



UNIVERSITY of NORTH CAROLINA WILMINGTON

SCHOOL of HEALTH AND APPLIED HUMAN SCIENCES

MASTER OF SCIENCE
in
ATHLETIC TRAINING

STUDENT POLICY & PROCEDURES HANDBOOK
2021 – 2022

**School of Health and Applied
Human Sciences (SHAHS)**

601 South College Road C/B 5956

Wilmington, NC 28403-5956

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Handbook Acknowledgement

Acknowledgement of Receipt and Understanding of the 2021-2022 MSAT Athletic Training Policy and Procedures Manual

I acknowledge receipt of the University of North Carolina Wilmington Master of Science in Athletic Training 2021-2022 Student Handbook.

By signing this statement, I agree to abide by all guidelines contained herein. I understand the School of Health and Applied Human Sciences has the right to periodically review and update its procedures and guidelines in order to serve the needs of the University of North Carolina Wilmington, the Athletic Training Program, and to respond to mandates of the North Carolina State Legislature, North Carolina Board of Governors, University of North Carolina System Board of Trustees, federal government, and other regulatory and accrediting agencies.

The 2021-2022 MSAT Athletic Training Policy and Procedures Manual is not all inclusive of all University of North Carolina Wilmington and College of Health and Human Services guidelines, policies, procedures, and regulations. The College of Health and Human Services and School of Health and Applied Human Sciences reserve the right to change, rescind, or include additional procedures and guidelines in the University of North Carolina Wilmington Master of Science in Athletic Training 2021-2022 Student Handbook. I understand that such changes may occur without notice. I also understand this page will be kept in my student file in the office of the Athletic Training Program Coordinator until graduation. A copy can be made available for my records, upon request.

Signature: _____

Print Name: _____

Date: _____

Confidentiality Statement

This Agreement by the Athletic Training Student or Pre-Athletic Training Student Will Help Maintain Confidentiality and Privacy of Records Pertaining to Patients, Clients, Faculty, and Staff.

I, _____ (Print Name) understand that in my capacity as an Athletic Training Student at the University of North Carolina Wilmington (UNCW), I may have access to confidential and private records of student athletes, faculty and staff and/or pertaining to the university. I understand that under federal law and university policy, student athletes records are protected from disclosure to third parties unless pursuant to narrow exceptions and that other confidential records must not be disclosed.

I agree to maintain the confidentiality and privacy of all such records while an athletic training student at UNCW and after my graduation from the Athletic Training Program at UNCW. I shall not, directly or indirectly, communicate to any person other than the Director of Sports Medicine; Team Physician; Athletic Training Program Coordinator; Preceptor; or Supervising staff Athletic Trainer, any information concerning such records. I understand that any such disclosure may be grounds for probation, suspension or termination from the Athletic Training Program at UNCW.

Signature of Athletic Training Student

Date

Introduction

On behalf of the faculty, administration, staff, and student body, welcome to the University of North Carolina Wilmington Master of Science in Athletic Training. We hope that this will be the beginning of a successful career in Athletic Training. Your success in this program depends largely on the effort you put forth in the classroom and in the clinical setting. Remember, you are preparing yourself for a career as a health care professional.

Purpose

The purpose of this manual is to provide the Athletic Training student with guidelines and policies for academic and clinical experiences. Policies and procedures are provided to not only instruct the Athletic Training student in proper procedures but also to maintain consistency and assure the health and safety of patients with whom the Athletic Training student may be working. The policies and procedures outlined in this manual will serve as a guideline for dealing with any situations that may arise.

General Description of the Program

The MSAT program is an accredited, limited access program designed to prepare students for a successful career as a qualified health care professional educated and experienced in the management of health conditions. Admission to the program is gained through completion of required criteria set forth by the School of Health and Applied Human Sciences, and is a competitive process. Successful completion of the program qualifies students for the national Board of Certification (BOC) Examination.

Mission Statement

The mission of the UNCW Athletic Training Program is to provide our students with a comprehensive, educational and clinical foundation on which to build a career in Athletic Training. Our curriculum consists of evidence-based content and instruction in the prevention, recognition, evaluation and rehabilitation of physically active patients. Upon successful completion of this program, our students are eligible to sit for the Board of Certification examination.

Vision

The vision of the UNCW Athletic Training Program is to be recognized as a leader in the field of Athletic Training by contributing to and advancing the knowledge base of injury prevention, injury recognition, injury management and inter-professional collaboration. Through the acquisition of evidence-based information and the use of new techniques and research, UNCW Athletic Training will serve as a model for community partnerships and innovative programming.

Program Student Learning Outcomes

Graduates of the Master of Science in Athletic Training Program will:

1. Be prepared for an entry-level position in Athletic Training in a variety of settings with a wide range of athletic populations.
2. Demonstrate specific knowledge in the field of Athletic Training as demonstrated by passing the national Board of Certification (BOC, Inc.) examination for athletic

trainers.

3. Be recognized as prepared for entry-level positions or advanced study in Athletic Training by external constituencies, program faculty, potential employers, and self-evaluation.
4. Find ready employment in the field of Athletic Training.

Program Goals

1. Develop the critical thinking, decision-making, and communication skills necessary for success in Athletic Training, allied health care, and a broader spectrum of professions in today's society.
2. Expose students to hands-on experiences, clinical settings, and professionals representing a wide range of allied and medical health care professions.
3. Provide a foundation for success predicated on both a didactic and clinical knowledge base.
4. Provide an effective and interactive learning environment for students wishing to pursue a career in Athletic Training.
5. Create an environment consistent with quality health care for the athletes/patients in the clinical setting, while achieving the educational goals of the student and the

Practice of Athletic Training

Most states require some form of governmental regulation for one to practice Athletic Training. This regulation can be in the form of licensure, state certification, or state registration. While a student in the UNCW Athletic Training Program, students **MUST** be aware that providing Athletic Training services in the absence of a Preceptor is in violation of the State of North Carolina Practice Act for Athletic Trainers.

