students for successful careers
- Delivering education with a commitment to equity for MSAT students, including those who have been underrepresented in higher education and health care
- Blending the strengths of engaging and interactive in-person, virtual, and clinical education experiences to enrich learning
- Continually evolve our educational and professional network to extend our reach for student opportunities

### Goals:

- Students will acquire the knowledge, skills and abilities for competent clinical practice in athletic training
- Diversity, Equity, Inclusion, and Social Justice will be the foundation of programmatic decision making and development of stakeholders within the MSAT.
- The MSAT will deliver high quality education through didactic and clinical education experiences

## VIII. MSAT Curriculum

Master of Science in Athletic Training Courses	Course #	Credits
Foundations of Athletic Training	ATGR 500	1
Introduction to Emergency Care	ATGR 501	3
Evaluation and Management I	ATGR 509	4
Evaluation and Management II	ATGR 510	4
Evaluation and Management III	ATGR 513	3
Patient Centered Approach to Healthcare	ATGR 520	1
Therapeutic Interventions I	ATGR 522	3
Therapeutic Interventions II	ATGR 523	3
General Medical Conditions	ATGR 531	4
Organization and Administration in Athletic Training	ATGR 536	3
Psychosocial Interventions in Athletic Training	ATGR 560	2
Research Methods & EBP in Athletic Training	ATGR 580	3
Seminar in Athletic Training	ATGR 590	3
Clinical I (AT Experience)	ATGR 541	3
Clinical II (Clinical AT Experience)	ATGR 542	3
Clinical III (Immersion Experience)	ATGR 551	6

Clinical IV (Immersion Experience)	ATGR 552	6
Total for AT Major		55

## IX. MSAT Two Year Plan of Study

*(all courses must be taken following two-year plan of study)*

<b>Term</b>	<b>Class</b>	<b>Credits</b>
<b>Fall I:</b>	Foundations of Athletic Training	1
	Evaluation and Management I	4
	Evaluation and Management II	4
	Introduction to Emergency Care	3
	Patient Centered Approach to Healthcare	1
	Clinical I (Athletic Training Experience)	3
	<b>Total Credits</b>	<b>16</b>
<b>Spring I:</b>	Therapeutic Interventions I	3
	Therapeutic Interventions II	3
	Evaluation and Management III	3
	Clinical II (Athletic Training Experience)	3
	<b>Total Credits</b>	<b>12</b>
<b>Summer I:</b>	Research Methods & EBP in Athletic Training	3
	Psychosocial Interventions in Athletic Training	2
	<b>Total Credits</b>	<b>5</b>
<b>Fall II:</b>	General Medical Conditions	4
	Organization and Administration in Athletic Training	3
	Clinical III (Immersion Experience)	6
	<b>Total Credits</b>	<b>13</b>
<b>Spring II:</b>	Seminar in Athletic Training	3
	Clinical IV (Immersion Experience)	6
	<b>Total Credits</b>	<b>9</b>
<b>Total Credits:</b>		<b>55</b>

## **X. Course Descriptions**

### **Foundations in Athletic Training (1 cr.)**

Students will focus on core concepts and foundational knowledge in athletic training to facilitate success. Functional anatomy and athletic training first aid techniques will be discussed and practiced. Prerequisites: Acceptance and good standing in the MSAT program.

### **Evaluation and Management I (4 cr.)**

This course is an in-depth analysis of injuries, illnesses, and conditions specific to the lower body. The course will prepare the student to recognize the clinical signs and symptoms of injury and to explain and apply the current theories of prevention, evaluation, diagnosis, treatment, and appropriate medical referral. Prerequisites: Acceptance and good standing in the MSAT Program.

### **Evaluation and Management II (4 cr.)**

This course is an in-depth analysis of injuries, illnesses, and conditions specific to the upper body. The course will prepare the student to recognize the clinical signs and symptoms of injury and to explain and apply the current theories of prevention, evaluation, diagnosis, treatment, and appropriate medical referral. Prerequisites: Acceptance and good standing in the MSAT Program.

### **Evaluation and Management III (3 cr.)**

This course is an in-depth analysis of injuries, illnesses, and conditions specific to the axial skeleton, and the central and peripheral nervous system. The course will prepare the student to recognize the clinical signs and symptoms of injury, to explain and apply the current theories of prevention, evaluation, diagnosis, treatment, and appropriate medical referral. Prerequisites: Acceptance and good standing in the MSAT Program.

### **Introduction to Emergency Care (3 cr.)**

The students will learn the current methods and theories to assess, identify, and manage medical emergencies including but not limited to traumatic injuries, respiratory and circulatory conditions, environmental illnesses, and other traumatic illnesses. Prerequisites: Acceptance and good standing in the MSAT Program.

### **Therapeutic Interventions I (3 cr.)**

The purpose of this course is to provide students with knowledge and understanding of the human body's inflammatory and healing processes. Students will incorporate knowledge of these processes with the theory of therapeutic interventions currently used in the profession of athletic training to provide patient care. This includes but is not limited to thermotherapy, cryotherapy, electrical stimulation, ultrasound, laser, and manual therapy techniques. Prerequisites: Good standing in the MSAT Program.

### **Therapeutic Interventions II (3 cr.)**

This course will cover the theories and practical knowledge of maximizing the body to prevent and treat injuries and illnesses. This includes but is not limited to exercise,

activity, range of motion, stability, and other types of therapeutic exercise. Theory and application will be incorporated into this course to facilitate the student's understanding and ability to apply the material to multiple populations. Prerequisites: Good standing in the MSAT Program.

