

LIBERTY UNIVERSITY



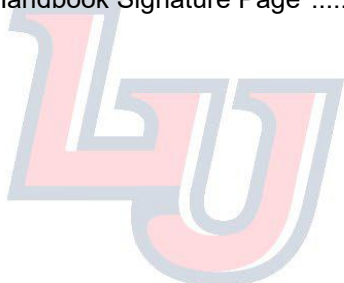
ATHLETIC TRAINING PROGRAM HANDBOOK

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LIBERTY
ATHLETIC TRAINING

INTRODUCTION

The primary goal of Liberty University Athletic Training Program is to educate the next generation of healthcare professionals who want to serve Christ through Athletic Training. The contents of this handbook are to be studied and followed by each student in the Athletic Training Program (ATP).

This handbook is the blueprint for Liberty University's Athletic Training Program. It is imperative that each student, faculty, and preceptor adhere to these policies and procedures. Violation of any of the policies/procedures discussed in this handbook may jeopardize an individual's status in or with the ATP.

The ATP has a dual approach to student education: didactic coursework and clinical experiences. Every student currently enrolled in the ATP will be assigned a clinical experience in addition to the didactic coursework. Students must take specific core didactic courses in Athletic Training to earn a Bachelors degree in Athletic Training. Additionally, students will take five clinical education courses, each of these courses will incorporate a clinical experience which includes a supervised hands-on experience to develop competency and proficiency under the direction of a preceptor.

Your clinical education experiences will involve working with patients and preceptors in any of the following clinical sites: 1) Liberty University intercollegiate athletic teams, Liberty University club sports teams, local DIII Institutions (Lynchburg University, Randolph College, & Sweet Briar College), as well as local high schools and physicians' offices. The clinical sites mentioned above serve many important functions: 1) provide Athletic Training services to the men and women who represent their respective programs patients in those settings, 2) serve as the primary clinical experience sites. The opportunities presented in the clinical experience will provide students the opportunity to improve/practice their Athletic Training skills and knowledge.

The intent of this handbook is to guide, inform, and assist students throughout the ATP. It includes the policies and procedures relevant to Athletic Training Students. Students are expected to read and comprehend this material so that they understand their responsibilities and function effectively in their duties. After reviewing this handbook, students having comments or suggestions, should direct them to the ATP Director.

There are high expectations for students that are enrolled in LU's ATP. We expect you to be diligent in your efforts, be prompt, conduct yourself with the highest degree of decorum, be academically sound, and represent yourself, our program, Liberty University, and God with professionalism beyond reproach. God has blessed each of us with talent and the opportunity to work for Him through the ATP at Liberty and beyond.

It is the ATP's intention that your experience be educational and hopefully enjoyable. We will provide you with the knowledge and skills necessary to become a Certified Athletic Trainer. In return, we expect your academic excellence, cooperation, diligence, and enthusiasm.

Again, welcome to our program. We are very glad to have you and look forward to building a good professional relationship with you.

Program Information



MISSION & VISION STATEMENTS

LIBERTY UNIVERSITY MISSION STATEMENT

To develop Christ-centered men and women with the values, knowledge, and skills essential for impacting tomorrow's world. With a unique heritage and an ever-expanding influence, Liberty remains steadfast in its commitment of *Training Champions for Christ*.

SCHOOL OF HEALTH SCIENCES MISSION STATEMENT

The School of Health Sciences *exists* to prepare men and women in the sciences and health professions through the integration of current scientific thought and the biblical worldview.

HEALTH PROFESSIONS DEPARTMENT MISSION STATEMENT

The Department of Health Professions faculty members are committed to preparing students in three majors: Athletic Training, Exercise Science, and Kinesiology. Each major leads to a Bachelor of Science degree. Our objective is to encourage student growth in these disciplines from the Christian worldview in preparation for employment/graduate education as they pursue God's purpose for their lives.

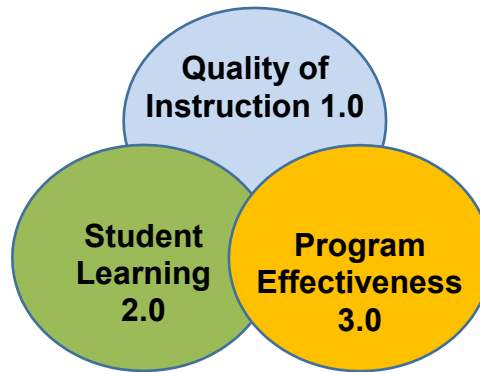
ATHLETIC TRAINING PROGRAM MISSION STATEMENT

To develop Christ-centered men and women to become highly effective Athletic Training professionals and leaders in the Christian community, while incorporating both professional and spiritual growth in their life plans. Liberty University incorporates into the foundation of education the equally important components of producing Christ-centered men and women with the values, knowledge, and skills required to impact tomorrow's world.

ATHLETIC TRAINING PROGRAM VISION

To produce highly educated graduates that glorify Christ while they influence the Athletic Training Profession at the state, district, and national levels.

PROGRAM GOALS & OBJECTIVES



1. Produce Christ centered men & women that have a desire to serve Christ through the athletic training profession.
2. Provide students with a quality clinical experience utilizing state-of-the-art resources and technology alongside allied healthcare preceptors
3. To prepare students to be competent clinicians that successfully pass the BOC exam
4. To develop leaders that will serve their communities and profession
5. To promote professionalism through student involvement within state, district, and national athletic training meetings and symposiums
6. To aid the student in obtaining employment or admission into graduate school upon graduation
7. To become an ATP that conducts quality research that enhances the knowledge of the Athletic Training profession

Student Learning Objectives

1. The student will be able to demonstrate assessment procedures for overall wellness including injury prevention techniques.
2. The student will be able to evaluate pathologies through the use of evidence-based assessment techniques.
3. The student will be able to demonstrate how to provide care during acute and emergency situations.
4. The student will be able to implement evidence-based therapeutic treatments and rehabilitation protocols for various pathologies.
5. The student will be able to demonstrate the components of healthcare administration while having the knowledge of maintaining professional health and well-being.
6. The student will be able to demonstrate mastery of the knowledge and skills necessary to effectively perform as an entry-level Certified Athletic Trainer as defined by the program's accrediting body.
7. The student will be able to integrate the biblical worldview into all aspects of practicing athletic training.

PROFESSIONAL TERMINOLOGY

Athletic Trainers – 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 Program Director – The ATP director at Liberty University is responsible for the day-to-day operation, coordination, supervision, and evaluation of all aspects of the professional ATP. The program director reports to the Department of Health Professions Department Chair.

Athletic Training Faculty – The Athletic Training faculty members are employed by the School Of Health Sciences and teach within the ATP. The faculty assists the program director in the day-to-day operation of the program.

- **Core faculty** – Administrative or teaching faculty fully devoted to the ATP that has full faculty status, rights, responsibilities, privileges, and full college voting rights as defined by the institution. Core full-time faculty report to and are evaluated and assigned responsibilities exclusively by the administrator (Chair or Dean) of the academic unit in which the program is housed. At minimum, this must include the Program Director and one (1) additional faculty member.
- **Associated faculty** – An individual who instructs within the ATP this may also include individual(s) with a split appointment between the program and another institutional entity (e.g., athletics or another program either within or outside of the department in which the AT program is housed). These faculty members are evaluated and assigned responsibilities by two different supervisors.
- **Adjunct faculty** – Individual contracted to provide course instruction on a full-course or partial-course basis, but whose primary employment is elsewhere inside or outside the institution. Adjunct faculty may be paid or unpaid, but the course instruction is not included as a part of the individual's regular load/responsibilities.

Athletic Training Students (ATS) – A student currently enrolled in courses while matriculating through a CAATE accredited professional education program.

Clinical Coordinator – The clinical coordinator is responsible for the administration and management of the clinical education and clinical experience components of the professional ATP. The clinical coordinator acts as the Clinical Instructor Educator and reports directly to the professional ATP director.

Consulting Medical Specialists – LU's ATP utilizes other consulting medical specialists for the education of Athletic Training students. The medical specialists will be utilized in the education of Athletic Training students to guest lecture in and through procedural observations.

Department Chair – The department chair of LU's Department of Health Professions directly oversees the development and evaluation of the ATP. The department chair also evaluates the ATP Director as well as all other Athletic Training faculty.

Preceptor – A certified/licensed professional who teaches and evaluates students in a clinical setting using an actual patient base.

Program Medical Director – The program medical director advises the ATP Director in the education of Athletic Training Students. He/she is strictly involved in the Athletic Training student's education they frequently interacting with the students to guest lecturers, surgical observations, practicing game attendance, and general medical rotations.

NONDISCRIMINATION POLICY

Consistent with Liberty University's nondiscrimination policy with respect to admission of students, the ATP does not discriminate on the basis of race, religion, color, national origin, sex, age, disability, sexual orientation, or status as a veteran. However, enrollment in the ATP does require the ability of the student to meet Technical Standards for the duration of the program (see Technical Standards section of the Handbook).

USE OF ATHLETIC TRAINING PROFESSIONAL TERMINOLOGY

The field of Athletic Training is frequently misunderstood among other health care professions/professionals regarding our educational preparation, roles and responsibilities, credentials, etc. To help raise the level of awareness of our profession, we ask that all students, staff, and faculty use proper professional terminology at all times when referring to our profession and our clinical settings. Examples of proper terminology include the following:

Appropriate/Professional Terminology	Incorrect or Unprofessional Terminology
"Athletic Training room"	"training room"
"Athletic trainer" or "certified athletic trainer"	"trainer"
"Athletic Training students"	"Student athletic trainers" or "student trainers"
"BOC" examination	"NATABOC" examination"
"CAATE accreditation"	"CAAHEP accreditation or JRC-AT accreditation"
"Clinical education experience"	"Work"
"Athletic trainer" or "certified athletic trainer"	"ATC" (ATC is a credential)
"Preceptor"	"ACI" or "CI"
"Athletic Training Program" or "ATP"	"Athletic Training Education Program" or "ATEP"

LU's ATP strives to instill professionalism into every student utilizing the correct terminology is one of the first ways a student can demonstrate professionalism. Utilization of incorrect or unprofessional terminology may result in some sort of friendly reminder.

Students need to utilize medical terminology as often as possible when interacting with physicians, healthcare professionals, and fellow athletic trainers/athletic training students.

ACCREDITATION STATUS

Liberty University's Athletic Training Program was reaccredited by the Commission on Accreditation of Athletic Training Education (CAATE) on October 10, 2018. The next accreditation review will be during the 2028-2029 academic year.

Web Site Address:

<https://www.liberty.edu/academics/healthsciences/healthprofessions/index.cfm?PID=85>

**ATHLETIC TRAINING PROGRAM
ACADEMIC INFORMATION**



ADMISSION REQUIREMENTS & PROCEDURES

The Athletic Training Major is designed for students who wish to pursue a career in Athletic Training. Career opportunities are available in the following settings: clinical, colleges/university, industrial, military, performing arts, professional sports, public safety, and secondary schools. Many Athletic Training jobs are beginning to require a post-graduate degree. The Athletic Training profession recently decided to switch its professional degree from a bachelors to a master's degree.

The ATP is nationally accredited by the Commission on Accreditation of Athletic Training Education (CAATE). Students that graduate from the program are thus eligible to apply to sit for the Board of Certification (BOC) Examination. The NATA, along with each individual state's governing board, are the agencies for establishing and maintaining standards in the field of Athletic Training.

The Virginia practice licenses for ATCs is required for employment in the state of Virginia, visit the state regulation board for policies as listed in this link:

medbd@dhp.virginia.gov. Additionally, once students graduate and pass the BOC, they may also elect to be state licensed in multi-states or change licenses across states if they are in good standing with the BOC. See this link for more information:
<http://www.bocatc.org/state-regulation#at-advocacy-partners>

SELECTION PROCESS

Students desiring to major in Athletic Training at LU need to understand that it is a competitive and selective program. Thus, not every student that applies will get into the ATP. Students interested in majoring in Athletic Training at LU will go through two application processes following the pre- professional phase of the program. Initial acceptance will occur following the Freshman Spring semester while full acceptance will occur after the Sophomore Fall Semester. When a student transfers to LU or changes their major their initial acceptance will be determined by the program director; while full acceptance is determined by the ATP Admission Committee.

PHASES OF THE ATP

- **Pre-professional (freshman year):** Students interested in becoming part of the ATP at Liberty University should initially enroll in ATTR 200, 205, & HLTH 216 along with available General Study's requirements. The second semester students should then enroll in ATTR 210, 211, BIOL 213 & 214 and PSYC 101.
- **Initial Acceptance (summer after freshman year):** Applications for initial admission must be submitted by April 15. The criteria for initial status are outlined in the sections below.
- **Full Acceptance (between sophomore fall & spring semesters):** Applications for full admission must be submitted by November 15. Full acceptance will be based upon

the criteria outlined in the sections below.

APPLICATION REQUIREMENTS

Initial Application/Requirements:

Students must meet the following criteria and provide the following information:

- Candidates must be in good academic standing with the University and have a minimum cumulative GPA of 2.50 on a 4.0 scale.
- Completion of initial application:
https://apex.liberty.edu/apex/banprd/f?p=253:14:102122309819016::NO:RP:FORM_NAME:ATH_TRAINING_SEC_APP
- Provide a copy of all your collegiate transcripts. Unofficial transcripts are accepted from Liberty University.
- Medical history form signed by a physician. The form shall include an endorsement by the physician that states the student is physically able to meet the requirements of the program (See Technical Standards). Meet the Technical Standards Policy for admission into the program.
- Copy of vaccination records, which must include: Rubella, Tetanus, Mumps, Polio, Chicken Pox, and HBV vaccination.
- Due by April 15
- **Initial acceptance will only occur after final grades have been confirmed by the Registrar's office.**

***It is the student's responsibility to make sure the required documents and information are in the hands of the ATP by the application deadline.**

ACCEPTANCE NOTIFICATION

Initial Acceptance

- The program director will email the students a letter stating their status in the ATP when final grades are obtainable off the student's degree completion plan. Students may learn of their status in the ATP as early as June 1.

Full Acceptance

- The program director will email the students a letter stating their anticipated status in the ATP during Christmas Break; this status is contingent upon the student's final grades.

TRANSFER STUDENTS

Students transferring to Liberty University who are interested in entering the ATP must contact the Program Director by August 1. Due to the unique characteristics and background of each individual, a transfer students will be evaluated on an individual basis to determine his/her suitability for the program as well as an appropriate entry level. This evaluation will be made only after the Program Director has received the following:

Transfer students must meet the following criteria and provide the following information

to be initially accepted into LU's ATP:

- Candidates must be in good academic standing with previous university and/or Liberty University and have a minimum cumulative GPA of 2.50 on a 4.0 scale.
- Completion of initial application
- Copy of all official transcripts from prior academic institutions
- Medical history form signed by a physician. The form shall include an endorsement by the physician that states the student is physically able to meet the requirements of the program (See Technical Standards).
- Meet the Technical Standards Policy for admission into the program.
- Copy of current vaccination records, including: Rubella, Tetanus, Mumps, Polio, Chicken Pox, Tuberculosis, and HBV vaccination.

The above documents and materials must be submitted to Liberty University's AT Program Director by August 1 to be assured an opportunity to be initially accepted.

It is highly likely that the competencies covered in transferring courses may differ from those covered in LU's courses. However, if a transfer student feels certain competencies were completed, the student must provide the Program Director written documentation from his/her former school's Program Director. This documentation must include a weekly log of hours, a list of completed clinical experiences, competencies, and a statement signed by the Program Director verifying satisfactory completion of the competencies in question. All competencies must meet the standards set forth by CAATE. Any request for course credit transfer must be made to the Program Director.



UPON ACCEPTANCE INTO LU'S ATHLETIC TRAINING PROGRAM

STUDENT EXPENSES AND FEES

In addition to normal university tuition and fees, students enrolled in the ATP will incur the following additional expenses. The following are cost estimates for the current school year:

- *NATA Membership* – \$103 annually (State, District, and National memberships dues are included: <https://www.nata.org/membership/about-membership/join-and-renew/dues>)
- *ATSA Membership* – \$25, annually
- *Liability Insurance* – This cost is currently covered by the ATP. Students can purchase their own liability insurance as well.
- *TB skin Test* – Cost varies, required prior to full acceptance and annually
- *Health Exam* – Cost varies upon location. Exam is required for initial acceptance and if a student's health status changes while they are enrolled in the program.
- *CPR* – Recertification cost will vary, every 2 years
- *Background check* – \$20-\$60 varies on jurisdiction
- *OSHA/Bloodborne Pathogen Training* – \$15.95 annually
- *Transportation costs* – Students are responsible for providing all transportation and associated expenses to off-campus clinical sites. The cost varies, with some sites being as far as 40 miles off campus. Athletic Training students will not be assigned more than one Clinical Education Experience farther than 40 miles from campus.
- *Designated Clothing* – Students will be provided 1 LU Athletic Training collared polo annually. If students desire more than 1 collared polo shirt, the student is responsible for purchasing additional LU Athletic Training apparel. Dress codes may vary among clinical sites. Students are expected to have a minimum of 1 collared polo, khaki pants, and khaki shorts. The estimated cost is dependent on the student's current clothing considerations.
- *BOC certification exam* – During the students last semester he/she will be allowed to sit for the BOC exam. Exam fees vary depending on whether the student is a NATA member. NATA Member \$335.00 – Non-Member \$360.00

ANNUAL REQUIREMENTS

Students will be expected to complete the following tasks annually:

- Maintain CPR/AED certification (every 2 years)
- Complete HIPAA Training (with Initial Acceptance Application)
- OSHA/Blood borne Pathogen Training (with Full Acceptance Application)
- Keep immunizations updated; complete a TB screen
- Read & Sign Technical Standards Verification Form
- Read & Sign Confidentiality Form
- Complete the Personal Contact Information Form
- Read all ATP Handbook Policy & Procedure Manuals
- Sign ATP Handbook Signature Page (last page) & Policy Comprehension Statement
- Completion of CSER requirements
- Update information on E*Value (e.g. clinical hours, case logs, self/clinical preceptor/clinical site evaluations, certifications, etc.)

PROGRAM REQUIREMENTS

- Each student must be enrolled in the ATP a minimum of five semesters.
- Each student must maintain a current CPR certification as determined by the BOC.
- Each student must pass a physical examination as part of their provisional application
- Each student must successfully complete an annual OSHA/ Bloodborne Pathogen training and gain certification. The certificate needs to be provided annually to the clinical coordinator.
- Each student must maintain a 2.75 GPA while fully accepted in the program.
- Student must successfully progress through all required clinical education rotations.
- Each student must meet the minimum clinical hour requirement per semester to progress in the athletic training program.
- The number of clinical hours a student must complete is dependent upon the student's year in the program.
- Each student must complete the Athletic Training major to receive the designated degree.
- Each student must pass ("C" or better) all clinical experience and didactic courses.
- Seniors are expected to participate in all university required Assessment Day activities during their senior year.
- Each student is encouraged to take the Board of Certification (BOC) Examination. Students cannot practice in the profession of athletic training without passing the BOC Exam and becoming credentialed in the State they practice. **Students must be in good standing to be eligible to be approved to take the BOC Exam.**

**ATHLETIC TRAINING PROGRAM
CURRICULUM**



LIBERTY
ATHLETIC TRAINING

ATHLETIC TRAINING MAJOR

The Athletic Training major prepares students to become certified athletic trainers. To become eligible to sit for the BOC certification exam the students within this major must complete all of the coursework within the pre-professional and professional areas. In addition to the professional areas, each student will need to accumulate the required maximum/minimum number of clinical education hours each semester.

