

UNIVERSITY of **HOUSTON**  
HEALTH and HUMAN PERFORMANCE



**MASTER OF ATHLETIC TRAINING PROGRAM HANDBOOK**

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**NOW IS THE LAW OF THE JUNGLE  
AS OLD AND TRUE AS THE SKY  
FOR THE COUGAR THAT KEEPS IT WILL PROSPER  
BUT THE COUGAR THAT BREAKS IT WILL DIE  
AS THE WIND HOWLS THROUGH THE LAND  
THE LAW SWINGS SIDE TO SIDE  
FOR THE STRENGTH OF THE PRIDE IS THE COUGAR  
AND THE STRENGTH OF THE COUGAR IS THE PRIDE**

- Adapted from  
“The Law of the Jungle” by Rudyard Kipling

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**UNIVERSITY OF HOUSTON**  
**UH MISSION STATEMENT**

The mission of the University of Houston is to offer nationally competitive and internationally recognized opportunities for learning, discovery, and engagement to a diverse population of students in a real-world setting. The University of Houston offers a full range of degree programs at the baccalaureate, master's, doctoral and professional levels and pursues a broad agenda of research and creative activities. As a knowledge resource to the public, the university builds partnerships with other educational institutions, community organizations, government agencies, and the private sector to serve the region and impact the world.

**HEALTH AND HUMAN PERFORMANCE**  
**HHP MISSION STATEMENT**

The Department of Health and Human Performance generates knowledge, develops scholars, leaders, and health and wellness professionals, and serves the community through innovative programs and partnerships.

**MASTER OF ATHLETIC TRAINING**  
**MAT MISSION STATEMENT**

Mission- Consistent with the mission of the University of Houston (UH) and the Department of Health and Human Performance (HHP), the Master of Athletic Training (MAT) Program will provide quality opportunities for learning, inquiry, discovery, and advocacy. In addition, the MAT Program will facilitate personal and professional growth through didactic, clinical, and professional contributions and collaboration to prepare graduates to be competent and compassionate professionals. Graduates of the MAT Program will have the knowledge, skills, and abilities to pass the Board of Certification (BOC) exam for Athletic Training, and practice within an interprofessional healthcare team as an Athletic Trainer.

**Goals:**

The goals of the Master of Athletic Training Program include the following:

1. Prepare students to be competent clinicians using knowledge, skills, and abilities (KSA's) that successfully pass the BOC Exam for AT and enter the workforce as successful contributors to the field of AT and healthcare.
2. Provide quality opportunities for learning, inquiry, discovery, and advocacy, along with personal and professional growth through didactic, clinical, and professional contributions and collaboration.
3. Prepare students to be compassionate AT's who advocate for their patients and the profession and are able to practice within an interprofessional healthcare team.

**This preparation, along with successfully passing of the Board of Certification (BOC) Examination for Athletic Training and meeting the appropriate state licensing requirements will qualify graduates for entry-level careers in Athletic Training.**

## **DEFINITION OF A CERTIFIED ATHLETIC TRAINER**

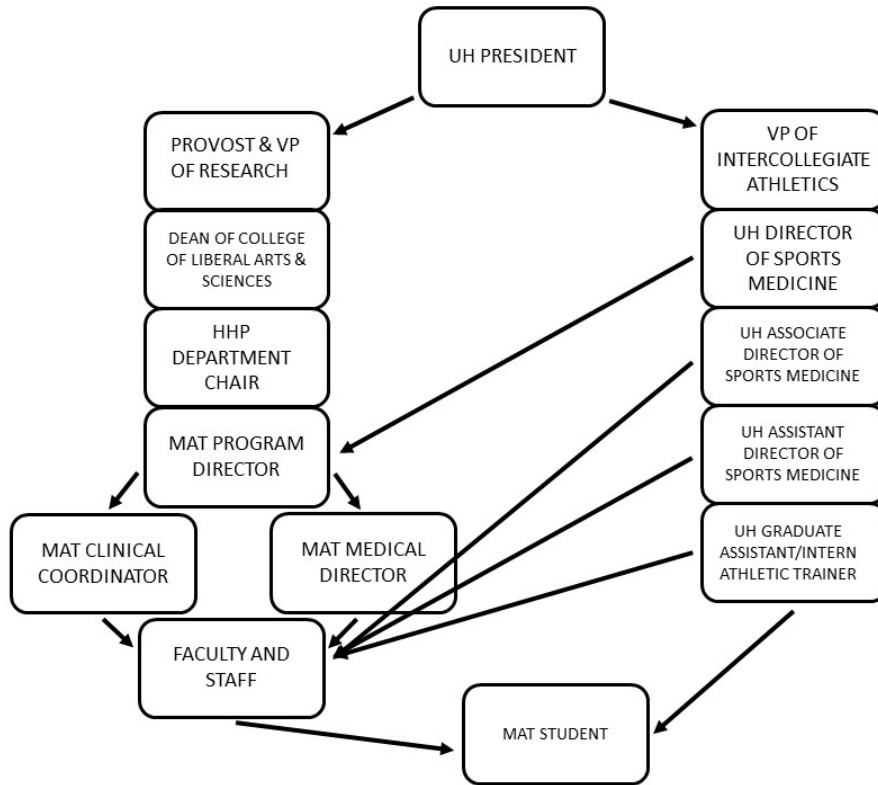
Athletic Trainers (ATs) are healthcare professionals who render service or treatment, under the direction of or in collaboration with a physician, in accordance with their education and training and the states' statutes, rules and regulations. As a part of the healthcare team, services provided by ATs 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.

## **ATHLETIC TRAINING PRACTICE DOMAINS**

- Domain I: Risk Reduction, Wellness and Health Literacy
- Domain II: Assessment, Evaluation and Diagnosis
- Domain III: Critical Incident Management
- Domain IV: Therapeutic Intervention
- Domain V: Healthcare Administration and Professional Responsibility

# MASTER OF ATHLETIC TRAINING PROGRAM

## ADMINISTRATIVE FLOW CHART



## **MASTER OF ATHLETIC TRAINING PROGRAM**

### **REQUIREMENTS FOR COMPLETION OF THE MAT DEGREE:**

- Satisfactorily complete all courses in the degree with an overall GPA of 3.0 or higher (as referenced in Retention Policies and Procedures (p. 24)
  - When a student falls below the required G.P.A. and/or receives a grade of “C” in two or more classes, the MAT student will be removed from the MAT program. Students who have been academically removed from the program and wish to re-enter the program must retake any course in which they earned a “C” prior to continuing on full-time in the MAT program. Any student who re-enters the program and subsequently earns another grade of “C” will be academically removed from the program and will not be permitted to re-enter the program at any point in the future.
- Successful completion of all assigned clinical education experiences as outlined in each Clinical Experience course syllabus
  - Successful performance of all required clinical skills
  - Successful attainment of scoring benchmarks on all evaluations
- Submission of a minimum of one (1) Clinical Education Case Study to a national journal or professional conference as outlined in the Clinical Case Study guidelines (p. 16)



# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **OUTLINE OF COURSE SEQUENCE AND CLINICAL EDUCATION**

### **Semester 1 – Summer I:**

#### **Anatomy (ATP 6301)**

Athletic Training Students will study, obtain, and develop the necessary skills and knowledge of the gross and functional anatomical and physiological principles of athletic injury with practical application to motor performance.

#### **Emergency Care (ATP 6302)**

Athletic Training Student will study, obtain, and develop the skills and knowledge necessary to help sustain life, reduce pain, and minimize the consequences of sudden injury or illnesses.

#### **General Medicine / Pharmacology 1: Systems and Evaluation (ATP 6303)**

Focuses in the identification and treatment of medical conditions of the nervous, urinary, endocrine, reproductive, respiratory, gastrointestinal, cardiovascular, integumentary systems. Emphasis placed on the role the Athletic Trainer has in the prevention, evaluation, diagnosis, treatment and rehabilitation of associated conditions as directed by a supervising physician.

#### **Clinical Experience 1 (ATP 6191)**

Clinical integration of educational competencies reflected in the academic preparation obtained in Anatomy (ATP 6301), Emergency Care (ATP 6302), and General Medicine / Pharmacology 1 (ATP 6303). Students will obtain a minimum 225 hours (i.e. 25 hours per week for 9 semester weeks) of clinical education interacting with patients of different sexes, with different socioeconomic statuses, and with varying levels of activity and athletic ability (for example, competitive and recreational, individual and team activities, high- and low-intensity activities).

## **Semester 2 – Fall I:**

### **Research in Athletic Training (ATP 6311)**

Athletic Training Student will study, obtain, and develop the necessary skills and knowledge to critically review and use evidence in the field of Athletic Training. This course will introduce research topics and the data collection and application of statistical methods used in Athletic Training and related research.