**Patient Centered Approach to Healthcare (1 cr.)**

Students will learn how to provide healthcare in a patient-centered manner. This course will facilitate the student's ability to develop a complete understanding of assessment methods to gather patient-oriented evidence, advocate for the health needs of their patient(s), and communicate with patients, family members, coaches, administrators, other healthcare professionals, and other stakeholders. Prerequisites: Good standing in the MSAT Program.

**General Medical Conditions (4 cr.)**

This course will cover general medical conditions found within the multiple systems of the human body. It will focus on the identification and appropriate treatment of common conditions found within the athletic training profession. This course will include but is not limited to the assessment and screening methods used to detect and diagnose general medical conditions. It will also cover the major concepts and theories of pharmaceutical terminology, pharmacokinetics, and pharmacodynamics related to the field of athletic training. Prerequisites: Good standing in the MSAT Program.

**Organization and Administration in Athletic Training (3 cr.)**

Course material will include foundational information of common areas of knowledge and theories found within contemporary management and administration. Historical knowledge will be combined with current theories to develop a holistic perspective on legal and ethical medical care. This will include but will not be limited to medical documentation, health and liability insurance, personnel management, facility design, budget management, drug testing, and pre-participation physicals. Prerequisites: Good standing in the MSAT Program.

**Seminar in Athletic Training (3 cr.)**

This course will prepare students to enter into the field of athletic training. It will focus on the knowledge and abilities of the students in prevention, evaluation, and diagnosis of injuries and illnesses, emergency medical techniques, application of therapeutic modalities, therapeutic rehabilitation, current research in medical care, and utilizing evidence-based medicine in the field of athletic training. Prerequisites: Good standing in the MSAT Program.

**Research Methods & Evidence-Based Practice in Athletic Training (3 cr.)**

The course will focus on the interpretation of statistical procedures and research commonly used in athletic training and the greater field of allied health care. Students will learn to search, examine, evaluate, and apply evidence-based medicine to allied health care. This course will prepare students to develop and conduct evidence-based research projects. Prerequisites: Good standing in the MSAT Program.

**Psychosocial Interventions in Athletic Training (3 cr.)**

This course will focus on the ability to recognize and refer patients who demonstrate sociocultural, mental, emotional, and psychological behavioral issues. This could also include patients with substance abuse problems. The ability to select and integrate coping mechanisms during injury and motivational techniques during recovery and rehabilitation. Appropriate documentation and standardized recording techniques will also be covered. Prerequisites: Good standing in the MSAT Program.

**Clinical I: Athletic Training Experience (3 cr.)**

The athletic training students will spend 180+ hours throughout the semester in an athletic training experience in the high school, collegiate, or clinic setting. The students will track their patient encounters and incorporate and practice skills related to their understanding of common practices within the profession. Appropriate medical documentation and standardized recording techniques will also be covered. Prerequisites: Acceptance into the MSAT Program.

**Clinical II: Athletic Training Experience (3 cr.)**

The athletic training students will spend 180+ hours throughout the semester in an athletic training experience in the high school, collegiate, or clinic setting. The students will track their patient encounters and incorporate and practice skills related to their understanding of common practices within the profession. Athletic training students will expand on previous knowledge and begin to integrate knowledge and skills found within current coursework in the program. Appropriate documentation and standardized recording techniques will also be covered. Prerequisites: Good standing in the MSAT Program.

**Clinical III: Immersion Experience in Athletic Training (6 cr.)**

The athletic training students will spend 360+ hours throughout the semester in an athletic training immersion experience. During this rotation the students will be working towards autonomous practice, under the supervision of certified and licensed (where appropriate) athletic trainers. Students will integrate knowledge and skills to assess, diagnose, and treat patients with orthopedic and non-orthopedic conditions which will be tracked via patient encounters. Athletic training students will expand on previous knowledge and begin to integrate knowledge and skills found within current coursework in the program. Prerequisites: Good standing in the MSAT Program.

**Clinical IV: Immersion Experience in Athletic Training (3 cr.)**

The athletic training student will spend the semester in multiple athletic training settings including experiences working with a non-orthopedic population. The student will incorporate administrative and organizational skills and knowledge in regards to general medical conditions and emergency medicine. Prerequisites: Good standing in the MSAT Program.

## **XI. Course Catalog Statement (MSAT)**

### **Degree Awarded: Master of Science in Athletic Training**

The Master of Science in Athletic Training (MSAT) utilizes a competency-based approach for the delivery of classroom and clinical education. It will combine a comprehensive didactic base with rigorous clinical application. The master's degree requires two years of demanding classroom education with multiple clinical experiences to develop entry-level practitioners in athletic training. Clinical experiences may start prior to and extend past the traditional semester schedule. Students will be informed in advance when this may occur. Application to the MSAT program and meeting the minimum requirements does not guarantee admission. Admission will be based on academic record, field experience, letter of intent, and recommendations. Students must have a completed bachelor's degree by the time of admission or have a degree completion plan that meets the requirements of the program. Please see the Master of Science Athletic Training Student Handbook for the most accurate application requirements and instructions.

### **Learning Outcomes**

1. Develop preventative measures to decrease injuries and illnesses.
2. Perform a clinical evaluation and diagnosis for a patient's medical condition.
3. Activate and perform immediate or emergency care for a patient.
4. Design and perform treatment and rehabilitation protocols to foster healing.
5. Utilize best practices in the organization and administration of health care.
6. Translate evidence into practice.