FRESHMAN

Fall Semester	Course Credits	Spring Semester	Course Credits
ENGL 101 Composition and Rhetoric	3	BIOL 213/214 Human Anatomy & Phys.	4
HLTH 216 Personal Health	3	PSYC 101 General Psychology	3
ATTR 200 Intro. To Athletic Training	3	BIBL 105 Old Testament	2
ATTR 205 Musculoskeletal Term & Clinical Doc. in AT	2	ATTR 210 Principles of Athletic Training	3
RLGN 105: Intro to Biblical Worldview	2	ATTR 211: Principles of Athletic Training Lab	1
UNIV 101: University Core Competencies	1	ENGL 102 Composition and Literature	3
INQR 101: Inquiry 101	1	CSER	0
Technology Competency	0-3		
CSER	0		
Semester Credit Total	15-18	Semester Credit Total	16

SOPHOMORE

Fall Semester	Course Credits	Spring Semester	Course Credits
RSCH 201 Research 201	3	ATTR 221 Clinical Education I	2
ATTR 225 Clinical Kinesiology	2	ATTR 300 Lower Extremities Evaluation	3
ATTR 226 Clinical Kinesiology lab	1	ATTR 301 Lower Extremities Evaluation Lab	1
ATTR 305 Emergency Care for AT	3	ATTR 310 Therapeutic Modalities	3
ATTR 306 Emergency Care for AT Lab	1	ATTR 311 Therapeutic Modalities Lab	1
BIOL 215/216 Human Anatomy & Phys	4	BIBL 110 New Testament	2
Evan 101 Evangelism and Christian Life	2	MATH 201 Intro. To Probability and Stats.	3
CSER	0	CSER	0
Semester Credit Total	16	Semester Credit Total	15

JUNIOR

Fall Semester	Course Credits	Spring Semester	Course Credits
EXSC 310 Physiology of Exercise	3	EXSC 311 Analysis of Human Movement	3
ATTR 302 Upper Extremities Evaluation	3	ATTR 321 Clinical Education III	2
ATTR 303 Upper Extremities Eval. Lab	1	ATTR 325 Evidence Based Research in AT	2
ATTR 320 Clinical Education II	2	ATTR 402 Application of Thera. Ex. & Rehab	3
ATTR 400 Thera. Exercise & Rehab	3	ATTR 405 Applied Pharmacology for AT	2
ATTR 404 Medical Aspects	3	ATTR 410 Admin. Aspects of AT	3
THEO 201 Theology Survey I	2	CSER	0
CSER	0		
Semester Credit Total	17	Semester Credit Total	15

SENIOR

Fall Semester	Course Credits	Spring Semester	Course Credits
THEO 202 Theology Survey II	2	Literature or Philosophy Elective	3
HLTH 333 Exercise and Sports Nutrition	3	Cultural Studies Elective	3
ATTR 415 Leadership & Clinical Interactions in AT	3	ATTR 421 Clinical Education V	2
ATTR 420 Clinical Education IV	2	CRST 290 History of Life	2
ATTR 440 Senior Seminar	2	Information Literacy Elective	3
COMS 101 Speech Communication	3	EXSC 340 Essentials of Strength & Conditioning	3
PHED 225 Weight Training and Conditioning	1		
CSER	0	CSER	0
Semester Credit Total	16	Semester Credit Total	16

TOTAL CREDITS 125-128

ATP DEGREE COURSE SEQUENCING

The sequence above is a recommended curricular plan for incoming freshmen that want to major in Athletic Training. All courses in bold must be taken in the semester they appear in the schedule unless otherwise noted. If a student fails to take the courses in the correct sequence, it will prolong the student's graduation date. Transfer students that are accepted will need to consult with the ATP Director to determine the student's course sequence. The sequence below with the exception of the bolded courses is only a recommendation, the non-bolded courses can be taken during different semesters if it is more convenient for the student. Students must progress through the program's

course sequence as defined in the official university status sheet and university catalog.

***Students must earn a minimum of a “C” grade in all Athletic Training courses. If a “C” is not obtained in a course, the student will be placed on probation until that course can be repeated the following academic year.**

ATHLETIC TRAINING COURSE DESCRIPTIONS

ATTR 200 Introduction to Athletic Training – 3 credits

An introduction to the profession of Athletic Training. Topics also include basic method of care, treatment, and rehabilitation of athletic injuries.

ATTR 205 Musculoskeletal Terminology and Clinical Documentation – 2 credits

Foundations of scientific and medical vocabulary with specific discussion of anatomical, musculoskeletal and differential diagnostic terminology associated with the Allied Health Fields. Significant time will be devoted to the understanding of the proper application of scientific and medical vocabulary as it relates to the Allied medical practice of formal written and electronic documentation (SOAP Notes) for proper medical referral and reimbursement. Prerequisite(s): None

ATTR 210 Principles of Athletic Training – 3 credits

Introduction of basic Athletic Training. Topics include: pre--participation exam; modalities; and prevention. Laboratory experiences are provided.

ATTR 211 Principles of Athletic Training Laboratory – 1 credit

This class is in directed support of ATTR 210 and is designed to clinical application of preventive and treatment techniques associated with athletic training. Co-requisite: ATTR 210

ATTR 221 Clinical Education I – 2 credits

Didactic and psychomotor skill instruction of competencies in Athletic Training. Emphasis will be placed on the application of extremity taping/wrapping and emergency care of athletic injuries through clinical scenarios. Will include a clinical education rotation. Prerequisites: must be taken concurrently with ATTR 300.

ATTR 225 Clinical Kinesiology for Health Professionals – 2 credits

Students will gain knowledge of clinical musculoskeletal human anatomy through a variety of instructional techniques. The focus of the course will be on learning: bony landmarks, muscle origins and insertions, how to assess each muscle, and how to assess range of motion. Prerequisites: taken concurrently with ATTR 305 and 306; for ATEP provisional acceptance students.

ATTR 226 Clinical Kinesiology for Health Professionals Laboratory – 1 credit

Students will apply knowledge of clinical musculoskeletal human anatomy through a variety of hands- on activities. The focus of the course will be to practice identifying

bony landmarks and muscle origins and insertions along with demonstrating how to perform manual muscle testing and how to assess range of motion. Prerequisites: Taken concurrent with ATTR 225; for ATEP provisional accepted students only

ATTR 300 Lower Extremity Injury Evaluation – 3 credits

Methods of evaluation of athletic injuries are investigated, including history, inspection, palpation, and orthopedic and neurological testing with focus on the lumbar area and lower extremities.

Prerequisites: ATTR 200, BIOL 213/214

ATTR 301 Lower Extremity Injury Evaluation Laboratory – 1 credit

The methods of evaluation including history, inspection, palpation, and orthopedic and neurological testing of athletic injuries will be practiced in a hands on laboratory environment. This laboratory experience will focus on lower extremity injuries.

ATTR 302 Upper Extremity Injury Evaluation – 3 credits

Methods of evaluating injuries to the physically active are investigated including history, inspection, palpation, and orthopedic and neurological testing. Focus includes evaluation of injuries to the upper extremity, head, neck and thorax. Other topics include management of crisis situations and facial injuries related to athletic participation.

Prerequisites: ATTR 200, 300, BIOL 213/214, can be taken concurrently with BIOL 215/216.

ATTR 303 Upper Extremity Injury Evaluation Laboratory – 1 credit

The methods of evaluation including history, inspection, palpation, and orthopedic and neurological testing of athletic injuries will be practiced in a hands-on laboratory environment. This laboratory experience will focus on upper extremity injuries.

Prerequisites: taken concurrently with ATTR 302

ATTR 305 Emergency Care for Athletic Training – 3 credits

Advanced level of first aid and CPR training for individuals who have a job-related "duty to respond." This course includes such topics as CPR use of the resuscitation mask bag-valve mask and automated external defibrillator; anatomy; patient assessment; shock; bleeding; Burns; oxygen and error way care; spine board use; and other medical emergencies. Prerequisites: ATTR 200, 210, and BIOL 213/214 (may use as co-requisite); for ATEP provisionally-accepted students only

ATTR 306 Emergency Care for Athletic Training laboratory – 1 credit

This lab course provides students with the application of advanced level first aid and CPR training for individuals who have a job-related "duty to respond." This course is designed for students to gain proficiency in first aid skills as it relates to such topics as: CPR use of the resuscitation mask bag- valve mask and automated external defibrillator; anatomy; patient assessment; shock; bleeding; Burns; oxygen and airway care; spine board use; and other medical emergencies discussed in ATTR 305.

Prerequisites: taken concurrent with ATTR 305

ATTR 310 Therapeutic Modalities in Athletic Training – 3 credits

A study of theories and principles of uses of different modalities to enhance the healing of injuries. Lab experiences included. Prerequisites: ATTR 305, 306

ATTR 311 Therapeutic Modalities Laboratory – 1 credit

This class presents the practical application of therapeutic modalities to enhance the healing of injuries. Laboratory experience will include the set-up, application and problem will outcomes of the use of various therapeutic modalities commonly used in Athletic Training. Prerequisites: take congruent with ATTR 310

ATTR 320 Clinical Education II – 2 credits

Didactic and psychomotor skill instruction of competencies in Athletic Training. Emphasis will be placed on the application of lower extremity injury and illness evaluation of athletic injuries and therapeutic modalities through clinical scenarios. Will include a clinical education rotation.

ATTR 321 Clinical Education III – 2 credits

Didactic and psychomotor skill instruction of competencies in Athletic Training. Emphasis will be placed on the application of upper extremity injury and illness evaluation of athletic injuries and therapeutic modalities through clinical scenarios. Will include a clinical education rotation.
Prerequisites: ATTR 320

ATTR 325 Evidence-Based Research in Athletic Training – 2 credits

This class introduces the research process in Athletic Training with an emphasis on evidence-based medicine. Students will learn to evaluate the quality of the available research evidence and interpret statistical data and relevance. Scientific writing experience will be deemed in the form of research proposals, literature reviews, case studies, and critical appraisals. Prerequisites: ATTR 225, 226, 305, 306

ATTR 400 Principles of Therapeutic Exercise and Rehabilitation – 3 credits

In-depth study of theories and principles used to rehabilitate injuries to the physically active, as well as physiological and psychological factors affecting the rehabilitation function. Prerequisites: ATTR 310/311; BIOL 213/214; 215/216

ATTR 402 Practical Applications in Therapeutic Exercise and Rehabilitation – 3 credits

Lecture and laboratory experiences will include the application, instruction, progression and probable outcomes of the use of therapeutic exercises and relaxation techniques commonly used in Athletic Training. Prerequisites: ATTR 400; BIOL 213/214; 215/216

ATTR 404 Medical Aspects of Athletic Training – 3 credits

Recognition and treatment of general medical conditions and disabilities of athletes and others involved in physical activity. Application of pharmacological principles in the treatment of illness, injury, diseases for an athletic population. Includes lecture and laboratory experiences. Prerequisites: ATTR 325, 400

ATTR 405 Applied Pharmacology in Athletic Training – 2 credits

Basic principles of pharmacology, including receptor mechanisms, drug distribution and metabolism, and pharmacokinetics. Lectures and tutorials on the interactions of drugs and biological systems as a basis for rational disease therapy as it relates to the physically active patient. Prerequisite: ATTR 404

ATTR 410 Administrative Aspects of Athletic Training – 3 credits

A study of the problems and considerations involved in the successful management of an ATP. Areas discussed include: budgeting; facility design; ordering and inventory; and legal liability. Prerequisites: ATTR 404

ATTR 415 Leadership & Clinical Interactions in Athletic Training – 3 credits

This course will be to provide students with leadership skills to prepare them to interact with a wide variety patients across cultures. This course will also help students learn how to utilize their Christian faith to guide their ethical decision making process as it relates to clinical interactions in the Athletic Training Profession. Prerequisite: ATTR 410

ATTR 420 Clinical Education IV – 2 credits

Didactic and psychomotor skill instruction of competencies in Athletic Training. Emphasis will be placed on the application of therapeutic exercise and remote patient through clinical scenarios. Will include a clinical education rotation. Prerequisites: ATTR 321

ATTR 421 Clinical Education V – 2 credits

Didactic and psychomotor skill instruction of competencies in Athletic Training. Emphasis will be placed on the application of Athletic Training administration through clinical scenarios. Will include a clinical education rotation. Prerequisites: ATTR 420

ATTR 440 Senior Seminar in Athletic Training – 2 credits

A capstone course which will focus on reviewing the acquired knowledge and experiences of the Athletic Training curriculum. Students will discuss job search and interviewing skills, moral and ethical responsibilities, state licensure, continuing education, decision-making accountability and conflict management. The NATA professional code of practice and standards of practice will be reviewed. Preparation for the BOC certification exam will be included. Prerequisites: ATTR 404

RETENTION STANDARDS

Once admitted to the program, the student must demonstrate and maintain satisfactory academic and clinical progress as defined below:

- **Overall GPA:** Athletic Training students must maintain a minimum cumulative GPA of 2.75. Students falling below a 2.75 GPA will be placed on probation for one semester. If, after one semester of probation, the GPA remains below a 2.75, or falls below a 2.75 in any subsequent semester, the student will be permanently

suspended from the program.

- **GPA in Major:** Students must achieve a minimum grade of “C” in all designated classes (right side of DCP). The student, with permission of the Program Director, may repeat one ATTR course in which the student failed to achieve the minimum grade of “C”. A second failure to receive a grade of “C” or better in any ATTR course will result in suspension from the program.
 - Students must complete BIOL 213/214 and 215/216 with a minimum grade of “C” in each section before enrolling in ATTR 400, 320 or 302. Students who receive a grade of “D” will be allowed to continue enrollment for one additional semester if they are enrolled in the BIOL course in which they received the grade of “D”. Students who receive a grade of “F” in any section of the required BIOL classes will be allowed to re-enter the program in the appropriate sequencing upon completion of this requirement.
 - Under extenuating circumstances, and with approval of the Program Director, students will be allowed to continue in the program (under probation status) if they fail to meet one specific section of the GPA requirement. Issues will be considered on an individual basis and must constitute mitigating circumstances beyond the control of the student or program.
- **Course sequencing:** Students must complete each clinical and academic course in the order prescribed.
- **Codes of Conduct:** Satisfactory citizenship and behavior must be demonstrated, per the University’s and the program’s codes of conduct as outlined in the *Liberty Way* and in the *Athletic Training Program Handbook*.
 - Students suspended from the University will be subject to Athletic Training faculty review as to continuation in the program.
 - The Athletic Training faculty reserves the right to dismiss from the major, students who exhibit unprofessional or unethical behavior as outlined in the *Program Handbook*.
- **Guidelines for Appeal:** Students may appeal decisions concerning their status in the ATP. In order to do so, the student must submit a written appeal to the Program Director within one week of the notification in question. The documentation must include a detailed justification for the appeal. Upon receipt of the appeal, the Athletic Training faculty will meet to review the matter. The student will be advised in writing as to the outcome of that discussion within two weeks.

CSER POLICY

Students that are fully accepted into the ATP are required to stay current with their CSER requirement. Every fall semester students will be required to provide an unofficial transcript to their assigned academic advisor showing that their current CSER status is up to date. Senior students will have to be within 1 CSER requirement by the end of their fall semester before the ATP Director will clear them to sit for the BOC Exam. Students that fall behind must provide their academic advisor with a plan of action to complete their required CSER. Incomplete CSER hours will directly affect the students graduation date and their ability to sit for the BOC exam.

REMEDATION POLICY

Liberty University's Athletic Training Program strives to prepare every student to be reach their God- given potential. To assure students reach their potential and are prepared to provide patient care, all students must earn the following on all OSCE's, written & practical exams in every Athletic Training course:

- Earn a minimum of **70%** on all written exams
- Earn a minimum of **75%** on all practical exams and OSCE's

Mandatory remediation will be required of every student that doesn't meet the standards above in all Athletic Training courses once students are fully accepted into Liberty University's Athletic Training Program except for ATTR 440 and the end of the course comprehensive exams. Original test grades will stand in the gradebook, however this remediation should positively affect the comprehensive exams.

Remediation will consist of the following:

- 1. Students will be removed from their clinical site until remediation is completed.**
 - Removal will take place 24 hours after the exams are returned to the students.
 - Each student is expected to notify their Preceptor that they will not be at their clinical site due to remediation. Faculty members will also notify the assigned Preceptor via email when a student requires remediation.
- 2. Students are expected to attend Remediation Study Hall in the Science Building in place of attending their Clinical Education Experience until remediation is completed.**
- 3. The faculty and students will design a remediation plan within the first 24 hours after exams are returned to the student. The faculty member will notify the assigned Preceptor via email when a student can return to the clinical site. The completed remediation plan form needs to be provided to the program director upon completion of the form.**

4. Students are required to practice OSCE's and practical exams during the assigned open lab times unless stated differently in the remediation plan.

***The Remediation Plan Form is in Appendix M.**

DISCIPLINARY ACTION AND GRIEVANCE POLICY

The ATs at Liberty University are expected to follow the *Liberty Way* and the expectations/responsibilities discussed previously in this document. In addition to these policies ATs must comply with all Athletic Training major requirements and procedures. In order to maintain a professional atmosphere for learning the following procedures have been developed for disciplinary action and grievances.

DISCIPLINARY ACTION CRITERION

- Repetitive clinical disciplinary problems
- Not following proper policies and procedures
- Not maintaining current CPR/AED certifications
- Not obtaining and completing all required documentation set forth by the ATP
- Not meeting/exceeding the Clinical Education Experience hours
- Not attending advising meetings
- Conduct unbecoming the AT professional code of ethics

GENERAL DISCIPLINARY ACTION

- **1st Disciplinary Action** (program director notification required)
 - Verbal and written communication from the faculty/staff associated with/regarding the violation
 - Written action plan to remediate and/or resolve the violation
 - A specific period of time in which to complete the action plan
- **2nd Disciplinary Action**
 - Verbal and written communication from the Program Director regarding the violation
 - Meeting with program director and associated faculty members, preceptors or others as deemed by the program director
 - Student will write a contract for improvement in conjunction with the program director
 - Further sanctions can be applied at the discretion of the Program Director
- **3rd Disciplinary Action**
 - Expulsion from the program

ACADEMIC DISCIPLINARY ACTION

The Athletic Training Program *Retention Standard* will serve as the standing policy by which all academic violations will be addressed.

ADDITIONAL UNIVERSITY OPTIONS FOR STUDENT GRIEVANCE

The AT program recommends that all students review the current Liberty University policies associated with academic or policy grievances. Those can be located through the Registers Office, as well as, the Office of Student Conduct.