### **Therapeutic Intervention 1 (ATP 6312)**

Athletic Training Students will study, obtain, and develop the necessary skills and knowledge to investigate and analyze indications, contraindications and biophysics of agents that aid in the healing of athletic injuries and the reduction of pain, utilizing appropriate therapeutic modalities, basic therapeutic exercises and rehabilitative techniques.

### **Therapeutic Intervention 1 Lab (ATP 6112)**

Investigate and analyze indications, contraindications and biophysics of agents that aid in the healing of athletic injuries and the reduction of pain utilizing appropriate therapeutic modalities, basic therapeutic exercises and rehabilitative techniques.

### **Lower Extremity Evaluation (ATP 6313)**

Athletic Training Students will study, obtain, and develop the skills and knowledge necessary to formulate a systematic examination of the fundamental principles and concepts of athletic training as it relates to the prevention, evaluation, diagnosis, treatment and rehabilitation of lower extremity injuries.

### **Lower Extremity Evaluation Lab (ATP 6113)**

Application of theories, skills and practice obtained in 6313.

### **Clinical Experience 2 (ATP 6192)**

Clinical integration of educational competencies reflected in the academic preparation obtained in Anatomy (ATP 6301), Emergency Care (ATP 6302), and General Medicine / Pharmacology 1 (ATP 6303), Research in Athletic Training (ATP 6311), Therapeutic Modalities for Athletic Injuries lecture (ATP 6312) and lab (ATP 6112), as well as Lower Extremity Evaluation lecture (ATP 6313) and lab (ATP 6113). Students will obtain a minimum of 375 hours (i.e. 25 hours per week for 15 semester weeks) of clinical education interacting with patients of different sexes, with different socioeconomic statuses, and with varying levels of activity and athletic ability (for example, competitive and recreational, individual and team activities, high- and low-intensity activities).

## **Semester 3 – Spring I**

### **Healthcare Administration (ATP 6324)**

Athletic Training Students will study, obtain, and develop the necessary skills and knowledge to plan, coordinate and supervise administrative components of an athletic training organization including those pertaining to health care, financial, personnel and facilities management, and public relations.

### **Upper Extremity Evaluation (ATP 6323)**

Athletic Training Students will study, obtain, and develop the skills and knowledge necessary to formulate a systematic examination of the fundamental principles and concepts of athletic training as it relates to the prevention, evaluation, diagnosis, treatment and rehabilitation of upper extremity injuries.

### **Upper Extremity Evaluation Lab (ATP 6123)**

Application of theories, skills and practice obtained in 6323.

### **Clinical Experience 3 (ATP 6293)**

Clinical integration of educational competencies reflected in the academic preparation obtained in Anatomy (ATP 6301), Emergency Care (ATP 6302), and General Medicine / Pharmacology 1 (ATP 6303), Research in Athletic Training (ATP 6311), Therapeutic Modalities for Athletic Injuries lecture (ATP 6312) and lab (ATP 6112), Lower Extremity Evaluation lecture (ATP 6313) and lab (ATP 6113), Healthcare Administration (ATP 6324), and Upper Extremity Evaluation (ATP 6323) and lab (ATP 6123). Students will obtain a minimum of 375 hours (i.e. 25 hours per week for 15 semester weeks) of clinical education interacting with patients of different sexes, with different socioeconomic statuses, and with varying levels of activity and athletic ability (for example, competitive and recreational, individual and team activities, high- and low-intensity activities).

## **Semester 4 – Summer II**

### **Head, Neck & Spine Evaluation (7301)**

Athletic Training Students will study, obtain, and develop the skills and knowledge necessary to formulate a systematic examination of the fundamental principles and concepts of athletic training as it relates to the prevention, evaluation, diagnosis, treatment and rehabilitation of head, neck, and spine injuries.

### **Head, Neck and Spine Evaluation Lab (7101)**

Application of theories, skills and practice obtained in 7301.

### **General Medicine / Pharmacology 2: Pathophysiology (ATP 7302)**

Focuses in the identification and treatment of medical conditions of the nervous, urinary, endocrine, reproductive, respiratory, gastrointestinal, cardiovascular, integumentary systems. Emphasis placed on the role the Athletic Trainer has in the prevention, evaluation, diagnosis, treatment and rehabilitation of associated conditions as directed by a supervising physician.

### **Clinical Experience 4 (ATP 7194)**

Clinical integration of educational competencies reflected in the academic preparation obtained in Anatomy (ATP 6301), Emergency Care (ATP 6302), and General Medicine / Pharmacology 1 (ATP 6303), Research in Athletic Training (ATP 6311), Therapeutic Modalities for Athletic Injuries lecture (ATP 6312) and lab (ATP 6112), Lower Extremity Evaluation lecture (ATP 6313) and lab (ATP 6113), Healthcare Administration (ATP 6324), Upper Extremity Evaluation (ATP 6323) and lab (ATP 6123), Head, Neck, and Spine Evaluation (ATP 7301) and lab (ATP 7101), as well as General Medicine / Pharmacology 2 (ATP 7302). Students will obtain a minimum of 225 hours (i.e. 25 hours per week for 9 semester weeks) of clinical education focusing on client care throughout the lifespan (for example, pediatric, adult, elderly), as well as patients who participate in non-sport activities (for example, participants in military, industrial, occupational, leisure activities, performing arts).

## **Semester 5 – Fall II**

### **Human Performance (ATP 7311)**

Instruction in basic physiological adaptations to strength and speed development, exercise prescription and testing, and human nutrition.

### **Therapeutic Intervention 2 (ATP 7312)**

A continuation of the investigation and analyzing the indications, contraindications and biophysics of agents that aid in the healing of athletic injuries and the reduction of pain utilizing appropriate therapeutic modalities, basic therapeutic exercises and rehabilitative techniques.

### **Therapeutic Intervention 2 Lab (ATP 7112)**

A continuation of the investigation and analyzing the indications, contraindications and biophysics of agents that aid in the healing of athletic injuries and the reduction of pain utilizing appropriate therapeutic modalities, basic therapeutic exercises and rehabilitative techniques.

### **Clinical Experience 5 (ATP 7295)**

Clinical integration of educational competencies reflected in the academic preparation obtained in Anatomy (ATP 6301), Emergency Care (ATP 6302), and General Medicine / Pharmacology 1 (ATP 6303), Research in Athletic Training (ATP 6311), Therapeutic Modalities for Athletic Injuries lecture (ATP 6312) and lab (ATP 6112), Lower Extremity Evaluation lecture (ATP 6313) and lab (ATP 6113), Healthcare Administration (ATP 6324), Upper Extremity Evaluation (ATP 6323) and lab (ATP 6123), Head, Neck, and Spine Evaluation (ATP 7301) and lab (ATP 7101), General Medicine / Pharmacology 2 (ATP 7302), Human Performance (ATP 7311), Therapeutic Intervention 2 (ATP 7312), as well as Therapeutic Intervention 2 Lab (ATP 7112). Students will obtain a minimum of 375 hours (i.e. 25 hours per week for 15 semester weeks) of clinical education interacting with patients of different sexes, with different socioeconomic statuses, and with varying levels of activity and athletic ability (for example, competitive and recreational, individual and team activities, high- and low-intensity activities).

## **Semester 6 – Spring II**

### **Behavioral Health (ATP 7321)**

Examines the knowledge, skills, that the athletic trainer must possess to recognize and intervene, and when appropriate, refer to a recognized professional; the socio-cultural, mental, emotional, and physical behaviors of athletes and others involved in physical activity.

### **Seminar in Athletic Training (ATP 7322)**

A capstone course designed for research discussion of critical questions and contemporary issues and problems in athletic training/sports medicine. Athletic Training Students will prepare for the Board of Certification Exam.

### **Clinical Experience 6 (ATP 7196)**

Clinical integration of educational competencies reflected in the academic preparation obtained in Anatomy (ATP 6301), Emergency Care (ATP 6302), and General Medicine / Pharmacology 1 (ATP 6303), Research in Athletic Training (ATP 6311), Therapeutic Modalities for Athletic Injuries lecture (ATP 6312) and lab (ATP 6112), Lower Extremity Evaluation lecture (ATP 6313) and lab (ATP 6113), Healthcare Administration (ATP 6324), Upper Extremity Evaluation (ATP 6323) and lab (ATP 6123), Head, Neck, and Spine Evaluation (ATP 7301) and lab (ATP 7101), General Medicine / Pharmacology 2 (ATP 7302), Human Performance (ATP 7311), Therapeutic Intervention 2 (ATP 7312), Therapeutic Intervention 2 Lab (ATP 7112), Behavioral Health (ATP 7321), as well as Seminar in Athletic Training (ATP 7322). Students will obtain a minimum of 375 hours (i.e. 25 hours per week for 15 semester weeks) of clinical education interacting with patients of different sexes, with different socioeconomic statuses, and with varying levels of activity and athletic ability (for example, competitive and recreational, individual and team activities, high- and low-intensity activities).