### **Prerequisites of the MSAT**

Human Anatomy & Physiology, Nutrition or Sports Nutrition, Exercise Physiology, Psychology, Biomechanics/Kinesiology and Statistics

### **Grand View Equivalent courses (Prerequisites of the MSAT)**

BIOL 160, BIOL 165, BIOL 140 or BIOL 320, KINH 391, KINH 371, KINH 376 or PHYS 131, MATH 241, PSYC 101

### **Other requirements for entry**

Athletic Training Observation (25 hrs); First Aid, CPR, AED Certification; Completion of the MSAT Application; Acceptance by the MSAT Admission Committee

### **MSAT Courses**

Foundations of Athletic Training Introduction to Emergency Care, Evaluation and Management I, Evaluation and Management II, Evaluation and Management III, Therapeutic Interventions I, Therapeutic Interventions II, Patient Centered Approach to Healthcare, General Medical Conditions, Organization and Administration in Athletic Training, Psychosocial Interventions in Athletic Training, Research Methods & EBP in Athletic Training, Seminar in Athletic Training, Clinical I, Clinical II, Clinical III, Clinical IV

**Requirements for the degree:**

55 semester credits including: Students must maintain a 3.0 GPA or higher throughout the athletic training curriculum. Course grades of C- or lower will not be counted towards graduation in the MSAT program. Students must also receive a B- or higher in each clinical education course or they will not be allowed to move on to the next clinical experience. Courses may only be retaken once to improve the student's grade. Students who don't meet these or other athletic training program standards will follow the procedures outlined in the current Athletic Training Student Handbook for probation and dismissal. Failure to meet these standards may result in removal from the MSAT program. Students will move through the program in a cohort model. As such each student must start and follow the appropriate course progression as listed in the Athletic Training Student Handbook. The athletic training curriculum is designed utilizing learning over time and thus the didactic education and practical experience will build on material previously presented in the curriculum. Students will only be admitted into the program progression once a year as described in the current Athletic Training Student Handbook.

**XII. MSAT Student Expenses**

Athletic Training Students may incur expenses in addition to those the University "charges" with tuition and fees. The purchase of these items is the responsibility of the student. They may include the following.

- Liability Insurance (Approximately \$40/year)
  - Students are required to purchase liability insurance which must be maintained throughout their formal education in the program. The policy must provide a minimum of \$1,000,000/\$3,000,000 professional liability coverage. Proof of coverage is needed before starting clinical education.
- Criminal Background and Abuse Registry Check (Approximately \$70)
  - Students are required to complete a background check for clearance to complete clinical rotations at hospitals, medical clinics, high schools, colleges, and other venues where athletic trainers practice sports medicine.
- Typhon Student Tracking System (Approximately \$100)
  - Students are required to submit clinical education hours and patient encounters via the Typhon software.
- Immunizations/Vaccinations (Depends on student and health insurance)
  - Vaccinations and additional health requirements as needed for different clinical placements (e.g. TB test, Hepatitis B, MMR, Tdap, Influenza, Varicella, COVID-19).
- CPR Certification
  - Students are required to show proof of professional level CPR certification before starting clinical education. Two examples are: American Red Cross- CPR for the Professional Rescuer and American Heart Association- Health



Care Provider. These must be maintained throughout enrollment in the MSAT.

- Professional Attire
  - Students are required to follow the program dress code policy while engaged in clinical education and may incur expenses to purchase appropriate attire. See Student Dress Code Policy.
- Hawkgrrips Certification (\$994 Course fee)
  - Hawkgrrips Certification is an additional certification in the MSAT intervention course work.
- Transportation to clinical sites
  - Students must provide their own transportation to clinical sites and other off campus locations which may be required for athletic training class or clinical experiences. First year clinical sites may be within a 50-mile radius of the Des Moines metropolitan area. Second year clinical site is variable by placement and student's living arrangement.
- BOC Application fee (\$100), BOC Exam Fee (\$375)
- Textbooks, reference books, and electronic or digital resources (Variable by Year, Approximately \$700 total)
  - Additional technologies/software may be used in specific courses, however the faculty will work to ensure we utilize free options, so as not to add additional costs for the students.
- Technology Requirements
  - Students must have a reliable laptop or tablet with access to high-speed internet.
- Second Year Residencies
  - There are additional expenses associated with an immersion experience at a distance. Students are required to come back to campus for the fall and spring semester residency. This experience is approximately 3-4 days. Travel and accommodations costs are dependent on the distance of travel and living arrangements of the student. There is limited on-campus housing for an additional cost.

\*All expenses are subject to change but will be communicated in timely manner.

### **XIII. Academic Probation and Dismissal Policy**

#### **Academic Probation**

Graduate students will be placed on Academic Probation if their cumulative grade point average falls below the 3.0 required to be considered in Good Academic Standing.

MSAT Students must also achieve a B- or higher in all clinical education courses and not accumulate more than 2 course grades of C+, C or C- towards graduation. Students must meet the requirements of the MSAT Testing and Remediation Policy.

Students will be notified by the University in writing of their probationary status and the status will be listed on the student's official transcript. Students on Academic Probation may lose financial aid and intercollegiate athletic eligibility.

Students on Academic Probation will be expected to improve their academic performance immediately. Students on Academic Probation are in danger of Academic Suspension at the end of that semester. Therefore, they may be required to participate in a formal intervention program.

Students failing to attain these academic standards will be placed on probation until they can retake the appropriate course/s and achieve the listed standard. Students will not be allowed to continue in the program until they can retake the appropriate coursework. Students who need to improve their grade in required Athletic Training courses are limited to one repeat attempt per course. Because the MSAT is taught in a cohort model, the student may need to wait until the next cohort of students is offered the coursework to meet the academic standards. This specifically includes when students achieve:

Three or more C's (C+, C or C-) or

One C (C+, C or C-) or lower in clinical education course (541, 542, 551, 552)

Students will be removed from Academic Probation once they attain a 3.0 cumulative grade point average to be considered in Good Academic Standing by the Graduate Committee.