HEALTH & SAFETY POLICY

Safeguards are taken for the health and safety of patients, students, interns, and faculty/staff. These are:

1. Each ATS is required to have received a Hepatitis B Vaccine prior to entry into the program.
2. Students with illnesses are required to see a physician, physician assistant or nurse practitioner to determine if the illness is actively communicable.
3. Students with active communicable diseases (e.g., influenza) are not permitted to participate in patient care, or in any clinical experience until cleared by a physician, physician assistant, or nurse practitioner.
4. Electrical checks and modality calibrations are completed annually. Each modality is to be inspected prior to every use for potential problems.
5. Students are not allowed to use a modality without specific instructions from a Preceptor and the student having shown competence with the modality.
6. Students are required to be Standard First Aid & CPR certified before admission into the program and must maintain certification while in the program.
7. OSHA guidelines are followed very closely. All students stating they have read the guidelines and universal precautions and understand and will adhere to them must sign a consent form. Also, a training session on the OSHA guidelines and universal precautions is required each year of all ATSS.
8. The campus health facility is retained to dispose of medical waste and sharp objects.
9. Appropriate emergency procedures are discussed and demonstrated with each new ATS.
10. Each ATS must take part in a yearly in-service on the appropriate techniques of emergency procedures.
11. All emergency and potentially important phone numbers are posted at specific locations should an emergency situation arise.

COMMUNICABLE DISEASE POLICY

The purpose of Liberty University's Athletic Training Program (ATP) Communicable Disease Policy is to protect the health and safety of the students, faculty members, preceptors, and patients. This policy will ensure the welfare of the students enrolled in the Athletic Training major as well as those patients you may come in contact with during your clinical experiences. It is designed to provide Athletic Training students, preceptors, and faculty with a plan to assist in the management of students with infectious diseases as defined by the Centers for Disease Control and Prevention (CDC). This policy was developed using the recommendations established by the CDC for health care workers (www.cdc.gov).

Definition of Communicable Diseases

A communicable disease is a disease that can be transmitted from one person to another. There are four main types of transmission including direct physical contact, air (through a cough, sneeze, or other particle inhaled), a vehicle (ingested or injected), and a vector (via animals or insects).

Examples of Communicable Diseases by the CDC:

Bloodborne Pathogens	Conjunctivitis	Cytomegalovirus infections
Diarrheal diseases	Diphtheria	Enteroviral infections
Hepatitis viruses	Herpes simplex	Human immunodeficiency virus (HIV)
Measles	Meningococcal infections	Mumps
Pediculosis	Pertussis	Rubella
Scabies	Streptococcal infection	Tuberculosis
Varicella Zoster	Viral respiratory infections	Viral infections
Mononucleosis	Influenza	

Prevention of Communicable Diseases

- Students in Liberty's ATP are required to have a physical exam completed by a licensed physician prior to being initially accepted.
- Students in Liberty's ATP complete Bloodborne and Airborne Pathogens training prior to beginning any clinical or observational experiences.
- Students in Liberty's ATP review the Bloodborne Pathogen Exposure Control Policy annually when they review the ATP Handbook
- Students in Liberty's ATP complete annual TB Screening/Testing.
- Students are required to properly wash their hands and practice good hygiene.
- Students are required to use Universal Precautions all the time.
- Students with an active communicable disease will not attend classes or clinical experiences until a physician clears him/her to return.

Steps to Follow with Communicable Diseases

1. Report the communicable disease to the preceptor, ATP Clinical Coordinator, and faculty member of the clinical education course you are currently enrolled in.
2. Seek immediate medical attention at the LU Campus Health Services or another local healthcare provider. Inform the provider that you are a student enrolled in an Allied Healthcare Major and discuss whether you should be restricted from interaction at clinical sites and/or classes.
3. Obtain written documentation from the attending physician in regards to your ability to continue with classes and clinical experiences or if restrictions are required.

4. Share the documentation with the clinical coordinator, preceptor, and faculty instructing your courses.
5. If the student is ill enough to miss ANY class or clinical experience, the student must notify the faculty teaching the course or preceptor immediately. Any absence must be supported with written documentation from the attending physician.
6. The student will not be allowed to attend classes or clinical experiences until he/she is cleared by a physician. Appropriate remediation will be allowed to the student as long as the procedures above are followed. In the event there is a prolonged communicable illness and the student cannot finish the required clinical experience hours or required coursework, a grade of "I" (incomplete) will be granted and the student will be allowed to make-up the work in the following semester.
7. Students will not be permitted to return to the clinical experience until he/she has been re-evaluated by a medical practitioner. A signed release from a medical practitioner must be filled with the Clinical Coordinator in order for the student to return to his/her clinical experience.



INJURY & ILLNESS POLICY

The purpose of Liberty University's Athletic Training Program (ATP) Injury Policy is to protect the health and safety of the students, faculty members, preceptors, and patients. This policy will ensure the welfare of the students enrolled in the Athletic Training major as well as those patients you may come in contact with during your clinical experiences. It is designed to provide Athletic Training students, preceptors, and faculty with a plan to assist in the management of students with injuries.

Examples of Injuries and Illnesses

Concussion, traumatic brain injuries, depression, mental health disorders, and others deemed significant by a physician or mental health counselor.

Steps to Follow with Injuries and mental health disorders

1. Report the injury or mental health issue to the preceptor, ATP Clinical Coordinator, and faculty member of the clinical education course you are currently enrolled in.
2. Seek immediate medical attention at the LU Campus Health Services or another local healthcare provider. Inform the provider that you are a student enrolled in an Allied Healthcare Major and discuss whether you should be restricted from interaction at clinical sites and/or classes.
3. Obtain written documentation from the attending physician in regards to your ability to continue with classes and clinical experiences or if restrictions are required.
4. Share the documentation with the clinical coordinator, preceptor, and faculty instructing your courses.
5. If the student is ill enough to miss ANY class or clinical experience, the student must notify the faculty teaching the course or preceptor immediately. Any absence must be supported with written documentation from the attending physician.
6. The student will not be allowed to attend classes or clinical experiences until he/she is cleared by a physician. Appropriate remediation will be allowed to the student as long as the procedures above are followed. In the event there is a prolonged injury or mental health issue the student cannot finish the required clinical experience hours or required coursework, a grade of "I" (incomplete) will be granted and the student will be allowed to make-up the work in the following semester.
7. Students will not be permitted to return to the clinical experience until he/she has been re-evaluated by a medical practitioner. A signed release from a medical practitioner must be filled with the Clinical Coordinator in order for the student to return to his/her clinical experience.

The background features a large, semi-transparent watermark of the Liberty Athletic Training logo. It consists of a stylized 'L' and 'U' in red and blue, followed by the word 'LIBERTY' in large blue capital letters, and 'ATHLETIC TRAINING' in smaller blue capital letters below it.

Athletic Training Clinical Education Policies & Responsibilities

ATHLETIC TRAINING CLINICAL EDUCATION TERMINOLOGY

Athletic Training Education Program (ATP) – The abbreviation specifically refers to the Liberty University Athletic Training Program.

Athletic Training Student (ATS) – A student currently enrolled in courses while matriculating through a CAATE accredited professional education program.

Clinical Assignment – Athletic Training Students (ATS) are assigned to a specific Clinical Preceptor (not a specific sports team), who functions in a specific athletic training practice setting to satisfy CAATE accreditation and ATP requirements.

Clinical Education – The teaching and application of athletic training knowledge, skills and clinical abilities on an actual patient base that is evaluated and feedback provided by a preceptor as a part of an accredited athletic training program. (Source: CAATE Standards) Clinical education represents ATS's formal acquisition, practice, and evaluation of the professional Athletic Training clinical proficiencies under the direct supervision of a Clinical Preceptor. Clinical education is a critical component of an ATS's overall educational and clinical development. Clinical education shall occur in a minimum period of two academic years (four semesters) and be associated with course credit. The Clinical Education (I, II, III, IV, & V) courses shall include educational objectives and specific clinical proficiency outcomes that can be documented over time.

Clinical Education Rotation Requirements – Clinical Education Experiences address the continuum of care that would prepare a student to function in a variety of settings and meet the domains of practice delineated for a certified athletic trainer in the profession. Students must complete a variety of clinical experiences that incorporate different populations including:

- **Protective Equipment Sports:** (e.g. helmet and shoulder pads)
- **Male Sports**
- **Female Sports**
- **Individual Sports**
- **Team Sports**
- **Conditions other than Orthopedic:** General medical experiences involving of both genders. (e.g., primary care, internal medicine, dermatology)
- **Non-Sport Patient Population:** General medical experiences involving of both genders. (e.g. outpatient clinic, emergency room, primary care office, industrial, performing arts, military)

Clinical Proficiencies – The professional Athletic Training clinical proficiencies define a common set of skills that professional athletic trainers should possess. Proficiencies require the student's integration of individual pieces of knowledge and skills (educational competencies) in a decision- making situation. The clinical proficiencies demonstrate learning over time. Whenever possible proficiencies are assessed in real-time environment/situations such as evaluating a real injury to an athlete. Simulated

evaluations are used to supplement real-time learning situations.

Commission on Accreditation of Athletic Training Education (CAATE) – the organization that accredits Athletic Training Education Programs (ATP). **Direct Supervision** – Direct supervision refers to the close monitoring of the Athletic Training student during the clinical experience. The Clinical Preceptor must be physically present and have the ability to intervene on behalf of the Athletic Training students and the patient. Only clinical hours that occur under the direct supervision of a Clinical Preceptor are recognized by CAATE and LU's ATP. Radio or cell phone contact does not constitute direct supervision and is an infraction of LU's clinical policies.

Educational Competencies – The educational competencies are the individual cognitive (knowledge), effective (appreciation), and psychomotor (skills) components of professional Athletic Training programs. Competencies are used to develop the curriculum and educational experiences of students enrolled in CAATE-accredited professional ATPs. ATPs assess the competencies through classroom exams (written and practical) and assignments, as well as through student evaluations.

Preceptor – A certified and/or licensed professional who teaches and/or evaluates students in a clinical setting using an actual patient base.

Supervision of Professional Athletic Training Students – “A physical presence of the clinical instructor allowing for ‘visual and verbal’ contact between the preceptor and the student with ‘the ability for the preceptor to intervene on behalf of the patient’.” (Source: CAATE: 2007 Standards)

Support Personnel – An unlicensed, non-credentialed individual who performs tasks designated by a Certified Athletic Trainer. These individuals are not permitted to provide patient care. Non-patient care services such as facility maintenance, stocking supplies, preparing equipment for use, inventory and cleaning may be performed by support personnel. These individuals and their supervisors must be in compliance with Department of Labor standards and state practice acts.

ATHLETIC TRAINING STUDENT (ATS) RESPONSIBILITIES

The Athletic Training profession is an Allied Health Care profession devoted to the health and welfare of the physically active patient. Responsibilities of the ATS will vary greatly from one clinical education experience to the next. Each clinical site will have different expectations for the ATS. It is the responsibility of the student and the Clinical Preceptor to identify these expectations. At the beginning of each clinical education experience, students will meet with their assigned Clinical Preceptor and discuss the Clinical Education Experience Rotation Orientation Form (Appendix A).

Although each site will have different duties, responsibilities, and policies there are some general responsibilities that each student should follow, they are:

- It is understood that students enrolled in the Athletic Training degree program are enrolled for the sole purpose of completing the degree requirements including their clinical education experiences with dedication and commitment at all times. The students are responsible for all aspects of their clinical learning; they are to be of Christian thought and action at all times while demonstrating honesty, integrity, loyalty, sincerity, professionalism and respect for any individuals they may interact with while representing the AT program and Liberty University. **This is the expectation of all students enrolled in the program without exception.**
- Under no circumstance should a student accept payment for services provided while they are accumulating clinical hours for the educational program, excluding scholarships.
- Each ATS should be at least 15 min. early to all of their clinical education experiences, unless otherwise stated by the Preceptor or they have class.
- Each ATS should dress professionally and appropriately according to the Preceptor's expectations. If the Preceptor does not have a set dress code students are expected to wear a Liberty University Athletic Training shirt, khaki pants/shorts and closed toed shoes.
- The ATS should carry out the techniques of the profession only with appropriate and specific medical direction of their Preceptor.
- Each ATS should develop a professional relationship with fellow clinicians; administrators and patients so those in these positions respect the ATS.
- Each ATS should adhere to and uphold the NATA Code of Ethics (Appendix E) and maintain professionalism at all times.
- Each ATS should never veer from the expectations defined by Liberty University and the "Liberty Way".

PRECEPTOR RESPONSIBILITIES

The following are the responsibilities of the Preceptors:

- Outline all expectations of the ATS, which includes duties and responsibilities.
- To directly supervise ATS at all times.
- To assist the students in becoming a competent ATS.
- To provide the student with opportunities to learn.
- To critique the ATS skills and provide them with feedback.
- To evaluate the ATS fairly by identifying their strengths and weaknesses.
- To verify the hours that the students spend at their clinical education experiences.
- To assure that every student has a minimum of one day off in every seven-day period from clinical education experiences.

CLINICAL EDUCATION EXPERIENCE POLICIES AND REGULATIONS

The following policies and regulations must be followed at all times in order to ensure a safe, efficient, and successful Athletic Training program.

- Students must meet with their Preceptor to complete the Clinical Education Experience Rotation Orientation Form (thru E*VALUE) and discuss individual goals of both parties. This is the opportunity for the ATS and preceptor to

determine what skills the ATS will and will not perform within the clinical educational site.

- Students can only perform clinical skills they have successfully completed in the didactic and laboratory environments.
- It is the student's responsibility to notify the Preceptor of new skills that they have successfully completed.
- Students should utilize the clinical education experiences to practice the skills that they have successfully completed in the didactic and laboratory settings while obtaining the minimum hour requirements per semester.
- Completing and submitting the required case logs per semester.
- The required clinical education forms must be completed by the dates specified in the course syllabi in order to successfully complete their clinical education experiences.
- Students must complete their clinical hour requirements in order to successfully complete their clinical education experiences and pass their clinical education course.

CONFIDENTIALITY

Athletic Training Students within their clinical educational sites may provide **instructed** patient care and by doing so will come into contact with personal and/or medical information about patients that **MUST** remain confidential at all times. Each ATS is required to sign an *ATS Confidentiality Agreement* (Appendix C) verifying they will follow established HIPPA and FERPA (Appendix C) guidelines as per their training and certification.

ATS TRAVEL

Many ATSs will have the opportunity to travel during their clinical education experience. It is a privilege to get to travel, not a guarantee! Each student must be directly supervised by a certified athletic trainer while they are traveling. ATS's must be considered part of the official travel party in order to be on the bench/court/field at an away event or students can be transported to an away event when an LU approved driver is driving. Students assigned to a high school/off-campus clinical education experiences must ride with the official travel party (i.e. arranged school transportation).

DIVERSITY of ATS CLINICAL EDUCATION EXPERIENCES

Clinical Education Experiences Assignments and Progression of ATS's will be determined by the Clinical Education Coordinator. Assignments will be based upon previous Clinical Education Experiences. Clinical Education Experiences will only be scheduled where students can be adequately supervised and instructed by a Preceptor. Clinical Education Experiences involve both Clinical Exposure experiences and Patient Exposure experiences. Every student that graduates from LU's ATP will complete at least 1 rotation at each of the following types of Clinical Education Experiences:

- **Protective Equipment Sports:** (e.g. helmet and shoulder pads)
- **Male Sports**
- **Female Sports**
- **Individual Sports**
- **Team Sports**
- **Conditions other than Orthopedic:** General medical experiences involving of both genders. (e.g., primary care, internal medicine, dermatology)
- **Non-Sport Patient Population:** General medical experiences involving of both genders. (e.g. outpatient clinic, emergency room, primary care office, industrial, performing arts, military)

ATS Rotation Types & Durations



Protective Equipment Sports	Male Sports	Female Sports	Individual Sports	Team Sports
Football	Archery	Archery	Archery	Archery
Ice Hockey	Baseball	Basketball	Cross Country	Baseball
Lacrosse (M)	Basketball	Beach Volleyball	Cycling	Basketball
	Beach Volleyball	Cheer	Equestrian	Beach Volleyball
	Cheer	Crew	Figure Skating	Cheer
	Crew	Cross Country	Golf	Crew
	Cross Country	Disc Golf	Gymnastics	Cross Country
	Cycling	Equestrian	Paintball	Disc Golf
	Disc Golf	Field Hockey	Racquetball	Field Hockey
	Equestrian	Figure Skating	Rock Climbing	Golf
	Football	Golf	Shooting	Gymnastics
	Golf	Gymnastics	Ski & Snowboard	Ice Hockey
	Gymnastics	Ice Hockey	Swimming/Diving	Lacrosse
	Ice Hockey	Lacrosse	TaeKwondo	Racquetball
	Lacrosse	Racquetball	Tennis	Ski & Snowboard
	Paintball	Rock Climbing	Track and Field	Softball
	Racquetball	Shooting	Triathlon	Soccer
	Rock Climbing	Ski & Snowboard	Wrestling	Racquetball
	Shooting	Soccer		Softball
	Ski & Snowboard	Softball		Swimming/Diving
	Soccer	Swimming/Diving		Synchronized Skating
	Swimming/Diving	Synchronized Skating		Tennis
	TaeKwondo	TaeKwondo		Track and Field
	Tennis	Tennis		Triathlon
	Track and Field	Track and Field		Ultimate Frisbee
	Triathlon	Triathlon		Volleyball
	Ultimate Frisbee	Ultimate Frisbee		Wrestling
	Volleyball	Volleyball		
	Wrestling	Wrestling		

Conditions other than Orthopedic	Non-Sport Patient Population
General Medical	General Medical
Central Virginia Family Physicians	Central Virginia Family Physicians
CVFP – LU Student Health Services	CVFP – LU Student Health Services
OrthoVirginia Physical Therapy – Lynchburg	OrthoVirginia Physical Therapy – Lynchburg

Year in ATP - Cohort	Fall Semester	Spring Semester
Sophomore	N/A	2 – 7-8 Week Clinical Education Experiences
Junior	1 – Semester Long Clinical Education Experience	1 – Semester Long Clinical Education Experience
Junior (Gen. Med.)	1 Week Clinical Education Experience for General Medical Conditions other than Orthopedic & Non-Sport Patient Populations – 20 hours minimum completed during either the Fall or Spring Semester of the Junior ATS Academic Year	
Senior	1 – Year-Long Clinical Education Experience	
Senior (Gen. Med.)	1 Week Clinical Education Experience for General Medical Conditions other than Orthopedic & Non-Sport Patient Populations – 20 hours minimum completed during either the Fall or Spring Semesters of the Senior ATS Academic Year	1 Week Clinical Education Experience for General Medical Non-Sport Patient Population (Physical Therapy) – 20 hours minimum completed during either the Fall or Spring Semesters of the Senior ATS Academic Year
Junior and Senior AT Students will not be required to be at OR log hours for their respective assigned semester long or year-long Clinical Education Experience during the assigned week(s) required for completion of their General Medical: Conditions other than Orthopedic & Non-Sport Patient Populations!		