### **Case Study Preparation and Submission (ATP 7297)**

Preparation of one of six (6) semester case reports for submission to a journal for publication or a conference for oral/poster presentation. The final case report must be of a quality suitable for publication in a medical journal or presentation at a medical-based conference.

# MASTER OF ATHLETIC TRAINING PROGRAM

## CLINICAL EXPERIENCE

Clinical experience hours will be one component of the MAT student's grade(s) in their clinical experience courses, which include ATP 6191, 6192, 6293, 7194, 7295, and 7196. Assuming that MAT students *average* 25 hours of clinical experience across the duration of the MAT program, they can expect to obtain 1950 total hours of clinical experience. In a regular academic semester (i.e. fall/spring), across a 15-week semester an MAT student must be able to obtain between a minimum of 375 and a maximum of 600 clinical experience hours per semester, not including hours obtained prior to the start of or after the conclusion of the semester (e.g. finals week). In a short semester (i.e. summer), across a 9-week semester an MAT student must be able to obtain between 225 and 360 clinical experience hours per semester, not including hours obtained prior to the start of or after the conclusion of the semester (e.g. finals week, football camp, etc.).

Clinical experience course grades will be calculated using end-of-semester hour totals as follows: an MAT student is expected to obtain between a minimum of 225 and a maximum of 360 clinical experience hours per summer (i.e. Clin Ex I, Clin Ex IV) semester and 375 and 600 clinical per fall and spring (i.e. Clin Ex II, Clin Ex III, Clin Ex V, Clin Ex VI) semester in order to receive full credit for the clinical hour component of the Clinical Education course. These calculations are based off of weekly totals of a minimum of 25 and a maximum of 40 clinical experience hours per week. The hours used in calculating these hour totals for clinical experience course grades will only be those hours entered into the clinical experience hour recording log in Typhon *and approved by the MAT student's assigned preceptor*. Preceptors are healthcare professionals who teach and evaluate students in a clinical setting using an actual patient base. At no time is an MAT student allowed to engage in more than 40 hours of clinical experience in a single week (Sunday through Saturday), regardless of preceptor requests.

During the MAT Student's sixth semester, they will be engaged in a clinical immersion requirement during which MAT students are provided an opportunity to be immersed in patient care at their clinical setting without the interference of attending classes. The clinical immersion will last for approximately six (6) weeks at a time in the semester to be determined by MAT program faculty.

In the event that an MAT student is anticipated to fall short of the required semester clinical experience hours due to situations beyond their control (e.g. assigned sport team is traveling, clinical site is canceled for the day, inclement weather, etc.), that MAT student is expected to initiate procedures to obtain additional clinical experience hours with another approved preceptor and clinical site. In order to obtain clinical experience hours outside of the student's originally assigned site, the following requirements and criteria must be met:

- 1) the MAT student must have permission from both their current and proposed site's preceptor
- 2) the MAT student must have permission from their respective MAT program clinical education coordinator
- 3) the clinical experience hours obtained at their proposed alternative site must meet the MAT program's goals and outcomes for clinical experiences in the MAT program educational framework

*Clinical hours can only be obtained while being supervised by an approved MAT program preceptor.* Any experiences gained outside of MAT program-approved sites is at the MAT student's own discretion, and will not be coordinated by MAT program faculty. Furthermore, if choosing to gain experience at a non-approved site, the MAT student must understand that they cannot be representing the MAT program (e.g. cannot wear MAT clothing) and that their liability insurance policy may not be valid.

# MASTER OF ATHLETIC TRAINING PROGRAM

## CLINICAL CASE STUDY GUIDELINES

### Overview and Purpose

The purpose of conducting a clinical case study is to expose the MAT student to an organized way of developing clinical reasoning skills which are based on the knowledge, skills and behaviors that the student develops in MAT program lecture, lab and clinical experience courses.

### Identifying a Clinical Case Study:

Clinical case studies are designed to provide information specific to a *unique* injury or intervention with the intent of making the medical community aware of either a unique injury/condition or aware of a successful/non-successful intervention. Injuries which are rare or ‘exciting’ are not necessarily qualified for a case report if prior knowledge of the events surrounding that injury have already been reported.

Working with one of your assigned preceptors each semester, you will collect relevant data specific to a unique injury, condition, or treatment that you will formulate into a clinical case study based on the following guidelines:

- 1) The clinical case study must be pre-approved by the clinical experience course instructor using the approval form found online in the clinical education course
- 2) The clinical case study must be from an injury that occurs or is being treated during your current semester’s clinical experience assignment(s).
- 3) You must obtain a signed waiver from the athlete/patient/client (and parents if the athlete/patient/client is a minor) prior to initiating any work on the clinical case study (e.g. writing, medical history, etc.). Without a signed waiver, the clinical case report cannot be submitted for a grade. This waiver must not be obtained until you have received approval for the clinical case study by the course instructor. In the event your chosen clinical case study is not approved by the patient (and, if necessary, the patient’s parent or guardian), you will need to seek out a different clinical case study.
- 4) You cannot repeat data collected from an injury/condition from which you or another MAT student has previously reported. For instance, if you (or another student) reported a clinical case in semester II, you (or another student) may not use this data for a clinical case study in semester VI. The sole exception is if the injury/condition has had a significant turn of events such as re-injury or non-healing that was not included as part of a previously reported clinical case study. If this occurs, you must obtain approval from the course instructor to again report on this injury. If approved you must also obtain a new (or updated) signed waiver.
- 5) The clinical case study must be written using scientific writing and adhering to the content and formatting guidelines provided in the case report writing guide provided in your clinical education course. A portion of the case report grade will be based on your writing ability.
- 6) During your time in the MAT program, and as a requirement of the completion of the degree, one case study must be submitted (not necessarily *accepted*) for publication/presentation to either a professional conference or journal (e.g. SWATA, NATA, *JAT*, etc.) Failure to submit at least one case study will disqualify you from completing the MAT degree.



# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **CLINICAL EXPERIENCE REQUIREMENTS**

1. Clinical experience must follow a logical progression that allows for increasing amounts of clinically supervised responsibility, leading to autonomous practice upon graduation. The clinical experience plan must reinforce the sequence of formal instruction of athletic training knowledge, skills, and clinical behaviors, including clinical decision-making.
2. Clinical experience must provide students with authentic, real-time opportunities to practice and integrate athletic training knowledge, skills, and clinical behaviors, including decision-making and professional behaviors required of the profession in order to develop proficiency as an athletic trainer. It is expected that when engaged in clinical education, the MAT student should be directly engaged in patient care as much as possible. Non-patient care, such as occurs through observation, performing homework, or other idle time should not be a component of the MAT student's clinical education. Though simulation opportunities may occur, the vast majority of the MAT student's experience is expected to occur through actual patient (i.e. non-simulated) interaction.
3. Clinical experience must allow students opportunities to practice with different patient populations, care providers, and in various allied healthcare settings relative to the MAT program's mission statement.
4. Clinical experience assignments cannot discriminate based on sex, ethnicity, religious affiliation, or sexual orientation.
5. Throughout the MAT student's time in the program, there must be clinical experience opportunities that address the continuum of care that would prepare a student to function in a variety of settings with patients engaged in a range of activities with conditions described in athletic training knowledge, skills, and clinical behaviors, role delineation study and standards of practice delineated for a certified athletic trainer in the profession. Examples of clinical experiences must include - but should not be limited to:
  - a. Patients who exist throughout the lifespan (for example, pediatric, adult, elderly)
  - b. Patients of different sexes, with different socioeconomic statuses
  - c. Patients of varying levels of activity and athletic ability (for example, competitive and recreational, individual and team activities, high- and low-intensity activities)
  - d. Patients who participate in non-sport activities (for example, participants in military, industrial, occupational, leisure activities, performing arts)
6. All clinical experience sites must be evaluated by the MAT program on an annual and planned basis, and the evaluations must serve as part of the program's comprehensive assessment plan (please see MAT Program Preceptor and Clinical Site Evaluation Form and AT Student Evaluation of Preceptor and Clinical Site).
7. An athletic trainer certified by the BOC who currently possesses the appropriate state athletic training practice credential must supervise the majority of the MAT student's clinical coursework. The remaining clinical coursework may be supervised by any appropriately state-credentialed medical or allied-health professional.
8. Athletic training students must be formally instructed on athletic training clinical skills prior to performing those skills on patients. Formal instruction may occur in the classroom or through direct interaction between the MAT student and preceptor.
9. Clinical experiences may begin prior to or extend beyond the institution's academic calendar.
10. Students must have a minimum of one day off in every seven-day period
11. Students will not replace actual athletic training staff or medical personnel.
12. The MAT program must include provisions for supervised clinical experience with a preceptor that will contain the following: regular communication between the program and the preceptor; the number of students assigned to a preceptor in each clinical setting must be in a ratio to ensure effective clinical learning and safe patient care; students must be directly supervised by a preceptor during the delivery of athletic training services.