Once certified by the Board of Certification (BOC), in most cases, achieving state regulation simply involves an application and application fee. In some states the completion of a rules examination or knowledge examination is also required. It is also important to be aware that having a history of a criminal record, such as a felony, may prevent one from obtaining a license to practice Athletic Training in certain states.

Accreditation Status

The Athletic Training Program at the University of North Carolina Wilmington is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). CAATE is the agency responsible for accreditation of entry-level Athletic Training educational programs. CAATE is sponsored by the American Academy of Family Physicians (AAFP), The American Academy of Pediatrics (AAP), the American Orthopedic Society for Sports Medicine (AOSSM), and the National Athletic Trainers' Association, Inc. (NATA).

The program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE) until 2028.



The Commission on Accreditation of Athletic Training Education:

CAATE
6850 Austin Center Blvd., Suite 100
Austin, TX 78731-3184
P: 512-733-9700
Toll Free: 844-462-2283
F: 512-733-9701
Website: <http://caate.net/>

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Athletic Training Program Application and Admission

Admission Requirements

In order to be admitted to the UNCW Master of Science in Athletic Training program, students must participate in a selective admissions procedure. Enrollment in the program is limited and students can only enter during the Summer II session of each academic year. In addition to being admitted to the Athletic Training Program, students must also apply directly to the University of North Carolina Wilmington Graduate School to be considered for admission.

Students must meet University admission requirements, as well as requirements for admission to the degree, listed below:

- Meet the technical standards for admission or show potential for accomplished tasks
- Undergraduate degree from a regionally accredited college or university
- Minimum of 3.0 GPA from undergraduate coursework
- Personal statement in 1000 words or less describing primary career goals, most direct influence on choice to become an Athletic Trainer, your attributes related to the field of Athletic Training, and why you should be selected to the Athletic Training major
- Three (3) letters of recommendation
- Personal interview with the UNCW Athletic Training faculty and staff (via Zoom or in person)
- Must complete a secondary application with ATCAS:
<https://atcas.liaisoncas.com/applicant-ux/#/login>

Prerequisites

Applicants must demonstrate completion of prerequisite courses with a minimum grade of “C” of at least one course at the undergraduate or graduate levels in each of the following subject areas:

- Human Anatomy & Physiology I and II (labs ARE required)
 - or 1 semester of Human Anatomy and 1 semester of Human Physiology
- General Chemistry I (lab preferred not required)
- General Physics I (lab preferred not required)
- General Biology I (lab preferred not required)
- Medical Terminology
- Exercise Physiology
- Nutrition
- General Psychology
- Statistics
- Biomechanics/Kinesiology (recommended not required)
- Technical Writing (recommended not required)

Observational Hours

Students applying to the Athletic Training program are required to complete and record 50 hours of observation with a practicing Certified and/or Licensed Athletic Trainer. Observation hours must be completed in an Athletic Training setting (e.g. high school, college, university, or professional sports venue), sports medicine clinic, or other emerging practice setting.

Observation forms are available on ATCAS.

Additional Admission Requirements

Applicants must have obtained a Bachelor's degree from a regionally accredited academic institution (or foreign equivalent with satisfactory completion of the TOEFL).

Applicants must demonstrate an undergraduate GPA of 3.0 or higher (some exceptions are permissible).

Applicants must be CPR (with AED for adult, infant, and child) and First Aid certified. You will need to upload a copy of your certification cards to [ATCAS](#).

Technical Standards

Athletic Training education requires that the accumulation of scientific knowledge be accompanied by the simultaneous acquisition of skills, professional attitudes, and behaviors. Standards presented here are prerequisite for admission and graduation from the University of North Carolina Wilmington Athletic Training Program (the "Program"). All courses in the Program curriculum are required in order to develop the essential skills necessary to become a competent practitioner.

All candidates must have aptitude, abilities, and skills in each of the five skill areas specified below. Technological compensation can be made for some handicaps in these skill areas, but a candidate should be able to perform in a reasonably independent manner. The use of a trained intermediary would mean that a candidate's judgment must be mediated by someone else's power of selection and observation. Therefore, third parties cannot be used to assist students in accomplishing curricular requirements in the five skill areas specified below. Reasonable accommodation can be made, as appropriate, as long as the integrity of the Program is upheld.

The University of North Carolina Wilmington is committed to the principles of equitable and accessible education and to providing reasonable accommodations to students with disabilities. The Program endeavors to provide reasonable accommodations for qualified individuals with disabilities who apply for admission and are enrolled as athletic training students.

Should, despite reasonable accommodation (whether the candidate chooses to use the accommodation or not), a candidate's existing or acquired disability(ies) interfere with patient or peer safety, or otherwise impede their ability to complete the Program's educational program and advance to graduation or certification, the candidate may be denied admission or may be separated or dismissed from the program.

The Program will consider for admission any applicant who demonstrates the ability to perform or to learn to perform the skills listed in this above. Students will be judged not only on their scholastic accomplishments, but also on their physical and emotional capacities to meet the full requirements of the Program curriculum, and to graduate as skilled and effective practitioners.