Clinical Preceptor Demographics/Contact Information

LU Preceptor Demographics/Contact Information				
Preceptor	Clinical site	Address	Preceptor Contact Info	Directions/ map
Yates, Matthew T.	DIII – Randolph College	Radford College RAD Center - Athletic Training Facility 2500 - Rivermont Ave. Lynchburg, VA 24503	o- (434) 947 – 8338 c- (618) 210 – 8350 myates@randolphcollege.edu	Appendix I
Joseph Collins	DIII – Randolph College	Radford College RAD Center - Athletic Training Facility 2500 - Rivermont Ave. Lynchburg, VA 24503	o- (434) 947 – 8338 c- (434) 866 – 5033 jcollins@randolphcollege.edu	Appendix I
Daidone, Elizabeth	DIII – Randolph College	Radford College RAD Center - Athletic Training Facility 2500 - Rivermont Ave. Lynchburg, VA 24503	o- (434) 947 – 8338 c- (434) 987 – 0026 edaione@randolphcollege.edu	Appendix I
Serrano, Devon F.	DIII – Sweet Briar College	Sweet Briar College - 134 Chapel Road; FAC 202 - (P.O. Box 87) - Sweet Briar, VA 24595	o- (434) 381 – 6358 c- (914) 572 – 0317 dserrano@SBC.edu	Appendix I
Wesley, Caroline A.	DIII – University of Lynchburg	Univ. Lynchburg Turner Gymnasium - Athletic Training Facility - 1501 Lakeside Dr. - Lynchburg, VA 24503	o- (434) 544 – 8180 c- (434) 361 – 2001 wesley_c@lynchburg.edu	Appendix I
Laura Hood	HS – Amherst County High School	Amherst County High School - Athletic Training Facility - 139 Lancer Lane - Amherst, VA 24521	o- (434) 946 – 2898 c- (434) 994 - 4126 lhood@amherst.k12.va.us	Appendix I
Piatt, Breanne A.	HS – Brookville	Brookville High School - Athletic Training Facility - 100 Laxton Rd. - Lynchburg, VA 24502	o- (434) 239 – 2636 ext. 8515 c- (434) 944 – 9526 bpiatt@campbell.k12.va.us	Appendix I
Armstrong, Jennifer L.	HS – E.C. Glass	E.C. Glass High School - Athletic Training Facility - 211 Memorial Ave. - Lynchburg VA 24501	o- (434) 515 – 5370 c- (724) 255 – 4628 armstrongjl@lcsedu.net	Appendix I
Hallberg, Christopher T.	HS – Heritage	Heritage High School - Athletic Training Facility - 3101 Wards Ferry Rd. - Lynchburg, VA 24502	o- (434) 515 – 5400 c- (434) 944 – 4804 hallbergct@lcsedu.net	Appendix I
Fisher, Gideon E.	HS – Liberty Christian Academy	Liberty Christian Academy (LCA) - Athletic Training Facility - 100 Mountain View Rd. - Lynchburg, VA 24502	o- (434) 832 – 2000 c- (603) 852 – 8607 gefisher@liberty.edu	Appendix I
Lilley, Thomas J.	HS – Nelson County High School	Nelson County High School - Athletic Training Facility 6919 Thomas Nelson Hwy. - Lovingson, VA 22949	o- (434) 263 – 8317 ext. 2107 c- (717) 926 – 5532 tlilley@nelson.k12.va.us	Appendix I
Hood, Cordell M.	HS – Staunton River High School	Staunton River High School - Athletic Training Facility - 1095 Golden Eagle Drive - Moneta, VA 24121	o- (540) 297 – 7151 c- (434) 238 – 5296 cordell.hood@campbell.k12.va.us	Appendix I
Dutil, Lucas P.	HS – William Campbell Combined Schools	William Campbell Combined Schools - Athletic Training Facility - 474 William Campbell Drive - Naruna, VA 24576	o- (434) 376 – 2015 c- (802) 498 – 8278 ldutil@campbell.k12.va.us	Appendix I
Fortier Kevin W.	LU Campus Recreation Director of Sports Medicine	LU Campus Recreation - Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 3197 c- (518) 586 – 2393 kwfortier@liberty.edu	Appendix I

LU Preceptor Demographics/Contact Information – Cont.

Preceptor	Clinical site	Address	Preceptor Contact Info	Directions/ map
Witt, Angela C.	LU – Club Sports	LU Club Sports - Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 592 – 6390 c- (434) 665 – 6907 awitt@liberty.edu	Appendix I
Campbell, Tiffany A.	LU – Club Sports	LU Club Sports - Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 2781 c- (434) 941 – 2360 tcampbell38@liberty.edu	Appendix I
Lawrenson, Scott G.	LU – Assistant Athletic Director Sports Med. & Men's Tennis	LU Liberty Athletic Center - Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 592 – 6506 c- (434) 660 – 9923 slawrenson@liberty.edu	Appendix I
Finke, Barry J.	LU – Football	LU Football Operations Center - Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 7046 c- (434) 221 – 5574 bfinke@liberty.edu	Appendix I
O'Berry, Mary E.	LU – Football	LU Football Operations Center - Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 2744 c- (706) 631 – 4020 mgoberry@liberty.edu	Appendix I
Kelenic, Kevin M.	LU – Track and Field & Cross Country	LU Indoor/Outdoor Track & Cross Country - Athletic Training Facilities - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 2451 c- ((262) 442 - 1378 kmkelenic@liberty.edu	Appendix I
Schreiner, Aaron E.	LU – Men's Basketball, Swimming, & Golf	LU Men's Basketball, Swimming, & Golf– Vines Center Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 592 – 4696 c- (434) 841 – 9932 aschreiner@liberty.edu	Appendix I
Preusser, Daniel E.	LU – Baseball & Men's Soccer	LU Baseball & Men's Soccer - Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 2414 c- (434) 426 – 0226 dpreusser@liberty.edu	Appendix I
Mancuso, Laura	LU – Women's Basketball & Cheerleading	LU Women's Basketball & Cheerleading - Vines Center Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 592 – 4702 c- (724) 972 – 3124 lmancuso@liberty.edu	Appendix I
Carr, Maggie F.	LU – Softball & Women's Soccer	LU Softball/Women's Soccer - Athletic Training Facility - 1971 University Blvd. Lynchburg, VA 24515	o- (434) 582 – 2454 c- (803) 243 – 5930 mlindsey@liberty.edu	Appendix I
Galley, Benjamin A.	LU – Women's Lacrosse & Field Hockey	LU Women's Lacrosse & Field Hockey – East Campus Fieldhouse Athletic Training Facility -1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 7458 c- (609) 402 – 1098 bagalley@liberty.edu	Appendix I
Neeley, Shannon J.	LU - Women's Volleyball & Women's Tennis	LU Volleyball & Women's Tennis - Vines Center Athletic Training Facility - 1971 University Blvd. - Lynchburg, VA 24515	o- (434) 582 – 7457 c- (434) 660 – 2112 sjamerson@liberty.edu	Appendix I
Kenney, Brandi (POC) & Mason, Lindy (POC)	Gen. Med. - Central Virginia Family Physicians	Central Virginia Family Practice - 1111 Corporate Park Dr. – Suite D - P.O. Box 307 - Forest, VA 24551	Kenney, B. – (434) 382 – 1121 bkenney@md-resource.com Mason, L. – (434) 382 –1425 lmason@md-resource.com	NA
Wiley, Stephen C. (POC)	Gen. Med. - OrthoVirginia PT	OrthoVirginia Physical Therapy - 2405 Atherholt Road - Lynchburg, VA 24501	o- (434) 847 – 5866 c- (434) 941 – 7610 steve.wiley@orthovirginia.com	NA

DOCUMENTATION/EVALUATIONS

Students and preceptors are responsible for completing documents and evaluations at the beginning, middle and end of each Clinical Education Experience. The table below indicates which and when each evaluation/document need to be completed.

Class – Academic Cohort	Beginning of Clinical Experiences	Middle of Clinical Experiences	End of Clinical Experiences
Sophomore	1. Clinical Education Experience Orientation Form	1. ATS self-evaluation 2. Preceptor evaluation of ATS	1. ATS self-evaluation 2. Preceptor evaluation of ATS 3. ATS evaluation of preceptor & clinical site 4. Reflection Paper
Junior	1. Clinical Education Experience Orientation Form	1. ATS self-evaluation 2. Preceptor evaluation of ATS	1. ATS self-evaluation 2. Preceptor evaluation of ATS 3. ATS evaluation of preceptor & clinical site 4. Reflection Paper
Senior	1. Clinical Education Experience Orientation Form	1. ATS self-evaluation 2. Preceptor evaluation of ATS	1. ATS self-evaluation 2. Preceptor evaluation of ATS 3. ATS evaluation of preceptor & clinical site 4. Reflection Paper

- All of the evaluations listed above are to be completed in E*VALUE.
- Reflection papers are submitted to Blackboard.

LU Athletic Training Program Athletic Training Students Clinical Education Experiences CASE LOGS – Clinical Procedure Proficiencies

Athletic training students log ALL “*Assisted*”, “*Demonstrated*”, and/or “*Performed*” patient interactions during his/her Clinical Education Experiences. The procedures for students logging/submitting CASE LOGS – Clinical Procedure Proficiencies is as follows:

1. LU ATP ATS will log/submit CASE LOGS – Clinical Procedure Proficiency in E*VALUE to be evaluated by his/her LU ATP Clinical Preceptor.
 - Indicated with a “Completion Date” electronic date stamped in E*VALUE.
2. Upon the student’s successful submission of a CASE LOGS – Clinical Procedure Proficiency, an evaluation rubric will be generated in E*VALUE to be completed by the Clinical Preceptor.
 - Indicated with a “Last Evaluator Update” electronic date stamped in

E*VALUE.

3. The Clinical Preceptor will complete the E*VALUE generated Evaluation Rubric on the CASE LOGS – Clinical Procedure Proficiency.
4. The student will login to E*VALUE and complete the “Student Sign-Off” with either “Agree” or “Disagree” on the completed CASE LOGS – Clinical Procedure Proficiency Evaluation Rubric.
 - Indicated with “Agreed” or “Disagreed” and electronic date stamped in E*VALUE.

CASE LOG REQUIREMENTS/EXPECTATIONS OF ATS

1. LU ATP ATS (w/ FULL Acceptance Status) Clinical Education Experiences CASE LOGS – Clinical Procedure Proficiencies (80): Each LU ATP ATS is strongly encouraged to accurately log ALL “*Assisted*”, “*Demonstrated*”, and/or “*Performed*” – Interactions occurring on/with actual patient/client/athlete populations at his/her various Clinical Education Experiences. The CASE LOGS – Clinical Procedure Proficiencies logged by the ATS in E*VALUE must be under the “*Direct Supervision*” of an LU ATP Clinical Preceptor throughout his/her assigned Clinical Education Experiences. Each ATS is required to log minimum of EIGHTY (80) “*Assisted*”, “*Demonstrated*”, and/or “*Performed*” – Interactions occurring on/with actual patient/client/athlete populations – CASE LOGS – Clinical Procedure Proficiencies in E*VALUE throughout his/her Academic Year (Fall & Spring Semesters) Clinical Education Experiences:
 - During each Academic Semester for a LU ATP ATS with Full Acceptance Status – 18 of the required 40 CASE LOGS – Clinical Procedure Proficiencies are to be “NEW” – indicating that an Evaluation Form will be generated in E*VALUE to be completed by his/her Clinical Preceptor.
 - Each Junior and Senior ATS is required to log a minimum of FORTY (40) CASE LOGS – Clinical Procedure Proficiencies during the Academic FALL SEMESTER.
 - 18 of the 40 required CASE LOGS – Clinical Procedure Proficiencies must be “NEW” unless all 84 CASE LOGS – Clinical Procedure Proficiencies have been completed with a minimum evaluation score of 80% by his/her Clinical Preceptor.
 - Each Sophomore, Junior, and Senior ATS is required to log a minimum of FORTY (40) CASE LOGS – Clinical Procedure Proficiencies during the Academic SPRING SEMESTER.
 - 18 of the 40 required CASE LOGS – Clinical Procedure Proficiencies must be “NEW” unless all 84 CASE LOGS – Clinical Procedure Proficiencies have been completed with a minimum evaluation score of 80% by his/her Clinical Preceptor.

Each ATS is expected to include detailed “Notes” (SOAP Note – If applicable) on each of his/her logged CASE LOGS – Clinical Procedure Proficiencies for his/her Clinical

Preceptor to review prior to completing the CASE LOG Evaluations (GRADING RUBRICS) generated in E*VALUE! Each ATS is expected to discuss his/her logged CASE LOGS – Clinical Procedure Proficiencies with his/her Clinical Preceptor prior to actually logging them in E*VALUE!

- CASE LOGS – Clinical Procedure Proficiencies must be logged by LU ATP Senior ATS within the FIVE (5) categories (listed below). CASE LOG Evaluations (GRADING RUBRICS) will be generated for each logged CASE LOGS – Clinical Procedure Proficiency in E*VALUE to be complete by his/her assigned/chosen Clinical Preceptor. E*VALUE will continue to generate CASE LOG Evaluations (GRADING RUBRICS) to be complete by his/her assigned/chosen Clinical Preceptor until the Senior ATS receives an 80% or greater Competency level in demonstrating/completing each logged CASE LOGS – Clinical Procedure Proficiency.
 - “Acute Care of Injuries and illness (RECOG/MGMT)”
 - “Clinical Evaluation and Diagnosis (DX)”
 - “Health Care Administration and Professional Responsibilities”
 - “Injury and Illness Prevention and Wellness Promotion”
 - “Therapeutic Interventions-Treatment/Rehab. (TX)”
- The LU ATP procedures for an ATS to log his/her CASE LOGS – Clinical Procedure Proficiencies are as follows:
 - LU ATP ATS will log/submit CASE LOGS – Clinical Procedure Proficiency in E*VALUE to be evaluated by his/her LU ATP Clinical Preceptor.
 - Indicated with a “*Completion Date*” electronic date stamped in E*VALUE.
 - Upon the student’s successful submission of a CASE LOGS – Clinical Procedure Proficiency, an evaluation rubric will be generated in E*VALUE to be completed by the Clinical Preceptor.
 - Indicated with a “*Last Evaluator Update*” electronic date stamped in E*VALUE.
 - The Clinical Preceptor will complete the E*VALUE generated Evaluation Rubric on the CASE LOGS – Clinical Procedure Proficiency.
 - The student will login to E*VALUE and complete the “*Student Sign-Off*” with either “Agree” or “Disagree” on the completed CASE LOGS – Clinical Procedure Proficiency Evaluation Rubric. (Step #4 began in the 2019 Spring Semester)
 - Indicated with “*Agreed*” or “*Disagreed*” and electronic date stamped in E*VALUE.

CLINICAL HOURS REQUIREMENTS/EXPECTATIONS OF ATS

Students are responsible for keeping track of the hours they spend at their Clinical Education Experience. It is the student's responsibility to make sure he/she stays within the hour requirements set by the ATP. The minimum/maximum number of hours each ATS are allowed to complete are dependent upon their level in the ATP. ***(Refer to the "2019-2020 Clinical Education Monthly Hour Log Requirements" Table below.)**

Each student is expected to Clock In/Out daily in E*VALUE. Monthly hour logs must be recorded in E*VALUE Time tracker by 12:00 PM on the first day of the following month. Hour logs turned in after 12:00 PM will be considered late. All verification of clinical hours are provided and verified monthly.

*It is a CAATE requirement that every student must have a minimum of one day off in every seven-day period from Clinical Education Experiences.

Junior and Senior AT Students will not be required to be at OR log hours for their respective assigned semester long or year-long Clinical Education Experiences during the assigned week(s) required for completion of their General Medical: Conditions other than Orthopedic & Non-Sport Patient Populations!

Liberty University Athletic Training Program **2019-2020 Clinical Education Monthly Hour Log Requirements**

FALL Clinical Education Experiences (FALL Semester): 08/19/2019 – 12/04/2019.						
SPRING Clinical Education Experiences (SPRING Semester): 01/13/2020 – 04/29/2020.						
DUE	MONTH	Sophomores	Sophomores (Full Accept)		Juniors & Seniors	
DATE (Noon)		*(Initial Acceptance)	Min.	Max.	Min.	Max.
9/1/2019	AUGUST	5			31	40
10/1/2019	SEPTEMBER	15			61	80
11/1/2019	OCTOBER	25			76	100
12/5/2019	NOVEMBER	15			46	60
12/5/2019	DECEMBER	0			11	20
FALL TOTALS		60	0	0	225	300
2/1/2020	JANUARY		30	46	46	60
3/1/2020	FEBRUARY		40	61	61	80
4/1/2020	MARCH		40	56	56	60
5/1/2020	APRIL		40	62	62	80

5/1/2020	MAY		0	0	0	0
SPRING TOTALS		0	150	225	225	300
Academic Year TOTALS		60	150	225	450	600
GEN. MED. Non-Sport	**20 Hours Minimum Throughout Junior Academic Year.** (Included)					
GEN. MED. Non-Sport	**20 Hours Minimum Throughout Senior Academic Year.** (Included)					
GEN. MED. Phys. Therapy	**20 Hours Minimum Throughout Senior Academic Year.** (Included)					

ADDITIONAL CLINICAL HOURS POLICY

Hours accruing above the maximum must have prior approval. Please refer to the application for additional clinical education hours form found at the end of Appendix A (clinical education forms).

PRE-SEASON AND HOLIDAY BREAK POLICY

All students are encouraged to take advantage of every educational opportunity that are provided to them in the clinical setting. Students are strongly encouraged to participate, under the direct supervision of a Preceptor, in pre-season training camps and/or practices/games that occur over holiday breaks. The hours spent assisting Preceptors during preseason training camps and holiday breaks will not be included towards your clinical hour requirement.

STUDENT OUTSIDE EMPLOYMENT POLICY

It is strongly recommended that students seek other opportunities to obtain funding to support their schooling prior to pursuing outside employment. Students are permitted to pursue employment opportunities (on and off campus) provided the work does not interfere with regular academic responsibilities, including the clinical education component. Furthermore, students are not allowed to receive any payment for clinical education, excluding scholarship. If issues concerning outside employment arise between the Preceptor and ATS, the clinical coordinator will meet with both Preceptor and ATS in an attempt to resolve the problem. Students in the ATP must understand their Clinical Education Experience takes priority over their outside employment.

PARTICIPATION IN ATHLETICS/EXTRACURRICULAR ACTIVITIES

Participation in the required clinical education experiences involves a great deal of time outside of the classroom. Due to the nature/rigor of clinical education, participation in NCAA Athletics and Division I Club Sports is prohibited. Division II Club Sports participation is strongly discouraged due to the time commitment of the educational and clinical learning environments. Students in the ATP must understand their educational and clinical requirements takes priority over their extracurricular activities.

ABSENCES FROM CLINICAL EDUCATION EXPERIENCES

Clinical education is an essential and vital aspect of the student's education. Clinical education involves clinical course requirements that bear the same weight and student responsibility as do the didactic/laboratory courses. LU ATSs should observe all the following procedures:

- ATSs are expected to be in attendance, participate, and be engaged fully at their Clinical Education Experiences at all times unless they have already reached their maximum number of hours or have been excused by their Preceptor.
- Please follow the injury and illness policy, in addition to the communicable disease policy for excused absences.
- Clinical education requirements/clinical experiences are part of the Clinical Education courses and takes precedents. At no time are ATS excused from their assigned Clinical Education Experiences unless approved by the Preceptor and clinical coordinator.
- Student performance in their Clinical Education Experiences will directly impact the grades they earn in the Clinical Education courses (I, II, III, IV, or V). Students must complete all clinical educational requirements as stated in course syllabi.
- Students must provide Preceptors with at least **48 hours** advance notice of a planned absence, except for emergencies.
- Any ATS not following these procedures will be subject to the disciplinary action policy.