13. The preceptor must provide *direct supervision* of the MAT student at all times. Direct supervision is considered as the preceptor being physically present and have the ability to intervene on behalf of the athletic training student and/or patient/client. The MAT program defines “physically present” as the preceptor being able to hold a conversation with the MAT student *or* be in a direct line-of-sight with the MAT student during times of patient care.
14. All sites must have a venue-specific written and accessible emergency action plan (EAP) and blood borne pathogen policy that are based on well-established national standards or institutional offices charged with institution-wide safety (e.g. position statements, occupational/environmental safety office, police, fire and rescue). Students must be oriented to these policies upon starting at the clinical site and have immediate access to the policies in an emergency.
15. Clinical education is tied to an academic course. Therefore, on days which the University is closed, including emergency situations such as inclement weather, flooding, or other emergency, clinical education will be cancelled for that day. However, on days when the University is closed, the MAT student has the option to attend clinical education if he or she chooses.
16. All clinical assignments are determined by MAT faculty.

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **GUIDELINES FOR CLINICAL EXPERIENCE**

The MAT student's clinical experience will be composed of six (6) semesters of assigned clinical experience under the direct supervision of a Master of Athletic Training program preceptor. These clinical experience assignments will be sequential in nature and will build upon the student's athletic training knowledge, skills, and behaviors.

The Master of Athletic Training Program will use preceptors and clinical sites that incorporate the following CAATE-required clinical experience opportunities:

- Patients existing throughout the lifespan (for example, pediatric, adult, elderly)
- Patients of different sexes
- Patients with different socioeconomic statuses
- Patients of varying levels of activity and athletic ability (for example, competitive and recreational, individual and team activities, high- and low-intensity activities)
- Patients who participate in non-sport activities (for example, participants in military, industrial, occupational, leisure activities, performing arts).

In addition, the MAT program may also provide clinical experience opportunities and supplemental clinical experiences in the following areas:

1. Primary care
2. Operative and non-operative orthopedic care
3. Emergent conditions
4. Pediatric care
5. Therapeutic interventions and rehabilitative care

Each clinical experience course has criteria listed within the respective syllabi for progression to the next clinical experience course. Criteria include skill completion and performance milestones on the Preceptor Evaluation of Student and performing of clinical skills assigned to the clinical course. *Failure to perform assigned skills for each clinical experience course will delay progression to the next clinical experience course.* Skill completion is recorded in Typhon and must be approved by the MAT student's preceptor. Failure to achieve the Preceptor Evaluation of Student criteria will result in the MAT student completing an action plan prior to progression to the next clinical course.

In the event that a MAT student, after multiple attempts to remediate, fails to meet the requirements for clinical experiences, that MAT student may be subject to procedures as outlined in the Review Process Of Substandard Academic And Clinical Performance, located on page 25 of this handbook.

# MASTER OF ATHLETIC TRAINING PROGRAM

## REGULATIONS OF CLINICAL EXPERIENCES

The following are regulations for assigned clinical experiences:

1. All MAT students ***must*** have reliable transportation to and from assigned clinical experience experiences.
2. Clinical experience hours that are not spent under the direct supervision of an assigned MAT program preceptor will not be counted and/or recorded as clinical experience hours. MAT program-associated supplemental experiences (e.g. Houston Marathon, Ironman Texas, etc.) are excluded.
3. Clinical experience hours that are not spent at an MAT program-approved clinical site or at a MAT program-sponsored supplemental experience will not be counted and/or recorded as clinical experience hours.
4. Time spent traveling to and from an assigned clinical site will not be counted and/or recorded as clinical experience hours.
5. Total Clinical experience hours will range from an expected minimum of 25 to a maximum of 40 clinical experience hours per week and must meet the clinical experience guidelines set out in the section entitled "Clinical experience" (p.17).
6. Only hours approved by the MAT student's assigned preceptor in Typhon will be allowed to be applied toward the semester's minimum/maximum hour total. Hours and patient encounters can only be recorded in Typhon within the following seven (7) days of the actual clinical experience. Random checks of online recording of hours may be conducted by the Clinical Coordinator to verify proper hour accumulation by the MAT student.
7. Ongoing communication between the MAT student and preceptor is required. Failure to maintain an open communication line may result in the MAT student being removed from the clinical site and reassigned to a separate site as determined by MAT program faculty.
8. MAT students are expected to maintain professionalism at their clinical site at all times. Professionalism is a broad term but can include being on time, communicating professionally, maintaining a demeanor appropriate for a healthcare professional, etc. Failure to maintain professionalism as determined by your preceptor may result in the MAT student's reassignment to a clinical site determined by the MAT program faculty.
9. Clinical experiences are tied to a specific clinical course (e.g. Clin Ed I, Clin Ed II). On days in which the University is officially closed such as federal holidays, winter break (e.g. Dec 26<sup>th</sup> – Dec 30<sup>th</sup>), school-based holidays, or severe weather, MAT students are not expected to attend clinical education. During periods in which school is not in session (e.g. after final exams, spring break, etc.), MAT students have the option of attending clinical experiences. However, 1<sup>st</sup> year MAT students will have a component of their Clin Ed I and Clin Ed II courses tied in with fall football camp that occurs between the summer and fall semesters.
10. Any MAT student requested by a preceptor to be removed from a clinical site will be re-assigned to a separate clinical site to be determined by MAT program faculty.

## **MASTER OF ATHLETIC TRAINING PROGRAM**

### **RECORDING CLINICAL EXPERIENCE HOURS**

The following are Guidelines for Recording Clinical Experience Hours:

1. In each semester the MAT student will use the online Typhon recording system to record Clinical experience Hours.
2. **Only those clinical experience hours logged and approved by the supervising preceptor will be used to determine total clinical experience hours obtained by an MAT student per semester**
3. An MAT student must be able to obtain between a minimum of 25 and a maximum of 40 clinical experience hours per week. Clinical experience course grades will be calculated using end-of-semester hour totals as follows: Summer clinical experience hours must total at least 225 hours for full course credit, and spring/fall semesters should total at least 375 hours in order to receive full academic credit for the obtained clinical experience hours.
4. The assigned MAT program approved preceptor reserves the right to challenge an MAT student's reported Clinical experience hours at any time. Challenges will be brought to the immediate attention of the Clinical Education Coordinator.
5. Failure to accurately report and record Clinical experience hours may result in disciplinary action pursuant to the "*MAT Program Professional Ethics, Expectations & Behavioral Standards*" (pg. 22).

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **PROFESSIONAL ETHICS, EXPECTATIONS & BEHAVIORAL STANDARDS**

*The highest of professional ethics, expectations, and behaviors are expected of all MAT students at the University of Houston in every aspect of their involvement in the MAT program (i.e. classroom, clinical experience, volunteerism, social media, community involvement, etc).*

The following standards and guidelines will serve to help the MAT student better self-monitor, evaluate and understand their own professional identity as well as assist him/her in completing the academic and clinical experience requirements leading to the Master of Athletic Training degree at the University of Houston.

The following items outlined, combined with other documents in the MAT program Student Handbook will serve as guidelines, expectations, and standards for the MAT student in the completion of the degree. These guidelines, expectations, and standards will help the MAT student become familiar with the BOC Standards of Professional Practice, the NATA Code of Ethics, and the State of Texas Advisory Board of Athletic Training in an effort to make a successful transition from MAT student to professional Certified Athletic Trainer.

### **STANDARD I. COMPETENCE:**

Competence is demonstrated in many ways including preparing and actively participating in various learning activities (classroom, laboratory and clinical experience), striving for mastery in all areas of his/her education and having the ability to accurately reflect on such experiences. The MAT student masters the basic knowledge, skills, and behaviors relevant to all practice domains of Athletic Training. These domains include Domain I: Risk Reduction, Wellness and Health Literacy, Domain II: Assessment, Evaluation and Diagnosis Immediate and Emergency Care, Domain III: Critical Incident Management Healthcare Administration and Professional Responsibility, Domain IV: Therapeutic Intervention, and Domain V: Healthcare Administration and Professional Responsibility.