If students do earn a 3.00 grade point average for all hours attempted during a probationary semester, but do not sufficiently improve their cumulative grade point average to be considered in Good Academic Standing, they will be allowed to enroll for another probationary semester. If students do not earn a 3.00 grade point average for all hours attempted during a probationary semester, they will be placed on Academic Suspension by the Graduate Committee.

### **Academic Suspension**

The Graduate Committee places graduate students on Academic Suspension when students do not meet the minimum 3.0 grade point average in a probationary semester. If a student's GPA indicates inability to be successful in graduate school, the Graduate Committee will suspend a student after an initial semester of graduate school.

The registrar will cancel the registration of students placed on Academic Suspension for current and subsequent academic terms immediately upon notification of suspension.

Students placed on Academic Suspension may be considered for readmission to Grand View University if they satisfy the following requirements:

Apply for readmission to Grand View University. An Application for Readmission may be obtained from the Graduate Admissions Office. Submit official transcripts from all

institutions attended since leaving Grand View regardless of whether credit was earned, if applicable.

Students must petition the Graduate Committee showing evidence of substantial improvement in their ability to perform college level work. Students should speak to the reasons they were suspended and how they have rectified their situation at the time of re-admission.

Completion of these tasks is no guarantee for readmittance and each application will be judged on its own merits.

All requirements for readmission must be completed before the first day of the academic term in which the student wishes to enroll.

Students who successfully petition the Graduate Committee for readmission after this deadline will not be allowed to enroll at Grand View University until the following semester or academic session. Students who satisfy the reinstatement requirements are admitted with probationary status. In addition, students must earn a minimum of a 3.00 grade point average during each term of enrollment until their cumulative grade point average is sufficient to be considered in Good Academic Standing. Failure to satisfy this requirement will result in suspension and permanent dismissal from the University.

Students placed on Academic Suspension may appeal the decision before the Graduate Committee. The appeal process must conclude prior to the end of the first week of the semester or summer term following notification of suspension. Appeals must be submitted in writing to the chairperson of that committee.

#### **XIV. Disciplinary Action to Violations to Policies, Procedures, or Standards of Professional Practice**

Students will receive disciplinary action for the following violation of the MSAT Policies, GVU Policies, and/or the BOC Standards of Professional Practice. Students in an allied health profession are held to the standard of the profession. As such any violation that is directly related to patient care or patient safety will be dealt with appropriately. Violations should be reported to the program administration within 14 days of the incident.

*If it is determined that the incident violates the Grand View University Code of Conduct or Academic Honesty policy and not the BOC Standards of Professional Practice or MSAT Policies the incident will be handled through the university processes. All Sanctions imposed by Grand View University will follow the university grievance or appeal policy as found in the Grand View University Student Handbook. Grievances for MSAT policy violations will follow MSAT probation and suspension and grievance policy.*

***Egregious violations could result in immediate dismissal from the program.***

- Unprofessional Behavior, breach of duty, dishonesty, patient confidentiality, falsifying records, theft/vandalism, substance abuse, not following proper policies and procedures, or placing patients at risk. Each instance will be evaluated individually and result in appropriate sanction.
- The MSAT follows Grand View University's policy on Academic Honesty. Full policy and process can be found in the Grand View University Student Handbook.
- The MSAT follows the Grand View University's policy on Student Code of Conduct and Code of Conduct violations. The full student Code of Conduct is found in the Grand View University Student Handbook. Procedures and sanctions can also be found within this section of the student handbook.

### **Disciplinary Action for Violations to MSAT Policies or Procedures**

*(Does not include academic dishonesty or GVVU Code of Conduct violations)*

#### **1<sup>st</sup> Incident**

- Written and verbal warning
- Record of incident in permanent MSAT student file
- Self-developed plan of action submitted in writing to MSAT Administration

#### **2<sup>nd</sup> Incident**

- Suspension from the program
- Record of incident in permanent MSAT student file
- Self-developed plan of action submitted and accepted by MSAT Administration prior to suspension removal

#### **3<sup>rd</sup> Incident**

- Expulsion from program

## **XV. Student Grade Concerns**

A student who has concerns about a final course grade must follow the institutional grade appeal process in the university catalog. Students who have concerns on a course assignment, a or an improvement plan must first discuss the concern with the course faculty member. If the student is unable to resolve the concern after talking with the faculty member, the student should:

- Notify their academic advisor of the concern.
- Direct the concern in writing to the Program Director.
- If the student is unable to resolve the concern with the Program Director, the student may appeal the decision through the student grievance process.

## **XVI. Student Grievance Policy**

*(Does not include academic dishonesty or GVVU Code of Conduct violations)*

Students who wish to file a grievance for sanctions imposed by the MSAT will follow the following policy:

- Student will report the grievance in writing to the MSAT Program Director within seven days of the imposed sanction.
- The MSAT Student Grievance Panel will meet to discuss grievance and make a decision on the appeal (Grievance Panel includes PD or CEC & two Faculty Members teaching outside of the program but qualified to teach at the graduate level.