ELECTRONIC DEVICE USE

Student's personal cell phones and other electronic devices are not permitted at a Clinical Education Experience site. Electronic devices should be turned off and stored away after students have logged into E*VALUE for hours documentation. Cell phone use should be reserved for only emergency situations.

DISABILITY STATEMENT

Liberty ATSs with a documented disability may contact the Office of Disability Academic Support (ODAS) in DeMoss Hall 1118 to make arrangements for academic accommodations. For all disability testing accommodation requests (i.e. quieter environment, extended time, oral testing, etc.) the Testing Center (DeMoss Hall 1036) is the officially designated place for all tests administered outside of the regular classroom.

SEXUAL HARRASSMENT, DISCRIMINATION, AND ASSAULT

Liberty University is committed to providing students and employees with an environment free from all forms of sex-based discrimination, which can include acts of sexual violence, sexual misconduct and disrespect for one another. Non-consensual sexual intercourse, non-consensual sexual contact, sexual exploitation, sexual harassment, dating violence, domestic violence, and stalking are all prohibited at Liberty

University. All members of the Liberty University community are expected to treat everyone with a spirit of Christian love, mutual respect, and individual dignity. If a student feels they have been a victim of any Title IX discrimination, they can contact the Office of Title IX at TitleIX@liberty.edu. See the link below for more details:
http://www.liberty.edu/media/1226/Sexual_Assault_Policies_Title_IX.pdf

SOCIAL MEDIA POLICY

Athletic Training Students are prohibited from posting any material on social media pertaining to patients with whom the students have interacted while enrolled in the Athletic Training Program (ATP) at Liberty University (LU). Furthermore, any posts that violate patient confidentiality, or that affect the integrity of LU, LU personnel, academic programs within the LU School of Health Sciences, supervised clinical sites, and any other healthcare providers or staff members associated with affiliated organizations will constitute a violation of this policy.

Prohibited posting will include, but are not limited to: patient name, protected patient health information (including physical and mental health, location of care, form of payments, and specific details to interactions with the patient or any information that could potentially lead to the identification of the patient even if a name was not provided such as the nature of care & treatments rendered, patient participation or playing status, role or position of patient within the team or organization) and derogatory statements towards staff members, healthcare providers or specific healthcare facilities.

Social media includes, but is not limited to; collaborative projects (i.e. Wikipedia), blogs (i.e. Twitter), social networking sites (i.e. Facebook, Google+, MySpace), content communities (i.e. YouTube), virtual social worlds (i.e. Second Life), virtual game worlds (i.e. World of Warcraft), podcasts, and online discussion forums. Any students in violation of this policy will face immediate action consistent with the LU Athletic Training Program Policies and Procedures Handbook/Manuals, the LU Department of Health Professions, the LU School of Health Sciences, and the LU Student Code of Conduct – *The Liberty Way*.

ATS RELATIONSHIPS

The ATS will interact with other members of the medical community and athletic department both in and outside of the clinical site. In order to avoid professional or personal conflicts within these settings, it is helpful to know the limits of this interaction. The following are brief guidelines to use in dealing with others in the course of your experience as an ATS:

ATS to Preceptor(s):

- The Preceptor is the ultimate authority at the clinical site.
- The Preceptor's orders/requests are to be carried out as promptly as possible.
- Pertinent questions to the Preceptor are acceptable and encouraged. Ask, but do not challenge.
- Any conflicts are to be directed to the supervising Preceptor first with written

notification to the Clinical Coordinator.

ATS to Physicians:

- The physicians are the ultimate medical authority regarding a patient's care.
- Interact with the physician by asking professional and appropriate questions.
- Preceptors are responsible for all patient referrals to the physicians.

ATS to Coaches:

- Students are encourage to build a strong professional relationship with the coaches they interact with during their Clinical Education Experiences.
- The student's primary responsibility is the health and wellbeing of the patients they encounter within their assigned Clinical Education Experiences. Coaches should not influence the health care provided to patients.
- Students will never determine patient's participation status; refer the coach to the Preceptor.
- Any conflicts or changes in the professional relationship that arise between students and athletics personnel should be brought to the attention of the supervising Preceptor immediately. It will be the supervising Preceptor's responsibility to resolve such situations; however, the supervising Preceptor will notify the Clinical Education Coordinator and/or Program Director of such issues.
- It is inappropriate for a member of the athletics department to approach a student about entering into a social, romantic or sexual relationship. If approached, the student is should decline and refer to the Sexual Harassment Policy

ATS to Patients:

- Treat all patients equally regardless of race, religion, color, national origin, sex, age, disability, sexual orientation, or status as a veteran.
- Relationships with patients must remain professional at all times. ***Inappropriate behavior will not be tolerated.***
- Clearly defined boundaries between patients and ATS must be established and maintained at all times.
- IF an ATS is in an existing relationship that involves an athlete at a clinical site the ATP Program Director and Clinical Coordinator must be made aware of all such relationships immediately. The ATP will take appropriate actions as deemed necessary to maintain an optimal educational and clinical learning environment for each ATS.
- Refer the patient to the Preceptor if he/she has a question you can't answer. Do not speculate.
- If any problems arise with a patient, refer the problem to the supervising Preceptor
- AT Students are expected to read and sign the *ATS Acceptable Patient Interaction Agreement* (Appendices C)

ATS to ATS:

- Treat one another with respect and a professional attitude.
- Share the assigned clinical work, always do your part.
- Be fruitful with less experienced ATS.

- Be constructive in your criticism, helpful in your comments. Not all criticism or comments are appropriate in all settings. Avoid criticism in the presence of athletes, coaches, or patients.
- Refer conflicts to the supervising Preceptor.

ATS to the Media:

- Students are expected to demonstrate professionalism at all times.
- Students are not allowed under the *ATS Confidentiality Agreement* to discuss any patient information with anyone outside the direct supervision of their preceptor(s).
- All questions referring to the medical concerns of a patient should be directed to their supervising preceptor.

PERSONNEL GRIEVANCES

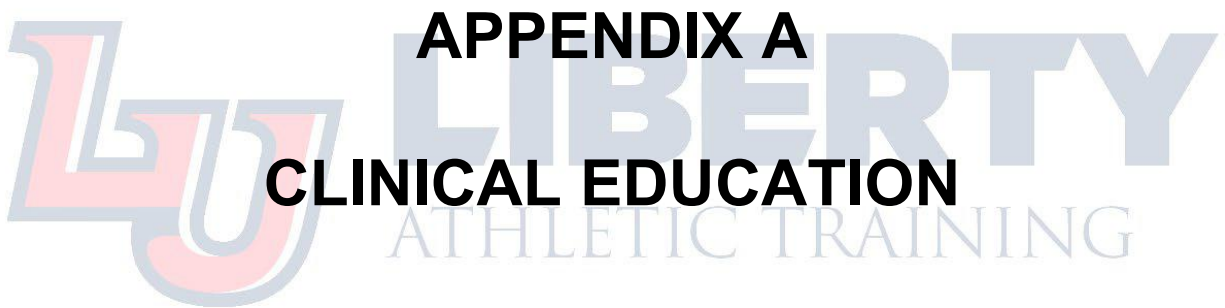
In the event that an ATS has a grievance against faculty, staff, preceptor, or fellow student the following guidelines should be utilized:

Criteria for grievance:

- Harassment
- Unfair practices
- Dishonesty
- Lack of professionalism
- Other

Procedures:

- Students are asked to follow the “Matthew 18 principal” regarding confronting individuals who you have a conflict (grievance) with so that you can assure that there is not some form of miscommunication.
- Try to work out the grievance with the individual.
- If the problem cannot be resolved, inform the individual that you are planning on filing a grievance.
- Notification of grievance should be submitted to the Clinical Coordinator through LU email account detailing the grievance. In the event the grievance is against the clinical coordinator submit the documentation though email to the Program Director.
- Once the grievance is received the Clinical Coordinator/Program Director and other individuals appointed by the Program Director will review the case and take appropriate action.
- The Program Director/Clinical Coordinator can at their discretion, alter a student’s clinical educational rotation if determined in the best interest of the student, preceptor and/or the program.

The logo for Liberty Athletic Training is centered in the background. It features a large, stylized 'LU' in red and blue, followed by the word 'LIBERTY' in a large, blue, sans-serif font. Below 'LIBERTY' is the phrase 'ATHLETIC TRAINING' in a smaller, blue, sans-serif font.

APPENDIX A

CLINICAL EDUCATION

LU Athletic Training Program Athletic Training Students Clinical Education Experiences CASE LOGS – Clinical Procedure Proficiencies

Athletic training students log ALL “Assisted”, “Demonstrated”, and/or “Performed” patient interactions during his/her Clinical Education Experiences. The procedures for students logging/submitting CASE LOGS – Clinical Procedure Proficiencies is as follows:

1. LU ATP ATS will log/submit CASE LOGS – Clinical Procedure Proficiency in E*VALUE to be evaluated by his/her LU ATP Clinical Preceptor.
 - Indicated with a “Completion Date” electronic date stamped in E*VALUE.
2. Upon the student’s successful submission of a CASE LOGS – Clinical Procedure Proficiency, an evaluation rubric will be generated in E*VALUE to be completed by the Clinical Preceptor.
 - Indicated with a “Last Evaluator Update” electronic date stamped in E*VALUE.
3. The Clinical Preceptor will complete the E*VALUE generated Evaluation Rubric on the CASE LOGS – Clinical Procedure Proficiency.
4. The student will login to E*VALUE and complete the “Student Sign-Off” with either “Agree” or “Disagree” on the completed CASE LOGS – Clinical Procedure Proficiency Evaluation Rubric.
 - Indicated with “Agreed” or “Disagreed” and electronic date stamped in E*VALUE.



LU ATP Clinical Preceptors:

The LU Athletic Training Program (ATP) would like to thank each of you for your dedication and commitment to mentoring our LU ATP Athletic Training Students (ATS)!! We strive to meet and remain in compliance with all of the CAATE Standards; in conjunction with developing an Athletic Training Program and Athletic Training Students that uphold the integrity Christ desires from each of us.

This form is to assess your interest in continuing as a **Clinical Preceptor** for the **20____-20____ Academic Year** for our LU ATP ATS. We are requesting each of you to please respond with your feedback to the statements listed below - ASAP. ***(Please refer to the Attached "LU ATP Clinical Preceptor Agreement Form" – you will be requested to sign this document at the beginning of the each Academic Year)***

Clinical Preceptor's Name: _____ Site: _____

____ I DO wish to continue being a LU Athletic Training Program Clinical Preceptor. I am in full agreement with adhering to the attached "LU ATP Clinical Preceptor Agreement Form" expectations, responsibilities, and requirements for being a LU Athletic Training Program Clinical Preceptor.

____ I DO wish to continue being a LU Athletic Training Program Clinical Preceptor. I am in full agreement with adhering to the attached "LU ATP Clinical Preceptor Agreement Form" expectations, responsibilities, and requirements for being a LU Athletic Training Program Clinical Preceptor. HOWEVER, I would like to NOT have Athletic Training Students assigned to me for the 20____-20____ Academic Year.

____ I DO NOT wish to continue being a LU Athletic Training Program Clinical Preceptor.

Please provided the maximum number of LU ATP ATS you would be able to mentor during the 20____-20____ Academic Year: ***(TOTAL #'s for each of the blank lines below)**

- _____ Total # of LU ATP ATS for the **FALL** Semester – (All Academic Cohort Levels)
- _____ Total # of LU ATP ATS for the **SPRING** Semester – (All Academic Cohort Levels)

- *****
- _____ LU ATP Senior(s) = (1 **FULL** Academic Year Clinical Education Experiences).
 - _____ LU ATP Junior(s) = (1 **FALL** Semester Clinical Education Experiences).
 - _____ LU ATP Junior(s) = (1 **SPRING** Semester Clinical Education Experiences).
 - LU ATP Sophomore(s) **INITIAL** Acceptance = (3 – **FALL** Semester Clinical Ed. Experiences).
_____ 1st 4-Weeks; _____ 2nd 4-Weeks; _____ 3rd 4-Weeks Rotations
 - LU ATP Sophomore(s) **FULL** Acceptance = (2 – **SPRING** Semester Clinical Ed. Experiences).
_____ 1st 7-8 Weeks & _____ 2nd 7-8 Weeks Rotations
- *****

LU ATP Clinical Preceptor – Health Care Provider/Professional: Providing your Legal Signature below confirms your intentions regarding being a LU Athletic Training Program Clinical Preceptor for the upcoming Academic Year.

LU Clinical Preceptor Legal Signature: _____ Date: ____/____/20____

LU Clinical Preceptor Printed Full Name & Credentials:

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Annual Preceptor Training and Supervising Agreement Form

Clinical Preceptor: _____ **Academic Year:** _____
Clinical Affiliate Site: _____

Athletic Training Students (ATS) – A student currently enrolled in courses while matriculating through a CAATE accredited professional education program.

Clinical Assignment – Athletic Training Students (ATS) are assigned to a specific Clinical Preceptor (not a specific sports team), who functions in a specific athletic training practice setting to satisfy CAATE accreditation and ATP requirements.

Clinical Coordinator – The clinical coordinator is responsible for the administration and management of the clinical education and clinical experience components of the professional ATP. The clinical coordinator acts as the Clinical Instructor Educator and reports directly to the professional ATP director.

Clinical Education – The teaching and application of athletic training knowledge, skills and clinical abilities on an actual patient base that is evaluated and feedback provided by a preceptor as a part of an accredited athletic training program. (Source: CAATE Standards) Clinical education represents ATS's formal acquisition, practice, and evaluation of the professional Athletic Training clinical proficiencies under the direct supervision of a Clinical Preceptor. Clinical education is a critical component of an ATS's overall educational and clinical development. Clinical education shall occur in a minimum period of two academic years (four semesters) and be associated with course credit. The Clinical Education (I, II, III, IV, & V) courses shall include educational objectives and specific clinical proficiency outcomes that can be documented over time.

Clinical Education Experience Requirements – Clinical Education Experiences address the continuum of care that would prepare a student to function in a variety of settings and meet the domains of practice delineated for a certified athletic trainer in the profession. Students must complete a variety of clinical experiences that incorporate different populations including: Sports requiring Protective Equipment, Patients of Different Sexes (Male and Female), Individual and Team Sports, Non-Sport Patient Populations, & General Medical experiences.

Clinical Proficiencies – The professional Athletic Training clinical proficiencies define a common set of skills that professional athletic trainers should possess. Proficiencies require the student's integration of individual pieces of knowledge and skills (educational competencies) in a decision-making situation. The clinical proficiencies demonstrate learning over time. Whenever possible proficiencies are assessed in a real-time environment/situations such as evaluating a real injury to an athlete. Simulated evaluations are used to supplement real-time learning situations.

Commission on Accreditation of Athletic Training Education (CAATE) – The organization that accredits Athletic Training Education Programs (ATP).

Direct Supervision – Direct supervision refers to the close monitoring of the Athletic Training student during the clinical experience. The Clinical Preceptor must be physically present and have the ability to intervene on behalf of the Athletic Training students and the patient. Only clinical hours that occur under the direct supervision of a Clinical Preceptor are recognized by CAATE and LU's ATP. Radio or cell phone contact does not constitute direct supervision and is an infraction of LU's clinical policies.

Educational Competencies – The educational competencies are the individual cognitive (knowledge), effective (appreciation), and psychomotor (skills) components of professional Athletic Training programs. Competencies are used to develop the curriculum and educational experiences of students enrolled in CAATE-accredited professional ATPs. ATPs assess the competencies through classroom exams (written and practical) and assignments, as well as through student evaluations.

(Revised May 2019)

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Preceptor – A certified/licensed professional who teaches and evaluates students in a clinical setting using an actual patient base.

Supervision of Professional Athletic Training Students – “A physical presence of the clinical instructor allowing for ‘visual and verbal’ contact between the preceptor and the student with ‘the ability for the preceptor to intervene on behalf of the patient’.” (Source: CAATE: 2007 Standards)

Support Personnel – An unlicensed, non-credentialed individual who performs tasks designated by a Certified Athletic Trainer. These individuals are not permitted to provide patient care. Non-patient care services such as facility maintenance, stocking supplies, preparing equipment for use, inventory and cleaning may be performed by support personnel. These individuals and their supervisors must be in compliance with Department of Labor standards and state practice acts.

Basic Function – A Clinical Preceptor is the person designated by the Clinical Affiliate and approved by the Athletic Training Program at Liberty University to educate students in the clinical setting. A clinical preceptor is a health care provider (Certified/Licensed), having completed the required Athletic Training Program (ATP) Preceptor Training. A clinical preceptor instructs and evaluates Athletic Training Students (ATS) in a clinical setting using an actual patient base. The role of a preceptor as an effective educator and mentor is a critical component in the overall educational and clinical development of the ATS. The preceptor will assist the ATS in further developing and refining his/her athletic training foundational knowledge and clinical proficiencies/competencies/skills within the field of Athletic Training according to his/her level in the ATP.

Clinical Education Hour Requirements Expectations of LU ATP ATS – (See chart below)

FALL Clinical Education Experiences (FALL Semester): 08/19/2019 – 12/04/2019.						
SPRING Clinical Education Experiences (SPRING Semester): 01/14/2020 – 04/30/2020.						
DUE DATE (Noon)	MONTH	Sophomores (Initial Accept)	Sophomores (Full Accept)		Juniors & Seniors	
			Min.	Max.	Min.	Max.
9/1/2019	AUGUST	5			31	40
10/1/2019	SEPTEMBER	15			61	80
11/1/2019	OCTOBER	25			76	100
12/4/2019	NOVEMBER	15			46	60
12/4/2019	DECEMBER	0			11	20
FALL TOTALS		60	0	0	225	300
2/1/2020	JANUARY		30	46	45	60
3/1/2020	FEBRUARY		40	61	60	80
4/1/2020	MARCH		40	56	45	80
5/1/2020	APRIL		40	62	60	80
5/1/2020	MAY		0	0	0	0
SPRING TOTALS		0	150	225	225	300
Academic Year TOTALS		60	150	225	450	600
*GEN. MEDICAL Non-Sport Pop.	**20 Hours Minimum Throughout <u>Junior</u> Academic Year.** (Included)					
*GEN. MEDICAL Non-Sport Pop.	**20 Hours Minimum Throughout <u>Senior</u> Academic Year.** (Included)					
*GEN. MEDICAL - Phys. Therapy	**20 Hours Minimum Throughout <u>Senior</u> Academic Year.** (Included)					

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***General Medical Clinical Education Experiences:**

- **Junior ATS:** Assigned 1 – 1 week long (20 hour min. = 1 in either the Fall OR Spring Semester) General Medical/Non-Sport Patient Populations Clinical Education Experience, during which the Junior ATS will not be at their assigned Regular Clinical Education Experience.
- **Senior ATS:** Assigned 2 – 1 week long (20 hour min. each = 1 in the Fall & 1 in the Spring Semesters) General Medical/Non-Sport Patient Populations Clinical Education Experience, during which the Senior ATS will not be at their assigned Regular Clinical Education Experience.