### **STANDARD II. HONESTY:**

The MAT student recognizes that athletic training is fundamentally dependent on the most accurate and honest information and knowledge so that any acceptance or promotion of dishonesty will threaten to devalue the profession of Athletic Training. In support of the University of Houston's Student Code of Conduct (<https://www.uh.edu/dos/behavior-conduct/student-code-of-conduct/>), the MAT student that strives for honesty will accurately report actions and events as well as avoid cheating, plagiarism or any dishonest behaviors and/or actions. *Everything that is presented to the Master of Athletic Training Program (examinations, case studies, assignments, clinical experience, etc.) will be the MAT student's original work with no falsification or plagiarism of information.* The MAT student will recognize that a commitment to honesty requires not only that the MAT student avoid any dishonest behavior but also report observed instances of dishonesty to the appropriate authorities, regardless of his/her relationship to the subject of the report. *Any intent by a MAT student to intentionally mislead or deceive MAT program administrators (i.e. faculty, preceptors) or university administration will subject that MAT student to disciplinary action that could include dismissal from the MAT program.*

### **STANDARD III. COMPASSION:**

The MAT student is compassionate, using empathy to sense other patients'/clients' concerns and is always willing to identify, articulate, and respond to the psycho-social needs of the patient/client. The MAT student will actively listen and respond with empathy to patients/clients. The MAT student will assist fellow

classmates in dealing with the challenges of a professional program. The MAT student will seek and accept constructive feedback from preceptors, Clinical Staff, and Academic Faculty regarding the effect of his/her behavior on others.

#### **STANDARD IV. RESPECT FOR OTHERS:**

A. Consistent with the BOC ‘Standards of Professional Practice’, the athletic trainer or applicant respects and safeguards his or her relationship of trust and confidence with the patient and does not exploit his or her relationship with the patient for personal or financial gain. Furthermore, the athletic trainer or applicant respects the expertise and responsibility of all health care providers involved in a patient’s care.

B. The MAT student striving to respect others will respect the personal boundaries of others and will avoid any discrimination of other individuals. The MAT student will honor differences and diversity in people and demonstrate an awareness of how such differences affect personal and professional interactions. Respect will be shown in all settings of the Master of Athletic Training program (classroom, laboratories, clinical experience, etc.). The MAT student maintains attitudes and behaviors that communicate respect. The value and dignity of others is expected in all encounters. Because respect requires an appreciation of feelings, beliefs and experiences of others, the MAT student takes an interest in all people regardless of race, religion, ethnicity, sexual orientation, political affiliation, or socio-economic status.

#### **STANDARD V. PROFESSIONAL RESPONSIBILITY:**

The MAT student that has accepted professional responsibility will contribute to a positive learning (academic & clinical) environment. The MAT student will be an active and punctual participant for all activities (classroom, laboratories, clinical experience, etc.) that are integral parts of the learning experience. The MAT student will take responsibility of notifying others (Academic Faculty, Clinical Staff, preceptors) in advance whenever possible, when an unavoidable absence or tardiness occurs. It is the responsibility of the MAT student to complete all missed assignments. The MAT student should have the inter-personal skills to cope with the challenges and conflicts that are inherent to the Athletic Training profession. The MAT student will demonstrate a willingness and ability to identify, discuss, confront and possibly seek the appropriate advice and help for his/ her own problematic behaviors.

#### **STANDARD VI. SOCIAL RESPONSIBILITY:**

The MAT student realizes that all people live in societies that profoundly influence an individual’s race, religion, ethnicity, sexual orientation, political affiliation, or socio-economic status. The MAT student will honor the obligation and responsibility of conducting himself/herself with pride, respect and dignity towards others at all times. The socially responsible MAT student will be able to identify the multiple social factors that influence patients/clients and the MAT student’s actions and attitudes. The MAT student will be proactive in addressing the psycho-social factors that adversely affect others.

## **MASTER OF ATHLETIC TRAINING PROGRAM**

### **RETENTION POLICIES & PROCEDURES**

After students have been formally accepted into the MAT program at the University of Houston, the MAT student must maintain an overall G.P.A. of 3.0 and/or receive no more than one grade of “C” or any grade less than a “C” in any of the required MAT program courses. When a student falls below the required G.P.A. and/or receives a grade of “C” in two or more classes and/or any grade less than a “C” in any one class, the MAT student will be dismissed from the MAT program.

When a student falls below the required G.P.A. and/or receives a grade of “C” in two or more classes, the MAT student will be removed from the MAT program. Students who have been academically removed from the program and wish to re-enter the program **must** retake any course in which they earned a “C” prior to continuing on full-time in the MAT program. Any student who re-enters the program and subsequently earns another grade of “C” will be academically removed from the program and will not be permitted to re-enter the program at any point in the future.

Should the MAT student who has been dismissed from the MAT program wish to file a grievance, he/she must follow the guidelines as defined at the following link:

<http://www.uh.edu/class/students/graduate/academics-planning/policies-procedures/index.php>

## **UNIVERSITY OF HOUSTON STUDENT HANDBOOK**

[University of Houston Student Handbook](#)

## **UNIVERSITY OF HOUSTON GRADUATE STUDENT CATALOG**

[University of Houston Graduate Student Catalog](#)



# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **REVIEW PROCESS OF SUBSTANDARD ACADEMIC AND CLINICAL PERFORMANCE**

At the end of each academic semester, the MAT program Selection and Retention Committee will review the academic status of each MAT student. In the event that a course instructor or preceptor reports that the behavior and/or performance of an MAT student (academically or clinically) warrants a review, the outline below provides the procedures that will be followed for this process.

### **Procedure 1. Course Instructor/Preceptor Defines Problem:**

- a) Document the problem
  - a. Course instructor or preceptor identifies the problem
  - b. Course instructor or preceptor will compose a detailed description in the form of a Formal Complaint submitted via email to the MAT program director
  - c. Complaint is forward to the MAT program Selection and Retention Committee
  - d. Selection and Retention Committee meet with course instructor/preceptor
  - e. Selection and Retention Committee meet with the MAT student
  - f. Selection and Retention Committee determines appropriate remediation with specific timelines implemented
    - a.) Upon determination of an infraction of the MAT Program Handbook, the MAT Program Selection & Retention Committee will make a decision that will consist of one of the following:
      1. Verbal Warning
      2. Formal Write-Up
      3. Suspension
      4. Probation
      5. Dismissal
  - g. A copy of the Formal Complaint will be placed in the MAT student's folder

### **Procedure 2. Program Director & Instructor/Preceptor Conference:**

1. Remediation and solution of problem
  - a. If parameters outlined in Procedure 1 are not met, the MAT student is placed on Suspension and/or Probation. In addition, the HHP Department Chair, Associate Chair, and Professional Master's Degree (PMD) Committee will be made aware of the following:
    - i. MAT student may be suspended from participating in Clinical experience
    - ii. MAT student may be suspended from travel with an assigned team
    - iii. MAT student may be suspended from attending Professional Development events
    - iv. MAT student may not be permitted to represent the MAT program in any official capacity
  - b. Suspension and/or Probationary length will be determined by the MAT program Selection and Retention committee
  - c. If after a Suspension and/or Probationary period, the parameters and stipulations outlined in Procedure 1 and Procedure 2 are not met as outlined by the MAT Program Selection & Retention Committee, the MAT student will be administratively dismissed from the MAT program.

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **DRESS CODE**

The Master of Athletic Training Program at the University of Houston is a professional graduate health care program preparing each student for the professional rigors of Athletic Training. The faculty, staff, preceptors, and administrators associated with the MAT program and the University of Houston are dedicated to upholding the highest possible practices and standards associated with the field of Athletic Training.

The MAT student is required to uphold and adhere to the following guidelines at all times. Failure to do so will result in disciplinary action, and repeated actions will result in dismissal of the MAT student from the MAT Program at the University of Houston. Furthermore, MAT students must adhere, understand, and comply with the attire guidelines and professional expectations required of them at each assigned clinical experience (i.e. physician office, football practice, etc.). Appropriate attire expectations must also be adhered to at all professional development opportunities. The MAT student must make every attempt to adhere to the attire expectations of the professionals associated with those settings.