- Program Director or designated representative will chair the meeting.
- MSAT Student Grievance Panel will schedule to meet within 30 days after grievance is initiated. If a panel member feels unable to give an un-biased judgement in case, that member should remove themselves from proceedings.
- The purpose of this Panel is to consider grievances related to the program policies, progression or graduation in the MSAT which a student considers not to have been satisfactorily resolved. The committee is to decide if the student has been treated fairly according to existing policies and procedures.
- Committee members will be given a copy of the grievance three (3) days prior to meeting.
- Additional Evidence may be submitted (3) days prior to meeting.
- Grievance meeting is closed to protect confidentiality of the process.
- No attorneys or other legal representatives are allowed at the meeting.
- Witnesses may be called by both the student and the program but Program Director or designated representative can limit the number of witnesses.
- Procedure at Grievance Meeting
  - Chairperson will select secretary
  - Secretary will take notes or record meeting (electronic recording permission will be required if used).
  - All persons name, position, and purpose at the meeting will be stated and recorded (electronically or in writing).
  - Chairperson will read the grievance and moderate the meeting.
  - Faculty or staff involved will present case and may be questioned by panel
  - Student will present statements relevant to case and may be questioned by panel. All matters upon which the decision is based must be introduced into evidence at the hearing.
  - Any witnesses present may respond to questions by panel. Witnesses may not be questioned or challenged by other witnesses or defendant(s) and must respond only to panel questions
  - At conclusion of data gathering, the panel will go into closed session to discuss and vote. Each member will submit one vote (secret ballot) and verdict will be by majority.
  - Decision will be made in writing from the committee to the student and faculty or staff member involved. This will include specific action(s) and rationale for the decision.
  - Record and evidence will be kept by Program Director for 3 years after panel meeting.

## **XVII. Testing and Remediation Policy**

The MSAT has developed the following testing policy to prepare students to challenge the BOC exam, an essential component to becoming a credentialed Athletic Trainer.

- Students must achieve a 70% or higher on each exam in a didactic course and 75% in any clinical course within the program (e.g. written, practical).
  - Students must successfully complete remediation in two attempts or they will be required to retake the course.

- If a student scores below the aforementioned percentages on an exam (prior to exam revisions), they are required to the following procedure:
  1. Meet with the course instructor to develop a remediation plan to demonstrate student learning for the topic areas they did not demonstrate understanding. This may include repeated demonstration of skills, retaking the exam, or another activity to demonstrate that you understand the information.
  2. The course instructor is responsible for reaching out to each student who falls below the benchmark within 48 hours
  3. The student is expected to respond and meet with the course instructor within 7 days following the exam score being posted.
  4. The student and course instructor will agree to a process and timeline for remediation.
  5. Once the remediation is completed, your course instructor will send confirmation of completion.
  - 6.
  7. The student's progress will be halted in the event they are unable or unwilling to comply with the remediation plan. This will be documented and sent to the Program Director and included in the student's file. Student will need to retake the course to demonstrate their understanding of course material.

### **XVIII. Improvement Plan Procedures**

Students may be required to complete an improvement plan to support their success in the MSAT. An improvement plan will be developed by the student and appropriate faculty member, preceptor (when appropriate) and approved by the Program Director. Some instances where an improvement plan may be required include (but are not limited to): low mid-term course grade, being placed on academic probation, low clinical evaluation scores, etc.

Each improvement plan should include:

- Current challenge that needs to be addressed
- 2-3 specific action items that will support the student in addressing the challenge
- Specific support needed from the faculty member or other personnel on campus

The student and faculty member will meet to discuss and develop the improvement plan. Once complete, the plan should be sent to the Program Director for final approval.

### **XIX. Educational Records Policy**

The MSAT follows the Grand View University policy on Education Records and the Family Educational Rights and Privacy Act of 1974. Please refer to the Grand View University Student Handbook for clarification of this policy.

### **XX. Communication Expectations**

When Classes are in session, students are expected to check and respond to their Grand View email or other predetermined line of communication within 48 hours during the

normal work week. Students are also expected to check and respond to emails every 1-2 weeks during the summer to ensure they don't miss any important program related communications. Please communicate with program faculty if this will not be possible over the summer months.

Program faculty are expected to respond to student emails within 48 hours during the work week and within one week during the summer (unless otherwise communicated to students).

## **XXI. Conflict Resolution Process**

Students are expected to approach preceptors, faculty, or other stakeholders directly when a conflict occurs. Students may consult with another faculty member to get feedback and/or discuss strategies for effective conflict resolution. If the student approaches the individual for conflict resolution and does not feel the situation has been resolved, they should approach the Clinical Education Coordinator for any Clinical Education conflicts or the Program Director for any academic conflicts.

## **XXII. Academic & Clinical Education Attendance Expectations**

**Academic Attendance:** MSAT courses do not have specific attendance policies, we ask that students respect the program and the time commitment that it takes to become a successful athletic trainer. It will be very difficult for students to be successful in this program without consistent class attendance. However, we understand there may be times when a student needs to miss class for various reasons. Students are expected to communicate with program faculty prior to the missed class or as soon as reasonably possible. For online courses students are expected to communicate with their instructor when they would be unable to fulfill the academic expectations of the course.

**Inclement weather:** Students should use their discretion to ensure safe travel due to inclement weather. Program faculty will communicate at least 1 hour prior to the start of class for changes based on the weather. These changes may include: delay in the start of class time, move to a virtual course meeting, and/or independent coursework to be completed in lieu of missed class time. Students should communicate with their preceptor when inclement weather may impact their clinical education.