Observation and Perception

Candidates must be able to accurately perceive, by the use of senses and mental abilities, the presentation of information through:

- Small group discussions and presentations
- Large-group lectures
- One-on-one interactions
- Demonstrations
- Laboratory experiments
- Patient encounters
- Diagnostic findings
- Procedures
- Written material
- Audiovisual material

Communication

Candidates must be able to communicate skillfully (in English) with faculty members, preceptors, other members of the healthcare team, patients, families, and other students, in order to:

- Elicit information
- Perceive, acknowledge, and respond to nonverbal communication
- Convey information, verbally and in writing
- Clarify information
- Create rapport
- Develop therapeutic relationships

Motor Coordination or Function

Candidates should have sufficient motor function and coordination of both gross and fine muscular movements, equilibrium and functional use of the sense of touch and vision to:

- Attend (and participate in) all classes, groups, and activities in the curriculum
- Examine patients
- Elicit information from patients by palpation, auscultation, percussion, and other diagnostic maneuvers
- Execute motor movements reasonably required to provide general care and emergency treatment to patients including cardiopulmonary resuscitation, application of pressure to stop bleeding, application of bandages for wound care, patient transport, and manual therapies
- Perform in a reasonably independent and competent way in sometimes chaotic clinical environments

Intellectual, Conceptual, Integrative, and Quantitative Abilities

Candidates must be able to demonstrate higher-level cognitive abilities, which include:

- Rational thought
- Measurement
- Calculation
- Visual-spatial comprehension
- Conceptualization
- Analysis
- Synthesis
- Organization
- Representation (oral, written, diagrammatic, three dimensional)
- Memory
- Application

- Clinical reasoning
- Ethical reasoning

Professionalism: Mature and Ethical Conduct

Candidates must be able to:

- Consistently display academic integrity, fairness and respect for others.
- Promptly complete all assignments and responsibilities attendant to the diagnosis and care of patients
- Communicate with, examine, and provide care for all patients—including those whose gender, ethnicity, culture, sexual orientation, gender identity, or spiritual beliefs are different from candidates' own
- Develop mature, sensitive, and effective relationships, not only with patients but with all members of the Program and healthcare teams
- Maintain sobriety in all academic and clinical environments, and refrain from the illegal use of substances at all times
- Abide by all state, federal, and local laws, as well as all University of North Carolina Wilmington codes of conduct
- Tolerate physically, emotionally, and mentally demanding workloads
- Function effectively under stress, and proactively make use of available resources to help maintain both physical and mental health
- Adapt to changing environments, display flexibility, and be able to learn in the face of uncertainty
- Take responsibility for themselves and their behaviors

The Program will consider for admission any applicant who demonstrates the ability to perform or to learn to perform the skills listed in this above. Students will be judged not only on their scholastic accomplishments, but also on their physical and emotional capacities to meet the full requirements of the Program curriculum, and to graduate as skilled and effective practitioners.

Candidates are asked to address the following questions in consideration of these technical standard requirements:

1. Is the candidate able to reasonably observe demonstrations and participate in skill laboratories?
2. Is the candidate able to reasonably analyze, synthesize, extrapolate, solve problems and reach diagnostic and therapeutic judgments?
3. Does the candidate have reasonably sufficient use of the senses of vision and hearing and the somatic sensation necessary to perform an assessment examination?
4. Can the candidate reasonably be expected to relate to patients and establish sensitive, professional relationships with patients?
5. Can the candidate reasonably be expected to communicate the results of the examination to the patient and to his or her colleagues with accuracy, clarity and efficiency?
6. Can the candidate reasonably be expected to learn and perform assessment tests and procedures?
7. Can the candidate reasonably be expected to perform with precise, quick and appropriate actions in emergency situations?
8. Can the candidate reasonably be expected to display good judgment in the assessment and treatment of patients?

9. Can the candidate reasonably be expected to possess the perseverance, diligence, and consistency to complete the Athletic Training Program curriculum and enter the practice of Athletic Training?
10. Can the candidate reasonably be expected to accept criticism and respond by appropriate modification of behavior?

Students with Disabilities

UNCW is committed to the principles of equitable and accessible education and to providing reasonable accommodations to students with disabilities. Students with disabilities apply under the same guidelines as other students. If a student feels a disability has had an impact on grades, course choice or standardized admission test scores, the student may request consideration of this in the admissions process. Documentation of the disability and its relationship to the failure to satisfy a specific UNCEW requirement should be submitted with the application for admission.

The UNCW Disability Resource Center coordinates learning assistance to eligible students with disabilities. Course related assistance and accommodations such as reader services, interpreters, alternative exam administration, note takers and adaptive equipment are available through this office.

Application Process

Apply to Our Program

The application process for the UNCW Master of Science in Athletic Training consists of two steps, application through ATCAS (the Athletic Training Centralized Application Service) and application to the UNCW Graduate School. These two steps are outlined below.

To apply, please follow these instructions:

Step 1

ATCAS

Create an account in ATCAS and follow the directions to complete the application.

<https://atcas.liaisoncas.com/applicant-ux/#/login>

Official Transcripts

Submit transcript verification of completion of a bachelor's degree and completion of the prerequisite courses to ATCAS using the Transcript Request Form. If you have not completed your bachelor's degree or all prerequisite courses at the time you apply, you will be able to submit final verification later. Transcripts should be mailed to:

ATCAS

P.O. Box 9132
Watertown, MA 02471

Recommendation Letters

Three letters of recommendation are required. You can request the letters via the ATCAS system.

Personal Statement

Complete the personal statement describing prior experiences, accomplishments, and career goals using the prompt on the ATCAS application.

Step 2

UNCW Application

Click the link below to submit a UNCW Graduate online application:

Note: The UNCW Master of Science in Athletic Training can be found on the Graduate Application within Summer II.

<https://uncw.edu/gradschool/admissions/application/>

Process for Student Selection to the Program

Upon receipt of completed applications through ATCAS, the Athletic Training faculty will conduct initial review of the applications. Applicants will be evaluated based on:

- Undergraduate GPA
 - Overall
 - Prerequisite courses
- Personal statement
- Letters of recommendation
- Observation evaluations

Qualified applicants will be asked for an on-campus or video conference interview with the Athletic Training faculty and staff.

