

MASTER OF ATHLETIC TRAINING PROGRAM



Policies & Procedures Handbook

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I. West Virginia Wesleyan College Master of Athletic Training Program

Introduction

The Master of Athletic Training Program (MAT) Program provides students with theoretical knowledge and understanding of the profession of athletic training. The program blends classroom instruction and structured clinical experiences through a process that results in students gaining eligibility to sit for the Board of Certification (BOC) examination upon graduation from Wesleyan. Students who graduate from the program and subsequently pass the national certification exam will be qualified to be employed as athletic trainers in secondary schools, in colleges and universities, for professional athletic teams, in sports medicine clinics, or in industrial preventive medicine clinics.

The West Virginia Wesleyan College Master of Athletic Training Program is a professional program and has continuing accreditation status until 2031-2032. (CAATE, 2001 K Street NW, 3rd Floor North, Washington, DC 20006).

The educational and professional preparation of the MAT student is based on the following description of the profession:

Athletic Trainers (ATs) are healthcare professionals who render service or treatment, under the direction of or in collaboration with a physician, in accordance with their education and training and the states' statutes, rules and regulations. As a part of the healthcare team, services provided by ATs include injury and illness prevention, wellness promotion and education, emergent care, examination and clinical diagnosis, therapeutic intervention, and rehabilitation of injuries and medical conditions. *Athletic training is recognized by the [American Medical Association \(AMA\)](#) as a healthcare profession.

**This definition is approved by the Inter-Agency Terminology Work Group and the Athletic Trainer Strategic Alliance, January 2017.*

II. MAT Program Vision, Mission, Goals & Outcomes

A. Vision Statement

The Master of Athletic Training Program of West Virginia Wesleyan College aspires to be a state and regional leader in Athletic Training Education.

B. Mission Statement

The mission of the MAT Program is to prepare the MAT student to sit for the BOC national certification examination as per CAATE and BOC guidelines and requirements through evidence based didactic and clinical education. Through incorporating analytical problem-solving abilities, graduates will develop competency and proficiency in all five practice domains of athletic training:

1. Risk Reduction, Wellness, and Health Literacy
2. Assessment, Evaluation, and Diagnosis
3. Critical Incident Management
4. Therapeutic intervention
5. Healthcare administration and professional responsibility

C. Program Goals & Outcomes

Upon completion of the WVWC Professional MAT Program, the graduate will:

1. Possess the necessary skills in cognitive, behavioral and clinical skills for successful practice as a health care practitioner.
2. Demonstrate professional communication skills as a competent health care provider to effectively communicate within all aspects of patient care.
3. Develop competent, ethical health care practitioners that practice evidence-based medicine, participate in interprofessional education and demonstrate collaborative practice with other health professions.
4. Develop students that are active in professional citizenship and promote involvement with athletic training organizations and the community through service and leadership.
5. The MAT program will prepare students to pass the BOC examination and become credentialed, certified athletic training professionals. Seventy percent or higher will pass this exam.

Outcomes:

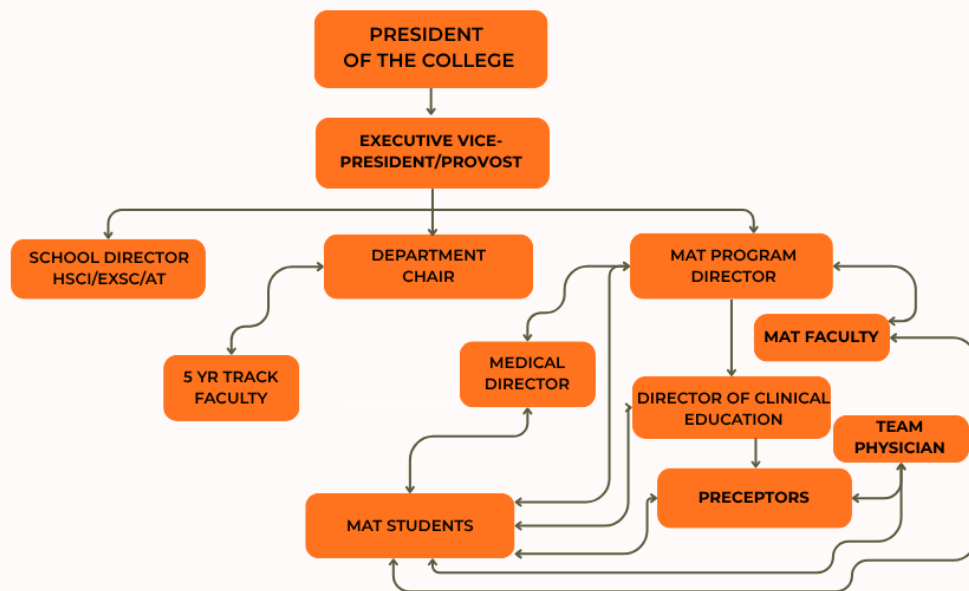
1. Students will be able to apply clinical reasoning skills throughout the physical examination process, and will assimilate the acquired data in order to select the appropriate assessment tests, formulate a

differential diagnosis, and determine an appropriate treatment plan or referral to other healthcare professionals.

2. Students will develop effective, professional health care provider written and oral communication skills.
3. Students and graduates will demonstrate proficiency within the domains of athletic training, encompassing the knowledge, skills and abilities necessary to become a credentialed health care provider.
4. The student will gain experience working with diverse populations which includes but limited to: sex, race, age, disabilities/abnormalities, and socioeconomic status.

III. MAT Program Organizational Structure

A. Organizational Structure of Program



**Master of Athletic Training Program Faculty & Medical Director
School of Health Science, Exercise Science & Athletic Training**

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Master of Athletic Training Program Director
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Greg Popovich, DPT, MS, MS, CSC
Associate Professor of Exercise Science
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Email: popovich.g@wwwc.edu

Medical Director

Brittanie West, DO
United Hospital Center Family Medicine
MAT Medical Director
Phone: (681) 342-3600

Team Physician

Joseph Fazalere, MD
UHC Ortho & Spine Clinic
WWWC Athletics-Team Physician
Phone (681) 342-2500

Clinical Preceptors 2026-2027

Preceptor	Clinical Site	Credential	Contact Information
Tammie Hammon-Moody	WVWC Athletics	LAT, ATC	hammonmoody@wvwc.edu
John Zubal	WVWC Athletics	LAT, ATC	zubal.j@wvwc.edu
Chris Rutch	WVWC Athletics	LAT, ATC	rutch.c@wvwc.edu
Courtney Wilfong	WVWC Athletics	LAT, ATC	wilfong.c@wvwc.edu
Hunter Williams	WVWC Athletics	LAT, ATC	williams.h@wvwc.edu
Kerrie Snyder	D&E Athletics	LAT, ATC	snyderk@dewv.edu
Katelyn Smith	D&E Athletics	LAT, ATC	smithk10@dewv.edu
Emily Adkins	D&E Athletics	LAT, ATC	adkinse3@dewv.edu
Trey Short	D&E Athletics	LAT, ATC	shortt@dewv.edu
Hillary Thibodeau	Salem Univ Athletics	LAT, ATC	Hillary.Thibodeau@salem.edu
Sarah Weaver	Grafton High School	LAT, ATC	s.weaver@k12.wv.us
Jacob Hill	Bridgeport High School	LAT, ATC	hill.j@wvwc.edu
Mackenzie Hawkins	Lincoln High School	LAT, ATC	mackenzie.hawkins@k12.wv.us
Brent Walters	UHC Ortho & Spine	LAT, ATC	brent.walters@wvumedicine.org
Justin Brewer	UHC Ortho & Spine	PA-C, ATC	justin.brewer@wvumedicine.org
Joseph Fazalere	UHC Ortho & Spine	MD	(681) 342-2500
Brittanie West	UHC Family Medicine	DO	(681) 342-3600
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Amy Queen	Country Roads PT Clinic	DPT, LAT, ATC	rohrnva@aol.com
Collegiate	High School	Physician Office	Clinic

Note: Subject to Change during AY 26-27 pending clinical site agreements

IV. Eligibility for Application & Admission

Admission Criteria, Application Process & Prerequisite Requirements

Interested students can find application information to graduate programs at WVWC here:

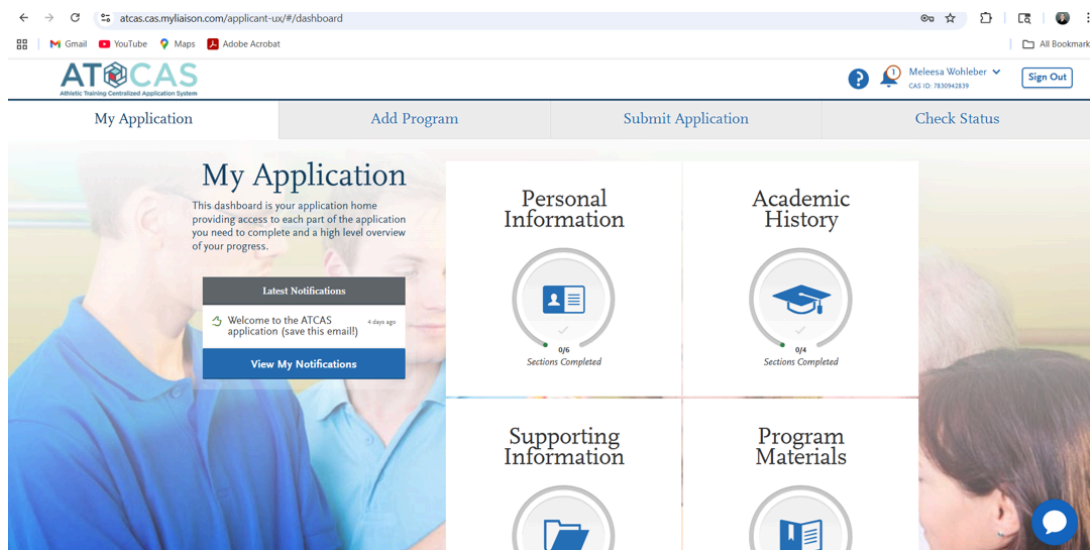
www.wvwc.edu/mat

1. Students with an earned Bachelor's degree or those matriculating through the WVWC 5-Year Exercise Science/MAT track may apply for admission into the MAT program. Admission into the program is selective and limited. The eligibility requirements below are listed in order of importance. Academic coursework will begin in the Summer term. The program is designed to be a 24-month continual enrollment program (Summer/Fall/Spring/Summer/Fall/Spring).
2. Students must meet the following eligibility requirements for formal admission into the professional Athletic Training program:
 - A cumulative grade point average of 2.75 or higher
 - Official transcripts noting earned degree and completion of the following prerequisites with no grade below C (2.0) and a prerequisite CGPA of 2.75 or higher:
 - Human Anatomy and Physiology 8 hours with laboratory
 - Chemistry 4 hours with laboratory, (8 hours with laboratory preferred)
 - Physics (light/electricity preferred) 4 hours with laboratory
 - Biology (Principles or Microbiology preferred) 4 hours with laboratory
 - Statistics 3 hours
 - General Psychology 3 hours
 - First Aid and Safety 3 hours
 - Human Nutrition 3 hours
 - Exercise Physiology 3 hours
 - Kinesiology 3 hours
3. Submit an initial application to the WVWC MAT Program to the Athletic Training Centralized Application System (ATCAS)

Submit all document uploads to ATCAS, including

 - Letter of Interest
 - Resume
 - Technical standards form (pdf found on www.wvwc.edu/mat/)

- Official transcripts (from all colleges attended)
- Two Recommendations are required: One must be from a certified athletic trainer and one from a professional reference.
- Directed Observation form (if applicable, required for BobcAT Early Assurance Program)
- If you are a non-native English-speaking international student, you must also provide an official report of the Test of English as a Foreign Language (TOEFL) (5YR MAT WVWC applicants, not required)



If steps 1-3 are completed and meet the application standards, the candidate will be invited for an interview with the MAT Admissions Committee. Applicants will be notified of their acceptance status within 2 weeks of their interview.

If the student accepts the program entry invitation, the applicant will be required to complete the following items before the start of the program:

- Apply to West Virginia Wesleyan College Graduate Admissions (current 5YR WVWC students do not have to complete this step)
- Submit an intent to enroll form and deposit (current 5YR WVWC students and Early Assurance students do not need to submit a deposit)

Submit the following to the MAT Program Director, Dr. Meleesa Wohleber (wohleber.m@wvwc.edu):

- Physical examination completed within the last 12 months (must have healthcare provider signature and address of the clinic included in documentation)

- Immunization record with proof of Hepatitis B, MMR, Tdap, Varicella, PPD; proof of blood titers for Hepatitis B, MMR, Varicella
- Read and sign “Hepatitis B Immunization Informed Consent/Refusal Form”
- Submit documentation of National Athletic Trainers’ Association student membership and maintain this membership throughout the time in the program (www.nata.org/membership)
- Submit documentation of a drug screening (10 or 12 panel)
- Submit documentation of current CPR/AED Certification (American Heart Association or American Red Cross (BLS Provider or Professional Rescuer)
- Criminal Background Check (NOTE: information on completing these requirements and associated costs will be sent to candidates if accepted)
- Complete Universal Precautions Bloodborne Pathogen Training prior to start (NOTE: information on completing these requirements will be sent directly to the candidates if accepted)
- Purchase an ATrack Subscription for clinical education (www.atrackonline.com)
- The MAT Admission Committee reviews applications on an ongoing basis; January 15 is the priority deadline for full consideration. However, the program does have a rolling admissions process for applications submitted after this date until June 1 for late summer enrollment.
- Candidates must meet ALL criteria to be selected for the program. The priority deadline for receiving completed application materials is January 15. The deadline for applications to start in the late summer in the new cohort is June 1. Once this deadline has passed, applicants will be rolled to the next cohort eligibility period.