It is the expectation, responsibility, and requirement of all Liberty University Clinical Preceptors to be in full agreement and compliance with the following statements:

1. I will participate in Annual Preceptor Training conducted by the LU ATP Clinical Education Coordinator.
2. I will annually provide and update all LU ATP and CAATE required documentation (in E*VALUE) in a timely manner according to the deadlines established by the LU ATP:
 - ☐ Current **CAATE VITA Form A-1 & Resume**;
 - ☐ Current **Biographical Data Form**;
 - ☐ Current Verification of **Board of Certification – BOC certification** (Certified Athletic Trainers only);
 - ☐ Current Verification of **Membership to the National Athletic Trainers' Association – NATA** (Certified Athletic Trainers only);
 - ☐ Current Verification of **BLS/CPR Certification**;
 - ☐ Current Verification of **Virginia State Licensure**;
 - ☐ Verification of obtaining a **NPI number**;
 - ☐ Current **Clinical Site/Venue specific Emergency Action Plan(s) – EAP & Policies and Procedures Manual(s)**;
 - ☐ Current **CAATE Therapeutic-Equipment-Table** completed & Verification of **Annual Electrical Safety and Calibration Documentation**.
3. I will demonstrate understanding of, compliance with, and uphold all portions of the Policies and Procedures set forth in the LU ATP Handbook. This document will be posted on the LU Athletic Training Website, E*Value Home Page, and distributed to all ATS in the program.
4. I will provide the ATS with detailed orientation to my clinical site/venue, including but not limited to: Outlining the roles, guidelines, expectations, objectives, policies and procedures, EAP's (ATS has immediate access), Blood Borne Pathogens exposure plan, and complete written ATS & Preceptor goals (minimum of 3 each documented in E*VALUE).
5. I will provide constant contact and direct supervision of ATS through all clinical education experience opportunities. ATS will not be used to replace or take the position of a Certified Athletic Trainer at any time. I will be physically present and have the ability to intervene on behalf of the ATS to provide on-going and consistent education. (Direct Supervision)
6. I will provided ATS with authentic, real-time opportunities to practice and integrate athletic training knowledge, skills, and clinical abilities, including decision-making and professional behaviors required of the profession in order to develop proficiency as an Athletic Trainer.
7. I will provide instruction and assessment of the current knowledge, skills, and clinical abilities designated by the Commission on Accreditation of Athletic Training Programs (CAATE) and LU ATP.

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8. I will provide instruction and opportunities for the ATS to develop clinical integration proficiencies, communication skills, and clinical decision-making during actual patient/client care.
9. I will establish regular scheduled educational sessions and meetings with the ATS throughout the semester/clinical education experience to review his/her progress relative to the agreed upon goals and objectives to be obtained while completing their clinical education experience.
10. I will provide accurate and continual assessment (formal evaluations are completed at Mid-Rotation and End of Rotation) of ATS clinical integration proficiencies, communication skills, and clinical decision-making abilities during actual patient/client care.
11. I will facilitate the clinical integration of skills, knowledge, and clinical proficiencies/competencies based on evidence-based practices of Athletic Training.
12. I will complete and submit documentation (in E*VALUE) of all required ATS evaluations (Mid-Rotation and Final), Case Logs (Weekly), and ATS Hour Log verifications (Monthly) in a timely manner according to the deadlines established by the LU ATP.
13. I will ensure ATS remain within the LU ATP minimum – maximum monthly/semester hour requirements and will not allow them to exceed the monthly/semester hour requirements as listed above throughout the duration of their Clinical Education Experience(s).
14. I will ensure ATS have a minimum of one day (24 hours) off every seven-day period (week).
15. I will maintain regular communication with the Clinical Coordinator of the LU ATP.
16. I will immediately report any misconduct or gross clinical proficiency skill deficiencies demonstrated by the ATS to the Clinical Coordinator in writing.
17. I will maintain professional behavior according to the standards set forth by applicable professional organization's ethical conduct standards. I will comply with the laws, rules, guidelines, policies and procedures found in the LU ATP Handbook, the NATA Code of Ethics, BOC Standards of Professional Practice, CAATE Standards for Accreditation of Professional Athletic Training Programs, and the Commonwealth of Virginia Athletic Training/Medical Practice Acts.

LU ATP Clinical Preceptor – Health Care Provider/Professional: Providing your Legal Signature below confirms that you are in full agreement with adhering to the above listed expectations, responsibilities, and requirements for being a LU Athletic Training Program Clinical Preceptor.

LU Clinical Preceptor Legal Signature: **Date:** ____/____/20____

LU Clinical Preceptor Printed Full Name & Credentials:

LU Clinical Preceptor Title(s):

Clinical Site Phone #: (____)____-____ **Cell Phone #:** (____)____-____

E-Mail Address: _____

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Clinical Rotation Hour Log for the Month of: _____

Clinical Preceptor's Name: _____ **Clinical Site Location:** _____

[illegible]

LU CP Printed Name & Credentials: _____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Clinical Education Experience Orientation Form

LU ATP ATS Name: _____ Clinical Site: _____
Clinical Preceptor: _____ Rotation dates: _____
Academic Status: _____ Sophomore _____ Junior _____ Senior
Semester: _____ Fall _____ Spring

This form's purpose is to orient the Liberty University (LU) Athletic Training Program (ATP) Athletic Training Student (ATS) to their Clinical Education Experience/Site. The topics listed below are not a comprehensive list of things that students need to be oriented to but is to serve as a guide to familiarize the student to his/her new Clinical Preceptor (CP) and Clinical Site (CS). The ATS and CP need to meet & discuss at minimum the topics below prior to or within the first week of the Clinical Education Experience. Both parties must sign this form in order for the LU ATP ATS to receive credit in his/her respective Clinical Education course.

Chain of Command:

- The Clinical Preceptor identifies the chain of command at the Clinical Site.

Clinical Preceptor's Expectations:

- Clinical Preceptor clearly states his/her expectations to the Athletic Training Student.
- Clinical Preceptor informs the Athletic Training Student what the appropriate dress code is for the Clinical Site. Clinical Preceptor informs the Athletic Training Student what the appropriate dress code and behaviors are for the Clinical Education Experience/Site.

Athletic Training Student Clinical Responsibilities:

- The ATS's responsibilities & daily routine are clearly outline.
 - ATS knows his/her daily responsibilities.
- The Clinical Preceptor & ATS discussed the Clinical Site's Blood-Borne Pathogens & Post-exposure plan and required OSHA clinical regulations.
 - ATS understands & can follow the Clinical Sites Blood-Borne Pathogens & Post-exposure plan and required OSHA clinical regulations.
- The preceptor & ATS discussed the Clinical Site's emergency action plan (EAP).
 - ATS understands his/her responsibility in the emergency action plan (EAP).

Daily Routine:

- ATS shares whether he/she has another job. **CLINICAL ROTATION TAKES PRIORITY OVER ANOTHER JOB!!!!!!!!!!!!!!**
 - Unless there is not enough of a notice to unforeseen schedule changes.
- The Clinical Preceptor & ATS determine the ATS's clinical rotation schedule. The clinical rotation hour requirement should be followed when developing this schedule.
 - Days & hours per week.

LU ATP ATS Goals:

- ATS goals - *(List and Discuss a minimum of 3 below).
- ATS informed the Clinical Preceptor of his/her goals for the rotation.
- ATS states how the Clinical Preceptor may be able to assist him/her reach those goals.

1. _____
2. _____
3. _____

LU Clinical Preceptor's Goals:

- Clinical Preceptor provides suggestions on how the ATS may reach those goals.
- Clinical Preceptors goals - *(List and Discuss a minimum of 3 below).
- Clinical Preceptors informs the student of the goals he/she has for the ATS.
- Clinical Preceptor discusses how he/she hopes to help the ATS meet these goals.

1. _____
2. _____
3. _____

Communication:

- The ATS and Clinical preceptor determine the best form of communication for each other.
- Exchange e-mail addresses, phone numbers, etc...

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the first week of the rotation.

LU ATP ATS Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

LU CP Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Observational Student Evaluation by Clinical Preceptor

LU ATP ATS Name: _____ Clinical Site: _____
 Clinical Preceptor: _____ Rotation dates: _____

Instructions: Please rate the LU ATP Observational ATS according to the following scale: Please place an "X" in the box for the number corresponding with your feelings, beliefs, and behaviors of the Observational ATS. *(Please provide clarifications, explanations, and/or comments for any score of 2 or less on page 2 along with legal signatures of the LU ATP Observational ATS & Clinical Preceptor).

KEY

5 = Exceeds Expectations	2 = Below Average Expectations
4 = Above Average Expectations	1 = Fails to Meet Expectations
3 = Meets Expectations	N/A = Unable to Determine

PERSONAL QUALITIES

1.	Demonstrates interest in athletic training	5	4	3	2	1	N/A
2.	Shows attention to detail	5	4	3	2	1	N/A
3.	Earns respect of others	5	4	3	2	1	N/A
4.	Punctuality--is consistently on time	5	4	3	2	1	N/A
5.	Friendly--gets along with others	5	4	3	2	1	N/A
6.	Displays self-confidence	5	4	3	2	1	N/A
7.	Uses humor appropriately	5	4	3	2	1	N/A

PROFESSIONALISM

8.	Helpful & cooperative relationship with athletes/patients	5	4	3	2	1	N/A
9.	Helpful & cooperative relationship with other ATS	5	4	3	2	1	N/A
10.	Receptive to constructive criticism/suggestions	5	4	3	2	1	N/A
11.	Dependable in carrying out responsibilities	5	4	3	2	1	N/A
12.	Demonstrates a neat and professional appearance	5	4	3	2	1	N/A
13.	Asks appropriate questions of supervisors	5	4	3	2	1	N/A
14.	Frequently practices basic skills	5	4	3	2	1	N/A
15.	Follows the procedures of the facility	5	4	3	2	1	N/A
16.	Works with speed and efficiency	5	4	3	2	1	N/A
17.	Demonstrates good time management	5	4	3	2	1	N/A

COMMUNICATION

18.	Demonstrates effective verbal communication	5	4	3	2	1	N/A
19.	Understands and follows instructions well	5	4	3	2	1	N/A
20.	Listens attentively to others	5	4	3	2	1	N/A
21.	Expresses thoughts clearly and concisely	5	4	3	2	1	N/A
22.	Offers encouragement to others	5	4	3	2	1	N/A
23.	Uses appropriate body language during communication	5	4	3	2	1	N/A
24.	OVERALL RATING of OBSERVATIONAL STUDENT	5	4	3	2	1	N/A

25. **RECOMMENDATION for LU ATP Acceptance:** (Place an "X" in the appropriate box)

Accept without reservation	
Accept with Reservation	
Decline Acceptance	

26. Clarifications, Explanations, and/or Comments: _____

27. Please identify and describe **observed STRENGTHS** at this Clinical Site.

28. Please identify **observed WEAKNESSES or AREAS of IMPROVEMENT** at this Clinical Site.

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the final week of the LU ATP Observational ATS rotation. By signing, the LU ATP Observational ATS is not indicating agreement with this evaluation, but is acknowledging receipt.

LU ATP ATS Signature: _____ Date: ____/____/20____

(Printed Name): _____

LU CP Signature: _____ Date: ____/____/20____

(Printed Name): _____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
Sophomore Student Evaluation by Clinical Preceptor

LU ATP ATS Name: _____ Clinical Site: _____

Clinical Preceptor: _____ Rotation dates: _____

*Semester: Fall Spring *Evaluation: Mid-Term/Mid-Rotation Final

	Courses Completed		Courses Taken or in Progress
1	ATTR 200 - Introduction to Athletic Training	1	ATTR 221 - Clinical Education I
2	ATTR 210 - Principles of Athletic Training	2	ATTR 300 - Lower Extremity Injury Evaluation
3	ATTR 225 - Clinical Kinesiology for Health Prof.	3	ATTR 301 - Lower Extremity Injury Evaluation LAB
4	ATTR 226 - Clinical Kinesiology for Health Prof. LAB	4	ATTR 310 - Therapeutic Modalities in Athletic Training
5	ATTR 305 - Emergency Care for Athletic Training	5	ATTR 311 - Therapeutic Modalities LAB
6	ATTR 306 - Emergency Care for Athletic Training LAB	6	BIOL 215/216 - Human Anatomy & Physiology II & LAB
7	BIOL 213/214 - Human Anatomy & Physiology I & LAB		
8	HLTH 216 - Personal Health		

Instructions: Please rate the LU ATP Sophomore ATS according to the following scale: Please place an "X" in the box for the number corresponding with your feelings, beliefs, and behaviors of the Sophomore ATS. *(Please provide clarifications, explanations, and/or comments for any score of 2 or less on page 2 along with legal signatures of the LU ATP Sophomore ATS & Clinical Preceptor).

5	Student consistently exceeds the competencies/expectations of an ATS at this level.
4	Student meets proficiency & performs above the competencies/expectations of an ATS at this level.
3	Student meets minimal acceptable competencies/expectations of an ATS at this level.
2	Student does NOT demonstrate competencies/meet expectations of an ATS at this level. Student require constant intervention and direction.
1	Student does NOT demonstrate competencies/meet expectations of an ATS at this level. Student am unable to perform responsibilities even with intervention & direction
0	Student does NOT demonstrate competencies/meet expectations when given the opportunity at this clinical site.
N/A	Task is NOT appropriate for this level of Athletic Training Student or clinical environment

EDUCATIONAL CONTENT AREAS

1.	Evidence-Based Practice	Student demonstrates understanding of evidence-based research & implements it into clinical practice.	5	4	3	2	1	0	N/A
2.	Prevention & Health Promotion	Student acknowledges the importance of developing & implementing a thorough, comprehensive injury & illness prevention program.	5	4	3	2	1	0	N/A
3.	Clinical Examination & Diagnosis	Student demonstrates the ability to systematically evaluate & assess a variety of injuries	5	4	3	2	1	0	N/A
4.	Acute Care of Injury & Illness	Student can apply the current standards of first aid, emergency care, & CPR for the professional rescuer.	5	4	3	2	1	0	N/A
5.	Therapeutic Interventions	Student demonstrates the appropriate selection of therapeutic exercises & modalities to promote healing & tissue repair.	5	4	3	2	1	0	N/A
6.	Psychosocial Strategies & Referral	Student can identify psychological & emotional responses following injury or illness and understands when to intervene on patient's behalf.	5	4	3	2	1	0	N/A
7.	Healthcare Administration	Student demonstrates the appropriate levels of documentation and daily functioning requirements of the clinical site as it relates to athletic training administration and patient care.	5	4	3	2	1	0	N/A
8.	Professional Development & Responsibility	Student consistently demonstrates a desire to learn, provides leadership, and actively engages as a member of the sports medicine team.	5	4	3	2	1	0	N/A

PROFESSIONALISM								
9.	Student demonstrates the ability to initiate & perform duties with minimal direction.	5	4	3	2	1	0	N/A
11.	Student dresses professionally & appropriate.	5	4	3	2	1	0	N/A
12.	Student has a positive, enthusiastic attitude towards learning, & the clinical experience.	5	4	3	2	1	0	N/A
13.	Student demonstrates appropriate interactions with patients, coaches, clinical preceptor, administrators, & peers while utilizing appropriate medical terminology.	5	4	3	2	1	0	N/A
14.	Student is alert & attentive during games, practices, & treatment times, following instructions & accepting tasks.	5	4	3	2	1	0	N/A
15.	Student exhibits a desire to continually learn about & contribute to the profession of Athletic Training.	5	4	3	2	1	0	N/A
16.	Student provides empathic care for the patient that is reflective of a Christ-center biblical worldview.	5	4	3	2	1	0	N/A
17.	Student demonstrates achievement of the written goals by the ATS and Clinical Preceptor on the Clinical Site Orientation Form.	5	4	3	2	1	0	N/A

PERSONAL QUALITIES								
18.	Student earns respect of the Clinical Preceptor, patients, & the Sports Medicine Team	5	4	3	2	1	0	N/A
19.	Student exhibits a helpful & cooperative relationship with patients.	5	4	3	2	1	0	N/A
20.	Student is receptive to constructive criticism/suggestions.	5	4	3	2	1	0	N/A
21.	Student dependably carried out responsibilities.	5	4	3	2	1	0	N/A
22.	Student asks appropriate questions.	5	4	3	2	1	0	N/A
23.	Student initiates & frequently practices clinical skills.	5	4	3	2	1	0	N/A
24.	Student demonstrates good time management and is punctual.	5	4	3	2	1	0	N/A
25.	Student follows the procedures of the clinical preceptor and the clinical site	5	4	3	2	1	0	N/A
26.	Student demonstrates effective verbal & written communication.	5	4	3	2	1	0	N/A
27.	Student expresses thoughts clearly & concisely.	5	4	3	2	1	0	N/A

28.	RECOMMENDATION to LU ATP: (Place an "X" in the appropriate box)							
	Recommend the ATS continue to progress in the LU ATP							
	Have reservations about the ATS progressing in the LU ATP (Please explain below)							
	Recommend that ATS NOT continue to progress in the LU ATP (Please explain below)							

29. Clarifications, Explanations, and/or Comments:

30. Please identify and describe observed STRENGTHS at this Clinical Site.

31. Please identify observed WEAKNESSES or AREAS of IMPROVEMENT at this Clinical Site.

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the Mid-Term/Mid-Rotation or Final week of the LU ATP Sophomore ATS rotation. By signing, the LU ATP Sophomore ATS is not indicating agreement with this evaluation, but is acknowledging receipt.

LU ATP ATS Signature: _____ Date: ____/____/20____
 LU CP Signature: _____ Date: ____/____/20____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
Sophomore Student Self-Evaluation

LU ATP ATS Name: _____ Clinical Site: _____

Clinical Preceptor: _____ Rotation dates: _____

*Semester: _____ Fall _____ Spring _____ *Evaluation: _____ Mid-Term/Mid-Rotation _____ Final _____

	Courses Completed		Courses Taken or in Progress
1	ATTR 200 - Introduction to Athletic Training	1	ATTR 221 - Clinical Education I
2	ATTR 210 - Principles of Athletic Training	2	ATTR 300 - Lower Extremity Injury Evaluation
3	ATTR 225 - Clinical Kinesiology for Health Prof.	3	ATTR 301 - Lower Extremity Injury Evaluation LAB
4	ATTR 226 - Clinical Kinesiology for Health Prof. LAB	4	ATTR 310 - Therapeutic Modalities in Athletic Training
5	ATTR 305 - Emergency Care for Athletic Training	5	ATTR 311 - Therapeutic Modalities LAB
6	ATTR 306 - Emergency Care for Athletic Training LAB	6	BIOL 215/216 - Human Anatomy & Physiology II & LAB
7	BIOL 213/214 - Human Anatomy & Physiology I & LAB		
8	HLTH 216 - Personal Health		

Instructions: Please rate as a LU ATP Sophomore ATS according to the following scale: Please place an "X" in the box for the number corresponding with your feelings, beliefs, and behaviors as a Sophomore ATS. *(Please provide clarifications, explanations, and/or comments for any score of 2 or less on page 2 along with legal signatures of the LU ATP Sophomore ATS & Clinical Preceptor).