Once feedback from all faculty, clinical mentors, and current students has been collected, the program administrative team selects the top candidates and offers program admission.

Once Selected to the Program

Initial selection into the program is provisional, based on physical examination, passing a criminal background check, passing a drug test, and completion of all necessary immunizations. These will be submitted and approved through CastleBranch, Inc. Admitted students will receive a packet with all the necessary information at that time.

CastleBranch requirements

- Physical examination
- Criminal background check
- Drug test (9-panel + Oxy + MDMA)
- Immunization or titer for the following:
 - Measles, Mumps, and Rubella (MMR)
 - Varicella (chicken pox)
 - Hepatitis B
 - Tetanus, Diphtheria and Acellular Pertussis (TDap)
 - Polio
 - Tuberculin Skin Test (TST/PPD)
 - Influenza
- Bloodborne pathogens training

The Master of Science in Athletic Training at UNCW is a rigorous academic and clinical program that runs for 23 consecutive months. Aside from the open summer in the second year that is reserved for clinical opportunities outside of Wilmington, the students should plan on remaining in the Wilmington region for the duration of the program. Due to the compressed nature of the program, there are limited scheduled breaks for holidays, etc.

Courses begin in the last week of June in the initial summer of enrollment. The course schedule in the summer session is very time intensive. Courses run from 8am – 4pm Monday through Friday for the entire month of July.

****Start dates for courses and clinical experiences may vary by academic year****

Retention Standards

As a student in the Athletic Training Program you must:

- Enroll as a full-time student.
- Maintain a cumulative grade point average of 3.0 or higher.
- Achieve satisfactory evaluations in each Clinical Experience course before progressing.
- Successfully complete coursework in the sequence indicated by the program of study, unless approved by Athletic Training Program Coordinator.
- Abide by the Code of Ethics of the University, the College of Health and Human Services, and those established by the National Athletic Trainers' Association and the Board of Certification
- Maintain current CastleBranch account

Failure to meet the above standards may result in dismissal from the program.

Academic Progression

Students proceed through the program in cohorts and are required to complete all the courses each semester with a grade of “B-“ or better in order to progress to the next semester. Failure to earn at least a “B-“ in any course requires the student to retake the course when it is offered the next year. The student is NOT allowed to progress with clinical experiences until the course is remediated.

Students must maintain a 3.0 GPA in the Athletic Training courses each semester. Failure to meet the 3.0 GPA will result in the student being placed on academic probation. Probation includes the development of a study plan and progress meetings with the Program Coordinator and may include attending mandatory study sessions. Two consecutive semesters on probation may result in the student being dismissed from the program. Students who do not complete the requirements will be dismissed from the program and may re-apply for the next cohort.

Remediation

In the case that a student does not maintain a 3.0, they must undergo remediation. Remediation may consist of additional content assessments and additional meetings with Faculty. Remediation contracts will be set up with Faculty on an individual basis. Failure to meet the terms of the contract will result in dismissal from the program.

Assessment of clinical skills is done via practical exams in various courses. Failure to earn a 70% or better on a practical exam does not demonstrate competence of that clinical skill. In the event that a student fails to earn a 70% on any practical exam, they must be re-evaluated on that clinical skill until they demonstrate competence. Their final grade for that exam will be the average of the non-passing and passing scores.

Graduation Requirements

- Maintenance of 3.0 GPA
- Completion of clinical education hours
- Completion of 60 course credits
- Preceptor Evaluations of Satisfactory or better

UNCW Annual Cost of Attendance

- Each college or university determines an estimate of how much it will cost to attend school. An estimated cost of attendance (COA) is designed to assist students with their educational expenses for the academic year.
- An estimated cost of attendance (budget) includes *direct* and *indirect* costs. *Direct* costs include charges a student pays directly to the university, for example, tuition and fees. *Indirect* costs include expenses the student will likely incur but will not pay directly to the university. Transportation is an example of an indirect cost.
- Each student's cost of attendance is based upon full-time enrollment and residency. After the drop and add period each semester, the cost of attendance will be reduced to reflect less than full-time enrollment.
- The cost of attendance is **not a final bill** but is an estimate of educational expenses for the period of enrollment.
- 2021-2022 tuition and fees are subject to approval by the NC Board of Governors.

UNCW Cost of Attendance Table

View UNCW Cost of Attendance at <https://uncw.edu/finaid/cost.html>

Athletic Training Program Fees

Description	Fee
Student Liability Insurance (paid through registration of clinical classes)	
Athletic Training Apparel	~\$80.00
CastleBranch Requirements Immunization record tracking Criminal Background Check Drug testing	~\$93.00
CastleBranch recheck (Year 2)	~\$58.00
CPR/AED for the Professional Rescuer Two-year certification	~\$32.00 ~\$19.00 recertification
BBP Training	~\$15
ID Badge required for off campus clinical sites	~\$15.00
Flu Shot	~\$20.00 annual requirement
TB Test	~\$15.00 annual requirement

Fees are paid for by the students and monitored via the purchase of CastleBranch and by the Clinical Education Coordinator. Fees may fluctuate annually base on market value, facility requirements and students individualized health insurance. Upon acceptance into the MSAT, students will be required to pay the fees listed above. Some of these fees will need to be renewed on an annual basis.

Academic Curriculum

A total of sixty (60) graduate credit hours are required for the Master of Science in Athletic Training (MSAT) degree. Twelve (12) of these hours will be in Clinical Practicum, where students will complete at least 1000 hours of clinical education under the supervision of an approved Preceptor.