### **Classroom activity and professional development:**

1. MAT program / approved clinical site t-shirt or collared shirt.
  - a. Shirts will be clean and neat
2. Khaki shorts/pants, scrub pants, or other business casual pants/shorts.
  - a. Shorts will be expected to be of a length appropriate for a professional medical setting
  - b. Lab activities may require mesh shorts.
3. Closed toe shoes should be worn at all times
  - a. Dress shoes may be an exception for certain situations (e.g. professional presentations)
4. Piercings and tattoos are permitted so long as they are not offensive or distracting.
  - a. Although permitted in the classroom, clinical sites may have different policies for tattoos and piercings.
5. Hair (including facial hair), makeup, and jewelry should be acceptable for a healthcare facility
  - a. Hair should be held back with a headband and/or hair tie
  - b. Hair, makeup, and jewelry must be hygienic and should not interfere with patient care
    - i. Consider how the length of fingernails, long hair unkept hair, can interfere with wound care, manual therapy, and other treatments.
6. University of Houston student identification must be visible
7. Tobacco use of any kind is prohibited at all times

### **Clinical Experiences:**

Depending on the clinical experience assignment, it may be required that you wear professional dress (business suit, etc.), a t-shirt and mesh shorts, or scrubs. It is the MAT student's responsibility to verify each site's appropriate attire expectations with their assigned preceptor.

Be aware that some clinical sites may be 'rivals' with other MAT sites. Therefore, always make a sound effort to wear site-specific clothing at your assigned clinical experience site (e.g. wearing Pearland clothing at Dawson High.)

Individual clinical sites and preceptors may require the use of that particular organization's policy and procedures to be adhered to including policies related to attire. It is the responsibility of the MAT student to adhere to and maintain the individual standards of each individual organization.

Examples of non-appropriate attire during any portion of activity associated with the MAT program (e.g. classroom, lab, clinical experience) include but are not limited to: leggings, yoga pants, tank tops, inappropriate - length shorts, compression wear, other University/College attire (other than those that are affiliated with the MAT Program), etc.

The MAT Program faculty and associated preceptors have the right to interpret what is appropriate and professional at any time. Failure to comply with the MAT Program dress code will result in dismissal from the classroom and/or clinical site. Repeated violations of the policy will result in disciplinary actions and subject to a review of sub-standard performance as outlined in the previous section.

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **BLOODBORNE PATHOGEN AND INFECTIOUS DISEASE POLICY**

Consistent with the University of Houston Biological Safety manual that outlines the requirements and guidelines for the safe handling of biological materials, The Master of Athletic Training program will enforce the same policy and procedures set forth by the University of Houston. This policy ensures that the safety of all members of the campus community is a primary concern of the University of Houston. The University demonstrates this concern through compliance and enforcement of federal, state, local, and University of Houston System rules and regulations to which the University is subject.

The University of Houston has developed a biological safety manual to serve as a guide for the safe and efficient operation of University facilities that work with biological agents and processes. In addition to policies, responsibilities and requirements for working with biological materials, this manual contains helpful information for the day-to-day management of your laboratory. For additional information or clarification of the contents of this manual please contact Biological Safety at the number listed below.

The contents of the manual can be found at the following link:  
<https://www.uh.edu/ehs/manuals/files/biological-safety-manual.pdf>

### **HELPFUL TELEPHONE NUMBERS AND CONTACT INFORMATION**

Environmental Health and Safety (EHS)	(713) 743-5858
Biological Safety Manager	(713) 743-1200
Safety Specialists (for Biosafety)	(713) 743-4055 (713) 743-3324
University Health Center	(713) 743-5151
University of Houston Department of Public Safety	(713) 743-3333

# MASTER OF ATHLETIC TRAINING PROGRAM

## COMMUNICABLE DISEASE POLICY

Communicable diseases result from micro-organisms that can be transmitted from person-to-person, via animals, food and drink, surfaces, and/or air. Vehicles used to transmit disease can include body fluids, contact with infected surfaces, and/or inhaling air from an infected individual. Common communicable diseases include, but are not limited to:

- Ebola
- Enterovirus D68
- Flu
- Hantavirus
- HIV/AIDS
- Measles
- MRSA
- Pertussis
- Rhinopharyngitis
- Sexually Transmitted Disease
- Shigellosis
- Tuberculosis
- West Nile Virus
- COVID

While you are an MAT student at the University of Houston, there is a possibility that while participating in clinical experience you may become ill with a communicable disease (i.e. influenza). This communicable disease policy has been developed to identify those instances and to outline appropriate action when they occur. This policy will help ensure the safety of the patient/athlete, personnel of the clinical site and MAT program, and/or MAT student.

During those instances that an MAT student feels that he or she has contracted a communicable disease, the following steps should be initiated to provide assistance with the proper course of action:

1. The MAT student should immediately notify his or her course instructor, preceptor, Clinical Education Coordinator, and MAT Program Director prior to being absent from class or clinical experience
2. The MAT student should contact the University of Houston's Health Center or their personal medical professional (e.g. nurse practitioner, physician) for evaluation if uncertain of the severity of the condition
3. If the MAT student is diagnosed with a communicable disease (e.g. influenza), patient care / clinical experience should NOT be conducted until either all signs and symptoms resolve or the treating medical professional provides full clearance
  - If the MAT student is running a fever (temperature  $\geq 101.4^{\circ}\text{F}$ ), he or she is NOT permitted to attend class or clinical experience until the fever has been resolved for a 24-hour period
4. If an MAT student seeks care from a medical professional for a communicable disease, that student must provide written documentation (i.e. clearance) from that medical professional to the MAT Program Director and Clinical Coordinator
5. *It is the MAT student's responsibility to effectively communicate daily with their course instructor, assigned preceptor, Clinical Coordinator, and Program Director regarding an expected return date as well as obtaining necessary information regarding missed coursework.* Missed course work and/or exam make-up will be permitted with appropriate communication with the MAT student's course instructor and/or proper documentation from their medical professional regarding the fever or illness.

### Tips for preventing the spread of communicable diseases

- Allow adequate time for recovery from illness
- Frequent handwashing, especially after restroom use, patient care, and sneezing/coughing
- Avoid excessive touching of one's mouth and nose

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **CONFIDENTIALITY AGREEMENT**

Consistent with the Board of Certification for Athletic Training, Code of Professional Responsibility for the Athletic Trainer (BOC 1.4) which states that an individual must “maintain the confidentiality of patient information in accordance with applicable law”, the National Athletic Trainers’ Association Code of Ethics (NATA 1.3) which states that “members shall preserve the confidentiality of privileged information, and shall not release such information to a third party not involved in the patient’s care without a release unless required by law”, and the Texas Advisory Board of Athletic Trainers (871.13-n) which states that “a licensee shall not violate any provision of any Federal or State statute relating to confidential medical communications and/or records”, and, patient information must be maintained in accordance with applicable law.

### **Health Insurance Portability and Accountability Act (HIPAA) - 1996**

HIPAA is the acronym for the Health Insurance Portability and Accountability Act that was passed by Congress in 1996. HIPAA does the following:

- Provides the ability to transfer and continue health insurance coverage for millions of American workers and their families when they change or lose their jobs
- Reduces health care fraud and abuse
- Mandates industry-wide standards for health care information on electronic billing and other processes; and
- Requires the protection and confidential handling of protected health information

## **MASTER OF ATHLETIC TRAINING PROGRAM**

### **POLICY REGARDING CONFIDENTIAL INFORMATION**

The student will use confidential information only as needed to perform the duties as a student in the Master of Athletic Training program. This means, among other things, that:

- The MAT student will only access confidential information for which the student has a need to know.
- The MAT student will respect the confidentiality of any verbal communication or reports printed from any information system containing patient's/client's information and handle, store and dispose of these reports appropriately at the University and associated clinical agency.
- The MAT student will not in any way divulge, copy, release, loan, alter, or destroy any confidential information except as properly authorized within the scope of all professional activities.
- The MAT student will carefully protect all confidential information. The student will take every precaution so that the patient/client, their families, or other persons do not overhear conversations concerning patient/client care or have the opportunity to view client/patient records.
- The MAT student will comply with all policies and procedures and other rules of the University and associated agencies relating to confidentiality of information and access codes.
- The MAT student will understand that the information accessed through all clinical information systems agencies contains sensitive and confidential patient/client care, business, financial and hospital employee information that should only be disclosed to those authorized to receive it.
- The MAT student will not knowingly include or cause to be included in any record or report false, inaccurate or misleading entry.

The MAT student must understand that violation of this Confidentiality Agreement may result in program and/or legal disciplinary action which may include monetary fines.

# MASTER OF ATHLETIC TRAINING PROGRAM

## SOCIAL RELATIONSHIP POLICY

The field of athletic training is a health care profession which involves caring, concern, discipline, and self-awareness. The MAT student should be aware of the potential problems with social relationships that may exist with an athlete/patient/client or fellow MAT student.