**Clinical Education Attendance:** Clinical education is an integral component of athletic training education. Students are expected to work with their preceptors to schedule clinical education experiences to meet the clinical expectations in the following policy. Students may be expected to engage in clinical education experiences on weekends, as determined by their preceptors. Absences should be communicated to the preceptor a minimum of 24 hours prior unless it is the result of emergency or extenuating circumstances. Students must have 1 day off from clinical education every 10 days. Students who will be missing more than 2 days of clinical in one week due to school closing, preceptor absence, preceptor illness or student illness must communicate this to the clinical education coordinator.

## **XXIII. Student Dress Code Policy**

- During student clinical education, athletic training students are required to meet the minimum standards of the policy and to wear their name badge at all times.
- Students, faculty, and preceptors provide high quality health care services to patients. It is therefore unacceptable to wear attire that would compromise patient trust or professional integrity. Students are required to adhere to the dress code regardless of whether or not their preceptor wears or permits what the program has determined as unacceptable. Students must also meet the standards of the clinical site or preceptor if these standards exceed the MSAT Dress Code Policy.
- For clinical rotations with health care professionals:
  - Grand View University MSAT name tag
  - Grand View University or affiliated site polo or shirt
  - Dress shirts, plain polo, or site-specific shirt are also acceptable, if they meet the requirements of clinical rotation.
  - All shirts should be of an appropriate length and must have sleeves that cover both shoulders.
  - Dress pants or polyester athletic pants (e.g., joggers, track pants)
  - Dress shorts or athletic shorts of appropriate length (must reach mid-thigh at minimum)
  - Closed-toe and closed-heel athletic or dress shoes
  - Other previously approved MSAT attire with program logo
- For clinical rotations with health care professionals in a physician office or medical center:
  - Business causal dress following the minimal guidelines
  - Scrubs that meet the clinical site's and preceptor's guidelines
- All clothing should be clean, in good condition and fit properly. Clothing should not have any holes or tears, should cover midriff and cleavage.
- Accessories, jewelry, hair and fingernails should not interfere with patient care (e.g., falling on or touching patients, providing a vector for disease transmission)
- Remember, you now represent the Master of Science in Athletic Training and the profession of athletic training. You must present yourself in a professional manner that places patient care as your first priority. Anything that takes away from this will not be tolerated.

## **XXIV. Clinical Education Policies**

### **Clinical Hour and Patient Encounter Requirements**

Students are required to engage in clinical education experiences that allow for increasing levels of autonomous clinical practice as they progress through the MSAT. Students will submit patient encounters and hours via Typhon weekly to track their clinical education experiences and progression. Students are expected to work with their assigned preceptor to schedule clinical education experiences outside of scheduled course meetings times to ensure they meet and/or exceed the minimum clinical education expectations for the



semester. Students in ATGR 541 and 542 may not exceed 25 hours per week; and students enrolled in ATGR 551 and 552 may not exceed 45 hours per week during the academic year. Students enrolled in ATGR 551 may exceed 45 hours per week during their pre-season experience. All students must have one day off every 10 calendar days.

	Minimum Patient Encounters	Weekly Patient Encounters Avg	Minimum Hours	Weekly Hours Avg
ATGR 541 (3 cr)	105	7-12	180	10-20
ATGR 542 (3 cr)	105	7-12	180	10-20
ATGR 551 (6 cr)	150	10-15	360	25-40
ATGR 552 (6 cr)	150	10-15	360	25-40

### **Supervision of students**

Students must be supervised by a credentialed healthcare provider to engage in clinical education. Students are assigned to a preceptor, who must be on site and available to intervene on the student's behalf to ensure appropriate patient care is provided. First year students should be directly supervised, until the preceptor understands their level of skills and abilities to allow for some indirect supervision of clinical practice. Second year students will work with their preceptors to complete an autonomous clinical practice form. This form allows preceptors and students to discuss the student's level of skills and abilities and identify areas where they may provide patient care without direct supervision. Preceptors maintain responsibility for ensuring the care provided is appropriate and should determine when the communication about care occurs (At the time of care or after patient care has been provided).

Students may engage in learning experiences with other healthcare providers at their clinical site, however that individual must be an approved preceptor of the Gvu MSAT program or their assigned preceptor must be on-site. Students who are engaging in clinical education with another preceptor at their clinical site, should submit their hours and patient encounters via Typhon to the preceptor they are primarily supervised by that day. Second-year students may go off-site with another Gvu MSAT approved preceptor for single-day activities that provide valuable learning experiences to the students, as deemed appropriate by their assigned preceptor. Any repeated off-site activity for second-year students, needs to be approved by the CEC, this request may be made by either the student or preceptor.

### **Clinical Site Orientation**

Students must be oriented to the clinical site, prior to engaging in patient care. The orientation must include (but not limited too):

- Review of site-specific emergency procedures – location of EAPs and AEDs

- Review of blood borne pathogen exposure control plan, location of hand washing station or hand cleanser, and location of personal protective equipment
- Review of site-specific policies and procedures – including documentation and maintenance of protected health information
- Review of site-specific communicable and infectious disease protocol

The Rotation Introduction Form, includes a checklist of the items above and will be completed and signed by each student and preceptor. The student will then submit the form via Typhon.

### **Clinical Skills**

Students must be instructed on the performance of clinical skills prior to performing those skills on patients. Instruction may occur in the classroom, laboratory, or clinical setting by faculty, instructors, guest lecturers, or preceptors.

### **Clinical Immersion Compensation**

Students may be compensated for their time while engaged in clinical immersion. This compensation may include hourly compensation, housing stipend, or both. Students being compensated for clinical immersion must submit a copy of the work agreement to the Clinical Education Coordinator or Program Director for review and approval before the award of compensation. This review will ensure that the expectations for receiving compensation are not in direct conflict with program policy for clinical immersion.