The program has no language requirement.

Required Courses for 60 Credit Hours

MSAT Program Course Sequence

Year 1	Credits
Summer	
ATR 510 – Foundational Skills in Athletic Training	3
ATR 512 – Documentation in Athletic Training	1
ATR 515 – Anatomical Basis of Clinical Practice in Athletic Training	3
Fall	
ATR 501 – Clinical Practicum I	2
ATR 520 – Physical Examination – I	4
ATR 530 – Therapeutic Modalities	4
ATR 545 – Nutrition and Health Promotion Across the Lifespan	3
Spring	
ATR 502 – Clinical Practicum II	2
ATR 525 – Physical Examination II	4
ATR 535 – Therapeutic Exercise	4
ATR 590 – Research Methods and Evidence-Based Medicine	3
Year 2	
Summer	
ATR 503 – Clinical Practicum III	4
Fall	
ATR 504 – Clinical Practicum IV	2
ATR 540 – Spine, Posture, and Movement Assessment	4
ATR 550 – General Medical Conditions	3
ATR 555 – Psychosocial Aspects for Athletic Training	3
Spring	
ATR 505 – Clinical Practicum V	2
ATR 560 – Administration and Leadership in Athletic Training	3
ATR 565 – Pharmacology and Pathophysiology	3
ATR 596 – Capstone in Athletic Training	3
TOTAL ACADEMIC CREDITS	60

Please Note:

Students must be available nights and weekends for clinical assignments as needed. Students should be aware that this is a considerable time commitment and should plan accordingly.

On a typical day, students must be available from 8am-12pm for class and from 2pm-7pm for clinical education (times vary depending on clinical site). Students must also be available nights and weekends for clinical assignments as needed.

There will be additional costs (above tuition and fees) for the clinical rotations. Costs may include, but are not limited to, professional association fees, uniforms, and travel expenses related to clinical education. Transportation is needed for all off-campus clinical sites. Each student will have a minimum of two off-campus assignments.

Academic Integrity of Students

Athletic Training students are awarded the Master of Science in Athletic Training in recognition of successful completion of course and clinical work. Each individual is expected to earn his or her degree on the basis of personal effort. Consequently, any form of cheating on examinations or plagiarism on assigned papers constitutes unacceptable deceit and dishonesty. Disruption of the classroom or teaching environment is also unacceptable. Unprofessional behaviors cannot be tolerated in the university community and will be punishable, according to the seriousness of the offense in conformity with established rules and procedures.

Academic integrity is the foundation of the University of North Carolina Wilmington's commitment to the academic honesty and personal integrity of its University community.

Academic integrity is grounded in certain fundamental values, which include honesty, respect and fairness. Broadly defined, academic honesty is the completion of all academic endeavors and claims of scholarly knowledge as representative of one's own efforts. Knowledge and maintenance of the academic standards of honesty and integrity as set forth by the University are the responsibility of the entire academic community, including the instructional faculty, staff, and students.

Please refer to the following webpage on the Graduate Studies website for detailed information on the Academic Integrity policy:

https://uncw.edu/odos/documents/honor_code_12-13.pdf

Disciplinary Action

The Athletic Training Program Academic Performance Review Committee may recommend disciplinary action for any unethical and/or non-professional behavior or other misconduct.

Clinical Information

The clinical education component of the UNCW Athletic Training Program is designed to provide “real life” learning experiences for students following classroom and laboratory competence. The clinical experiences are encompassed within five educational courses totaling 12 credit hours. Within each course, students are assigned to supervising Preceptor on the campus of the University of North Carolina Wilmington, as well as to those working at off-campus affiliated sites.

All aspects of the clinical experience emphasize cooperative and collaborative learning among students as well as directed practical applications from a certified Athletic Trainer or other health care provider. Although all students will have specific required clinical experiences and specific competencies for each clinical course, it is expected that an agreement is formed between the student and Preceptor at the site, defining specific learning opportunities provided at that facility.

The criteria used in the placement of students include the qualifications of the Preceptors, the commitment of the Preceptors in the administration of teaching, adequate patient resources for teaching and the presence of up-to-date equipment and resources. Students are assigned multiple week rotations providing a wide range of upper extremity, lower extremity, general medical conditions, and equipment intensive hours. Students will have opportunities to receive experience in high-risk and low-risk sports, as well as individual and team activities. Students will also experience athletic practices and competitive events in a variety of men and women’s sports. Most experiences occur in a traditional team setting however opportunities at affiliated sites include, but are not limited to clinical, and professional athletic settings.

All students are required to successfully complete the four-phase clinical component of the curriculum. Clinical assignments are delineated to facilities providing comprehensive health care services, including but not limited to, practice and game preparation, injury/illness evaluation, first aid and emergency care, follow-up care, rehabilitation and related services.

The Athletic Training Program Coordinator and Clinical Education Coordinator decide placement of students with approved Preceptors. Throughout the program, students are assigned a variety of 14-week rotations.

Travel Policy

Athletic Training Students are responsible for providing their own transportation to and from their clinical assignments. Clinical assignments are made in several off-campus clinical affiliate sites.

Athletic Training Students are encouraged to travel, with the athletic team, as a part of their clinical education whenever possible. If given the opportunity, students must be accompanied by a Preceptor and follow all other guidelines of the Student Handbook. Before traveling, it is the students’ responsibility to communicate with their assigned

preceptor about all expenses that will be incurred and the responsible parties. Only time spent performing athletic training duties may count as clinical hours.

Expected Clinical Time Commitment

Students will be required to accumulate between 120-200 hours per semester the first year, and 300-500 hours per semester the second year, as part of the clinical education plan. This averages out to 10-15 hours per week in year one, and 20-30 hours per week in year two. There will be variation in the number of hours the student will be in the assigned clinical rotation depending on the Preceptor to which the student is assigned and the demands of the clinical assignment.