1. An amorous or social relationship between a MAT student and an athlete/patient/client or fellow MAT student may impair or undermine the ongoing trust needed for provision of effective athletic training knowledge, skills, and behaviors. Clinically, because of the MAT student's role and influence over the athlete/patient/client, inherently conflicting interests and perceptions of unfair advantage can arise when an MAT student assumes or maintains medical responsibility for an athlete/patient/client. Furthermore, in the event that there is a personal relationship between one MAT student and another, such a relationship can interfere with the ability of those students to provide quality patient care as well as act professionally as a representative of the MAT program. Therefore, it is the policy of the University of Houston's Master of Athletic Training program that each MAT student who has medical responsibilities for athletes/patients/clients shall not assume or maintain medical responsibility for an athlete/patient/client with whom the MAT student has engaged in amorous or social relations, even if such relations were consensual. In addition, MAT students who are in a relationship will not be placed in a clinical experience assignment together. If such amorous or social relationships predate the assumption of medical responsibility with an athlete/patient/client or between MAT students, the MAT student **must immediately** disclose the amorous or social relationship to the MAT Program Director and/or Clinical Education Coordinator(s), who shall promptly arrange other clinical experience assignment(s) for the MAT student(s).
2. Violating this policy must be reported to the Program Director of the MAT Program who will then forward the violations to the MAT Program Selection and Retention Committee. The Selection and Retention Committee will review alleged violations of this policy. Violations of the policy may result in sanctions applied to the MAT student that include but are not limited to suspension or dismissal from the MAT Program.



# MASTER OF ATHLETIC TRAINING PROGRAM

## SOCIAL MEDIA POLICY

### (Facebook, Twitter, Snapchat, Instagram, TikTok, etc.)

- 1. Be truthful about who you are:** Post as an individual, not as a representative of the University of Houston or the Master of Athletic Training program. You may denote that you are a student of the University of Houston but, unless given specific authority to do so, may not state that you speak on behalf of, or for, the Master of Athletic Training program or the University.
- 2. Never post under an assumed or stolen name:** Use your real name when posting. Using an “undercover” alias or someone else’s profile to keep yourself hidden in order to make inflammatory statements is not a good practice and shows that you do not want to stand behind your statements.
- 3. Be civil:** Discussions, even heated discussions, need not degrade into name calling laced with profanity. Postings using such language or posting defamatory messages reflect poorly on the messenger and can be harmful to the recipient.
- 4. Exercise good judgment in what you post:** Once your words or images are posted to a social media site or service, they can be passed around from person to person *ad infinitum* and will last forever. Before you post something, make sure it will not have negative repercussions.
- 5. Respect confidentiality:** Once posted, there is no such thing as confidentiality. The best policy is to not post anything you believe is to be held in confidence.
- 6. Be aware of your words and the law:** Slander and libel (false or unjustified injury of the good reputation of another in speech or in writing) laws extend to the Internet as well as into the social networks as do a myriad of laws covering divulged trade secrets, medical information, and other legal matters. Err on the side of caution if you are uncertain of legal ramifications.
- 7. Be professional:** MAT students should avoid making even generic negative statements about the institution, its students or other groups of employees.
- 8. Photography/copyright:** Copyright protection of personal images, text and other intellectual property extends to the Internet and must be respected. Just because an item is easy to download and repost does not mean that it should be done. As a rule of thumb, to avoid any copyright infringement, ask and receive permission before reposting any image or text found on the Internet or create the image or text yourself.

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **ELECTRONIC COMMUNICATION POLICY**

### **PURPOSE OF THIS POLICY**

There is an ever-increasing reliance on electronic forms of communication (e.g. email, text) among faculty, staff and students at the University of Houston. In particular, e-mail, text messaging, and instant messaging have become an efficient, fast, and cost-effective method of communication that has many advantages over printed communication. Because of the importance of these types of communication, ***electronic communication is considered one of the official forms of communication at the University.*** This policy ensures that students will have access to a university e-mail account, outlines the student's responsibilities in having such an account, and establishes expectations for electronic communication between faculty and MAT students for educational purposes and between the University and students for university business purposes.

### **ASSIGNMENT OF STUDENT E-MAIL**

The University will automatically assign each student a University e-mail address at the time of first enrollment. All student e-mail accounts should be password-protected. As indicated in the University's Information Technology (UIT) security website (<http://www.uh.edu/infotech/security/index.php>), ensuring the privacy and security of e-mail accounts and e-mail correspondence depends on the appropriate use and protection of user IDs and passwords. Students should read and be familiar with this policy. This e-mail address will be in effect during the student's academic career. ***All uses of electronic communication for official communication should be consistent with the Family Educational Rights and Privacy Act (FERPA), and in cases where athlete/patient/client care is being discussed, Health Insurance Portability and Accountability Act (HIPAA) compliance must be maintained at all times.***

### **COMMUNICATION WITH MASTER OF ATHLETIC STUDENTS**

Master of Athletic Training Program faculty, staff, and preceptors determine how electronic communication will be used in their classes/clinical experience and should specify electronic communication requirements and expectations in course syllabi and during clinical experience assignments. The UH email alias policy can be found at: <http://www.uh.edu/infotech/services/accounts/email/alias/index.php>. The MAT program's official use of program-related electronic communication will occur through email.

### **STUDENT USE OF AND RESPONSIBILITIES ASSOCIATED WITH UNIVERSITY E-MAIL**

Students are expected to check their official (i.e. cougarnet.uh.edu) e-mail accounts on a frequent, ongoing, and consistent basis in order to receive MAT program, Departmental, and University communications in a timely manner. ***It is expected that MAT students check their UH-assigned email multiple times per day.*** It is the student's responsibility to report any problems with e-mail accounts to UIT.

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **DRUG TESTING AND CRIMINAL BACKGROUND CHECK POLICY**

The Master of Athletic Training program students will be engaging in clinical experience working with various populations of patients/clients. Consistent with protocols of healthcare facilities, Master of Athletic Training program students will undergo both a drug test and a criminal background check administered by castlebranch.com prior to the beginning of clinical experience. The cost of both the drug test and criminal background check will be the responsibility of the student. For more information regarding castlebranch.com, please visit the following link: [myCB - Home \(castlebranch.com\)](http://myCB - Home (castlebranch.com)).

After the initial drug test and criminal background check has been completed, a student may be required to obtain another drug test or criminal background check if the Master of Athletic Training program has reason to pursue such a cause.

The procedures for students who fail the initial drug test:

- 1) Removed from clinical experience and required to submit a second drug-test at the student's expense within 24 hours of the Master of Athletic Trainer Program Director being notified of the results
- 2) If the results of the second test are normal, the student will be immediately reinstated
- 3) If the results of the second test are abnormal, the student will be suspended from clinical experience and required to attend mandatory drug and/or alcohol counseling
- 4) The student may be readmitted to the Master of Athletic Training program only after proof that he/she has attended mandatory counseling on a consistent basis and has submitted the results of a "normal" third drug test taken at the student's expense
- 5) If a student fails the third drug test, he or she will be immediately dismissed from the Master of Athletic Training program.

Students who are concerned about valid medications producing a positive drug test are recommended to bring those medications to the testing site.

Consistent with University of Houston Policies and Procedures for Student Conduct, any student admitting or proven to have violated the University Houston's Student Disciplinary Policies and Procedures regarding the unlawful possession, use, or distribution of illicit drugs and alcohol on campus or at a University-sponsored event (see Student Disciplinary Policies and Procedures Section at the link below) will be subject to disciplinary action. Furthermore, in accordance with the Board of Certification for Athletic Training Code of Professional Responsibility (1.3), the Master of Athletic Training program has a responsibility to "take appropriate action to protect patients from Athletic Trainers or other healthcare providers or Athletic Training students who are incompetent, impaired, or engaged in illegal or unethical practice." Additionally, the Texas Advisory Board of Athletic Training (871.13 section E) states that "a licensee shall not abuse alcohol or drugs in any manner which detrimentally affects the provision of athletic training care".

For students seeking drug and/or alcohol counseling, please access the following link:

<https://www.uh.edu/human-resources/policies/Drug-and-Alcohol-Abuse-Prevention-Policy-2018.pdf>

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **SPORTS WAGERING POLICY**

Consistent with the University of Houston, NCAA rules and the National Athletic Trainers' Association Code of Ethics (4.3) members of the Master of Athletic Training program will be prohibited from participating in gambling activities on amateur, intercollegiate or professional sports. Such prohibited activities include:

- 1) Providing information to individuals involved in organized gambling activities
- 2) Soliciting or accepting a bet on any intercollegiate or professional sports team or event
- 3) Participating in any wagering activities that involve risking money or any tangible items on the outcome of an athletic contest, event, tournament or season (i.e., NCAA basketball tournaments pools of any kind, Super Bowl bets, fantasy leagues that require an entry fee and provide winnings)
- 4) Participating in any gambling activities that involve intercollegiate or professional athletics, through a bookmaker, a parlay card or any other method employed by organized gambling
- 5) Engaging in activities designed to influence the outcome of an intercollegiate athletics contest or affect the win-loss margin (i.e., "point shaving") of a contest.