NOTE: ***Applicants applying as part of the 5-year MAT program need only submit bachelor’s official transcripts showing the completion of the required prerequisite courses and minimum 90 earned undergraduate hours. Additionally, TOEFL score reports are not required for 5 year program applicants.*

Program Selection Process

Candidates must meet ALL criteria to be selected for the program. The priority deadline for receiving completed application materials is January 15 of the spring semester; however, the program does have a rolling admissions process for applications submitted after this date, accepting up until June 1st for a late summer matriculation. All **Program materials** are submitted through ATCAS.

Acceptance for all candidates will be provisional until grades are released and received from the spring semester and all criteria remain met. Candidates will be notified of their official acceptance status by May 15 of each year or within 2 weeks of the interview during each of the rolling matriculation period. Intent to Enroll forms will be sent to students who have completed the WVWC Graduate school application. Students will be asked to return the Intent to Enroll form with any required deposits to the Graduate Admissions Office by June 15th for a late summer matriculation.

Transfer students may apply to the MAT Program either by entering the 5-Year EXSC/MAT track or as a transfer graduate student by completing all program admission materials and turning them into ATCAS by June 1 and must meet all criteria listed above.

Transfer students must also include copies of all transcripts for review by the School Director and the Program Director. Final approval for all transfer credit related to the MAT Program will be at the discretion of MAT Faculty. To maintain compliance with CAATE standards and educational competencies, transfer students should be informed that some or all transfer credits may be denied and will be required to be completed at WVWC. Transfer students will be notified of acceptance prior to the official registration day for the late summer matriculating term.

If a student is not accepted into the MAT Program, he/she will receive with the letter of denial, explicit explanation of any criteria that are not met and what must be met to all re-application via petition. Those students who wish to petition for reconsideration must do so by submitting a formal letter of petition with a specific plan to address any and all criteria that are lacking to the Program Director by July 15. The petition will be reconsidered by the School Director, Program Director, and MAT Program faculty, and the student will be notified prior to the beginning of next matriculating term (late summer of the following year).

Selection Committee

The committee in charge of collecting and reviewing all written applications to the WVWC MAT Program may be made up off:

MAT Program Director
2 Faculty Athletic Trainers
Other WVWC Faculty as needed

Program admission interviews may involve:

MAT Program Director
2 Faculty Athletic Trainers
2 to 4 Host Institution Athletic Training Staff, Clinical Preceptors
MAT Program Medical Director, or other WVWC Community members

Program Continuing Requirements

Once the student has been formally admitted into the program, he or she will be assigned an academic advisor within the program faculty. Students formally begin the clinical requirements following formal acceptance into the program and completion of all necessary compliance requirements necessary to begin clinical rotations is required.

Following initial acceptance into the program, the student must meet the following criteria to remain in good standing within the program and progress towards graduation:

1. Earn no grade below a B- (2.67) in the required coursework within the program.
2. Maintain a cumulative grade point average of 3.0 or above in all graduate work.
3. Students must also complete at least one course per semester to maintain enrollment within the program. If the student fails to enroll for more than one semester, a new application for admission must be approved before resuming the program. Candidates must complete the program within five years. Transfer credits older than seven years will not be applied toward the master's degree
4. If students earn a grade below a B-, they must repeat the course. This may cause a delay in progression due to the sequential nature of the MAT coursework.
5. Demonstrate continual progress in attainment of the required clinical hours, patient encounters, and master competencies (total of 16) and minimum of 4 semesters of clinical education experiences, including an immersion experience.
6. Completion of program written exit exam meeting an 80% benchmark & program practical exit assessment (pass/fail).
7. Remain in good academic and judicial standing with West Virginia Wesleyan College.

NOTE: Should a student who has entered the 5 Year MAT program elect not to continue in the program to fulfill all program graduation requirements and wishes to fulfill graduation requirements for the undergraduate exercise science program only, the student will need to successfully complete EXSC 395, 405, 406, and 420 or substitutions as approved by program director and/or the department chair.

Petition Procedures for Denied Entry to the Program

Any student who has been denied acceptance into the WVWC MAT Program may petition the MAT Program Director for admission into the Program. All petitions must include the following:

1. a detailed description of those factors which led to the student's failure to obtain admission into the program (refer to the letter received from the MAT Program Director detailing the reasons the student was denied admission).

2. the student's response to each of these factors indicating why he or she felt the Selection Committee did not fairly judge his or her written application and/or interview; the student may also wish to indicate progress and/or improvement made (do not include projected areas of improvement (e.g., what your official cumulative GPA is, not what you think it will be at some time in the near future).
3. the student's statement as to why he or she should be reconsidered for admission into the Program

Each student's written request should be addressed to:

Master of Athletic Training Program Director
West Virginia Wesleyan College
59 College Ave.
Buckhannon, West Virginia 26201

All petition requests for admission for the Fall semester should be received by the Director no later than July 15. Each request will be reviewed by the Master of Athletic Training Academic Standards and Review Committee (the MAT Program Director, one member of the Athletic Training Faculty, one member of the Athletic Training Staff, and the Director of the School of Exercise Science/Athletic Training). Each student will be notified in writing of the committee's decision. Any student denied by the Master of Athletic Training Academic Standards and Review Committee may choose to further petition his or her case to the Provost/Academic Affairs. The decision of the Academic Provost is final.

WVWC's MAT Program supports and adheres to the College's policy of non-discriminatory process and does not discriminate on the basis of race, sex, color, national or ethnic origin, creed, religion, gender, age, or disability in the administration of its admission policies, scholarship and loan programs, educational programs, athletic programs, co-curricular activities, or other College administered programs.

Program & Clinical Education Compliance Documentation

Physical Exam

Documentation of a current physical examination (within the last 12 months) must be submitted to the Program Director and will be stored in the student's program file; an electronic copy will also be housed on a password protected Google Drive used by the College. A physical examination is only required to be submitted upon entry into the program.

Immunization Records & Blood Titers

Some clinical sites require immunizations and blood titers as part of the onboarding process for student rotations, particularly at the hospital associated sites. Immunization records should be submitted to the Program Director with proof of Hepatitis B, MMR, Tdap, Varicella, PPD. Proof

of blood titers for Hepatitis B, MMR, Varicella should also be submitted. It is the responsibility of the student to obtain their medical records and blood titer lab reports through their family physician, including payment of associated fees. The student must read, sign, and submit the “Hepatitis B Immunization Informed Consent/Refusal Form” ([See Appendix A](#)) to the Program Director. This documentation will be stored in the student’s program file; an electronic copy will also be housed on a password protected Google Drive used by the College.

Criminal Background Check & Drug Screening

The MAT program recognizes its role in maintaining a safe environment for students and clients. Health care agencies require employees and professional health professions students to meet local and state regulations. To ensure that students in the MAT program uphold professional standards, integrity, and behavior expectations, all students are required to submit verification of a criminal background check for entry and a 10-panel or 12-panel drug screening on record for compliance requirements for some of our clinical sites.

Prior convictions do not affect the applicant’s eligibility to enroll in the MAT program at WVWC. However, students need to be aware that criminal history may affect clinical experience placements as well as future state licensing or professional credentialing ability as a certified athletic trainer. Failure to disclose any criminal conviction, felony, misdemeanor, or act of academic dishonesty on the application for admission to the MAT program at WVWC, at any other time during the admissions process, or during the course of the MAT program is grounds for immediate dismissal from the program.

The student is responsible for fees associated with the criminal background check evaluation and 10-panel or 12-panel drug screening. (NOTE: information on completing these requirements and associated costs will be sent to candidates if accepted)

Training & Certifications

Students must submit documentation of current CPR/AED (American Heart Association or American Red Cross (BLS Provider or Professional Rescuer). This certification must remain current during the entirety of the Program. (NOTE: Recertification opportunities may be made available within the Department during the last semester of the program to ensure BOC documentation and preparation for future employment)

Students must complete annual Universal Precautions Bloodborne Pathogen (BBP) & Health Insurance Portability and Accountability Act (HIPAA) training. In addition, students may be asked to complete similar training as part of onboarding to the clinical site (hospital onboarding for students). Other training may be included based on availability and recertification needs (i.e., CPR/AED recertification, Narcan training). Submission of a signed “Confidentiality Statement” ([See Appendix A](#)) during orientation is required and will be stored in the student’s program file. (NOTE: information on completing these requirements will be sent directly to the candidates if accepted)

Additional Fees, Memberships & Subscriptions

● Uniform and supplies requirements at official entrance to program	\$160-\$200
● ATrack Subscription (Lifetime)	\$90
● CPR Certification, biannually	\$20-\$35
● *Transportation to/from off-site clinical and class placements, annually	\$25-\$150
● Membership to the National Athletic Trainers' Association(NATA), annually	\$78-\$115
● BOC preparatory exams and/or workshops, final year in program	\$155-\$275

(Note:Submit documentation of NATA student membership to the Program Director and maintain this membership throughout the time in the program (www.nata.org/membership))

* Students in the program are required to provide their own transportation to off campus clinical and class placements. Clinical education sites utilized by the program are located within a 45-mile radius of the WVWC Campus with the exception of immersion sites that could be outside a 45-mile radius. Students may also incur additional expenses with off campus clinical sites; such expenses could include but are not limited to, housing, transportation, immunizations, blood screenings, or board.

V. MAT Program Curriculum

MAT Course Catalog Descriptions

	CREDIT HOURS
EXSC 505 Foundations of Patient Care An integrated approach to patient care involving an introduction to epidemiology and public health through exploring the distribution of disease and risk factors that influence health outcomes of individuals and within communities. Epidemiology and public health concepts will be used to inform various aspects of quality patient care through incorporating evidence-based practice (EBP), the use of health informatics systems, health care delivery systems, patient education, and cultural competence in caring for a patient and their unique health needs.	3
EXSC 506 Advanced Emergency Care for the Athletic Trainer This course is designed to prepare an athletic trainer to respond to athletic emergencies. Course content will focus on the skills necessary to provide appropriate emergency care for a variety of emergencies that may occur during an athletic practice or competition. The course will be a combination of lecture, laboratory/hands on practice, and scenario-based learning.	2
EXSC 515 Principles of Athletic Training An introduction to the basic principles of prevention, evaluation, and management of athletic injuries. Topics will include training and conditioning techniques, protective sports equipment, mechanisms and characteristics of sports trauma, pathophysiology of tissue in common injuries/illnesses/disease of a physically active population across the lifespan and tissue's physiologic response to injury.	2
EXSC 535 Clinical Experience I Under the direct supervision of a BOC certified athletic trainer or clinical preceptor, the MAT student will complete a minimum of three five-week rotations. Emphasis will be placed on proficiency of taping and wrapping skills, emergency care skills, observations with team physician(s), and developing basic evaluation and assessment skills. Prerequisites: Formal acceptance into MAT program; Co-reqs: EXSC 506 Advanced Emergency Care for the Athletic Trainer, EXSC 515 Principles of Athletic Training, EXSC 550 Orthopedic Support and Immobilization Techniques	2
EXSC 536 Clinical Experience II Under the direct supervision of a BOC certified athletic trainer or clinical preceptor, the MAT student will complete a full semester rotation. Emphasis will be placed on proficiency of lower extremity evaluation and general medical injury/illness evaluation. Prerequisites: Formal acceptance into MAT program; Co-reqs: EXSC 540 Evaluation and Treatment of Lower Extremity, EXSC 605 Evaluation and Treatment of General Medical Conditions	3
EXSC 540 Evaluation and Treatment of the Lower Extremity In-depth physical evaluation and treatment of injuries and pathologies of the lower extremity. Emphasis will be placed on the components of the comprehensive orthopedic clinical evaluation and diagnosis including: history, inspection, palpation, functional testing, gait evaluation,	3

medical documentation and special evaluation techniques of the lower extremity. *Laboratory included.*