- Some exceptions to the hour accumulation guidelines may be considered depending on the clinical rotation. Decisions are considered on an individual basis.
- Any concerns in obtaining sufficient clinical hours should be addressed with the Clinical Education Coordinator.

The clinical courses also require immersive experiences which are practice-intensive experiences that allows the student to experience the totality of care provided by athletic trainers. Students must participate in the day-to-day and week-to-week role of an athletic trainer. These experiences will be outlined within each clinical course's syllabus. ATR 503 is a unique clinical course as it is a completely immersive experience occurring during the summer.

Hour Logs

You are required to keep track of your own hours utilizing the duty hours tracking system on E*value (e-value.net) and are required to have your hours verified by your Preceptor on a weekly basis. If you notice that you are accumulating too many hours (or not enough hours) during your rotation, please talk over your schedule with your Preceptor. Adjustments may be able to be made to allow you to have a valuable experience. You may often go over 15 hours per week during peak season, but over the course of the semester, this should average out.

Orientation to the Site

The student must contact the assigned Preceptor at least 2 weeks prior to the scheduled start of the rotation. Please schedule a time to visit your clinical site and Preceptor prior to starting your rotation. The Preceptor will orient you to his/her clinical site.

This orientation will include:

- A tour of the facility
- A review of the Emergency Action Plan for each venue at the facility
- A review of the Blood Borne Pathogen Policy for each venue at the facility
- A review of dress code and professional expectations for the facility
- A discussion with the student to plan mutual goals for the rotation

- A review of Preceptor expectations
- Schedule planning

Personal Appearance

Athletic Training students are expected to use discretion with apparel, make-up, perfume, cologne, and jewelry. No attention causing hairstyle or accessories may be worn. If students have any concerns, contact an Athletic Training staff member or the Athletic Training Program Coordinator immediately. A student's appearance not only represents his/her personal style but the University of North Carolina Wilmington, its faculty, staff, physicians, donors, and alumni, as well as the Athletic Training profession. Please note that the Preceptor reserves the right to request that you leave the clinical setting if in his/her opinion you are not presenting yourself professionally.

Dress Code while at the Clinical Sites

All students should wear an Athletic Training/sports medicine shirt worn with khaki, or black shorts or pants. The uniform is always to be worn when representing the UNCW Athletic Training Program whether the student is on-campus or at an off-campus assignment. Athletic or tennis shoes must also be worn during all clinical experience hours. All shoes must have a closed toe. Sandals, flip-flops, etc. are not permissible!!! No blue jeans, jean shorts, cut-offs, short shorts, tank tops or low-cut shirts are allowed. It is extremely important that we always dress and look professional. The public often perceives and may judge the student's abilities by his/her general appearance. UNCW sports medicine tee shirts are allowed during outdoor preseason practice and conditioning sessions or when specified by your supervising Preceptor. Hats are only allowed when outside. Hats are not to be worn in the classroom. Students not abiding by the dress code will be sent home from the clinical rotation that day and may be documented for an infraction.

Students may be given clothing from their non-university Preceptor/site for which they are assigned. This attire should be worn as the Preceptor recommends. Regardless of what the Preceptor allows or disallows as it relates to clothing and personal appearance, it is important to remember that you are always representing UNCW and will be required to look professional. If at any time you are unsure as to whether your appearance is professional, please seek the consultation of the Clinical Education Coordinator.

Clinical Education Infraction Notification

Absence from a clinical assignment, repeated tardiness, inappropriate attire, misconduct, and/or failure to submit evaluations on time may result in an infraction. A Preceptor or classroom instructor will electronically submit the infraction notification (concern card) via E-value.net. The Clinical Education Coordinator will be notified of the submission, and the concern card will be placed in the student's file. As a result, there may be a significant reduction in the Clinical Experience course grade.

Evaluations

Preceptors will complete evaluations on each student at the mid-rotation and at the end of each rotation. Students will complete evaluations on their Preceptors at mid-rotation and end of each rotation. All evaluations will be completed electronically through E*value. The end rotation evaluation counts as a percentage of your clinical course grade. Each Preceptor will also receive an aggregate of the student's evaluation scores once they have received more than 3 evaluations. You will receive reminder emails to complete your evaluations. Late evaluations will impact your professionalism grades in each class.

Due Dates for Clinical Evaluations will be listed in the Clinical Class Syllabi

Clinical Site Visits

The Program Coordinator, Clinical Education Coordinator or their designee will conduct at least one clinical site visit each semester. The purpose of these visits is to observe the Athletic Training students in their clinical rotation and to facilitate communication with the student and the Preceptor regarding the student's progress and experience at the clinical site.

UNCW MSAT Communicable Disease and Blood-borne Pathogen Exposure Control Plan

All athletic training students and preceptors are responsible for following Occupational Safety and Health Administration (OSHA) Guidelines, UNCW institutional Communicable Disease policy, and the Exposure Control Plan/Blood Borne Pathogen Policy as outlined in the UNCW Athletic Training Policies and Procedures Manual when dealing while dealing with bodily fluids.

The UNCW institutional Communicable Disease Policy Can be found [here](#).