### **Clinical Education Incomplete Policy**

Students can make up a maximum of two weeks of clinical education. Students must be on track to meet the minimum course requirements to be considered for an incomplete. An inability to complete the clinical requirement (incomplete) before the next coursework session starts will halt the student's progress. Students will work directly with the course instructor to finalize the incomplete requirements. Not all students will receive an incomplete. Please speak with your course instructor and the Clinical Education Coordinator to discuss the institutional incomplete process.

## **XXV. Clinical Evaluation Procedures**

### **Procedures for low mid-term and final evaluation scores for preceptors**

Preceptors and/or clinical site who are scored low (2 or below; infrequently or rarely) on the knowledge integration, communication, critical thinking, teaching, or clinical site scales will be flagged for review. The students are asked to describe any low scores in these areas on the evaluation form. The Clinical Education Coordinator will review this information and contact the student if any additional information about the preceptor or clinical site is needed. The Clinical Education Coordinator will then contact the preceptor to discuss the low score and identify strategies to improve the score. Preceptors and/or clinical sites who score low in a subsequent evaluation after the initial meeting, may be removed as a preceptor and/or clinical site if there is no progress towards improvement.

### **Procedures for low mid-term and final evaluation scores for students**

Students who are scored low (2 or below; infrequently or rarely) by their preceptor on the professional behaviors portion of the evaluation will be flagged for review. Preceptors are asked to describe any low scores on this area of the evaluation form. The Clinical Education Coordinator will review this information and contact the preceptor if any additional information about the student is needed. The student will be required to meet with the Clinical Education Coordinator to discuss the low score and develop an improvement plan to correct the behavior. Students who fail to make improvements and demonstrate progress may be placed on probation.

### **XXVI. Requirements for Clinical Experiences Not Required by the Program**

Students are not required to engage in clinical education when not enrolled in courses to meet the requirements of the MSAT degree. However, if students wish to pursue these opportunities, they must be registered for ATGR 599. Any student who would like to pursue this option should contact the Clinical Education Coordinator and identify the clinical site, preceptor, and specific learning goals of the experience. All clinical sites for these experiences must have an affiliation agreement (and memorandum of understanding, where required) on file one month prior to the start of the term.

While enrolled as a student in the MSAT program, students may not engage in any athletic training internships, observation experiences, or provide any athletic training services without an affiliation agreement on file.

### **XXVII. Outside Employment and/or Athletic Participation**

Students in the MSAT are not prohibited from securing part-time employment or participating in athletics, clubs, or organizations on campus. However, we strongly encourage students to discuss the time commitments and typical MSAT student schedule, prior to pursuing those opportunities. Students should ensure they can meet the expectations for coursework and clinical education, while also engaged in other activities. Students who fail to meet the expectations may be asked to develop an improvement plan to help ensure success in the MSAT program.

Any second-year student who is participating in athletics on-campus, will not be able to pursue a clinical immersion placement for ATGR 551 or ATGR 552 in the Athletic Training Facility at GVU.

### **XXVIII. Communicable Disease Policy**

The purpose of the Grand View University MSAT Communicable Disease Policy is to protect the health and safety of all individuals, which includes: MSAT students, faculty, staff, preceptors, and patients. It is designed to provide guidance when dealing with management of students with infectious or communicable diseases. This includes any disease or condition that can be transmitted from one person to another through, direct contact, air, vehicle, or vector.

**Prevention:** Students have to maintain appropriate immunizations for health care workers. Students have to complete Blood Borne Pathogen Training (BBP) and must be familiar with the BBP Exposure Plan. Students are required to use proper hand washing techniques and Universal Precautions.

**Managing Potential Infection:** Patient care should not be performed on an individual who has active signs or symptoms of a communicable or infectious disease. They should instead be referred to appropriate medical provider. Student should remove themselves from class or clinical rotation if they have active signs of a communicable or infectious disease. They need to report to preceptor, clinical coordinator, or appropriate faculty member and obtain appropriate medical care. The clinical coordinator, preceptor or other appropriate faculty member can remove a student from a clinical rotation at any time when a communicable or infectious disease is suspected. Student is required to maintain communication with preceptor and clinical coordinator on progression of disease or medical care and approximate return.

## **XXIX. Blood Borne Pathogen Policy (BBP):**

The purpose of this plan is to minimize or eliminate the exposure of program personnel to blood borne pathogens and other potentially infectious materials in compliance with The Department of Labor Occupational Safety and Health Administration (OSHA) Blood Borne Pathogen standards. This policy only applies to those individuals directly associated with the MSAT.

### **Individuals with Occupational Risk:**

Preceptors in the Athletic Training Program

Faculty in the Athletic Training Program

Athletic Training Students

*These individuals must comply with the BBP Exposure Control Plan.*

### **Exposure Control Plan:**

- Each clinical site will maintain Universal Precautions to be used during exposure to body fluids. At a minimum the following will be available: Latex or equivalent gloves and biohazard bags, CPR masks or breathing barriers, hand washing stations or hand sanitizer and sharps containers where applicable.
- All specimens of blood or other potentially infectious materials shall be treated as infected. Universal Precautions will be used at all times. Contaminated materials shall be disposed of in biohazard bag. If material is not saturated and a biohazard bag is not available, material can be disposed of in normal trash receptacle. Biohazard bags must be processed through normal facility procedures.
- The BBP Exposure Report Form will be completed for any incident in which potentially infectious agent comes in contact with eye, mouth, or other mucous membrane, or non-intact skin during clinical rotation.
- If athletic training student is exposed, they will need to report this directly to their preceptor and to the Clinical Education Coordinator. The infected body part must

be washed immediately with soap and warm water or area should be flushed with water for 15 min.