- EXSC 545 Evaluation and Treatment of the Upper Extremity & Spine 3
In-depth physical evaluation and treatment of injuries and pathologies of the upper extremity and spine. Emphasis will be placed on the components of the comprehensive orthopedic clinical evaluation and diagnosis including: history, inspection, palpation, functional testing, medical documentation and special evaluation techniques of the upper extremity and spine. *Laboratory included.*
- EXSC 550 Orthopedic Support and Immobilization Techniques 2
This course will be primarily a laboratory, hands on experience based course. Students will be instructed on various applied athletic taping, bracing, splinting and casting procedures. Skill instruction will also include the fitting and use of assistive mobility devices.
- EXSC 570 Therapeutic Interventions 3
A study of the therapeutic interventions used by athletic trainers in the treatment and rehabilitation of athletic injuries. Students will gain hands-on experience with various modalities (e.g. electrical stimulation, ultrasound, therapeutic massage) currently used in athletic training settings. The course will also introduce general principles of pharmacology and drug therapy as a therapeutic intervention. Pharmacotherapy is presented with a pathophysiological approach and emphasis is on major drug classifications and prototype drugs.
- EXSC 605 Evaluation and Treatment of General Medical Conditions 3
In-depth physical evaluation and treatment of injuries and pathologies of the head, common illnesses and general medical conditions. Emphasis will be placed on the components of the comprehensive clinical evaluation and diagnosis including: history, inspection, palpation, functional testing, medical documentation and special evaluation techniques. *Laboratory included.*
- EXSC 610 Cardiopulmonary Issues and the Athletic Trainer 3
Advanced evaluation methods and issues related to the cardiopulmonary systems. Topics will include but are not limited to: evaluation of various pathologies, assessment techniques, risk assessment, and medical history. Requires a research based project with presentation. Includes didactic and lab sessions.
- EXSC 613 Psychosocial Aspects of Athletic Training 2
This course serves as an exploration in the psychological aspect of working with patients in a health care setting. Topics will include patient recovery from injury/illness and various behavioral health conditions, such as, suicidal ideation, depression, anxiety disorder, psychosis, mania, eating disorders, and attention deficit disorders.
- EXSC 635 Rehabilitative Interventions 2
This course will focus on methods and techniques in the selection and application of rehabilitation/reconditioning techniques for injuries/illnesses sustained by the competitive athlete and physically active individual. Key components will focus on the overall functional progression of rehabilitative exercise, specific rehabilitative exercises, and manual therapy

techniques. Students will develop skills related to the integration of physical assessment into a comprehensive rehabilitation plan.

EXSC 640 Research in Athletic Training

2

This course provides a capstone experience for students in health care research. Students will use skills in evidence-based medicine to complete an approved research project. Research presentation required. *Satisfies the advanced composition requirement for the General Education curriculum.*

EXSC 645 Healthcare Administration in Athletic Training

2

An in-depth course in organizational and administrative components of athletic training health care administration. Topics will consist of: reimbursement for services, legal concepts associated with health care, record management, financial management, facility management, personnel management, and planning, coordinating, and supervising all administrative components of a healthcare organization as well as public relations. In addition, students will be exposed to management strategies, leadership styles, certification/licensure issues, policy and procedure development in various athletic training settings.

EXSC 655 Professional Topics Seminar

2

Exploration of current professional topics including certification requirements and preparation, licensure requirements, grantsmanship, and other topics related to the professional domains in athletic training as defined by the BOC Role Delineation Study.

EXSC 670 Clinical Experience III

3

Under the direct supervision of a BOC certified athletic trainer or clinical preceptor, the MAT student will complete a full semester clinical rotation. Emphasis will be placed on proficiency of upper extremity evaluation, therapeutic interventions and rehabilitative interventions.

Prerequisites: Formal acceptance into MAT program; EXSC 545 Evaluation and Treatment of Upper Extremity, EXSC 570 Therapeutic Interventions, EXSC 635 Rehabilitative Interventions; Co-req: EXSC 645 Health Care Administration of Athletic Training

EXSC 675 Immersive Clinical Experience

6

Under the direct supervision of a BOC certified athletic trainer or clinical preceptor, the MAT student will complete a minimum 5-week immersive clinical experience. Emphasis will be placed on proficiency of all practice domains of athletic training. Prerequisites: Formal acceptance into MAT program and EXSC 670 Clinical Experience III

EXSC 678 Current Topics in Athletic Training

1

A course in new developing topics and trends athletic training. Topics will include but are not limited to: evaluation of various pathologies and emerging treatment techniques related to a variety of evolving employment settings for the athletic trainer.

MAT Program Credits Per Year

Year 1	
MAT Summer Term II (3 credits)* Fall Semester (8 credits)	Spring Semester (12 credits) MAT Summer Term I (5 credits)**
Year 2	
MAT Summer Term II (2 credits)* Fall Semester (10 credits)	Spring Semester (9 credits)†

*Online Course/Preseason Clinical Experience

**Hybrid Course/Summer May Experience

†Online Courses/Immersion Clinical Experience

Syllabi: Copies of the MAT Program course syllabi may be found on Blackboard in the respective courses, in the Program Director or Director of Clinical Education's office for student reference.

Clinical Experience Rotation Assignments Per Year*

Year 1**	
MAT Summer II Preseason Clinical Experience 1 (EXSC 505) Fall Semester Clinical Experience I (EXSC 535) WVWC Athletics/HS	Spring Semester Clinical Experience II (EXSC 536) WVWC Athletics/Off-campus site/Team Dr. Clinic MAT Summer I May Experience (EXSC 545)
Year 2**	
MAT Summer II Preseason Clinical Experience 2 (EXSC 613) Fall Semester Clinical Experience III (EXSC 670) WVWC Athletics/Off-campus site	Spring Semester Immersive Clinical Experience

*Subject to change with addition/removal of affiliated clinical sites/cohort enrollment

**Simulation labs will occur during both years of the program

MAT Plan of Study

Summer Term II	Credit Hours
EXSC 505 Foundations of Patient Care †	3
Fall	
EXSC 506 Advanced Emergency Care for the Athletic Trainer	2
EXSC 515 Principles of Athletic Training †	2
EXSC 535 Clinical Experience I	2
EXSC 550 Orthopedic Support and Immobilization Techniques	2
Spring	
EXSC 540 Evaluation and Treatment of the Lower Extremity	3
EXSC 570 Therapeutic Interventions	3
EXSC 605 Evaluation and Treatment of General Medical Conditions	3
EXSC 536 Clinical Experience II	3
Summer Term I	
EXSC 545 Evaluation and Treatment of the Upper Extremity & Spine^	3
EXSC 635 Rehabilitative Interventions^	2
Summer Term II	
EXSC 613 Psychosocial Interventions in AT †	2
Fall	
EXSC 610 Cardiopulmonary Issues and the Athletic Trainer	3
EXSC 645 Healthcare Administration in Athletic Training	2
EXSC 655 Professional Topics Seminar	2
EXSC 670 Clinical Experience III	3
Spring	
EXSC 640 Research in Athletic Training †	2
EXSC 675 Immersive Clinical Experience	6
EXSC 678 Current Topics in Athletic Training †	<u>1</u>
Total:	49

^ Hybrid course offering (face-to-face/online)

† Online asynchronous: *In the event that synchronous meetings need to occur between the student and faculty, those will be scheduled around the student's clinical experience/class schedule.*

WVWC reserves the right to modify course offerings and sequencing.

Retention and Probation Policy

MAT students will be expected to fulfill all professional responsibilities and guidelines for operation described and outlined in this manual. Evaluation of the academic success of the individual student will be made at the end of each semester. Evaluation of the clinical performance of each student will be made at the middle and end of each semester. Probationary and dismissal policies are in the following paragraphs. Students should be familiar with these policies.

Each student accepted into the WVWC MAT Program will be evaluated on a semester basis by members of the athletic training faculty/staff. Upon acceptance into the AT program, students will be evaluated by the supervising Preceptor mid-semester and at the end of each assignment. These evaluations will be shared with you upon their completion, at which time the student will be able to discuss his or her experiences and sign the evaluation form to confirm that he/she has seen it. The forms will be kept in the MAT student's personal file.

In addition to the written evaluation, each student will have an exit interview at the end of each semester with your assigned Preceptor. At this time, strengths and weaknesses will be discussed and specific goals will be identified for the student. It is hoped that these interviews will be constructive and allow the student to achieve constant improvements in skills and confidence. The student will sign the evaluation form at the end of the interview and the form kept in his/her file.

In order to remain in good standing, the student must meet the following criteria to remain in good standing within the program:

1. earn no grade below a B- (2.67) in the required coursework within the program.
2. maintain a cumulative grade point average of 3.0 or above in all graduate work.
3. if students earn a grade below a B-, they must repeat the course. This may cause a delay in progression due to the sequential nature of the MAT coursework.
4. Students must also complete at least one course per semester to maintain enrollment within the program. If the student fails to enroll for more than one semester, a new application for admission must be approved before resuming the program. Candidates must complete the program within five years. Transfer credits older than seven years will not be applied toward the master's degree.
5. demonstrate continual progress in attainment of the required clinical competencies (each semester) and minimum of 4 semesters of clinical fieldwork.
6. remain in good academic and judicial standing with West Virginia Wesleyan College

NOTE: Should a student who has entered the 5 Year MAT program elect not to continue in the program to fulfill all program graduation requirements and wishes to fulfill graduation requirements for the undergraduate exercise science program only, the student will need to successfully complete EXSC 395, 405, 406, and 420 or substitutions as approved by program director and/or the department chair.

Grades, Academic Standing, and Quality Points (as per WVWC Graduate Catalog)

All graduate students must maintain a quality point average of at least 3.00 to graduate and to remain in good standing. Graduate students who earn a 2.00-2.99 GPA during their first twelve semester hours will be in good standing, but will be placed on Academic Warning. Students whose GPA falls below 2.00 before earning twelve hours will be placed on Academic Probation and will be given nine additional hours in which to raise the GPA 3.00. Similarly, students whose GPA falls below 3.00 after attempting twelve or more semester hours of coursework will be on Academic Probation and will be given nine additional hours in which to raise the GPA to 3.00. Students who fail to attain the 3.00 GPA during this probationary period are subject to dismissal from their program. The Provost/Dean of the College, in conjunction with the specific program director, may elect to place a graduate student on Academic Suspension for specific deficiencies in achieving program outcomes for either one or two semesters. A suspended graduate student will be eligible to apply for readmission after the specified time period and upon meeting the conditions stated at the time of suspension. Students who earn two Fs will be dismissed from their program. Students who are dismissed from their program may apply for readmission after four full academic semesters.

Students who have been dismissed or suspended and who choose to re-apply will need to write a statement of justification for their re-admittance and continuation in the program. In addition, these students must complete the entire application process again, including paying the application fee, and submitting their complete application. The application and justification letter will be submitted to the appropriate program director and admission committee for consideration.

The following letter grades, explanations, and quality points are used to evaluate a graduate student's performance at Wesleyan.

Grade	Explanation	Quality Points (per hr)	Grade	Explanation	Quality Points (per hr)
A	Excellent	4.00	F	Failure	0
A-		3.67	I	Incomplete	0
B+	Good	3.33	W	Withdrawal	0
B		3.00	P	Pass	0
B-		2.67	WF	Withdrawal Failing	0
C+	Unsatisfactory	2.33	AU	Audit	0
C		2.00	NC*	No Credit	0
C-		1.67			

Grades of I, W, P and AU are not included in grade point average calculation. Graduate students must repeat a course in which they receive an F or WF; graduate students may also repeat courses in which they earn a B- or lower. While the original F, C-, C, C+, or B- will remain on the

transcript, when the course is repeated satisfactorily, the original grade will not be counted further in the grade point average.

Additional program deficiencies while on a probationary status:

Should a student accrue additional program deficiencies while on a probationary status within the program, the student will be expelled from the MAT Program.

Academic Dishonesty:

Academic dishonesty may be defined as, but not limited to:

1. Giving or receiving help with intent to falsely represent one's work
2. Plagiarizing
3. Use of notes, books, or any other unauthorized source during tests of any kind, unless specific instructions are given permitting such use
4. Altering the record of any grade in any grade book or record
5. Falsely documenting clinical hours
6. Any other type of misconduct, offense, or manifestation of dishonesty or unfairness in relation to academic work (refer to WVWC Student Handbook statements on "Academic Integrity" and "Prohibited Conduct: Academic Dishonesty.")

Academic dishonesty will be dealt with according to the procedures as outlined in the "WVWC Student Handbook" (see: "Academic Integrity").

Dismissal from WVWC

If a student is dismissed from the institution for any academic or judicial reasons, the student will also immediately be dismissed from the MAT Program. A student may then re-apply for admission to WVWC through the admission office if and when that is permitted through the conditions of their dismissal from the institution. If re-admitted to WVWC and the student wishes to be readmitted into the ATP, the student will need to petition for readmission to the MAT Program Director. The MAT Program Director will specify necessary information to be included in the petition depending on the initial reason for dismissal to the student. The petition will then be evaluated by a committee of: MAT Program Director, Director of Clinical Education, School of EXSC/AT Director, MAT Program Faculty and former academic advisor of the student. Once reviewed, the student will be notified of the committee's decision in writing.

Violation of Policies

All MAT students are expected to act in a mature adult, and professional manner at all times while in all didactic and clinical education experiences related to the MAT Program. MAT student requirements and responsibilities (refer to "MAT student Requirements and

Responsibilities"). Each student will be expected to adhere to all classroom & syllabi policies, attendance or tardiness policies, and dress code/uniform policies.

