**Active Communicable Disease and Clinical Experiences**

Athletic Training Students (ATS) with active communicable diseases are assessed on an individual basis. Consideration for allowing the ATS to proceed with patient contact is based on the safety of the Athletic Training Student and the patient. The student will be removed from such contacts until the student is no longer contagious.

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ATS Signature Date

**Blood borne Pathogen Training and Clinical Experiences**

Each athletic training student is required to attend a minimum of one blood borne pathogen control education session each academic year. The program is organized by the Athletic Training Program Director and Clinical Education Coordinator. University of Maine blood borne pathogen guidelines will be taught for this education session. These include guidelines mandated by OSHA. Students assigned to Clinical Experiences off campus will be introduced to that site’s Exposure Control plan.

No student will begin a clinical experience until successfully completing a Blood borne pathogen training session approved by the Program Director. Each student must submit proof of successful completion from the instructor or by a signed certification card.

**Competitive Admissions**

As the ATS completes the Candidacy requirements, he/she submits the Candidacy Application to the Program Director. All application materials will be evaluated by the Program Director and Clinical Education Coordinator. The Associate Dean of Students for the College of Education and Human Development will also assist with admissions into the formal aspect of the program. Applicants will be ranked in order based upon the Candidacy criteria. The highest ranking athletic training student candidacy applicants will be offered admission to the professional aspect of the program based on available positions. Even though Candidacy applicants may meet all the criteria, they may be denied admission due to their rank order and limited number of seats (30 per cohort). Students may re-apply for the next cohort if they are unsuccessful on their initial attempt.

Confidentiality

All athletic training students must adhere to the following Confidentiality Statement and to HIIPA Privacy rules. Students will undergo HIPAA and FERPA training through the College of Education and Human Development.

As a healthcare professional, it is the law that you withhold any information which you acquire either professionally or socially that is considered “professionally confidential”. This includes any information you hear in athletic training rooms, physicians’ offices, locker rooms, or other. Information regarding an athlete’s medical condition, treatment of this medical condition, or any other patient information that is not considered public information is not to be discussed with anyone other than your immediate supervisor. Please adhere to this policy as a breach of confidentiality will lead to dismissal from any further clinical education opportunities.

**Dress Code**

Students not meeting the Dress Code (found in Clinical Education of ATS Handbook) will be asked to leave the Clinical Site for the day and a formal written complaint will be sent to the Program Director. It will part of the student’s academic file. Two infractions will lead to probation. Three infractions will lead to dismissal from the Athletic Training Program.

**Inclement Weather**

If classes are cancelled due to inclement weather, athletic training students are **not** to attend clinical experiences. Remember, clinical experience is a class and classes are cancelled to keep you safe by staying off the roads and sidewalks.

**Incomplete Admissions Packet Policy**

All admittance requirements as stated in the Admissions Guidelines must be completed prior to formal admittance into the University of Maine Athletic Training Program. No student can begin clinical experience rotations until accepted into the program. Students with an incomplete admissions packet will not be allowed into Clinical Skills courses until the packet is complete and approved by the Program Director and Clinical Education Coordinator.

**Liability Insurance**

The Athletic Training Students and Sports Medicine Staff of the University of Maine are covered with malpractice liability insurance through General Star Indemnity under the Excess Policy. A copy of this information is available upon request. Students are covered only when enrolled in Clinical Skills classes and those classes are in session.

**Observation Only**

All students enrolled in KPE 100 Introduction to Athletic Training are available for “observation only”. The perspective Athletic Training Student is unable to perform any athletic training skills to any patients during these observations.

**Probation**

Probation is a time for the Athletic Training Student to improve grades and/or behavior in order to stay in the Athletic Training Program. Probation is typically a one semester period when the student works toward a goal(s) established by the ATS and the Program Director. If the student does not meet such goals, s/he will be dismissed from the program.

If the student successfully meets the goals, s/he will be accepted into the ATP with the understanding that the next infraction will lead to dismissal.

**Professionalism**

A preceptor may feel an ATS is not presenting himself/herself within the scope of ATS Professionalism. This could include language, personal presentation, or emotional intellect, but is not limited to those. The preceptor must document the activity and meet with both the ATS and Program Director or Clinical Education Coordinator. If all parties feel the ATS acted/spoke inappropriately, s/he will be put on probation and a formal written complaint will be filed in the student’s academic file. Two infractions will lead to dismissal from the Athletic Training Program.

**Supervised Clinical Experience and Observations**

Direct supervision means the preceptor is available to immediately intervene if needed. An athletic training student in noncompliance of the Direct Supervision Standard will be warned one time and a written complaint will be filed in his/her academic file. If found in noncompliance again, the athletic training will be dismissed from the Athletic Training Program.

**Student and Faculty Grievance Policy and Procedures**

University of Maine faculty can access procedures for processing a grievance via the University of Maine’s Human Resources web page (https://umaine.edu/facultysenate/faculty-handbook/)

Students can access procedures for processing grievance via the University of Maine’s Student Handbook web page (https://umaine.edu/eo/complaints/).

**Therapeutic Modality Use**

Athletic Training Students shall not use Electrotherapeutic Modalities during Clinical Experiences prior to completing KPE 388 Therapeutic Modalities. Therapeutic modalities include but are not limited to electrotherapy stimulation, ultrasound, LASER, manual therapies, and mechanical traction.

Students found using therapeutic modalities without completing the course will be given a verbal warning and formal written complaint will go in his or her academic file. If found using therapeutic modalities after that warning the student will be dismissed from the Athletic Training Program.

**Transfer Student (Admissions Policy)**

Students transferring into the University of Maine Athletic Training Program must meet all Candidacy requirements. This includes completing KPE 100 Introduction to Athletic Training and KPE 250 Prevention and Care of Athletic Injuries skills packet from the University of Maine. After successfully entering the Professional Athletic Training Education Program, this student must complete a minimum of 2.5 years (5 semesters) within the University of Maine Program.

**Work-Study Policy and Procedures**

Athletic Training Students who qualify for federal work-study are encouraged to utilize this funding. They cannot receive work study funds while in a clinical experience associated with a clinical education course. Athletic training students are reminded that neither work-study nor outside employment are to interfere with educational commitments. The Office of Student Employment is responsible for disseminating the University of Maine’s Work Study Policy.