

## **STRUCTURE, POLICY AND PROCEDURES OF MSU ATEP**

The MSU ATEP provides valuable experience to students interested in Athletic Training. The experience and exposure that Missouri State University provides is a solid base for individuals entering the discipline of Athletic Training. Missouri State University provides students with exposure to a variety of practice settings while preparing them for certification by the Board of Certification (BOC). Missouri State University offers a competitive, four-year, co-educational program that allows all students to obtain clinical experience with a large variety of men and women's sports teams and affiliated health care settings (intercollegiate, interscholastic, and clinical). Athletic Training students at MSU progress through several levels of competency during their academic and practical experience. Under the direction of BOC Certified Athletic Trainers (ATC), Approved Clinical Instructors (ACI), and Clinical Instructors (CI), students will acquire a diverse variety of clinical experiences during their matriculation at MSU.

### **ADMISSION INTO ATHLETIC TRAINING EDUCATION PROGRAM**

#### **FIRST YEAR ATHLETIC TRAINING STUDENT**

MSU's Athletic Training Education Program has a competitive two level admission procedure and strict requirements to progress through the program. All interested students must first apply and be admitted to both the university and to the "First Year Experience" of the ATEP. Interested students must complete an application for the athletic training education program. Detailed instructions can be obtained on the department's website (<http://sportsmed.missouristate.edu/>) or in person in Professional Building 160. To be considered for admission into the First Year experience, the completed application must be received by the Departmental due date. Due to the clinical supervision requirements and the MSU ATEP's desire to produce a quality experience for students, a limited number of students will be accepted into the First Year experience each year. All applicants will be notified of the selection committee's decision within two weeks of the application deadline. Students that are accepted into this level are known as a "First year athletic training student".

Missouri State University does not discriminate based upon age, sex, race, nationality, physical handicap or religious preference. Students are required to physically and mentally be able to perform the tasks necessary to the daily operations of the various clinical facilities and duties within the scope of Athletic Training.

The following list of task/ requirements are required of all First Year students to progress through the First year experience and be eligible for admissions into the second phase –Upper Level Student - of the program.

#### Prior to or During First Year experience (Level one year)

- Physical Packet (due prior to starting fall semester)\*
  - Technical Standards for Admission Form
  - Physical Capability Information Form\*
  - Immunization Records (including proof of current TB)\*
  - Assumption of Risk Form
- Medical History Form (return to Taylor Health and Wellness Center)
- Background check – October/November\*
- Drug Screen – October/November\*
- Malpractice Insurance – November/December\*
- Acceptable clinical evaluations (spring, ATC 221)
- Demonstrate strong interest in the athletic training profession
- CPR and AED training and certification (spring, ATC 221)
- Submit formal letter of application for interview – March/April

Complete ATC 220 and 221 with a “B” or better  
Complete BMS 307 with a “C” or better  
Successfully complete BMS 110 or BIO 121 and CHEM 105 or 160  
Maintain at least a 2.80 University GPA  
Maintain at least a 3.00 ATC GPA  
Good standing with University

\*Students are financially responsible for the cost of these items. Detailed information regarding cost can be obtained by contacting the department (417-836-8553).

For the benefit of the student, he/she should become familiar with all Athletic Training staff members as well as the policies and procedures expected in the Athletic Training Clinical settings. Additionally, throughout the First Year experience students should take advantage of opportunities (meetings, organizations, activities, conferences, etc) to become more familiar with the MSU ATEP and the Athletic Training Profession.

If a student successfully completes and/or submits all the above mentioned task/requirements the student is eligible for an interview with program faculty to determine admission into the 2<sup>nd</sup> level or upper level student phase. Selection for admission into the upper level student phase of the ATEP is determined by objective evaluation of all documentation including previous evaluation forms and each semester cumulative grades and scores from the formal interview. Students are admitted each year as determined by their performance and the number of available clinical slots. The ATEP Faculty will retain the right to consider mitigating circumstances relative to the above requirements and those listed in the application packet and may waive one or more of these requirements for admission. Students will be notified of their acceptance/rejection one week after final grades are received from the Office of Registration and Records or as soon as the ATEP faculty has completed the evaluation process. Students not accepted may submit letter of re-application for the following year or change their major. These options will be explained in detail by a program instructor during introductory meetings and again with notification of admission status. Those not accepted may NOT continue in the AT major courses. If a student elects to change majors, they should inform their current academic advisor and the ATEP program director as well as contact the academic advisement center for assignment of a new advisor.