The MAT Program believes that punctuality and dependability are essential in the professional world and imperative in athletic training. The establishment of a pattern of failure to be punctual and/or dependable has potentially negative impacts on the student when assigning grades, and/or asking for letters of recommendation for scholarships, internships, employment, etc.

The quality of the educational experience while actively observing and participating in rehabilitation programs, treatments, and clinical assignment hours are arranged according to the number of students at a particular given time. When one does not show up or is late, learning opportunities are lost. Given below are the policies that will be enforced with no exceptions, regarding tardiness and absenteeism:

Tardiness and Absence

a. Tardiness Policy

First offense – If a MAT student is no more than 5 minutes late, the student will be given the “benefit of the doubt”. A pattern will move to second offense parameters.

Second offense – Counseling meeting with Program Director, Director of Clinical Education and Preceptor, suspension period of 1 week. This suspension will be reflected in the preceptor evaluation grade.

Third offense – Suspension of all clinical/field experiences for the remainder of the semester/clinical experience. A complete suspension from the clinical experience will result in an “Incomplete” grade for the clinical experience course and may result in delay in completion of the graduate program.

b. Absence Policy

Specific circumstances (weddings, family events, religious events, etc.) may allow a student to miss his/her clinical hours. If it is known that a student will not be able to attend scheduled clinical hours, **the student must request to be excused from the clinical experience 48 hours prior for a practice event and a 1 week notice for a game event to his/her respective Preceptor and Director of Clinical Education. The Preceptor and Director of Clinical Education will discuss the request, consult the Program Director as needed, and reach a decision as to whether or not the student will be excused.** Should the request be denied, the student will be expected to be present at the clinical experience. Failure to be present will result in the unexcused absence policy being enforced. As stated above, the clinical experience is an educational experience that serves to prepare the student for professional service after graduation.

Absence from Clinical Experience:

First Offense – Conference meeting with the Director of Clinical Education, student, and Preceptor. At this time, the student will be allowed to explain his/her absence. If deemed excused, no further action will be taken. If deemed unexcused, a warning will be given to the student and a completed disciplinary action form (warning) will be completed on ATrack by the Preceptor.

Second Offense – Conference meeting with Director of Clinical Education, student, and Preceptor. At this time, the student will be allowed to explain his/her absence. ***If the explanation is deemed as unexcused, the student will be suspended from the clinical experience for 2 weeks.*** Written notification a completed disciplinary action form (2nd offense-2 unexcused absences) will be completed on ATrack by the Preceptor. The suspension will be reflected in the Preceptor evaluation grade as a 1% reduction per day up to a total of a 10% overall reduction.

Third Offense – Conference meeting with Program Director, Director of Clinical Education, student, and Preceptor. At this time, the student will be allowed to explain his/her absence. ***If the excuse is deemed as unexcused, an immediate suspension from all clinical experiences will ensue.*** As a result, the student will be given an “Incomplete” grade for the clinical experience course and will be required to make up the clinical experience in order to maintain good standing within the athletic training program and be eligible for the BOC examination. This may also delay progression in the program.

This policy is designed to address the professional responsibility of the student to communicate with the Preceptor. This policy is designed to take into account extenuating circumstances which may arise and cause the student to be tardy or miss his/her clinical assignment. Valid reasons will be considered as long as patterns of tardiness and excuses do not present themselves. Failure to communicate with the Preceptor will force the faculty/preceptor to count the absence/tardiness as unexcused.

The above policy applies to each of the 4 semester periods of field experiences. **All of the above can be avoided if the student communicates with the Preceptor.** All conferences will be documented and kept as part of the student’s personal file. The intent of a policy this rigid is to serve as a deterrent to problems associated with missing clinical experiences.

VI. MAT Student Requirements & Responsibilities

The overall goal of the WVWC MAT Program is to prepare graduates to apply a wide variety of specific health care skills and knowledge within each of the following five domains: risk reduction, wellness, and health literacy; assessment, evaluation, and diagnosis; critical incident management; therapeutic intervention; healthcare administration and professional responsibility. To achieve this goal and the other related educational goals, a comprehensive curriculum, which combines formal classroom instruction and clinical education, has been developed.

A. Competencies in Athletic Training

The CAATE has established the minimum competencies and curricular content standards for the entry-level athletic trainer and the professional MAT Program. These competencies will be instructed and assessed in academic classes and during the clinical experiences. (Copies of these competencies and curricular content standards are available in the Program Director's office for student review upon request.) Each MAT student is responsible for practicing these competencies and proficiencies during his/her clinical experience. In order to graduate, the MAT student must complete all required master competencies (16 total) with a passing grade from their Preceptors.

B. Professional Development

Athletic Training is a career goal for students in the WVWC MAT Program. As such, all students enrolled in this program are expected to abide by the National Athletic Trainers' Association Code of Ethics (See Appendix A). In addition, all students are expected to abide by those policies described in the [*"WVWC Student Handbook"*](#), specifically those policies related to academic integrity and behavior.

Membership in the National Athletic Trainers' Association and one State Athletic Training Association (West Virginia Athletic Trainers' Association while enrolled; student's home state/permanent residence after graduation) is **required** as part of the application process as well as continuation through the program. Professional membership provides student discounts (e.g., conventions, BOC) and scholarships. A copy of the student's membership card should be placed in the student file. Failure to comply with this program requirement throughout the duration of the program will result in **probationary status** within the program.

Required attendance at scheduled MAT Program meetings and scheduled in-services is considered part of the MAT Program students' professional development and is a requirement of all clinical experience courses.

C. Confidentiality

MAT students should never discuss the health status (e.g., injuries, illnesses, and mental health) of any patient with anyone other than their Preceptor. Any information about a patient's medical condition and/or treatment that the student may have access to either through medical records, observation, discussions with the medical staff, or otherwise is considered confidential. All students who have been formally accepted into the MAT Program will be required to read and sign a Confidentiality Statement ([See Appendix A](#)) before their first clinical experience (preseason). All related assignments (e.g., case studies, competencies completed on live/non-simulated medical conditions, etc.) should not reveal the name of the patient and should be de-identified.

D. Clinical Education Responsibilities

- a. Report to your athletic training clinical assignment at the time established by your Preceptor. Be prepared to begin your clinical duties upon arrival.
- b. All injury evaluations, treatments, and rehabilitation performed by an MAT student **must** be done under the **direct supervision** of the student's Preceptor.
- c. Record all treatments properly. No exceptions. Injury reports and SOAP notes are to be completed by MAT students only under the supervision of his/her Preceptor. All daily updates and/or changes recorded by the MAT student should be reviewed and approved by the Preceptor.
- d. Proper attire ([See Uniform/Dress Code Policy](#)), including **name tags**, must be worn for all clinical assignments.
- e. **Under no circumstances may an MAT student dispense medication to an athlete.**
- f. Restock your team medical kit as directed by your Preceptor at the clinical site.
- g. Your personal medical kit (i.e., fanny pack or sling bag) is part of the required clinical experience uniform. All personal medical kits should be worn during practice and game events. MAT students should consult with their clinical preceptor on suggestions for personal medical kit contents. Lost medical kit must be replaced by the student at an additional cost.
- h. Report all missing or damaged equipment and/or supplies to your Preceptor.
- i. Please follow the facility rules at the assigned clinical sites.
- j. For daily operations (restocking, cleaning, laundry, checking out of equipment, braces, etc.), please follow facility rules and instructions from your Preceptor at the assigned clinical site.
- l. Follow the medical documentation system as directed by your Preceptor at the assigned clinical site (i.e., electronic medical record, paper). Medical documentation does not leave the assigned clinical site. (*NOTE: Students may need to complete EMR onboarding and orientation at some clinical sites*)
- p. No clinical skills may be done without the permission of and in conjunction with appropriate initial assessment by the Preceptor. MAT Students should apply clinical skills as they are learned during the Program curriculum and not before.

- q. Faculty/Staff offices are not for lounging. Limit your time in a faculty/staff member's office to the following: discussion of injury and rehabilitation status, daily practice or game planning, review of SOAP notes or injury reports with your clinical preceptor, academic and/or career advising, or personal counseling. All other time spent at the clinical site should be strictly for clinical education purposes.

E. Supervised Clinical Experience

During a supervised clinical experience, the student's clinical preceptor is **physically** present (has both direct auditory and visual contact with the student) and can intervene on behalf of the athlete or patient. During a supervised clinical experience, the student may perform clinical skills previously learned or learning in the current semester/term. If a student has not yet shown mastery of a clinical skill, the Preceptor is present and may assist the student in proper performance of the skill. Supervised clinical hours should be recorded in ATrack. In the event that a Preceptor must leave a practice for an emergency, etc, the MATS is to accompany the Preceptor and remain supervised AT ALL TIMES. Additional information can be found under MAT Program Clinical Experience Guidelines.

F. Dress Code ([See Uniform/Dress Code Policy](#))

G. Travel with Teams

MAT students traveling with a Preceptor are expected to act at all times in a professional manner and perform only those duties as described above under supervised clinical experience. MAT students are not permitted to travel independently* or without the direct supervision of a Preceptor. The appropriate dress for travel should be consistent with dress requirements for a home game event. **Do not be late.** Be early and have your supplies neatly packed and ready.

You are **not automatically excused** from a class to travel with a team. Be sure to notify your professor/instructor of a travel conflict well in advance of that day. You are responsible for all the work you miss. Be aware that a professor/instructor may reserve the right to not excuse you from class. If this happens, communicate this to your clinical supervisor as soon as possible.

MAT students may not serve as drivers for any travel. Your role is strictly limited to that of an MAT student. If you are asked to drive, please politely decline and then inform your clinical supervisor of this. Be friendly, courteous, and **professional** at all times when traveling with a team. Remember, you represent not only WVWC, but serve as an ambassador from our athletic training department.

**Considerations on a case-by-case basis if the student if the location of the event is local to campus (within 45 mile radius) and the event location has MAT Program Preceptors present (off-campus Preceptors, local high school hosting another MAT Program high school team/Preceptor).*

H. Preseason, Holidays, Academic Breaks & Inclement Weather

Students enrolled in clinical education courses are ***not required*** to be on-campus over the **Thanksgiving, Christmas, Spring Break, and Easter holidays**. Should a student **CHOOSE** to complete supervised clinical hours over any of these holiday breaks, he or she will need the approval of his/her clinical preceptor, as well as approval from the MAT PD, DCE, and the Director of Housing on campus). Meals in the cafeteria may not be available during preseason or holiday breaks. Students are expected to remain on campus for assigned clinical hours over all other scheduled breaks (Preseason at end of Summer II term, Labor Day, Fall break, Martin Luther King Day).

In the event WVWC is closed due to inclement weather, the MAT student is excused from clinical hours that day. If the off-campus clinical site has a delay or closure, but WVWC is still in session, the MAT student is excused from hours that day and may accrue hours, with permission, with a Preceptor on campus to make up the time. In all cases of inclement weather without delay or closures, the MAT student must communicate with the Preceptor on current road conditions and exercise caution in these circumstances.

I. Sexual, Racial and Other Harassment

Sexual harassment of any WVWC student, student-athlete, Preceptor, or any other member of the WVWC community will not be tolerated and will be dealt with as a severe breach of professional behavior. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact or any other verbal, written, or physical conduct of a sexual nature, when:

- a. submission to that conduct is explicitly or implicitly made a term or condition for any individual's obtaining employment, services, or education;
- b. submission to or rejection of any unwelcome overtures is a factor in decisions affecting any individual's employment, services, or education;
- c. that conduct has the purpose or effect of creating an intimidating or hostile environment for any individual's employment, services, or education.

J. Relationships with Other Medical Professionals

Students are expected to act in a professional manner when interacting with physicians and other medical professionals. The scheduled observation times with physicians are considered very important to the clinical education of the MAT Program students. Students are encouraged to arrive prepared and to ask questions when appropriate.

K. Relationships with ...

a. Patients or athletes

1. MAT students should conduct themselves in a thoroughly professional manner at all times. At no time should a student engage in conduct that would undermine his/her patient's confidence or cause a conflict of interest in the patient's care. **This includes social interaction and social media interaction with athletes/patients outside the clinical setting. Any breaches of this policy may result in termination of the student in the program.**

b. Other MAT students

1. **Romantic relationships with another MAT student are strongly discouraged.** In the past, the breakup of some of these relationships has created a hostile atmosphere in the clinical setting. Such an atmosphere is detrimental to the learning atmosphere and service-delivery environment.
2. Another area of MAT student relationships is that of the 2nd Year graduate student to 1st Year graduate student. Second Year graduate students are frequently in a position of perceived authority over 1st Year graduate students. This authority relationship creates significant potential for real or perceived harassment situations. Second Year graduate students are expected to fulfill the role of "mentor" for 1st Year graduate students and avoid the misuse of authority. The Preceptor (certified athletic trainer or Physician) has the ultimate authority.