Professionalism Guidelines

As a health care profession recognized by the American Medical Association (AMA), UNCW's Athletic Training Program promotes and encourages behaviors that reflect the values, standards and codes of practice for which its membership will be held accountable. As such, the University of North Carolina Wilmington Athletic Training Program faculty encourages the Athletic Training students to acquire and exhibit desirable professional attributes. This assessment of professionalism will be left to the discretion of the professor. Students should refer to examples below, the Board of Certification (BOC) Code of Ethics, and other documents related to professional behavior. **Examples may include, but are not limited to, unprofessional behavior, unexcused or excessive absences, unexcused or excessive tardiness, classroom disruption, inappropriate use of technology in the classroom, not being prepared for classroom discussion, inappropriate dress, etc.** If you have any questions regarding professional behaviors, please discuss your concerns with the

professor of the class.

Attendance and Tardiness

Attendance at **ALL** classes and clinical experiences is expected! Formal attendance will not always be taken in class, but excessive tardiness and/or absences may result in further disciplinary action. If you are aware of an impending absence, you must inform your instructor/preceptor proactively. Failure to inform the instructor/preceptor ahead of time is deemed unprofessional.

Students are expected to be in class or clinicals ready to start at the assigned time. Tardiness is unprofessional and will not be tolerated.

Communication

Communication is extremely important in health service professions. You will have the opportunity to interact with numerous professionals on a daily basis either in person or through electronic communication. It is extremely important that you communicate properly. Physicians and faculty should be addressed as Dr. XXXX in written and verbal communications unless instructed otherwise by that individual. E-mail communication must remain professional. Introductions, such as “hey” etc., are unprofessional.

Remember, you are representing not just you, but the Program, the University, the Faculty and the profession of Athletic Training. Be aware that inappropriate postings on social networking sites that depict you, the program or the profession in less than a professional manner will not be tolerated and is a violation of the professionalism policy.

Dress and Grooming

Athletic Training students are part of the College of Health and Human Services. CHES students, at all levels of education and training, are expected to maintain a proper professional image in their behavior and personal appearance at all times. During pre-clinical time, students are expected to wear clean, appropriate apparel (shirts, pants, shorts, dresses, skirts, etc) to all academic functions and on the premises of the CHES. Any time students have contact with patients in the non-athletic setting (shorts are not to be worn. The UNCW Athletic Training polo and slacks may be worn, or appropriate professional attire such as slacks and a shirt or blouse and close-toed shoes may be worn. Conservative attire is a must.

People express themselves in many different ways, and the recent trends in body piercing, tattooing, and unique hairstyles certainly fall under self-expression. The faculty enjoys the diverse backgrounds of the students in the program. However, because the clinical sites are athletic training students are pursuing an education in a professional medical field, self-expression should be restricted while working with patients. All athletic training students must practice good hygiene. Hair should be kept neat and out of the way.

Outside Commitments

Outside employment and/or other commitments that potentially interfere with academic or clinical obligations is **STRONGLY DISCOURAGED** while you are in the Athletic Training Program. Students **WILL NOT** be excused from class or clinicals for outside commitments. Outside activities cannot interfere with academic performance.

Due to excessive time commitments and potential breach of confidentiality, MSAT students are unable to participate as a student athlete in intercollegiate athletics at UNCW.

Use of Technology in the Classroom

Technology is a wonderful tool and students will have access to the UNCW wireless network in the classrooms. Often students will utilize laptop computers to complete assignments in class. However, inappropriate use of technology can hinder learning.

Inappropriate use of technology (surfing the web, Facebook, texting, playing on-line games, etc) is disrespectful to both the presenter and your classmates and is unprofessional.

Cell Phone Policy

Students are not allowed to use cell phones in class. Please turn them off as you enter the classroom and keep them stored out of sight in your backpack, purse, or pocket. Texting during class is considered unprofessional.

Interpersonal Policies

Preceptors

Athletic Training Students will be supervised by their Preceptors at all times while in the clinical setting. They are encouraged to discuss educational, clinical, and personal issues with their Preceptors whenever an appropriate time presents itself. **It is unacceptable to date or socialize with Preceptors. Students should not be asked to join Preceptor social media (Facebook, Instagram, etc) and students must not ask Preceptors to join their social networking sites. Such behavior will not be tolerated.**

Team Physician/Allied Health Care Professionals

Athletic Training students will have the opportunity to meet and work with the team physicians and their designees. The physicians will act as medical advisors to the Athletic Training staff regarding prevention of injuries, care of injuries, and post injury/surgery rehabilitation. The physicians have absolute authority in determining the physical well-being of a student athlete who wishes to participate in athletics. Students will learn a great deal by observing and listening to these health care professionals as they evaluate athletes with various injuries and conditions.

Students are also encouraged to ask questions at the appropriate times.

Coaches

Possessing the ability to “work and play well with others” is a crucial part of being a team member. Athletic Trainers and coaches have the common goal of placing the top team on the field in order to provide the best opportunity to win. Frustrating situations sometimes occur, but for the most part, these can be minimized by effective communication and constant follow-up. Athletic Training students, under the supervision of their Preceptors, will be called upon to communicate with coaches concerning injuries to their athletes. To earn the coaches’ respect and trust, it is important to always be thorough, concise, and professional. Treat all coaches with integrity, respect, and courtesy, and expect the same from them. **It is unacceptable to date or socialize with coaches or support staff and is looked upon as an unprofessional behavior. Such behavior will not be tolerated.**

Student Athletes

Treat all athletes with integrity, respect, and courtesy, and expect the same from them. Strive to combine friendliness and concern with professionalism. Confidence and respect will be gained by exhibiting a basic knowledge of athletic injuries and proficiency in Athletic Training skills. In time, Athletic Training students will gradually learn the attitudes, temperaments, and peculiarities of individual athletes, and will learn to use this insight to foster a professional relationship with them. Athletic Training

students should encourage athletes to adhere to all the rules and regulations pertaining to them while in the Athletic Training room. **It is unacceptable to date or socialize with athletes while in the Athletic Training Program.** Socializing with athletes while on a university-sponsored trip is strictly prohibited and will not be tolerated. Students dating an athlete during an assigned rotation, with that particular team, will be immediately removed from that rotation. Corrective action will be made at the discretion of the sports medicine staff. The staff is under no obligation to find a replacement rotation for the student who has violated this policy. If an Athletic Training student has a pre-existing relationship with a student-athlete, this should be brought to the attention of the clinical education coordinator prior to being admitted to the program or before clinical assignments begin so that plans can be made accordingly for clinical assignments. Of greatest importance is to recognize that Athletic Training students who are placed in secondary school settings and possibly private clinics may be working with student athletes who are minors with respect to age and according to law. **Under no circumstances will any relationships between the Athletic Training student and a minor be tolerated.** This could not only result in Athletic Training Program sanctions but also additional law enforcement involvement.