- The source individual should be assessed for risk of infection, consent obtained and individual should be sent for testing as soon as possible. If source is unknown or testing cannot be completed, exposed individual should be sent for risk assessment and post-exposure testing at a physician of their choice. Neither Grand View University MSAT nor its affiliated sites assume responsibility for a student's possible BBP exposure. Any costs associated with exposure will fall on the responsibility of the student. Preceptors may or may not be compensated for follow-up care based on their employer's normal operating procedure.
- The BBP Incident Report Form will be completed and turned into the Clinical Education Coordinator. In a case where the infected individual refuses medical care, this needs to be reported on post exposure form.
- Yearly training will be completed with MSAT students, faculty, and staff.

### **XXX. HIPAA, FERPA, BBP, CPR**

Prior to engaging in clinical education each academic year, students must complete annual HIPAA, FERPA, and Blood borne pathogen training. Students must score 100% on each quiz prior to beginning their clinical education experiences.

Students must maintain CPR certification throughout the entirety of the MSAT program.

Any questions about specific incidents should be directed to the Clinical Education Coordinator or the preceptor responsible for the site.

### **XXXI. Social Media Policy**

Best Practices:

- Understand and follow the rules of each particular social media site.
- Remember the Internet is permanent. Even if you delete something on the Internet, it still exists.
- Be honest, respectful, and positive.
- Remember many different audiences will see your posts, including fans, alumni, children, students, student-athletes, parents, staff, faculty, etc.
- Be professional and polite.
- Be accurate. If you make a mistake, own up to it and correct it quickly.
- Do not post when your judgment is impaired in any way.
- Use the privacy/security settings made available on social media sites.
- Do not post anything that you would not speak about openly in a work place or public, such as comments on drug use, sexual humor, skin color, or ethnic slurs.

**The following are prohibited uses of social media and will result in disciplinary action.**

- Posting anything private, confidential, or sensitive.

- Posting comments that attack an Athletic Training student, Preceptor, Faculty, student-athlete, coach, or athletic administrator from any institution or clinical site.
- Posting information, photos, or other representations of sexual content, harassing language, inappropriate behavior or items that could be interpreted as demeaning or inflammatory.
- Posting information, photos, or other representations of athletes (receiving care from an Athletic Trainer, Physician, Nurse, or any other medical professional).
- Commenting on student-athlete injuries, playbooks, rosters, officiating or any other team information that should remain confidential.
- Making friend request, follow, etc. student-athletes or patients, who are under the age of 18, at any time while you are enrolled in the MSAT program (before, during, or after your placement at a specific clinical site).

## **XXXII. Confidentiality Statement**

*As part of your interaction with those seeking health care at affiliated clinical site and with Grand View University's MSAT approved preceptors, you will be exposed to information regarding individual's medical records, health status, and possibly educational records. All of this information is considered to be confidential and remains the private rights of the individual being treated or visiting the site. This information is federally governed by HIPAA and/or FERPA.*

As a student involved in the MSAT at Grand View University, I understand that I may be exposed to sensitive and confidential information regarding patient medical information or educational records.

I understand that what I learn and observe through my involvement in this program with regards to personal patient information or other confidential or protected information is not to be discussed.

I also understand that I cannot access confidential information for any reason other than for that which I have been asked to do by my supervisor, preceptor, or MSAT faculty or staff.

I understand that the BOC Standards for Professional Practice, serve as guidelines with regards to information I may be presented. I further understand that I am subject to both the HIPAA and FERPA regulations.

I understand that I am jeopardizing my opportunity to pursue the practical aspect of the athletic training experience and potentially subjecting the University to litigation for the violation of confidentiality as outlined in the document. A violation of this policy would result in disciplinary action by the MSAT Program Director, which could result in termination from the program.

## Appendix A. Student Signature Page

For each policy below, please initial to acknowledge that you have read and understood the policy and/or procedure.

<b>Initials</b>	<b>Policy</b>
	Non-Discrimination Policy
	MSAT Student Expenses
	Academic Probation and Dismissal Policy
	Disciplinary Action to Violations to Policies, Procedures, or Standards of Professional Practice
	Student Grade Concerns
	Student Grievance Policy
	Testing and Remediation Policy
	Improvement Plan Procedures
	Educational Records Policy
	Communication Expectations
	Conflict Resolution Process
	Academic and Clinical Education Attendance and Expectations
	Student Dress Code Policy
	Clinical Education Policies
	Clinical Evaluation and Procedures
	Requirements for Clinical Experiences Not Required by the Program
	Outside Employment or Athletic Participation
	Communicable Disease Policy
	Blood Born Pathogen Policy
	HIPAA, FERPA, BBP, & CPR
	Social Media Policy
	Confidentiality Statement
<b>Printed Name</b>	
<b>Date</b>	
<b>Signature</b>	

**Appendix B. BBP Exposure Reporting Form**

Grand View University MSAT has indicated that I am an individual that faces possible exposure to BBPs. The MSAT provided me with training on infection control and risk of disease transmission in Athletic Training.

On \_\_\_\_\_, 20\_\_\_\_, I was involved in an exposure incident when (describe incident)

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I have decided to go for follow-up care at \_\_\_\_\_ and (circle one) will or will not provide testing results to the MSAT.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Director Signature

\_\_\_\_\_  
Date

I have refused to have a follow-up examination of my own free will and volition.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Director Signature

\_\_\_\_\_  
Date