L. Differences of Opinion

It is foreseeable that a student may have a difference in opinion with another student or Preceptor with regard to a patient's care. In such cases, the student should avoid expressing his/her disagreement in the presence of the patient. All differences in opinion should be discussed **privately** with the other student involved in the disagreement, or the student's Preceptor. Never argue in the presence of the patient. **Open expression of difference of opinion with a physician or certified athletic trainer is considered a severe breach of professional behavior.** This form of unprofessional behavior serves only to undermine the patient's confidence in the MAT student, as well as the physician or health care professional involved.

All MAT students are required to show appropriate professional respect for their fellow students, Preceptors, supervisors, physicians, coaches, and athletes. Disrespectful behavior is unprofessional and may be grounds for removal from the MAT program.

M. Keys

Designated MAT Program students may need to use a door key to the Athletic Training Facility, shared by their supervising Preceptor. Being in possession of this key is considered a **privilege**. It is this student's responsibility to ensure that his/her key is used only for the purpose intended: access to the athletic training facility to pick up or return supplies for an assigned athletic event, and for general Athletic Training Facility maintenance (cleaning, etc.) procedures. An MAT student should **never** loan this key to anyone and **must** maintain possession of the key to perform the above listed purposes; and **promptly return** the key to the clinical preceptor. Failure to use an Athletic Training Facility key in a responsible manner will result in disciplinary action. Any MAT student who loses an Athletic Training Facility key will be responsible for the replacement cost. **No Athletic Training Facility key may be duplicated.**

N. Related Athletic Training Experiences

All MAT Program students are strongly encouraged to attend workshops, national, district, and state meetings, clinics, and seminars whenever possible. The Program may be able to assist student travel to these athletic training experiences. The Program will attend the state association meeting annually and participate in the Student Quiz Bowl as well as other student programming.

VII. MAT Program Clinical Experience Policy

The purpose of this policy is to clarify the level(s) of supervision an MAT Program student will experience throughout his or her clinical experiences.

Supervised clinical experience: During a supervised clinical experience, the MAT student's Preceptor is **physically** present (has direct auditory and visual contact with the student) and can intervene on behalf of the athlete/patient. During a supervised clinical experience, the MAT student may perform clinical skills previously mastered (via competency manual check-offs).

****When a student has not yet shown mastery of a clinical skill and the Preceptor is physically present, engaged, and actively involved in patient care, the Preceptor may assist the student in proper performance of the skill.**

If a student finds themselves in a potential unsupervised clinical situation (i.e., Preceptor had to excuse themselves temporarily to use the restroom, etc. ****these times should be EXTREMELY limited****) and an emergency occurs, the student should perform only those responsibilities defined by the role of the **first responder** or **first aider**. A **first responder** is defined as "the first medically trained person present at the scene of sudden illness or injury." Specifically, the duties of a student acting as a first responder are limited to:

- assisting with stretching exercises
- application of ice, compression and elevation to an injured part; application of a splint to an injured body part
- activation of the emergency medical system
- application of basic first aid to control bleeding/basic wound care procedures (clean and bandage a wound)
- performing emergency procedures (only those, such as CPR, the student is qualified to perform) if necessary

If an injury occurs in an unsupervised situation, the student should perform only the above duties listed above, and:

- immediately contact his/her Preceptor
- properly document the injury, including all care given

Additional costs associated with clinical experiences:

Students in the program are required to provide their own transportation to off campus clinical and class placements. Students may also incur additional expenses with their certain off campus clinical sites; such expenses could include but are not limited to, background checks, drug screening, housing, transportation, immunizations, blood screenings, or board.

Clinical Experience Hour and Patient Encounters Guidelines

Below are the minimum and maximum number of clinical hours students in each clinical class are required to complete. These guidelines are to ensure that the student is not overburdened with an excessive number of clinical education hours during a given week.

Course	Minimum (hrs)	Maximum (hrs)
EXSC 505*	50	100
EXSC 535	165	225
EXSC 536	225	300
EXSC 545†	15	30
EXSC 613*	50	100
EXSC 670	225	300
EXSC 675	420	560
Total Hours	1,150	1,615

*May Experience-Summer I Term

†Preseason Experience-Summer II Term

No professional MAT student should ever obtain 30 or more hours per week during any week of the active academic semester, and every student must receive ***a minimum of one day off each week*** from all clinical assignments. ***Completion of EXSC 675 Immersive Clinical Experience may be the exception to the preceding.***

Students should complete enough **patient encounters** (anonymous SOAP notes) weekly on average to meet the minimum required for the semester/course.

Course	Patient Encounters (PE) Required	Avg PEs Per Week
EXSC 505 [†]	10	--
EXSC 535	35	2
EXSC 536	55	4
EXSC 545 [*]	8	--
EXSC 613 [†]	10	--
EXSC 670	65	4
EXSC 675	75	5

*May Experience-Summer I Term

[†]Preseason Experience-Summer II Term

Participation in athletics/co-curricular activities/employment

Clinical scheduling must take precedence over work and extracurricular activities. Furthermore, if students encounter academic difficulties, then the maximum number of clinical hours they are required to complete during a given week may be reduced if approved by the PD and DCE.

This policy also aims to ensure that all students enrolled in the professional MAT program will have ample opportunities to complete the variety of clinical experiences both on and off-campus that are required. Moreover, the student must realize that if he/she is unable to achieve this minimum number of clinical experience hours per week for their specific level in the MAT Program due to part-time work, involvement in extracurricular activities, etc., then the missed amount (and the associated competencies and patient encounters that could have been met during this time) must be made up once these obligations have been completed, which may not be until the following semester or year.

All educational master competencies, patient encounters, and required clinical experience hours for each specific clinical course must be successfully met before the student can enroll in the subsequent clinical course and thus continue in the professional MAT program. Furthermore, students will obtain all of their clinical experiences under the direct supervision of a Clinical Preceptor that is assigned by the Director of Clinical Education and MAT Program Director.

Once a student is admitted into the MAT program, he/she is strongly discouraged from participation in one of WVWCs Athletics or other time demanding activities that may interfere with the student completing the clinical education component of the program. ***Students who participate in more than one sport/season for WVWC Athletics will not be considered for admission to the MAT Program.***

It is extremely difficult to participate in an outside time demanding activity while simultaneously attempting to complete the required courses in this master's degree program, along with the required Athletic Training competencies and clinical hours. All of these requirements are pivotal in making the student more proficient and, thus, more marketable in the Athletic Training profession. The MAT Student must be available for clinical experience assignment throughout the academic year.

Students enrolled in the MAT program will need to be available during times outside of the academic year for completion of assigned competencies and other clinical education requirements, including the completion of specific clinical hour requirements. Students in the MAT program cannot "take off" from completing any of the clinical requirements for other activities. Also, keep in mind that the MAT program currently offers very limited clinical courses and/or associated clinical opportunities in the Summer. (NOTE: for these reasons stated above and because of the additional time demands placed upon student-athletes by their coaches and/or other obligations students are discouraged from participating in these activities and completing the MAT program).

The MAT student is required to obtain the majority of his/her clinical experiences during scheduled, direct patient care that is supervised by a Clinical Preceptor.

In order to avoid potential conflicts, and to educate coaches/supervisors/others about the clinical education requirements of the MAT program, each student must disclose any potential conflicts to the program during the application process. The student will then be required to meet with the Director of Clinical Education and develop a written athletic training clinical education experience plan ([See Appendix C](#)) that will be evaluated and updated on a semester by semester basis. This plan should include any necessary requirements that will need to be completed outside of the traditional academic year. The student will be asked to sign the plan and provide a copy. The original documents/plan will be maintained by the DCE and a copy placed in the student's program file.

It is important for students to understand that the more clinical experiences one misses due to athletic or other obligations, the more he/she will have to overload at other times to "catch-up" on missed clinical experience opportunities. Being able to "overload" is not always assured because of the lack of available Clinical Preceptors and/or the lack of suitable clinical placement sites during times outside of the traditional academic year period.

Furthermore, the program wishes to maintain a balance as students complete both didactic and simultaneous clinical education experiences. Thus, in completing clinical education hours, the program does not expect to see students' clinical hours exceeding an *average* of more than 25-30 hours/week over the course of a full semester. The exception to this per week hour average/guideline is when the student is completing the immersive clinical experience or

mini-rotations in the summer/preseason. During the immersive, clinical experience, the student should expect to exceed an average of 35 hours/week over the course of the clinical experience rotation.

Uniform/Dress Code Policy

The WVWC MAT Program strives to maintain a professional environment in all its clinical locations. Appearance and dress of all MAT students and staff is a critical element in creating and maintaining a professional atmosphere that supports the rendering of high quality service in all aspects of operations. The following are intended to assist MAT students and staff in determining appropriate appearance and attire for the clinical environment.

The WVWC MAT Program, in conjunction with the WVWC Policies & Student Handbook, Title IX, Sexual Harassment & Non-discrimination policies, “the College is committed the principles of academic freedom and freedom of expression” (Title IX, Sexual Harassment & Non-discrimination policy, Section I, para 3) and is “committed to creating a safe and welcoming, learning environment for all, strongly affirming the principle of inclusivity in all areas of campus life” (Student Handbook, 2022-2023, page 10). Students attire for clinical rotations should not inhibit the ability to perform skills or interfere with patient care.

****Note*****Some MAT Program affiliated clinical sites may have their own dress code policies that must be adhered to. Please refer to those for specifics or inquire with the DCE prior to reporting to that site.*

General Policies – practice and game coverage procedures:

- WVWC Athletic Training issued t-shirt (no modifications); must be wrinkle and stain free. (Modifications include cutting, ripping, etc. and apply to all clothing worn in the clinical setting.)
- Collared (polo/golf style) shirts are consistent with school colors (black, orange, white, and gray). (The MAT Program issues one polo per year in the Program)
- Color cohesiveness must be maintained. (Wesleyan orange, black, white, gray)
- All shirts must be tucked in at all times. If the shirt comes untucked during normal clinical conditions, the student should re-tuck the shirt at the first available opportunity.
- Any non-khaki shorts or pants MUST be worn with a collared shirt (see above description for acceptable colors).
- Any non-khaki style pants or shorts may only be black, orange, or navy and must not represent any institution other than WVWC.
- A belt is recommended to be worn with any pants or shorts that have belt loops.
- All shorts and pants must be in good condition, wrinkle and stain free, and must be worn between hip and waist level. Shorts must have a minimum inseam range of 4-6” or 6-8”.
- No jeans, baggy pants, cut offs, sweatpants, tear-away pants, yoga pants, leggings, jeggings or stretch type pants/jeans, or fleece pants are allowed in all clinical locations.
- Footwear: sneakers or low-heeled shoes; boots may be worn outdoors.
- No high heeled shoes (must be less than one inch); no stiletto heels are allowed.
- No clogs (including Crocs) or sandals or open-toed shoes are allowed.

- Sunglasses and hats may be worn outdoors. Any hat worn must be WVWC logo only or plain (no other logo except for manufacturer).
- Hair should be pulled back or kept out of the face to prevent interference with the ability to perform skills, this includes coming into contact with patients or equipment
- Facial hair must be kept neat.
- Any jewelry worn must not interfere with normal clinical activities.
- Visible non-traditional piercing(s) are not allowed (tongue, eyebrow, lip, nose, and navel). Spacers 12-14mm or smaller are acceptable.
- Undergarments should be consistent with the color of clothing being worn, in good taste, and not visible.
- Use of cosmetics moderately. Strong perfumes are to be avoided as some patients may be particularly sensitive and/or allergic to fragrances.
- Fingernails are to be kept clean and appropriate in length in order to not interfere with clinical experience skills.
- MAT students may modify attire to conform to cultural or religious guidelines.
- The clinical site may designate variations from this policy on an occasional basis for events, special days, etc. Please follow instructions from the Preceptor regarding these variations.
- Program issued **name tag** (AT Student ID badge is printed during preseason clinical experience).

Game Coverage Procedures

- Outdoor events
 - o WVWC AT issued shirt/polo (no modifications); must be wrinkle and stain free; must be tucked in
 - o Black or khaki shorts or pants, must be worn between hip and waist level
- Indoor events
 - o WVWC AT issued shirt/polo and slacks or skirt; or professional dress (see below); must be wrinkle and stain free
 - o Appropriate shoes for indoor courts (no boots or high-heeled shoes – must be less than one 1 inch, no stiletto style)
 - o Undergarments should be consistent with the color of clothing being worn, in good taste, and not visible.
 - o Use of cosmetics moderately. Strong perfumes are to be avoided as some patients may be particularly sensitive to fragrances. Fingernails are to be kept clean and appropriate in length in order to not interfere with clinical experience skills.

Professional Dress Procedures

Professional dress should at minimum mimic the dress of the coach of the assignment or following the off campus clinical site dress code policy. A minimum of khaki-style pants and

game shirt/polo is required. MAT students and staff should strive for the highest level of professional dress. Professional dress can include the following:

- Neatly pressed slacks (waist level) and shirt and tie. Sweaters may be worn.
- Neatly pressed dress, skirt or pants; skirts and dresses must be longer than knee length.
- Appropriate footwear. No boots, sneakers, high-heeled shoes, or shoes in poor repair. Heels must be less than one inch and not be stiletto style.
- All other general practice guidelines apply.