Participation in these impermissible gambling activities is a serious violation of NCAA and University of Houston rules and can result in dismissal from the Master of Athletic Training program.

NCAA Sports Wagering FAQs: <https://www.ncaa.org/sports/2016/4/29/sports-wagering.aspx>

## MASTER OF ATHLETIC TRAINING PROGRAM

### FINANCIAL RESPONSIBILITIES

In addition to the regular university fees listed in the General Catalogue, Master of Athletic Training students must assume cost for equipment and supplies, field experience transportation, lab fees, drug testing, and criminal background checks. These expected costs are estimated as follows:

#### *University Tuition Costs and Fees (Subject to Change)*

In-state tuition (Resident of TX)	Out-of-state tuition (Non-Resident of TX)
\$412.74 per credit hour	\$932.74 per credit hour
Required University and Department Fees:	\$5,000
<b>Total cost for 57 hours = \$28,526.18</b>	<b>Total cost for 57 hours = \$58,166.18</b>

#### *Required Program Fees (costs are approximate)*

Laptop/Tablet device (Microsoft compatible)	\$300-500
BOC Exam Prep Practice Exams (x3)	\$90
<i>Complete Anatomy</i> subscription	\$40
Typhon Student Account ( <i>annually</i> )	\$100
MAT-required uniforms	\$200 (some costs are offset by Dept.)
Liability insurance ( <i>annually</i> )	\$40 (determined by provider)
NATA membership ( <i>annually</i> )	\$92 (costs set by NATA)
Drug testing and background check	\$80
CPR certification	\$50
Parking (Average cost per year)	\$500
BOC Exam (per attempt)	\$375
<b>Total Cost</b>	<b>~\$2,000</b>

#### *Other Associated Costs*

Reliable vehicle	Dependent upon fuel costs, distance traveled
Housing	Dependent upon location/roommates
Food	Varies
University Health Insurance	\$550 (cost set by UH)
<b>Total costs:</b>	<b>\$550 + food, housing, transportation</b>

<b>Approximate total required costs (in-state):</b>	<b>Approximate total required costs (out-of-state):</b>
<b>\$31,076 + food, housing &amp; transportation</b>	<b>\$60,716 + food, housing &amp; transportation</b>

For the most up-to-date information associated with costs and fees, visit

<http://www.uh.edu/financial/graduate/tuition-fees/tuition/>

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **ATTENDANCE AND OUTSIDE EMPLOYMENT POLICY**

If an MAT student engages in outside employment, they may not at any time represent the MAT program at the University of Houston. Furthermore, outside employment cannot interfere with any classroom (lecture/lab) or clinical experience assignments. Course assignments, exams, and/or clinical experience assignments will not be scheduled around the MAT student's outside employment obligations.

Because of the time obligations associated with the professional MAT program, it is highly recommended that MAT student's do not have outside employment or other commitments that interfere with academic or clinical experience obligations as a student in the MAT program.

### **Required meeting attendance**

Clinical education meeting content is typically tied directly to one or more CAATE standards. As such, MAT students are required to attend all monthly clinical education meetings. Clinical education meetings are typically held on the last Friday of each month, but dates can vary from month to month depending upon subject matter expert (SME) availability.

### **Sick Days, Mental Health Days, and Personal Time Off**

The MAT student is allotted up to 2 personal days per semester that can be used to address physical health, sickness, mental health, etc. These personal days cannot be utilized for exam dates or any major medical event (e.g. Houston Marathon) that the MAT student has signed up for.

Any personal day taken applies to both the classroom and clinical experiences. Therefore, when utilizing a personal day, the MAT student cannot attend classes nor clinical experiences. The MAT student is required to notify both their preceptor as well as the respective faculty member of their intent to use the personal day. *Any requests for a personal day must be approved by the MAT faculty member in order for the MAT student to be excused from that day's activities.* Failure to receive approval may prevent a student from making up any missed assignments, clinical hours, or other program-related activities.

If an MAT student needs to utilize more than the allotted 2 days offered in a semester, they must have documentation from a treating healthcare provider specifying a need for the additional personal/sickness days, and that documentation must outline any limitations, classroom/learning requirements, and/or accommodations required for their return. Failure to provide this documentation for additional days may void their ability to make up any missed assignments, clinical hours, etc.

If an MAT student's use of a personal day is related to issues such as stress, anxiety, or other psychological issue, please take advantage of the Counseling and Psychological Services (CAPS) center as well as your personal physician or the physicians located within the Student Health Center located immediately adjacent to the MAT area.

[CAPS: Counseling and Psychological Services - University of Houston \(uh.edu\)](http://uh.edu)

# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **MAT STUDENT INCLEMENT WEATHER POLICY**

Inclement weather can create hazards for the MAT student specific to traveling to campus and/or clinical experience sites. The safety of the MAT student is at all times a priority of the MAT program, and at no time will clinical experience assignment attendance be expected during times of impending inclement weather. To stay up-to-date as to the campus' status specific to impending weather, it is imperative that everyone involved has their campus emergency information updated.

MAT program has developed the following policy for MAT students and assigned MAT program preceptors to assist all parties specific to clinical experience during times of evident or approaching inclement weather:

### **MAT Students:**

Communication is key for keeping all involved parties aware of your situation. Ensure that upon starting a new clinical experience assignment you have both email and cell phone numbers of your assigned preceptor.

Campus/Site Closure: During those times that the UH Campus or off-campus site is closed due to inclement weather (e.g. flooding, approaching severe storm, etc.), MAT students will be excused from that day's clinical experience assignment. In the event that the campus/site opens late and/or closes early due to inclement weather, it is expected that the MAT student communicate with his or her assigned preceptor to discuss concerns specific to travel. Specific areas to discuss include potential hazards such as localized flooding in your part of town that may not affect the UH campus or off-campus clinical site itself.

Non-campus closure: In the event that inclement weather is occurring or is approaching and the UH campus does not intend to close, it is expected that the MAT student make a reasonable attempt to attend that day's clinical experience assignment, including the possibility of arriving as a result of allowing the inclement weather to pass. However, if the MAT student feels that hazards may exist specific to travel to or from campus (e.g. localized flooding), it is expected that the MAT student contact the preceptor via text or phone as early as possible to communicate any potential travel issues.

## **ATHLETIC TRAINING STRATEGIC ALLIANCE**

<http://atstrategicalliance.org/>

### **Board of Certification (BOC)**

[www.bocac.org](http://www.bocac.org)

The Mission of the NATA Board of Certification is to certify athletic trainers and to identify for the public, quality healthcare professionals through a system of certification, adjudication, standards of practice and continuing competency programs.

### **Commission on Accreditation of Athletic Training Education**

[www.caate.net](http://www.caate.net)

The Commission on Accreditation of Athletic Training Education (CAATE) is the agency responsible for the accreditation of professional (entry-level) Athletic Training education programs. The American Academy of Family Physicians (AAFP), The American Academy of Pediatrics (AAP), The American Academy of Orthopedic Surgeons in Sports Medicine (AAOSSM) and the National Athletic Trainers' Association, Inc. (NATA) cooperate to sponsor the JRC-AT/CAATE and to collaboratively develop the Standards for Entry-Level Athletic Training Education Programs. Successful completion of a CAATE accredited educational program is a criteria used to determine a candidate's eligibility for the Board of Certification (BOC) examination.

### **National Athletic Trainers' Association (NATA)**

[www.nata.org](http://www.nata.org)

The mission of the National Athletic Trainers' Association is to enhance the quality of health care for athletes and those engaged in physical activity, and to advance the profession of athletic training through education and research in the prevention, evaluation, management and rehabilitation of injuries.

### **National Athletic Trainers' Association Research and Education Foundation (NATAREF)**

<http://natafoundation.org/>

The current NATA Foundation was incorporated in 1991 and established with grants from the NATA and Johnson & Johnson. During these past 25 years, the NATA Foundation has awarded more than 260 research grants totaling more than \$4 million dollars and awarded almost \$3 million to 1,490 students through our scholarship program. Additionally almost 5,000 presentations (oral and poster) have been provided through the Free Communications program.



# **MASTER OF ATHLETIC TRAINING PROGRAM**

## **MAT STUDENT VERIFICATION SHEET**

Upon having read through this MAT handbook, print this sheet out and sign and date it indicating that you have read, understand and will comply with the standards and expectations outlined in this handbook. Please also understand that this handbook is a dynamic document and you may therefore be notified of updates and/or revisions at any time. Please return this sheet to the Master of Athletic Training Program Director. Thank you.

MAT Student Printed Name: \_\_\_\_\_

MAT Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_