## **UPPER LEVEL STUDENT PHASE**

Once accepted into the upper level student phase of the program students are required to maintain a University GPA of 2.80 or higher and an ATC GPA of 3.00 or higher. Additionally, each student must maintain or complete the following:

- Fill out degree plan (start of 2<sup>nd</sup> year)
- Professional Rescuer (annually, May)
- TB (annually, Aug)\*
- Site specific or program orientation (annually, Aug – prior to classes)
- Malpractice insurance (annually, Aug)\*
- Maintain all yearly training, memberships\*, program forms, etc
- Complete required course sequence and clinical education requirements\*
- Remain in good standing with University, College, and program

\*Students are financially responsible for cost associated with these items.

## **TRANSFER STUDENTS**

The MSU ATEP is a four year competitive admissions program. Students who were previously enrolled at another college or university must obtain and submit application materials no later than March 1<sup>st</sup> the year before transferring to MSU. Transfer students are required to complete a formal interview in the Spring Semester. In the event a student is

unable to travel to campus for an interview, a phone interview will be arranged. If the transferring student has at least 100 hours of previous experience under a Certified Athletic Trainer at an accredited athletic training education program and meets all other requirements, the First year phase MAY be waived and the student could be accepted into the upper level student three-year curriculum on a probationary status. Such a student would still be responsible for demonstrating competence on all entry-level skills. Each student must successfully complete an entry-level examination before they will be allowed to start any clinical experience. In addition, this student must work with the Athletic Training Education Program faculty to ensure that he/she has the skills and information necessary to successfully enter the program. If at the end of the first semester the student has met all the requirements, the probationary status will be dropped. However, if the student does not meet the entrance requirements or if the faculty and/or student do not feel comfortable with the placement, the student will be required to complete the First Year courses in their entirety before progressing in the program. Transfer students are required to follow the prescribed course sequence as set forth by the Athletic Training curriculum. This may require students to supplement the hours required to maintain full time status with elective hours.

Transfer students that are not coming from an accredited ATEP must follow the process outlined in the First Year Athletic Training Student section above.

### **INTERCOLLEGIATE ATHLETES**

If a student who expresses interest in the MSU ATEP is also an MSU intercollegiate athlete a meeting with the athlete, coach and ATEP program director is highly suggested. Due to the significant clinical component required in the Athletic Training major, time conflicts between sport demands and clinical requirements can place a student-athlete in a stressful situation and/or academic trouble. The Athletic Training faculty and staff is committed to encouraging students and assisting them in taking advantage of the rich co-curricular opportunities available on our campus. However, the faculty is responsible for ensuring the student graduates on time, fulfills all requirements for the ATEP, and gains sufficient quality clinical experience to develop into a skilled health care professional. The following guidelines are designed to help accomplish these purposes.

#### **Guidelines**

1. The intention on the part of the student to participate in intercollegiate athletics shall not factor into the admissions decision for the Athletic Training program.
2. Students admitted to the ATEP may participate in intercollegiate athletics.
3. Athletic Training student shall limit his/her participation to ONE intercollegiate team.
4. Athletic Training student who are members of an intercollegiate team must coordinate his/her schedule with his/her coach and the Athletic Training clinical coordinator and/or program director.
5. Athletic Training student who participates in intercollegiate athletics must, like all students, fulfill all the didactic and clinical program requirements before graduation. All such students are strongly encouraged to consult the program director early in their program since effective planning is crucial to on-time graduation.
6. A copy of these guidelines will be sent to the student's head coach, academic advisor, and the Academic Center for Student Athletes.

Students with questions regarding this policy are encouraged to speak with the Athletic Training Education Clinical Coordinator and/or Program Director for clarification of his/her concerns.