Inclement Weather (cold, rain, and/or snow) Procedures

- If at all possible, the outermost layer should have the WVWC Athletic Training logo.
- Wind pants and “track pants” may be worn for outdoor practices/games in inclement weather conditions. If so, a collared shirt must be worn.
- Long sleeves worn under another shirt may be black or white and should match the shirt on the outside.
- Rain jackets may be available for short term use (WVWC Athletics-AT department). They may be signed out for a practice/game and returned after the event. They must be cleaned before being returned.
- Appropriate judgment should be used when selecting attire for wear in inclement weather situations to avoid ruining “good” clothes.
- Severe cold or rain may require alterations or suspensions of this policy. This will apply when the MAT student or Preceptor leaves the Athletic Training Facility for the outdoor event. While in the Athletic Training Facility, general practice or game coverage policies apply.

The MAT Program views professional appearance as paramount to professional development and furthering the educational experience of the MAT student. MAT students and faculty/preceptors will be expected to maintain compliance with the dress code at any time when providing clinical services to student-athletes or other patients. Please see the uniform/dress code policy above for further details.

a. Dress Code Violation Process – practice/athletic training facility setting

- a. First offense – student(s) will be given two (2) options: (a) go change into proper attire or (b) be considered absent (automatically considered unexcused). A completed disciplinary action form (dress code-1st offense) will be completed on ATrack by the Preceptor.
- b. Second offense – 2 week probation period to correct. A meeting with the Director of Clinical Education, Preceptor, and MAT student will be set. A completed disciplinary action form (dress code-2nd offense) will be completed on ATrack by the Preceptor. The final preceptor evaluation grade will be a 1% reduction per day up to a total of a 10% overall reduction.

- c. Third offense – 4 week suspension period. A meeting with the Program Director, Director of Clinical Education, Preceptor, and MAT student will be set. A completed disciplinary action form (dress code-3rd offense) will be completed on ATrack by the Preceptor. Final evaluation letter grade reduced by two (2) letter grades or a maximum of 20%.

Any offense more than the third may result in greater suspension time including, but not limited to suspension from the remainder of the clinical experience. Should the MAT student be suspended from the remainder of the clinical experience, the student will be given an “Incomplete” grade for the clinical experience course and will be required to make up the clinical experience in order to maintain good standing within the athletic training program and be eligible for the BOC examination. This may also delay progression in the program to complete the graduate degree.

b. Dress Code Violation Process - Game/professional event

- a. First offense – 1 day suspension, automatic unexcused absence, formal notification in student policy. A completed disciplinary action form (dress code-1st offense) will be completed on ATrack by the Preceptor.
- b. Second offense – 1 week suspension and an additional automatic unexcused absence. A meeting with the Director of Clinical Education, Preceptor, and MAT student will be set. A completed disciplinary action form (dress code-2nd offense) will be completed on ATrack by the Preceptor.
- c. Third offense – A meeting with the Program Director, Director of Clinical Education, Preceptor, and MAT student will be set. A completed disciplinary action form (dress code-3rd offense) will be completed on ATrack by the Preceptor. ***Dismissal from the MAT Program will be enforced.***

Should an MAT student accumulate more than 1 unexcused absence as a result of dress code violations, the “Absence Policy” procedures will be enforced. See above for more details.

Should the MAT student be suspended from the remainder of the clinical experience, the student will be given an “Incomplete” grade for the clinical experience course and will be required to make up the clinical experience in order to maintain good standing within the MAT program and be eligible for the BOC examination. This may result in an extension in the amount of time needed to complete all MAT program requirements.

The MAT Program additionally views professional appearance as paramount to professional development and furthering the educational experience of the MAT student. MAT students and faculty/staff will be expected to maintain compliance with the dress code at any time when providing clinical services to student-athletes or other patients. Please see the dress code for further details.

Any and all violations of any handbook policy will be documented by program faculty and/or preceptors. Should an MAT student violate any policy, the violation will be referred, resolved and dealt with at the appropriate level. For example, tardiness/absence violations and dress code violations should be resolved with the clinical preceptor and DCE or individual course faculty. Academic integrity violations will be resolved in accordance with WVWC Academic integrity policies. Should any one student violate more than one policy, the student will be required to meet with the MAT Program Director, MAT DCE and/or School Director/Academic Administrator.

Grievance Procedures for MAT Students

The "Grievance Procedures for MAT Students" was developed by a committee whose membership includes the MAT Program Director, MAT Program faculty, and Institutional Preceptors.

The grievance procedures detailed in this document follow an administrative hierarchy beginning with a one-to-one conference when only one staff or faculty member is involved and then progresses upward to the Department Grievance Committee (MAT Program Director, MAT DCE, MAT Faculty and/or School of EXSC/AT Director).

Students, faculty, and staff share certain responsibilities. Students can, and should, try to prevent emotions from reaching crisis proportions by initiation of the grievance process as soon as the problem is recognized. The longer the matter remains an emotional "gripe," the more difficult it is to use an objective approach. The use of one-to-one conferences in the faculty or preceptor's office is much less likely to trigger a defensive response than bringing the matter up in class or during clinical patient care. Faculty and Preceptors have a responsibility to respect student's concerns, as well as their right to be heard. If it seems that no solution is possible, students have a right to know why. Similarly, since many times correction of the problem may take time, students should be aware of the time consideration. Students should also know that a one-to-one conference does not automatically indicate the assumption of guilt or innocence.

MAT Faculty and Preceptors should try to assure that all experiences under their direction serve as learning experiences for the student. In this process, students will be learning (or reinforcing knowledge) about administrative channels and the value of the problem-solving process.

General Rules Process

All grievances must be initiated within the semester of the conflict.

1. Grievance related to academics (grading)

In cases of alleged arbitrary, inconsistent, or discriminatory grading, the procedures followed will be the same as outlined in the "WVWC Student Handbook" (see: "Student Grade Appeal Process").

2. Grievance (other than academic)

- a. Preceptor involvement:
 - 1. Student and Preceptor meet.
 - 2. Then if not resolved, a grievance goes to DCE.
 - 3. Combine the below:

In order to minimize misunderstanding, students are encouraged to discuss potential grievances with his/her Preceptor. The initial contact should be made within 3 working days of the incident which has caused the grievance. The Preceptor will investigate the grievance, decide if the Director of Clinical Education should be consulted, obtain all pertinent information, and develop a solution or response within 3 academic days. The response will be written, fully explaining the resolution, and will be placed in the student's file.

b. MAT Program Director involvement

If, after the Preceptor and student have addressed the grievance, and the grievance has not been satisfactorily addressed, the student may appeal, IN WRITING to the MAT Program Director. Within 5 academic days, the Program Director will respond with one of three options:

- 1. The Program Director will review and make a ruling.
- 2. The Program Director will defer review and make a ruling in conjunction with the Director of Clinical Education.
- 3. Defer a ruling until a meeting with the School of Health Science/Exercise Science/Athletic Training and/or Athletic Director can be consulted. Once this meeting has taken place (within 7 academic days), the Program Director will report a ruling to the student.

Grievances not satisfactorily resolved by the above policy

If after seven working days the problem is not resolved or appropriate action has not occurred, the "Policy on Student Complaints" as per the WVWC Student Handbook will be followed.

Additional Policies & Procedures

Communicable Disease Policy

It is the policy of the West Virginia Wesleyan College MAT Program not to discriminate against any applicant, employee, or student who has or is suspected of having a communicable disease. As long as an applicant, employee, or student is able to satisfactorily perform the essential functions of the MAT Program and there is no medical evidence indicating a threat to the health or safety of the individual, coworkers, students, athletes, or the public, an individual shall not be denied employment, continued active student status, or admission to the campus or classes. The MAT Program will consider the educational, employment, or student status of individuals with a communicable disease or suspected of a communicable disease on an individual, case-by-case, basis following procedures outlined by the College.

Communicable Diseases

Communicable diseases are defined as those diseases that can be transmitted from one person to another. The Community Care of WV provides Student Health Services and as an agent for the College, monitors communicable disease cases that may affect the well-being of students, faculty, and staff. In the event of a suspected or confirmed communicable disease, the Health Services staff consults with and receives guidance from Upshur County Health Department, WV Department of Health and Human Resources and the CDC (Center for Disease Control). The consulting agency is determined by the disease presented, the number of cases, and the guidelines and recommendations established by state and federal laws. Disease events are co-managed by the Student Health Services staff and the consulting agency to ensure the safety of individuals and the campus community. When necessary, the WVWC Crisis Emergency Plan will be implemented to guide the response including the communications plan to inform and educate the administration, faculty, staff, students, and others of a communicable disease event. Cooperating agencies in the Buckhannon and Upshur County community will also be utilized as resources.

Individuals contracting a communicable disease should report the case to Community Care of WV on the campus of WVWC immediately by calling 304-473-8100 or 304-517-3774. The Staff will work with Upshur County Health Department to provide preventive measures to those who were exposed: such as immunization, distribution of antibiotics or antiviral medications as necessary to prevent further spread of the disease. If quarantine of exposed individuals is needed, a building on campus will be dedicated for this purpose, and food and other needed items will be provided by the campus food service and/or the Red Cross.

Individuals who contract a communicable disease are required to obey prescribed guidelines by their attending physician and the recommendations of WVWC Student Health Services. Students may not participate in clinical rotations and field experiences during the time they are affected by the communicable disease and shall not return to clinical participation until allowed by the attending physician.

Therefore, MAT students should not report to their clinical site if they have *active* signs or symptoms of a communicable disease. MAT students must immediately notify the MAT Program Director of Clinical Education and their assigned Preceptor of their status and an

estimate of how long they will need to be absent from their clinical rotation. Absences of more than 2 days will require appropriate documentation from the attending physician.

Examples of communicable diseases include, but may not be limited to:

AIDS	Pandemic flu
Amebiasis	Pertussis
Anthrax	Plague
Botulism	Poliomyelitis
Brucellosis	Psittacosis
Campylobacter infections	Rocky Mountain spotted fever
Chancroid	Rubella
Chlamydia trachomatis infection	Salmonellosis (typhoid fever)
Cholera	Shigellosis
Coronavirus	
Diphtheria	Streptococcus pneumonia
Infectious encephalitis	Syphilis
Escherichia coli	Tetanus
Giardiasis	Toxic Shock Syndrome
Gonorrhea	Trichinosis
Haemophilus influenza	Tuberculosis
Hand, foot and mouth syndrome	Tularemia
Viral and acute hepatitis	Yellow Fever
Hepatitis A	Pinworms
Hepatitis B	Ringworm
Hepatitis C	SARS/SARS-CoV-2/COVID-19
Herpes	Scabies
Hantavirus	Shingles (herpes zoster)
HIV	Varicella
Legionellosis	Mumps
Leprosy (Hansen's disease)	
Lyme disease	
Malaria	
Measles	
Meningitis (bacterial)	
Meningococemia	
Monkey Pox	

Policy on Safety and Equipment Use

The MAT Program has several therapeutic modalities intended for the educational instruction concerning modality principles and practices. In addition, affiliated MAT Program clinical sites house and use several therapeutic modalities intended for patient care. Direct supervision by a faculty member/preceptor must be established at all times with any use of the therapeutic modalities at WVWC or any of the affiliated clinical sites. All therapeutic equipment in use at all clinical sites must be up-to-date with safety standards (as per manufacturer's recommendation or federal, state, or local ordinance) when MAT students are present. All affiliated clinical sites must submit annual calibration safety checks to the MAT Program per accreditation standards.

Student Use

MAT students who are officially enrolled in the MAT Program and are participating in or have completed course work congruent with the proper application of therapeutic devices and are provided with a current modality treatment plan by a preceptor may apply the modality to a student-athlete or patient under direct supervision of a preceptor. No modality application may be performed on a student-athlete or patient without the direct supervision of a preceptor.

Troubleshooting

Identification of any problems concerning any therapeutic modalities must be reported to the preceptor or MAT faculty as soon as possible. The preceptor/faculty will act accordingly to report the problem to the supervising individual of the facility. The item will need to be immediately removed until the device is deemed safe for usage and inspected by an appropriately trained technician. For more specific troubleshooting information, the preceptor/faculty should refer to the Operation Manual for the device.

All therapeutic equipment used for educational instruction and patient care must be calibrated annually for safety. If calibrations are needed more often than annually, modifications will be made to the schedule to make sure that it meets all safety standards. If therapeutic equipment utilized in the classroom for education purposes does not pass calibrations, it will be removed from use until it can be fixed and pass safety checks. If therapeutic equipment utilized at affiliated clinical sites for patient care does not pass calibrations, MAT students are not to use this equipment. After maintenance on therapeutic equipment is performed and it is still unable to meet safety standards it will be replaced with new/refurbished equipment that passes calibrations (classroom/educational use) or removed from use by the MAT student at the affiliated clinical site.