Social Media

It is unacceptable for AT students to join the athlete's social networking site. Although this may seem like a benign action, the athlete may post something that is inappropriate. By associating with that athlete through the social networking site, the AT student and the program may be misrepresented.

Sexual Harassment

UNCW takes all forms of sexual harassment and sexual misconduct very seriously. When students disclose, first or third-hand, to faculty or staff about sexual harassment or misconduct, this information must be reported to the administration in order to ensure that students' rights are protected, appropriate resources are offered, and the need for further investigation is explored to maintain campus safety. There are three confidential resources who do not need to report sexual harassment or misconduct: UNCW CARE, the Student Health Center, and the Counseling Center. If you want to speak to someone in confidence, these resources are available, including CARE's 24-hour crisis line (910-512-4821). For more information, please visit www.uncw.edu/sexualmisconduct or www.uncw.edu/care.

Sexual harassment is defined as conduct of a sexual nature or with sexual implications, which interferes with an employees' or student's status or performance by creating an intimidating, hostile, or offensive working or educational environment. This conduct may include, but is not limited to the following:

- Inappropriate touching; the display of sexually explicit or suggestive materials; use of sexually explicit or suggestive language or gestures; and subtle pressure for sexual activity, as well as demands for sexual favors or physical assault. Sexual

harassment is a serious form of abuse.

- Any type of sexual harassment is intolerable in the classroom or clinical setting. Any incident of sexual harassment must be reported to the Preceptor, clinical coordinator, or Program Coordinator, and documented in a timely and thorough manner. If the incidence involves a Preceptor, the student should report the occurrence to the Clinical Education Coordinator or the Program Coordinator. After discussion of the incident with the student, if it is deemed appropriate, the Program Coordinator or other administrator of the School and Health and Applied Human Sciences will attempt to resolve complaints on an informal basis. In all cases every possible effort will be made to insure confidentiality and to protect the rights of both students and Preceptors. If resolution of a complaint cannot be reached informally the student will be advised about formal grievance procedures. Every circumstance of this kind will be taken very seriously and a full, yet fair, inquiry will occur.

It is also important to note that sexual harassment is in violation of the Board of Certification Code of Ethics and can result in the disciplinary action against the certification.

Grievance Policy

Students who wish to file a grievance may do so at any time. Such a grievance should be placed in writing within 30 days of a specific circumstance and given directly to the Athletic Training Program Coordinator. If a grievance is not necessarily related to a single event, but rather a compilation of events, then a summary of such events should be presented in writing to the Athletic Training Program Coordinator in a timely manner that is deemed reasonable by the Program Coordinator. A compilation of events should preferably follow verbal attempts to resolve any concerns in a timely manner. The Program Coordinator will review the grievance, gather all necessary facts and speak with all parties of interest, and decide, provided in writing to the student. A student may appeal a decision within 10 days in writing to the Director of the School of Health and Applied Human Sciences, at which time the School Director will determine the appropriate steps to take. If the original grievance involves the Athletic Training Program Coordinator then the student may file a written complaint directly to the School Director, under the same guidelines previously described for filing a written grievance.

Appendices

Appendix A – NATA Code of Ethics

PREAMBLE

The National Athletic Trainers' Association Code of Ethics states the principles of ethical behavior that should be followed in the practice of athletic training. It is intended to establish and maintain high standards and professionalism for the athletic training profession.

The principles do not cover every situation encountered by the practicing athletic trainer, but are representative of the spirit with which athletic trainers should make decisions. The principles are written generally; the circumstances of a situation will determine the interpretation and application of a given principle and of the Code as a whole. When a conflict exists between the Code and the law, the law prevails.

PRINCIPLE 1:

Members shall respect the rights, welfare and dignity of all.

1.1 Members shall not discriminate against any legally protected class.

1.2 Members shall be committed to providing competent care.

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 without a release unless 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 abide by all National Athletic Trainers' Association standards, rules and regulations.

2.3 Members shall report illegal or unethical practices related 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 maintain and promote high standards in their provision of services.

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

3.2 Members shall provide only those services for which they are qualified through education or experience and which are allowed by their practice acts and other pertinent regulation.

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

3.4 Members shall recognize the need for continuing education and participate in

educational activities that enhance their skills and knowledge.

3.5 Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.

3.6 Members who are researchers or educators should maintain and promote ethical conduct in research and educational activities.

PRINCIPLE 4:

Members shall not engage in conduct that could be construed as a conflict of interest or that reflects negatively on the profession.

4.1 Members should conduct themselves personally and professionally in a manner that does not compromise their professional responsibilities or the practice of athletic training.

4.2 National Athletic Trainers' Association current or past volunteer leaders shall not use the NATA logo in the endorsement of products or services or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.

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

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

Appendix B – BOC Standards of Professional Practice

https://www.bocatc.org/system/document_versions/versions/154/original/boc-standards-of-professional-practice-2018-20180619.pdf?1529433022