5	I consistently exceed the competencies/expectations of an ATS at this level.
4	I meet proficiency & perform above the competencies/expectations of an ATS at this level.
3	I meet minimal acceptable competencies/expectations of an ATS at this level.
2	I do NOT demonstrate competencies/meet expectations of an ATS at this level. I require constant intervention and direction.
1	I do NOT demonstrate competencies/meet expectations of an ATS at this level. I am unable to perform responsibilities even with intervention & direction
0	I do NOT demonstrate competencies/meet expectations when given the opportunity at this clinical site.
N/A	Task is NOT appropriate for this level of Athletic Training Student or clinical environment

EDUCATIONAL CONTENT AREAS

1.	Evidence-Based Practice	Student demonstrates understanding of evidence-based research & implements it into clinical practice.	5	4	3	2	1	0	N/A
2.	Prevention & Health Promotion	Student acknowledges the importance of developing & implementing a thorough, comprehensive injury & illness prevention program.	5	4	3	2	1	0	N/A
3.	Clinical Examination & Diagnosis	Student demonstrates the ability to systematically evaluate & assess a variety of injuries	5	4	3	2	1	0	N/A
4.	Acute Care of Injury & Illness	Student can apply the current standards of first aid, emergency care, & CPR for the professional rescuer.	5	4	3	2	1	0	N/A
5.	Therapeutic Interventions	Student demonstrates the appropriate selection of therapeutic exercises & modalities to promote healing & tissue repair.	5	4	3	2	1	0	N/A
6.	Psychosocial Strategies & Referral	Student can identify psychological & emotional responses following injury or illness and understands when to intervene on patient's behalf.	5	4	3	2	1	0	N/A
7.	Healthcare Administration	Student demonstrates the appropriate levels of documentation and daily functioning requirements of the clinical site as it relates to athletic training administration and patient care.	5	4	3	2	1	0	N/A
8.	Professional Development & Responsibility	Student consistently demonstrates a desire to learn, provides leadership, and actively engages as a member of the sports medicine team.	5	4	3	2	1	0	N/A

PROFESSIONALISM								
9.	Student demonstrates the ability to initiate & perform duties with minimal direction.	5	4	3	2	1	0	N/A
11.	Student dresses professionally & appropriate.	5	4	3	2	1	0	N/A
12.	Student has a positive, enthusiastic attitude towards learning, & the clinical experience.	5	4	3	2	1	0	N/A
13.	Student demonstrates appropriate interactions with patients, coaches, clinical preceptor, administrators, & peers while utilizing appropriate medical terminology.	5	4	3	2	1	0	N/A
14.	Student is alert & attentive during games, practices, & treatment times, following instructions & accepting tasks.	5	4	3	2	1	0	N/A
15.	Student exhibits a desire to continually learn about & contribute to the profession of Athletic Training.	5	4	3	2	1	0	N/A
16.	Student provides empathic care for the patient that is reflective of a Christ-center biblical worldview.	5	4	3	2	1	0	N/A
17.	Student demonstrates achievement of the written goals by the ATS and Clinical Preceptor on the Clinical Site Orientation Form.	5	4	3	2	1	0	N/A

PERSONAL QUALITIES								
18.	Student earns respect of the Clinical Preceptor, patients, & the Sports Medicine Team	5	4	3	2	1	0	N/A
19.	Student exhibits a helpful & cooperative relationship with patients.	5	4	3	2	1	0	N/A
20.	Student is receptive to constructive criticism/suggestions.	5	4	3	2	1	0	N/A
21.	Student dependably carried out responsibilities.	5	4	3	2	1	0	N/A
22.	Student asks appropriate questions.	5	4	3	2	1	0	N/A
23.	Student initiates & frequently practices clinical skills.	5	4	3	2	1	0	N/A
24.	Student demonstrates good time management and is punctual.	5	4	3	2	1	0	N/A
25.	Student follows the procedures of the clinical preceptor and the clinical site	5	4	3	2	1	0	N/A
26.	Student demonstrates effective verbal & written communication.	5	4	3	2	1	0	N/A
27.	Student expresses thoughts clearly & concisely.	5	4	3	2	1	0	N/A

28. Clarifications, Explanations, and/or Comments:

29. Please identify and describe your STRENGTHS at this Clinical Site.

30. Please identify your WEAKNESSES or AREAS of IMPROVEMENT at this Clinical Site.

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the Mid-Term/Mid-Rotation or Final week of the LU ATP Sophomore ATS rotation.

LU ATP ATS Signature: _____ **Date:** ____/____/20____

LU CP Signature: _____ **Date:** ____/____/20____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
Junior Student Evaluation by Clinical Preceptor

LU ATP ATS Name: _____ Clinical Site: _____

Clinical Preceptor: _____ Rotation dates: _____

*Semester: Fall Spring *Evaluation: Mid-Term/Mid-Rotation Final

	Courses Completed		Courses Taken or in Progress
1	ATTR 200/210 - Introduction/Principles to A. T.	1	ATTR 302/303 - Upper Extremity Injury Eval. & LAB
2	ATTR 221 - Clinical Education I	2	ATTR 320 - Clinical Education II
3	ATTR 225/226 - Clinical Kinesiology for H. Prof. & LAB	3	ATTR 321 - Clinical Education III
4	ATTR 305/306 - Emergency Care for A. T. & LAB	4	ATTR 325 - Evidence-Based Research in A. T.
5	ATTR 300/301 - Lower Extremity Injury Eval. & LAB	5	ATTR 400 - Principles of Therapeutic Ex. & Rehab.
6	ATTR 310/311 - Therapeutic Modalities in A. T. & LAB	6	ATTR 402 - Practical App. In Therapeutic Ex. & Rehab.
7	BIOL 213/214 - Human Anat. & Physiology I & LAB	7	ATTR 404 - Medical Aspects of Athletic Training
8	BIOL 215/216 - Human Anat. & Physiology II & LAB	8	EXSC 311 - Analysis of Human Movement
		9	KINE 225 - Weight Training/Conditioning

Instructions: Please rate the LU ATP Junior ATS according to the following scale: Please place an "X" in the box for the number corresponding with your feelings, beliefs, and behaviors of the Junior ATS. *(Please provide clarifications, explanations, and/or comments for any score of 2 or less on page 2 along with legal signatures of the LU ATP Junior ATS & Clinical Preceptor).

5	Student consistently exceeds the competencies/expectations of an ATS at this level.
4	Student meets proficiency & performs above the competencies/expectations of an ATS at this level.
3	Student meets minimal acceptable competencies/expectations of an ATS at this level.
2	Student does NOT demonstrate competencies/meet expectations of an ATS at this level. I require constant intervention and direction.
1	Student does NOT demonstrate competencies/meet expectations of an ATS at this level. I am unable to perform responsibilities even with intervention & direction
0	Student does NOT demonstrate competencies/meet expectations when given the opportunity at this clinical site.
N/A	Task is NOT appropriate for this level of Athletic Training Student or clinical environment

EDUCATIONAL CONTENT AREAS

1.	Evidence-Based Practice	Student demonstrates understanding of evidence-based research & implements it into clinical practice.	5	4	3	2	1	0	N/A
2.	Prevention & Health Promotion	Student acknowledges the importance of developing & implementing a thorough, comprehensive injury & illness prevention program.	5	4	3	2	1	0	N/A
3.	Clinical Examination & Diagnosis	Student demonstrates the ability to systematically evaluate & assess a variety of injuries	5	4	3	2	1	0	N/A
4.	Acute Care of Injury & Illness	Student can apply the current standards of first aid, emergency care, & CPR for the professional rescuer.	5	4	3	2	1	0	N/A
5.	Therapeutic Interventions	Student demonstrates the appropriate selection of therapeutic exercises & modalities to promote healing & tissue repair.	5	4	3	2	1	0	N/A
6.	Psychosocial Strategies & Referral	Student can identify psychological & emotional responses following injury or illness and understands when to intervene on patient's behalf.	5	4	3	2	1	0	N/A
7.	Healthcare Administration	Student demonstrates the appropriate levels of documentation and daily functioning requirements of the clinical site as it relates to athletic training administration and patient care.	5	4	3	2	1	0	N/A
8.	Professional Development & Responsibility	Student consistently demonstrates a desire to learn, provides leadership, and actively engages as a member of the sports medicine team.	5	4	3	2	1	0	N/A

PROFESSIONALISM

9.	Student demonstrates the ability to initiate & perform duties with minimal direction.	5	4	3	2	1	0	N/A
11.	Student dresses professionally & appropriate.	5	4	3	2	1	0	N/A
12.	Student has a positive, enthusiastic attitude towards learning, & the clinical experience.	5	4	3	2	1	0	N/A
13.	Student demonstrates appropriate interactions with patients, coaches, clinical preceptor, administrators, & peers while utilizing appropriate medical terminology.	5	4	3	2	1	0	N/A
14.	Student is alert & attentive during games, practices, & treatment times, following instructions & accepting tasks.	5	4	3	2	1	0	N/A
15.	Student exhibits a desire to continually learn about & contribute to the profession of Athletic Training.	5	4	3	2	1	0	N/A
16.	Student provides empathic care for the patient that is reflective of a Christ-center biblical worldview.	5	4	3	2	1	0	N/A
17.	Student demonstrates achievement of the written goals by the ATS and Clinical Preceptor on the Clinical Site Orientation Form.	5	4	3	2	1	0	N/A

PERSONAL QUALITIES

18.	Student earns respect of the Clinical Preceptor, patients, & the Sports Medicine Team	5	4	3	2	1	0	N/A
19.	Student exhibits a helpful & cooperative relationship with patients.	5	4	3	2	1	0	N/A
20.	Student is receptive to constructive criticism/suggestions.	5	4	3	2	1	0	N/A
21.	Student dependably carried out responsibilities.	5	4	3	2	1	0	N/A
22.	Student asks appropriate questions.	5	4	3	2	1	0	N/A
23.	Student initiates & frequently practices clinical skills.	5	4	3	2	1	0	N/A
24.	Student demonstrates good time management and is punctual.	5	4	3	2	1	0	N/A
25.	Student follows the procedures of the clinical preceptor and the clinical site	5	4	3	2	1	0	N/A
26.	Student demonstrates effective verbal & written communication.	5	4	3	2	1	0	N/A
27.	Student expresses thoughts clearly & concisely.	5	4	3	2	1	0	N/A

28. RECOMMENDATION to LU ATP: (Place an "X" in the appropriate box)

Recommend the ATS continue to progress in the LU ATP

Have reservations about the ATS progressing in the LU ATP (Please explain below)

Recommend that ATS NOT continue to progress in the LU ATP (Please explain below)

29. Clarifications, Explanations, and/or Comments:

30. Please identify and describe **observed STRENGTHS** at this Clinical Site.

31. Please identify **observed WEAKNESSES or AREAS of IMPROVEMENT** at this Clinical Site.

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the Mid-Term/Mid-Rotation or Final week of the LU ATP Junior ATS rotation. By signing, the LU ATP Junior ATS is not indicating agreement with this evaluation, but is acknowledging receipt.

LU ATP ATS Signature: _____

Date: ____/____/20____

LU CP Signature: _____

Date: ____/____/20____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Junior Student Self-Evaluation

LU ATP ATS Name: _____ Clinical Site: _____

Clinical Preceptor: _____ Rotation dates: _____

*Semester: Fall Spring *Evaluation: Mid-Term/Mid-Rotation Final

	Courses Completed		Courses Taken or in Progress
1	ATTR 200/210 - Introduction/Principles to A. T.	1	ATTR 302/303 - Upper Extremity Injury Eval. & LAB
2	ATTR 221 - Clinical Education I	2	ATTR 320 - Clinical Education II
3	ATTR 225/226 - Clinical Kinesiology for H. Prof. & LAB	3	ATTR 321 - Clinical Education III
4	ATTR 305/306 - Emergency Care for A. T. & LAB	4	ATTR 325 - Evidence-Based Research in A. T.
5	ATTR 300/301 - Lower Extremity Injury Eval. & LAB	5	ATTR 400 - Principles of Therapeutic Ex. & Rehab.
6	ATTR 310/311 - Therapeutic Modalities in A. T. & LAB	6	ATTR 402 - Practical App. In Therapeutic Ex. & Rehab.
7	BIOL 213/214 - Human Anat. & Physiology I & LAB	7	ATTR 404 - Medical Aspects of Athletic Training
8	BIOL 215/216 - Human Anat. & Physiology II & LAB	8	EXSC 311 - Analysis of Human Movement
		9	KINE 225 - Weight Training/Conditioning

Instructions: Please rate as a LU ATP Junior ATS according to the following scale: Please place an "X" in the box for the number corresponding with your feelings, beliefs, and behaviors as a Junior ATS. *(Please provide clarifications, explanations, and/or comments for any score of 2 or less on page 2 along with legal signatures of the LU ATP Junior ATS & Clinical Preceptor).

5	I consistently exceed the competencies/expectations of an ATS at this level.
4	I meet proficiency & perform above the competencies/expectations of an ATS at this level.
3	I meet minimal acceptable competencies/expectations of an ATS at this level.
2	I do NOT demonstrate competencies/meet expectations of an ATS at this level. I require constant intervention and direction.
1	I do NOT demonstrate competencies/meet expectations of an ATS at this level. I am unable to perform responsibilities even with intervention & direction
0	I do NOT demonstrate competencies/meet expectations when given the opportunity at this clinical site.
N/A	Task is NOT appropriate for this level of Athletic Training Student or clinical environment

EDUCATIONAL CONTENT AREAS

1.	Evidence-Based Practice	Student demonstrates understanding of evidence-based research & implements it into clinical practice.	5	4	3	2	1	0	N/A
2.	Prevention & Health Promotion	Student acknowledges the importance of developing & implementing a thorough, comprehensive injury & illness prevention program.	5	4	3	2	1	0	N/A
3.	Clinical Examination & Diagnosis	Student demonstrates the ability to systematically evaluate & assess a variety of injuries	5	4	3	2	1	0	N/A
4.	Acute Care of Injury & Illness	Student can apply the current standards of first aid, emergency care, & CPR for the professional rescuer.	5	4	3	2	1	0	N/A
5.	Therapeutic Interventions	Student demonstrates the appropriate selection of therapeutic exercises & modalities to promote healing & tissue repair.	5	4	3	2	1	0	N/A
6.	Psychosocial Strategies & Referral	Student can identify psychological & emotional responses following injury or illness and understands when to intervene on patient's behalf.	5	4	3	2	1	0	N/A
7.	Healthcare Administration	Student demonstrates the appropriate levels of documentation and daily functioning requirements of the clinical site as it relates to athletic training administration and patient care.	5	4	3	2	1	0	N/A
8.	Professional Development & Responsibility	Student consistently demonstrates a desire to learn, provides leadership, and actively engages as a member of the sports medicine team.	5	4	3	2	1	0	N/A

PROFESSIONALISM

9.	Student demonstrates the ability to initiate & perform duties with minimal direction.	5	4	3	2	1	0	N/A
11.	Student dresses professionally & appropriate.	5	4	3	2	1	0	N/A
12.	Student has a positive, enthusiastic attitude towards learning, & the clinical experience.	5	4	3	2	1	0	N/A
13.	Student demonstrates appropriate interactions with patients, coaches, clinical preceptor, administrators, & peers while utilizing appropriate medical terminology.	5	4	3	2	1	0	N/A
14.	Student is alert & attentive during games, practices, & treatment times, following instructions & accepting tasks.	5	4	3	2	1	0	N/A
15.	Student exhibits a desire to continually learn about & contribute to the profession of Athletic Training.	5	4	3	2	1	0	N/A
16.	Student provides empathic care for the patient that is reflective of a Christ-center biblical worldview.	5	4	3	2	1	0	N/A
17.	Student demonstrates achievement of the written goals by the ATS and Clinical Preceptor on the Clinical Site Orientation Form.	5	4	3	2	1	0	N/A

PERSONAL QUALITIES

18.	Student earns respect of the Clinical Preceptor, patients, & the Sports Medicine Team	5	4	3	2	1	0	N/A
19.	Student exhibits a helpful & cooperative relationship with patients.	5	4	3	2	1	0	N/A
20.	Student is receptive to constructive criticism/suggestions.	5	4	3	2	1	0	N/A
21.	Student dependably carried out responsibilities.	5	4	3	2	1	0	N/A
22.	Student asks appropriate questions.	5	4	3	2	1	0	N/A
23.	Student initiates & frequently practices clinical skills.	5	4	3	2	1	0	N/A
24.	Student demonstrates good time management and is punctual.	5	4	3	2	1	0	N/A
25.	Student follows the procedures of the clinical preceptor and the clinical site	5	4	3	2	1	0	N/A
26.	Student demonstrates effective verbal & written communication.	5	4	3	2	1	0	N/A
27.	Student expresses thoughts clearly & concisely.	5	4	3	2	1	0	N/A

28. Clarifications, Explanations, and/or Comments:

29. Please identify and describe your STRENGTHS at this Clinical Site.

30. Please identify your WEAKNESSES or AREAS of IMPROVEMENT at this Clinical Site.

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the Mid-Term/Mid-Rotation or Final week of the LU ATP Junior ATS rotation.

LU ATP ATS Signature: _____ Date: ____/____/20____

LU CP Signature: _____ Date: ____/____/20____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
Senior Student Evaluation by Clinical Preceptor

LU ATP ATS Name: _____ Clinical Site: _____

Clinical Preceptor: _____ Rotation dates: _____

*Semester: _____ Fall _____ Spring _____ *Evaluation: _____ Mid-Term/Mid-Rotation _____ Final _____

	Courses Completed		Courses Taken or in Progress
1	ATTR 200/210 - Introduction/Principles to A. T.	1	ATTR 410 - Administrative Aspects of A. T.
2	ATTR 221/320/321 - Clinical Education I, II, & III	2	ATTR 420 - Clinical Education IV
3	ATTR 225/226 - Clinical Kinesiology for H. Prof. & LAB	3	ATTR 425 - Clinical Education V
4	ATTR 300/301/302/303 - UE & LE Injury Eval. & LABS	4	ATTR 440 - Senior Seminar in A. T. (Exam Review)
5	ATTR 305/306 - Emergency Care for A. T. & LAB		
6	ATTR 310/311 - Therapeutic Modalities in A. T. & LAB		
7	ATTR 325 - Evidence-Based Research in A. T.		
8	ATTR 400/402 - Prin. & Pract. App. Thera. Ex./Rehab.		
9	ATTR 404 - Medical Aspects of Athletic Training		
10	BIOL 213/214/215/216 - Human A. & P. I/II & LABS		

Instructions: Please rate the LU ATP Senior ATS according to the following scale: Please place an "X" in the box for the number corresponding with your feelings, beliefs, and behaviors of the Senior ATS. *(Please provide clarifications, explanations, and/or comments for any score of 2 or less on page 2 along with legal signatures of the LU ATP Senior ATS & Clinical Preceptor).