Affiliated Clinical Sites

All clinical sites affiliated with the MAT Program must provide annual calibration reports of therapeutic equipment (if applicable) that are being used for educational instruction and patient care. If the clinical site(s) are unable to provide the annual calibration reports, then WVWC must make sure the therapeutic equipment is calibrated and meets safety standards before any MAT student is assigned to a preceptor at that specific affiliated clinical site. If calibrations are needed more often than annually, modifications will be made to the schedule to make sure that it meets all safety standards. If therapeutic equipment utilized at affiliated clinical sites for patient care does not pass calibrations, MAT students are not to use this equipment. After maintenance on therapeutic equipment is performed and it is still unable to meet safety standards it will be replaced with new/refurbished equipment that passes calibrations (classroom/educational use) or removed from use by the MAT student at the affiliated clinical site.

Radiation Exposure

MAT students should be cognizant and aware that affiliated clinical experience sites may utilize equipment (x-ray machines, surgery under fluoroscope, etc.) that requires exposure to radiation. When a student is completing an assigned clinical experience rotation at off-campus clinical sites, the student is expected to follow all policies and procedures implemented at each location. The athletic training facility at WVWC does not house equipment that would expose the MAT student to radiation.

In the event, an MAT student is at an increased health risk due to potential radiation exposure due to pregnancy or other health conditions, the student may voluntarily communicate that to the DCE. The DCE will then work with the student and the respective clinical site on any necessary accommodations, adjustments or additional precautions that may need to be implemented.

Bloodborne Pathogens Policy

Introduction

The MAT Program is committed to providing a safe and healthy learning environment. To that end, a Bloodborne Pathogen Exposure Control Plan (ECP) has been developed to protect the MAT students against potential exposure to bloodborne pathogens in accordance with federal and national accepted standards. The ECP includes:

- Background information
- Exposure determination
- Implementation of universal precautions
- Engineering and work practice controls
- Communication of hazards
- Handling emergencies involving exposure
- Hepatitis B vaccination
- Post-exposure evaluation and follow-up
- Training
- Record keeping

Background

Certain pathogenic microorganisms found in the blood of infected individuals can be transmitted to other individuals by blood or other body fluids. Healthcare workers whose occupational duties expose them to blood and to other potentially infectious materials are at risk of contracting any one of these blood-borne pathogens. Hepatitis B, Hepatitis C, and HIV are three of the most significant of these diseases. Blood-borne pathogens are microscopic organisms that thrive only in blood or certain other body fluids. They do not survive well outside a support system, such as the human bloodstream or a specifically engineered environment. They may be fungi (yeasts and molds), bacteria, prions and parasites, in addition to the well-publicized viruses. There are several blood-borne pathogens known today, and that number is ever-increasing. Blood-borne pathogens are spread through several routes. For example:

- Contact with mucous membranes (such as eye, nose, or mouth, or non-intact skin)
- Puncture wounds
- Organ transplants and blood transfusions
- Sexual contact
- Mother to unborn child through the placenta or breast milk
- Sharing dirty needles, acupuncture, tattoos, and body piercing

Exposure Determination

OSHA requires employers to perform an exposure determination concerning which students/employees may incur occupational exposure to blood or other potentially infectious materials (OPIM). The OSHA Bloodborne Pathogens standard applies to employees/students with occupational exposure to human blood, blood products and other potentially infectious materials. Under the standard, occupational exposure is defined as reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or OPIM that results in the performance of an employee's duties. According to the OSHA standard, blood and OPIMs include:

- Human blood, human blood components, and products made from human blood;
- The following human body fluids: semen; vaginal secretions; cerebrospinal fluid; synovial fluid; pleural fluid; pericardial fluid; peritoneal fluid; amniotic fluid; saliva in dental procedures; any body fluid that is visibly contaminated with blood; all body fluids in situations where it is difficult or impossible to differentiate between body fluids;
- Any unfixed tissue or organ (other than intact skin) from a human, living or dead; and
- Human Immunodeficiency Virus (HIV)-containing cell or tissue cultures, organ cultures, and HIV- or hepatitis B Virus (HBV)-containing culture medium or other solutions; and blood, organs, or other tissues from experimental animals infected with HIV or HBV.

The exposure determination is made without regard to frequency of exposure or the use of personal protective equipment (i.e., individuals are considered to be exposed even if they wear personal protective equipment). This exposure determination affects MAT faculty, Preceptors, and MAT students working directly with patients on the campus of West Virginia Wesleyan College Athletics. This also covers MAT students who are completing a required clinical experience at an off-campus affiliated clinical site.

The job classifications and associated tasks for these categories are as follows:

- a. Certified Athletic trainers will be expected to provide emergency treatment for life-threatening emergencies, including administering mouth-to-mouth resuscitation and controlling bleeding occurring due to participation in athletics. Also, the certified athletic trainer may be involved in assisting the team physician with suturing, draining blisters, applying band-aids, or shaving calluses.
- b. MAT students will often be required to perform the same tasks when the situation requires, with role delineation as outlined in the Emergency Action Plan of the clinical site.

Implementation of Universal Precautions

OSHA also requires that this plan include a schedule and method of implementation for the various requirements of the standard. The following complies with this requirement:

Implementation Methods

Universal Precautions

The program will take every measure to inform MAT students and preceptors the use of the universal precautions approach to infection control. All human blood and other potentially infectious body fluids will be treated as though known to be infectious for HBV, HCV and HIV and other blood-borne pathogens regardless of the perceived status of the source or source individual.

Bloodborne Pathogens Exposure Control Plan

Engineering and Work Practice Controls

The objective of engineering controls and work practice controls is to reduce or minimize exposure to blood-borne pathogens. The difference between the two types of controls is that one isolates or removes the hazard from the workplace, while the other reduces the risk of exposure by altering how tasks are performed. Engineering controls isolate or remove the blood-borne pathogen hazard from the workplace and include examples of biohazard waste and sharps containers. Work practice controls reduce the likelihood of exposure by altering the manner in which a task is performed and include prohibiting the recapping of needles by a two-handed technique. The following engineering controls and work practices are utilized at each clinical affiliation. It is imperative that students and preceptors utilize these techniques and observe these rules.

1. *Hand Washing:* Hand washing stations should be provided and signs will be posted to identify those stations in exposure-prone areas at all clinical affiliated facilities. Where no sink is available, a hand sanitizing gel or foam will be used as an intermediate measure, to be followed by washing with soap and water as soon as feasible. Hands are to be thoroughly washed with water and an antimicrobial solution under the following circumstances:
 - Before gloving
 - After removing gloves
 - After each patient procedure
 - Before leaving the work area
 - Before eating
 - After hands have touched a possibly contaminated surface

Effective hand washing means scrubbing with soap for a minimum of 20 seconds on the palms, between the fingers, the back of the hands, and the wrist. Scrubbing is followed by a thorough rinse with water and complete drying. If a paper towel is used for drying, it should be used to turn off the water.

2. *Gloves*: Disposable latex, nitrile, or vinyl gloves are available for use at all clinical affiliations.
 - These gloves are NOT puncture-resistant, nor are they 100% protective against infectious agents.
 - Gloves must be replaced as soon as practical when contaminated (at a minimum, after each patient).
 - Torn or punctured gloves must be replaced as soon as feasible.
 - Disposable gloves may NOT be washed for reuse.
 - Gloves will be removed prior to leaving the treatment area.
 - Grossly contaminated gloves will be discarded in a biohazardous waste container. They may go in the regular trash if they are not grossly contaminated.
 - Immediately after removing your gloves, hands must be washed with soap and running water.
 - Hand sanitizer may be used as an intermediate measure but not in place of hand washing.

After proper removal and disposal of personal protective gloves (or other personal protective equipment), MAT students shall wash their hands or any other potentially contaminated skin area immediately or as soon as feasible with soap and water. If an MAT student incurs exposure to their skin or mucous membranes, then those areas shall be washed or flushed with water as appropriate or as soon as feasible following contact.

3. *Biohazardous Waste*: Contaminated wastes include the following: blood or other potentially infectious body fluids; items which would release these fluids if compressed; items which are coated with dried blood or other potentially infectious materials and are capable of releasing these materials during handling; contaminated sharps; pathological and microbiological waste containing blood or other body fluids including saliva.

Protocol for waste handling is as follows:

- Contaminated wastes, including grossly contaminated gloves, are to be placed in a biohazardous waste container.
- All contaminated sharps are to be placed in a sharps container.
- Recapping of needles should be performed using a one handed technique.
- These containers must be closeable, leak proof and properly labeled.
- Contaminated wastes or filled sharps containers may NOT be placed in with the regular trash for removal.

These containers or devices are labeled and color-coded, and are puncture-resistant and leak-proof. They are kept upright at all times and the lid will be tightly sealed prior to removal of the container. If the outside of the container becomes contaminated, it shall be placed in another leak-proof container prior to disposal. Any contaminated object that can puncture the skin is considered a contaminated sharp. These items **MUST** be placed immediately in a sharps container. These containers will never be overfilled, but will be replaced when the contents reach the fill line.

4. *Housekeeping:* In keeping with the concept of universal precautions, the clinical affiliation will ensure that the worksite is maintained in a clean and sanitary condition.
 - Each clinical affiliation is responsible for using an EPA or FDA approved disinfectant to clean and decontaminate all equipment and work surfaces after he/she has used them and made contact with blood or other potentially infectious materials. Work surfaces and equipment include countertops, exam tables, modalities, etc.
5. *Biohazardous Labeling:* Biohazardous warnings, either the internationally recognized biohazard symbol or bright orange-red coloring, will be used to alert persons of potential contamination of:
 - Containers of contaminated waste.
 - Sharps containers: Contaminated sharps that are not reusable are to be placed immediately, or as soon as possible after use, into appropriated sharps containers. Sharps containers are puncture resistant, closable, labeled with a biohazard label, and are leak-proof.
6. *Needles and Sharps Handling Practices:* Contaminated needles and other contaminated sharps objects will not be bent, recapped, removed, sheared, or purposely broken. Following usage, needles or other contaminated sharps objects will be disposed of in a clearly marked biohazardous, sharps container. OSHA allows for one exception to the rule governing the disposal of needles, if the procedure requires that the contaminated needle be recapped or removed and no alternative is feasible, and the action is required by the medical procedure and in accordance with medical provider supervision. If such an action is required, then the recapping or removal of the needle must be done by the use of a mechanical device or a one handed technique. Shearing or breaking of used needles is prohibited. Any broken glass involved in an accident and visibly contaminated with blood will be handled as a contaminated sharp.
7. *Work Area Restrictions:* In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, MAT students are not to eat, drink, apply cosmetics or lip balm, smoke, or handle contact lenses. Food and beverages are not to be kept or placed on treatment tables, taping tables or countertops when blood or other potentially infectious materials are likely to be present. All procedures will be conducted in a manner that will minimize splashing, spraying, splattering, and generation of droplets of blood or other potentially infectious materials.

8. *Specimens:* Specimens of blood or other potentially infectious materials, such as urine, will be placed in a container that prevents leakage during the collection, handling, processing, storage, and transport of the specimens. The container used for this purpose will be labeled or color-coded in accordance with the requirements of OSHA standards. It should be noted that this standard provides exemption for specimens from the labeling/color coding requirements of the standard, provided the facility uses Universal Precautions in the handling of all specimens and the containers are recognizable as container specimens. This exemption only applies while the specimens remain in the facility. If outside contamination of the primary container occurs, the primary container shall be placed within a secondary container that prevents leakage during the handling, processing, storage, transport, and/or shipping of the specimen.
9. *Contaminated Equipment:* Equipment that has become contaminated with blood or other potentially infectious materials shall be examined before servicing or shipping and shall be decontaminated as necessary unless the decontamination of the equipment is not feasible.
10. *Other Personal Protective Equipment:* All personal protective equipment used will be provided without cost to the MAT student. Personal protective equipment will be chosen based on the anticipated exposure to blood or other potentially infectious materials. The protective equipment will be considered appropriate only if it does not permit blood or other potentially infectious materials to pass through or reach clothing, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of time that the protective equipment will be used. Examples of other PPE are:
 - One-way Pocket masks
 - Examination Gloves
 - Protective eyewear
 - Face shield
 - Protective Gowns

All personal protective equipment should be cleaned, laundered, and/or disposed of regularly by the user. All personal protective equipment will be removed before leaving the work area.

11. *Laundry Procedures:* All garments that are penetrated by blood shall be removed immediately or as soon as feasible. Decontamination will also take place after any blood or other potentially infectious material exposure has occurred. Approved decontamination products are to be available and provided by the facility.

Laundry contaminated with blood or other potentially infectious materials will be handled as little as possible. Such laundry will immediately be placed in appropriately marked bags. This laundry will not be sorted or rinsed in the area of use. It will then be

removed by the individual responsible for laundry using personal protective equipment, and washed separately in bleach. Any individual handling contaminated laundry will use personal protective equipment to prevent contact with blood or other potentially infectious materials.

Communication of Hazards

Hazards related to bloodborne pathogens are communicated through warning labels, as well as through training for athletic training employees/students with occupational exposure. Warning labels are required on containers of regulated medical waste, refrigerators and freezers containing blood or other potentially infectious material, and other containers used to store, transport, or ship blood or OPIM. The labels include the biohazard symbol and the word "biohazard". Red bags or red containers may be substituted for labels.