### **PHYSICAL CAPABILITIES ASSESSMENT**

Before being allowed to complete clinical experiences students must complete the physical packet which includes a physical capabilities assessment form, medical history form, immunization records, technical standards form, and an assumption of risk form. Copies of all of the departmental forms are included in the student form section. A copy of the medical history questionnaire can be obtained via the link below

<http://health.missouristate.edu/PDF%20Files/Medical%20History%20Form%20&%20Immunizations.pdf>) and must be submitted to Taylor's Health and Wellness Center. All records will be kept confidential.

## **TECHNICAL STANDARDS HISTORY AND RATIONALE**

The landmark Americans with Disabilities Act of 1990, P.L. 101-336 ("ADA or "the Act"), enacted on July 26, 1990, provides comprehensive civil rights protections to qualified individuals with disabilities. The ADA was modeled after Section 504 of the Rehabilitation Act of 1973, which marked the beginning of equal opportunity for persons with disabilities. As amended, Section 504 "prohibits all programs or activities receiving federal financial assistance from discrimination against individuals with disabilities who are 'otherwise qualified' to participate in those programs." With respect to post-secondary educational services, and "otherwise qualified" individual is a person with a disability "who meets the academic and technical standards requisite to admission or participation in the recipient's education program or activity."

Under the Americans with Disabilities Act, Title II and Title III are applicable to students with disabilities and their request for accommodations. Title II covers state colleges and universities. Title III pertains to private educational institutions; it prohibits discrimination based on disability in places of "public accommodations," including undergraduate and postgraduate schools.

Given the intent of Section 504 and the ADA, the development of standards of practice for a profession, and the establishment of essential requirements to the student's program of study, or directly related to licensing requirements, is allowable under these laws. In apply Section 504 regulations, which require individuals to meet the "academic and technical standards for admission," the Supreme Court has stated that physical qualification could lawfully be considered "technical standard(s) for admission."

Institutions may not, however, exclude an "otherwise qualified" applicant or student merely because of a disability, if the institution can reasonably modify its program or facilities to accommodate the applicant or student with a disability. However, an institution need not provide accommodations or modify its program of study or facilities such that (a) would "fundamentally alter" and/or (b) place an "undue burden on" the educational program or academic requirements and technical standards which are essential to the program of study.

## **TECHNICAL STANDARDS FOR ADMISSION**

The Athletic Training Education Program (ATEP) at Missouri State University 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 ATEP 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 (Commission on Accreditation of Athletic Training Education [CAATE]). The following abilities and expectations must be met by all students admitted to the ATEP. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program. Compliance with the program's technical standards does not guarantee a student's eligibility for admission into the ATEP or for the BOC certification exam. See Student Form Section for complete form.

## ACADEMIC PROGRESSION THROUGH THE ATHLETIC TRAINING MAJOR

The Missouri State University ATEP is a four year progressive curriculum. Each Athletic Training student MUST follow the curricula sequence found on the next page (speak with your advisor to be sure you have the most current information). This sequence is based on the idea of learning over time and integration of the 4<sup>th</sup> edition Athletic Training Educational Competencies. To help ensure these concepts, students must maintain the required University and Program GPAs, successfully complete all competencies (80% or higher), acquire sufficient clinical experience (must follow program guidelines), and demonstrate clinical mastery of specific competencies and proficiencies before they will be allowed to progress to the next level within the program. Should a student's sequence be interrupted for any reason, that individual must meet with the ATEP faculty to determine the course of action. This decision will be on an individual basis, taking the situation and circumstances into consideration. See Curriculum GPA Criteria in Student Form Section.

### FIRST YEAR STUDENT

#### Fall (Semester I)

ATC 220 Intro to AT (4) \*  
IDS 110 (1) \*  
MATH 135 or higher (3-5)  
COM 115 (3)  
PED 100 (2) or in spring  
CIS/CSC 101 (can test out of)  
BMS 110 Concepts in Biomedical Sci (4)\*  
OR

BMS 121 Biology I (4)  
\*Required, others or highly suggested

#### Spring (Semester II)

ATC 221 Clinical Skills in AT (3)\*  
ENG 110 Writing I (3)  
BMS 307 Human Anatomy (4)\*  
CHM 160 General Chemistry I (4)\*  
OR  
CHM 105 Fundamentals of Chemistry (5)