Handling Emergencies Involving Exposure

a) Accidents/Spills

1. Blood and other potentially infectious materials

- Isolate area where spill occurs-place hazard sign in front of spill or have a qualified individual stay at spill site to warn others.
- If necessary, put on gloves, mask, eyewear, and a fluid-proof gown.
- Apply an absorbent material to absorb the fluid.
- Place the absorbed material and all disposable clean-up items in a biohazard container.
- Clean area where spill occurred with: (1) soap and water, then (2) disinfectant.
- Remove and dispose of disposable personal protective equipment and clean and disinfect non-disposable items.
- Wash hands with soap and running water.

2. Alternative method:

- Retrieve a spill kit.
- Put on heavy-duty utility gloves.
- Saturate the area with diluted bleach and leave for 10 minutes.
- Remove any broken glass and discard in a sharps container.
- Wipe up excess materials with disposable towels.
- Discard wiped up material in regulated trash.
- Disinfect the area.
- Disinfect and remove gloves.
- Wash hands.

3. Sharps and contaminated broken glass or other sharp materials must be placed in a biohazard container. These items are never to be picked up by the hand, even when wearing gloves. Always use forceps or scoop and brush.

b) Emergencies Involving Patient Care

1. Unexpected bleeding; CPR; rescue breathing; airway obstruction; etc.

- The patient must be cared for immediately in these situations.
- Always use a protective barrier to prevent contact with body fluids.
- If treatment results in blood or other body fluids contaminating any area of the student's skin or eyes or mucous membranes, these are to be washed with soap and running water as soon as possible. Mucous membrane contact with a patient's body fluids is an exposure incident and the student may request a post-exposure evaluation.
- If blood or other body fluids soak through clothing, then this clothing must be removed and skin underneath cleaned with soap and running water.
- The contaminated item of clothing is to be placed in a biohazard waste container.
- If at any time during this emergency it becomes possible to interrupt treatment and put on proper personal protective equipment (with no increased risk to the patient), then the student is to do so.

Hepatitis B Vaccination Policy

The MAT Program will comply with federal and national guidelines for Hepatitis B immunization. The MAT Program recommends that students receive the Hepatitis B vaccination. Students are responsible for the cost associated with Hepatitis B vaccination. A Hepatitis B vaccination is not warranted under these conditions:

- The student has been previously immunized.
- An antibody test reveals a protective titer.
- The vaccination is medically contraindicated.
- The student chooses to decline the immunization, in which case he/she will be required to sign an Assumption of Risk Waiver Form.

Post-Exposure and Follow-up

When an MAT student incurs an exposure incident, it should be reported to the Program Director, Director of Clinical Education and/or Preceptor. The staff of CCWV at the WVWC Student Health Center or local hospital facility will evaluate the individual. In the event that an MAT student incurs an exposure incident at an off-campus affiliated site, the student should report to the nearest Emergency Department or their Primary Care Physician. All individuals who incur an exposure will be offered post "exposure evaluation and follow-up" in accordance with OSHA standard. The follow-up will include the following:

- Written documentation of the route of exposure and the circumstances related to the incident as soon as feasible following exposure. This is to be returned to the Program Director or Director of Clinical Education.
- For puncture injuries or cuts from sharps, expose, express (encourage bleeding if the wound is small) and thoroughly wash the wound area with soap and water for 15

minutes, minimum. If soap and water are not available, then an antiseptic (solution, wipe, spray) should be used.

- Wash any area exposed to blood or OPIM with tepid water and soap for at least 5 minutes. Alcohol-based hand rinses, gels, foams (containing 60+% alcohol) should be used on intact skin when water is not available.
- If splashes are to the eyes, irrigate eyes with clean water or commercially available eyewash solution for 15 minutes.
- If possible, the identification of the source individual and if possible the status of the source individual. The blood of the source individual will be tested after consent is obtained for HIV/HBV infection.
- Results of testing of the source individual will be made available to the exposed athletic training staff or MAT student with the exposed individual informed about the applicable laws and regulations concerning disclosure of the identity and infection of the source individual.
- The individual will be offered the option of having their blood collected for testing of the individual's HIV/HBV serological status.
- The Program Director will be designated to assure that the policy outlined above is effectively carried out as well as to maintain records related to this policy.

Once these procedures have been completed, an appointment with a qualified healthcare professional is arranged for the exposed MAT student to discuss the student's medical status. This includes an evaluation of any reported illness, as well as any recommended treatment.

Training

Training for MAT students will be conducted annually and before initial assignment to tasks where occupational exposure may occur. Training will include the following:

- The OSHA Standard for Bloodborne Pathogens.
- Epidemiology and symptomatology of bloodborne disease.
- Modes of transmission of bloodborne pathogens.
- The exposure plan (i.e. points of the plan, lines of responsibility, how the plan will be implemented, etc.)
- Procedures that might cause exposure to blood or other potentially infectious material at this facility.
- Control methods to be used at the facility to control exposure to blood or other potentially infectious materials.
- Personal protective equipment available.
- Who should be contacted concerning exposure to blood or other potentially infectious material?
- Post-exposure evaluation and follow-up.
- Signs and labels used.

Record Keeping

The MAT Program Director will maintain all records required by the OSHA standard. The MAT Program will be responsible for conducting the bloodborne pathogen training to the MAT students. All MAT students will receive annual refresher training within one year of the individual's previous training.

Appendix A

Application Related Forms

Technical Standards for Admission

Confidentiality Statement

Directed Observation Experiences Form

PROFESSIONAL MASTER OF ATHLETIC TRAINING PROGRAM TECHNICAL STANDARDS FOR ADMISSION

The professional Master of Athletic Training program at West Virginia Wesleyan College is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the professional Master of Athletic Training Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency: the Commission on Accreditation of Athletic Training Education (CAATE).

The following abilities and expectations must be met by all students admitted to the Master of Athletic Training Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted to the program. Compliance with the program's technical standards does not guarantee a student's eligibility for the BOC certification exam.

Candidates for selection to the WVWC Master of Athletic Training Program must demonstrate:

1. the mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgements and to be able to distinguish deviations from the norm.
2. sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely, and efficiently use equipment and materials during the assessment and treatment of patients.
3. the ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgements and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice.
4. the ability to record the physical examination results and a treatment plan clearly and accurately.
5. the capacity to maintain composure and continue to function well during periods of high stress.
6. the perseverance, diligence and commitment to complete the athletic training education program as outlined and sequenced.
7. flexibility and the ability to adjust to changing situations and uncertainty in clinical situations.
8. effective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.

Candidates for selection to the Master of Athletic Training Program will be required to verify they understand and meet these technical standards or they believe that, with certain accommodations, they can meet the standards. Verification is also necessary by a physician on the student's required entrance physical examination. The Office of Student Development will evaluate any students who state that they could meet the program's technical standards with accommodation to confirm that the stated condition qualifies as a disability under applicable laws.

If a student states that he or she can meet the technical standards with accommodation, then the College will determine whether it agrees that the student can meet the technical standards with reasonable accommodation; this includes a review as to whether the accommodations requested are reasonable, taking into account whether accommodation would jeopardize clinician/patient safety, or the educational process of the student or the standards of the institution, including all coursework, clinical experiences and internships deemed essential to graduation.

I certify that I have read and understand the technical standards for selected 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 these standards I will not be admitted into the program.

Signature of Applicant

Date

Alternative statement for students requesting accommodations:

I certify that I have read and understand the technical standards of selection listed above and I believe to the best of my knowledge that I can meet each of these standards with certain accommodations. I will contact the Office of Student Development to determine what accommodations may be available. I understand that if I am unable to meet these standards with or without accommodations I will not be admitted into the program.

Signature of Applicant

Date

WEST VIRGINIA WESLEYAN COLLEGE

Master of Athletic Training Program

CONFIDENTIALITY STATEMENT

Patient confidentiality is of the utmost importance at no time should that confidentiality be breached. Other than with clinical preceptors and/or an overseeing physician(s), students should not discuss confidential patient/athlete information to anyone (including the media, social media, fans, professional scouts, roommates, parents, boyfriends/girlfriends, other patients, etc.). When in doubt, the student should consult his/her clinical preceptor, and understand that the patient is the person who authorizes the release information in accordance with the healthcare facility policies and procedures. Likewise, all records are confidential and should never be removed from the athletic training facility/clinical site without the permission of the patient. All students must comply with the provisions of the Health Insurance Portability and Accountability Act (HIPAA).

I understand and agree that, in the performance of my clinical experiences as a student in the West Virginia Wesleyan College Master of Athletic Training Program, I must hold all athlete/patient care and agency information in confidence. I understand that any violation of the confidentiality of this information may cause immediate termination of my student affiliation with the agency and would jeopardize my progression in the Master of Athletic Training program.

Printed Name: _____

MATS Signature: _____

Date: _____

MAT

Directed Observation Experiences

Student Name (print): _____

Supervising AT Name (print): _____

BOC #: _____

Date of Observation	Description of Setting/Experience	Total Hours

Total Observation Hours: _____

Supervising AT Signature: _____

Date: _____

Appendix B

Accreditation & Professional Organizations

Commission on Accreditation of Athletic Training Education (CAATE)

Board of Certification for the Athletic Trainer (BOC)

National Athletic Trainers' Association (NATA)

Commission on Accreditation of Athletic Training Education (CAATE)

CAATE

2001 K Street NW, 3rd Floor North

Washington, DC 20006

Phone: (512) 733-9700 or 844-GO-CAATE

www.caate.net

Board of Certification for the Athletic Trainer (BOC)

BOC

1415 Harney Street

Suite 200

Omaha, Nebraska 68102-2205

Voice: (402) 559-0091

Toll-free: (877) 262-3926 (877-BOC-EXAM)

Fax: (402) 561-0598

www.bocatc.org

<https://bocatc.org/candidates/>

BOC Exam References 2026-27

BOC Exam references can be found here:

[Prepare a Study Plan](#)

[BOC Exam References](#)

National Athletic Trainers' Association (NATA)

NATA

1620 Valwood Parkway, Suite 115

Carrollton, TX 75006

Office Phone: (214) 637-6282

Fax: (214) 637-2206

www.nata.org

NATA Code of Ethics

 nata_code_of_ethics_2022.pdf

Appendix C

Clinical Education Plan Student-Athlete Participation

Student Letter

Clinical Education Plan Form

[Date]

[Student Name]

[Address Line 1]

[Address Line 2]

RE: Student-Athlete Participation While Enrolled in the MATP

Dear [Student First Name],

As part of your application and admission to the WVWC MAT Program, you have disclosed your intent to exercise your athletic eligibility and participate in [sport] for the [YYYY-YY] academic year. During the interview process for the MAT Program, the committee felt that your dedication, explanation of your time management strategies, and commitment to the graduate program were sufficient for admission to the Program.

In the [YYYY-YY] WVWC MAT Program Student Handbook, the section “MAT Program Clinical Experience Guidelines” outlines the challenges in extracurricular activities outside of the Program. In an effort to keep everyone on the same page and meeting your requirements to complete the MAT graduate degree, a plan of action is to be developed: “*a written athletic training clinical education experience plan that will be evaluated and updated on a semester by semester basis*” (pg. 35) A copy of this plan will remain in your Program file; an additional copy is to be presented to your Head Coach. A plan will be developed each semester this academic year.

Please meet with the Director of Clinical Education to develop your semester clinical experience plan by [Date] for the following rotations:

- [Clinical Rotation] [Dates])
- [Clinical Rotation] [Dates]

Feel free to contact us if you have any questions.

Sincerely,

Meleesa F. Wohleber, DHSc, LAT, ATC
Program Director

Jacob Hill, DAT, LAT, ATC, CSCS
Director of Clinical Education

cc: Clinical Education Plan Worksheet

**Master of Athletic Training Program
Clinical Education Plan**

Student Name:

Semester/Year:

Sport:

☐ **Copy To Head Coach**

Date ____/____/____

MAT Students may average 20 hours/week* and must receive 1 day off every 7 days from their clinical site.

*Immersion Clinicals average 30+ hours/week

Clinical Rotation (please complete a worksheet for each rotation assigned):

☐ **High School**

☐ **College**

☐ **Clinic**

☐ **Physician Office**

Weekly Schedule (check all that apply):

☐ **Monday**

☐ **Tuesday**

☐ **Wednesday**

☐ **Thursday**

☐ **Friday**

☐ **7am-12pm**

☐ **12pm-6pm**

☐ **After 6pm**

Weekend Schedule (check all that apply):

☐ **Saturday**

☐ **Sunday**

☐ **7am-12pm**

☐ **12pm-6pm**

☐ **After 6pm**

Clinical Hours Requirement (minimum-maximum)

☐ **165-225 (Clin I)**

☐ **225-300 (Clin II, III)**

☐ **420-560 (Immersion)**

Dates of Rotation:

☐ **1st Quarter**

☐ **2nd Quarter**

☐ **Full Semester**

☐ **[Dates]**

☐ **[Dates]**

☐ **[Dates]**

☐ **[Dates]**

Date: ____/____/____

Date: ____/____/____

Student Signature:

Director of Clinical Education Signature:

Jacob Hill, DAT, LAT, ATC, CSCS