**Departmental Requirements: e-folio; background check; drug testing; physical packet; liability insurance, Prof Rescuer**

### SECOND YEAR STUDENTS

#### Fall (Semester III)

ATC 222 Athletic Injuries (4)\*  
ATC 240 Clinical Practicum I (2)\*  
BMS 240 Intro Nutrition (3)  
BMS 308 Human Physiology (4)\*  
Writing II (3)

#### Spring (Semester IV)

ATC 241 Clinical Practicum II (2)  
ATC 329 Athletic Injury Assessment Upper(3) \*  
ATC 324 Therapeutic Modalities (4)\*  
PED 360 Kinesiology (4)  
PSY 121 Into Psychology (3)

**Departmental Requirements: e-folio, professional memberships (NATA, MAATA, MoATA), liability insurance, Prof Rescuer**

### THIRD YEAR STUDENTS

#### Fall (Semester V)

ATC 328 Athletic Injury Assessment / Lower (3)\*  
ATC 340 Clinical Practicum III (2)\*  
PED 362 Exercise Physiology (4)  
PHI 105 Critical Thinking (3)

#### Spring (Semester VI)

ATC 326 Therapeutic Interventions in AT(3)\*  
ATC 341 Clinical Practicum IV (2)\*  
ATC 420 Medical Aspects of AT (3)\*  
ATC 421 Therapeutic Exercise (4)

**Departmental Requirements: e-folio, professional memberships (NATA, MAATA, MoATA), liability insurance, Prof Rescuer**

### FOURTH YEAR STUDENTS

#### Fall (Semester VII)

ATC 320 Athletic Training Administration(3)\*  
ATC 330 Surgical Pathology of Athletic Injuries(3)\*  
ATC 440 Clinical Practicum V (2)  
PSY 200 Psychological Statistical Methods (3)  
BMS 430 Sports Nutrition and Exer Physiology (3)

#### Spring (Semester VIII)

ATC 425 Cont Topics in AT (3)\*  
ATC 441 Clinical Practicum VI (2)\*

**Departmental Requirements: e-folio, professional memberships (NATA, MAATA, MoATA), liability insurance, Prof Rescuer, research presentation**

\*This sequence does NOT include all the general education requirements or electives a student will need.

## **ATHLETIC TRAINING EDUCATIONAL CURRICULUM GPA CRITERIA**

### **ACADEMIC PROBATION**

Athletic Training is an allied health care profession and academic performance should be a main priority of students in the Athletic Training Education Program. Athletic Training students must maintain a cumulative university of grade point average (GPA) of 2.80 or higher (on a 4.00 scale) and a 3.00/4.00 in major (ATC) coursework. To help prevent any academic causality, mid-term grade checks will be required of all Athletic Training students. The purpose of these evaluations is to assess the academic progress of Athletic Training students. In the event that a student is having academic difficulty, the student's academic advisor will identify and direct the involved student to seek academic assistance. For Athletic Training students who have previously been on probation, grade checks will be required more frequently.

At the close of any semester, if an overall university GPA of a 2.80 or a 3.00 for major courses is not achieved, the student already accepted into the clinical program will be placed on probation within the Athletic Training Education Program. Probation will consist of a reduction in the number of hours the student will be allowed to spend in the clinical site and the number of events the Athletic Training student will be allowed to cover. An Athletic Training student on probation will not be allowed to travel with a team during their probation. Failure to achieve a 2.80 University and /or 3.00 major GPA in the subsequent semester may result in dismissal from the Athletic Training Education Program. Each case will be handled individually based on the specific situation. If the end-of-semester GPA/grades remain below academic requirements following semester probation the student may be required to repeat specific courses, the entire year, or be dismissed from the program.

The probationary student will be given a verbal and written warning (including cause of probation and disciplinary action if not corrected). Students who receive a grade of "D" or "F" in an ATC course must repeat that course and receive a grade of "C" or higher to remain and to progress in the major. Students who do not meet the retention criteria may follow the program appeal process. Failure to follow the appeal process may result in dismissal from the program.