5	Student consistently exceeds the competencies/expectations of an ATS at this level.
4	Student meets proficiency & performs above the competencies/expectations of an ATS at this level.
3	Student meets minimal acceptable competencies/expectations of an ATS at this level.
2	Student does NOT demonstrate competencies/meet expectations of an ATS at this level. I require constant intervention and direction.
1	Student does NOT demonstrate competencies/meet expectations of an ATS at this level. I am unable to perform responsibilities even with intervention & direction
0	Student does NOT demonstrate competencies/meet expectations when given the opportunity at this clinical site.
N/A	Task is NOT appropriate for this level of Athletic Training Student or clinical environment

EDUCATIONAL CONTENT AREAS

1.	Evidence-Based Practice	Student demonstrates understanding of evidence-based research & implements it into clinical practice.	5	4	3	2	1	0	N/A
2.	Prevention & Health Promotion	Student acknowledges the importance of developing & implementing a thorough, comprehensive injury & illness prevention program.	5	4	3	2	1	0	N/A
3.	Clinical Examination & Diagnosis	Student demonstrates the ability to systematically evaluate & assess a variety of injuries	5	4	3	2	1	0	N/A
4.	Acute Care of Injury & Illness	Student can apply the current standards of first aid, emergency care, & CPR for the professional rescuer.	5	4	3	2	1	0	N/A
5.	Therapeutic Interventions	Student demonstrates the appropriate selection of therapeutic exercises & modalities to promote healing & tissue repair.	5	4	3	2	1	0	N/A
6.	Psychosocial Strategies & Referral	Student can identify psychological & emotional responses following injury or illness and understands when to intervene on patient's behalf.	5	4	3	2	1	0	N/A
7.	Healthcare Administration	Student demonstrates the appropriate levels of documentation and daily functioning requirements of the clinical site as it relates to athletic training administration and patient care.	5	4	3	2	1	0	N/A
8.	Professional Development & Responsibility	Student consistently demonstrates a desire to learn, provides leadership, and actively engages as a member of the sports medicine team.	5	4	3	2	1	0	N/A

PROFESSIONALISM								
9.	Student demonstrates the ability to initiate & perform duties with minimal direction.	5	4	3	2	1	0	N/A
11.	Student dresses professionally & appropriate.	5	4	3	2	1	0	N/A
12.	Student has a positive, enthusiastic attitude towards learning, & the clinical experience.	5	4	3	2	1	0	N/A
13.	Student demonstrates appropriate interactions with patients, coaches, clinical preceptor, administrators, & peers while utilizing appropriate medical terminology.	5	4	3	2	1	0	N/A
14.	Student is alert & attentive during games, practices, & treatment times, following instructions & accepting tasks.	5	4	3	2	1	0	N/A
15.	Student exhibits a desire to continually learn about & contribute to the profession of Athletic Training.	5	4	3	2	1	0	N/A
16.	Student provides empathic care for the patient that is reflective of a Christ-center biblical worldview.	5	4	3	2	1	0	N/A
17.	Student demonstrates achievement of the written goals by the ATS and Clinical Preceptor on the Clinical Site Orientation Form.	5	4	3	2	1	0	N/A

PERSONAL QUALITIES								
18.	Student earns respect of the Clinical Preceptor, patients, & the Sports Medicine Team	5	4	3	2	1	0	N/A
19.	Student exhibits a helpful & cooperative relationship with patients.	5	4	3	2	1	0	N/A
20.	Student is receptive to constructive criticism/suggestions.	5	4	3	2	1	0	N/A
21.	Student dependably carried out responsibilities.	5	4	3	2	1	0	N/A
22.	Student asks appropriate questions.	5	4	3	2	1	0	N/A
23.	Student initiates & frequently practices clinical skills.	5	4	3	2	1	0	N/A
24.	Student demonstrates good time management and is punctual.	5	4	3	2	1	0	N/A
25.	Student follows the procedures of the clinical preceptor and the clinical site	5	4	3	2	1	0	N/A
26.	Student demonstrates effective verbal & written communication.	5	4	3	2	1	0	N/A
27.	Student expresses thoughts clearly & concisely.	5	4	3	2	1	0	N/A

28.	RECOMMENDATION to LU ATP: (Place an "X" in the appropriate box)							
	Recommend the ATS continue to progress in the LU ATP							
	Have reservations about the ATS progressing in the LU ATP (Please explain below)							
	Recommend that ATS NOT continue to progress in the LU ATP (Please explain below)							

29. Clarifications, Explanations, and/or Comments:

30. Please identify and describe observed STRENGTHS at this Clinical Site.

31. Please identify observed WEAKNESSES or AREAS of IMPROVEMENT at this Clinical Site.

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the Mid-Term/Mid-Rotation or Final week of the LU ATP Senior ATS rotation. By signing, the LU ATP Senior ATS is not indicating agreement with this evaluation, but is acknowledging receipt.

LU ATP ATS Signature: _____ Date: ____/____/20____
 LU CP Signature: _____ Date: ____/____/20____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Senior Student Self-Evaluation

LU ATP ATS Name: _____ Clinical Site: _____

Clinical Preceptor: _____ Rotation dates: _____

*Semester: _____ Fall _____ Spring _____ *Evaluation: _____ Mid-Term/Mid-Rotation _____ Final _____

	Courses Completed		Courses Taken or in Progress
1	ATTR 200/210 - Introduction/Principles to A. T.	1	ATTR 410 - Administrative Aspects of A. T.
2	ATTR 221/320/321 - Clinical Education I, II, & III	2	ATTR 420 - Clinical Education IV
3	ATTR 225/226 - Clinical Kinesiology for H. Prof. & LAB	3	ATTR 425 - Clinical Education V
4	ATTR 300/301/302/303 - UE & LE Injury Eval. & LABS	4	ATTR 440 - Senior Seminar in A. T. (Exam Review)
5	ATTR 305/306 - Emergency Care for A. T. & LAB		
6	ATTR 310/311 - Therapeutic Modalities in A. T. & LAB		
7	ATTR 325 - Evidence-Based Research in A. T.		
8	ATTR 400/402 - Prin. & Pract. App. Thera. Ex./Rehab.		
9	ATTR 404 - Medical Aspects of Athletic Training		
10	BIOL 213/214/215/216 - Human A. & P. I/II & LABS		

Instructions: Please rate as a LU ATP Senior ATS according to the following scale: Please place an "X" in the box for the number corresponding with your feelings, beliefs, and behaviors as a Senior ATS. *(Please provide clarifications, explanations, and/or comments for any score of 2 or less on page 2 along with legal signatures of the LU ATP Senior ATS & Clinical Preceptor).

5	I consistently exceed the competencies/expectations of an ATS at this level.
4	I meet proficiency & perform above the competencies/expectations of an ATS at this level.
3	I meet minimal acceptable competencies/expectations of an ATS at this level.
2	I do NOT demonstrate competencies/meet expectations of an ATS at this level. I require constant intervention and direction.
1	I do NOT demonstrate competencies/meet expectations of an ATS at this level. I am unable to perform responsibilities even with intervention & direction
0	I do NOT demonstrate competencies/meet expectations when given the opportunity at this clinical site.
N/A	Task is NOT appropriate for this level of Athletic Training Student or clinical environment

EDUCATIONAL CONTENT AREAS

1.	Evidence-Based Practice	Student demonstrates understanding of evidence-based research & implements it into clinical practice.	5	4	3	2	1	0	N/A
2.	Prevention & Health Promotion	Student acknowledges the importance of developing & implementing a thorough, comprehensive injury & illness prevention program.	5	4	3	2	1	0	N/A
3.	Clinical Examination & Diagnosis	Student demonstrates the ability to systematically evaluate & assess a variety of injuries	5	4	3	2	1	0	N/A
4.	Acute Care of Injury & Illness	Student can apply the current standards of first aid, emergency care, & CPR for the professional rescuer.	5	4	3	2	1	0	N/A
5.	Therapeutic Interventions	Student demonstrates the appropriate selection of therapeutic exercises & modalities to promote healing & tissue repair.	5	4	3	2	1	0	N/A
6.	Psychosocial Strategies & Referral	Student can identify psychological & emotional responses following injury or illness and understands when to intervene on patient's behalf.	5	4	3	2	1	0	N/A
7.	Healthcare Administration	Student demonstrates the appropriate levels of documentation and daily functioning requirements of the clinical site as it relates to athletic training administration and patient care.	5	4	3	2	1	0	N/A
8.	Professional Development & Responsibility	Student consistently demonstrates a desire to learn, provides leadership, and actively engages as a member of the sports medicine team.	5	4	3	2	1	0	N/A

PROFESSIONALISM

9.	Student demonstrates the ability to initiate & perform duties with minimal direction.	5	4	3	2	1	0	N/A
11.	Student dresses professionally & appropriate.	5	4	3	2	1	0	N/A
12.	Student has a positive, enthusiastic attitude towards learning, & the clinical experience.	5	4	3	2	1	0	N/A
13.	Student demonstrates appropriate interactions with patients, coaches, clinical preceptor, administrators, & peers while utilizing appropriate medical terminology.	5	4	3	2	1	0	N/A
14.	Student is alert & attentive during games, practices, & treatment times, following instructions & accepting tasks.	5	4	3	2	1	0	N/A
15.	Student exhibits a desire to continually learn about & contribute to the profession of Athletic Training.	5	4	3	2	1	0	N/A
16.	Student provides empathic care for the patient that is reflective of a Christ-center biblical worldview.	5	4	3	2	1	0	N/A
17.	Student demonstrates achievement of the written goals by the ATS and Clinical Preceptor on the Clinical Site Orientation Form.	5	4	3	2	1	0	N/A

PERSONAL QUALITIES

18.	Student earns respect of the Clinical Preceptor, patients, & the Sports Medicine Team	5	4	3	2	1	0	N/A
19.	Student exhibits a helpful & cooperative relationship with patients.	5	4	3	2	1	0	N/A
20.	Student is receptive to constructive criticism/suggestions.	5	4	3	2	1	0	N/A
21.	Student dependably carried out responsibilities.	5	4	3	2	1	0	N/A
22.	Student asks appropriate questions.	5	4	3	2	1	0	N/A
23.	Student initiates & frequently practices clinical skills.	5	4	3	2	1	0	N/A
24.	Student demonstrates good time management and is punctual.	5	4	3	2	1	0	N/A
25.	Student follows the procedures of the clinical preceptor and the clinical site	5	4	3	2	1	0	N/A
26.	Student demonstrates effective verbal & written communication.	5	4	3	2	1	0	N/A
27.	Student expresses thoughts clearly & concisely.	5	4	3	2	1	0	N/A

28. Clarifications, Explanations, and/or Comments:

29. Please identify and describe your STRENGTHS at this Clinical Site.

30. Please identify your WEAKNESSES or AREAS of IMPROVEMENT at this Clinical Site.

*Signing below confirms that you (LU ATP Athletic Training Student and LU Clinical Preceptor) have discussed the topics listed above during the Mid-Term/Mid-Rotation or Final week of the LU ATP Senior ATS rotation.

LU ATP ATS Signature: _____ Date: ____/____/20____

LU CP Signature: _____ Date: ____/____/20____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

ATS Clinical Preceptor & Clinical Site Evaluation

LU ATS Name: _____ Time Frame: _____

Clinical Preceptor: _____ Clinical site: _____

ATTR Course: _____ Semester: _____ FALL _____ SPRING

It is very important to the LU Athletic Training Program (LU ATP) that we receive your input on each of your LU Clinical Preceptors (CP), clinical rotation/practicum experiences, and each of the Clinical Sites (CS) in which you have been placed. The ATS evaluations will remain anonymous; general comments will be shared, at the end of the year, with the Clinical Preceptor (CP) to help them improve their Clinical Site (CS) & their teaching methods while clinically developing and mentoring the LU Athletic Training Students (ATS).

Evaluation Scale:

(5) Exemplary: Clearly outstanding, always above expected standards.

(4) Good: Above average performance, usually above expected standards.

(3) Competent: As expected, meeting expected standards.

(2) Marginal: Not up to expectations, but is knowledgeable of expected standards.

(1) Deficient: Poor performance, rarely meeting expected standards.

N/A: Performance not observed or opportunity to observe did not occur.

Instructions: Please place an "X" for the appropriate score to evaluate the Clinical Preceptor of this Clinical Education Experience. *Please be as honest as possible in providing constructive feedback to help your Clinical Preceptor improve as a clinical preceptor/instructor and as a Clinical Site.*

Clinical Preceptor characteristics		Please select the appropriate score					
1.	Provides ATS with a comprehensive orientation for the standard operating procedures essential to their Clinical Site	5	4	3	2	1	N/A
2.	Ensures that the Clinical Education Experiences encountered at the Clinical Site reinforces the information & skills ATS learned from the academic course work.	5	4	3	2	1	N/A
3.	Effectively communicates clinical learning goals, objectives, & expectations clearly to ATS throughout the Clinical Education Experience (Orally and Written)	5	4	3	2	1	N/A
4.	Provides opportunities for ATS to develop & use their communication skills (Oral and Written)	5	4	3	2	1	N/A
5.	Demonstrates effective communication with ATS/athletes/administration/parents/etc.	5	4	3	2	1	N/A
6.	Assists ATS with development, improvement, and utilization of their clinical skills and techniques	5	4	3	2	1	N/A
7.	Creates a stimulating learning environment allowing for ATS to facilitate deeper thought processing & problem solving/decision making skills	5	4	3	2	1	N/A

8.	Gives prompt & constructive feedback to ATS throughout the Clinical Education Experience	5	4	3	2	1	N/A
9.	Provides opportunities for correcting mistakes relevant to the given constructive feedback in a positive and professional manner	5	4	3	2	1	N/A
10.	Motivates ATS by providing overall support, encouragement, & building confidence in their knowledge/skills/abilities	5	4	3	2	1	N/A
11.	Allows ATS appropriate freedom & independence (leading to autonomy)	5	4	3	2	1	N/A
12.	Provides opportunities for ATS to develop as an evidence-based practitioner	5	4	3	2	1	N/A
13.	Demonstrates interest in ATS needs	5	4	3	2	1	N/A
14.	Is readily accessible to ATS	5	4	3	2	1	N/A
15.	Uses ATS contact time efficiently & effectively	5	4	3	2	1	N/A
16.	Listens to ATS comments & concerns	5	4	3	2	1	N/A
17.	Praises correct ATS behavior	5	4	3	2	1	N/A
18.	Is open to constructive criticism/feedback	5	4	3	2	1	N/A
19.	Truly enjoys their work	5	4	3	2	1	N/A
20.	Has positive attitude towards clinical instruction throughout ATS Clinical Education Experience	5	4	3	2	1	N/A
21.	Demonstrates advanced clinical skills and alternate treatment/rehabilitation options throughout Clinical Education Experience (including Evidence-Base Research and Evidence-Based Medicine)	5	4	3	2	1	N/A
22.	Promotes a professional environment by demonstrating legal and ethical practice	5	4	3	2	1	N/A
23.	Provides proper OSHA protective equipment and is utilized in the management of blood, bodily fluids, & medical waste were practiced in the clinical setting.	5	4	3	2	1	N/A
24.	Ensures the supplies & equipment at the Clinical Site are adequate to meet patient care demands	5	4	3	2	1	N/A
25.	Displays current Licenses and Certifications & promotes Professional Standards	5	4	3	2	1	N/A
26.	Requires professional appearance & appropriate behaviors of ATS	5	4	3	2	1	N/A
27.	Demonstrates professional appearance & behaviors as a Clinical Preceptor	5	4	3	2	1	N/A
28.	Should LU ATP continue to use this Clinical Preceptor in the future?					YES	NO

29.	Should LU ATP continue to use this Clinical Site in the future?	YES	NO
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30. Clarifications, Explanations, and/or Comments for the above Likert Questions/ Statements. *Evaluator must provide specific explanations/rationales/descriptions for any scores given below a score of 3!

Total Points:	
Total Points Possible:	
Total Percentage:	

31. Please identify and describe the **STRENGTHS** of this Clinical Preceptor.

32. Please identify and describe **WEAKNESSES or AREAS of IMPROVEMENT** of this Clinical Preceptor. Please provide ***constructive recommendations*** (specific details) as to how these weaknesses may be improved.

33. Please identify and describe the **STRENGTHS** of this Clinical Site

34. Please identify and describe **WEAKNESSES or AREAS of IMPROVEMENT** of this Clinical Site. Please provide ***constructive recommendations*** (specific details) for improving these areas of weaknesses of this clinical site.

*The signature below indicates the LU ATP ATS has completed this form to the best of their ability.

LU ATP ATS Signature: _____ **Date:** ____/____/20____

LU ATP ATS Printed Name: _____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Clinical Site/Clinical Preceptor Visitation Evaluation Form

LU ATP Self-Evaluator: _____ Time Frame: _____
 Clinical Preceptor: _____ Clinical Site: _____
 Semester: _____ FALL _____ SPRING

It is very important to the LU ATP that the Program Director, Clinical Coordinator, and/or the ATP Faculty to visit and evaluate each LU Clinical Preceptor (CP) & Clinical Site (CS) annually. This LU ATP Clinical Preceptor and Clinical Site Evaluation Form is to be filled out by the LU Program Director/Clinical Coordinator/ATP Faculty. It is designed to provide feedback to the LU CP/CS from the LU ATP. The LU ATP Clinical Preceptor and Clinical Site evaluations will remain anonymous. General comments will be shared at the beginning/end of each academic year with all LU ATP Clinical Preceptors to assist them all toward improving their education teaching methods and their clinical site while clinically developing and mentoring the LU Athletic Training Students (ATS).

Evaluation Scale:

- (5) Exemplary:** Clearly outstanding, always above expected standards.
- (4) Good:** Above average performance, usually above expected standards.
- (3) Competent:** As expected, meeting expected standards.
- (2) Marginal:** Not up to expectations, but is knowledgeable of expected standards.
- (1) Deficient:** Poor performance, rarely meeting expected standards.
- N/A:** Performance not observed or opportunity to observe did not occur.

Instructions: Please place an "X" for the appropriate score to evaluate the LU ATP Clinical Preceptor of this Clinical Education Experience. **Please be as honest as possible in providing constructive feedback to assist in improving this LU ATP Clinical Preceptor and Clinical Site capabilities of providing Clinical Education Experiences for the LU ATP Athletic Training Students. *(A score of "N/A" does not count against the overall evaluation score/percentage!)**

		CLINICAL PRECEPTOR Rating (Please select the appropriate score)					
CLINICAL PRECEPTOR Characteristics		5	4	3	2	1	N/A
1	Provides ATS with a comprehensive orientation for the standard operating procedures essential to their Clinical Site	5	4	3	2	1	N/A
2	Ensures that the Clinical Education Experiences encountered at the Clinical Site reinforces the information & skills ATS learned from the academic course work.	5	4	3	2	1	N/A
3	Effectively communicates clinical learning goals, objectives, & expectations clearly to ATS throughout the Clinical Education Experience (Orally and Written)	5	4	3	2	1	N/A
4	Provides opportunities for ATS to develop & use their communication skills (Oral and Written)	5	4	3	2	1	N/A
5	Demonstrates effective communication with ATS/athletes/administration/parents/etc.	5	4	3	2	1	N/A

6	Assists ATS with development, improvement, and utilization of their clinical skills and techniques	5	4	3	2	1	N/A
7	Creates a stimulating learning environment allowing for ATS to facilitate deeper thought processing & problem solving/decision making skills	5	4	3	2	1	N/A
8	Gives prompt & constructive feedback to ATS throughout the Clinical Education Experience	5	4	3	2	1	N/A
9	Provides opportunities for correcting mistakes relevant to the given constructive feedback in a positive and professional manner	5	4	3	2	1	N/A
10	Motivates ATS by providing overall support, encouragement, & building confidence in their knowledge/skills/abilities	5	4	3	2	1	N/A
11	Provides ATS appropriate direct supervision (leading to autonomy)	5	4	3	2	1	N/A
12	Provides opportunities for ATS to develop as an evidence-based practitioner	5	4	3	2	1	N/A
13	Demonstrates interest in ATS needs	5	4	3	2	1	N/A
14	Is readily accessible to ATS	5	4	3	2	1	N/A
15	Uses ATS contact time efficiently & effectively	5	4	3	2	1	N/A
16	Listens to ATS comments & concerns	5	4	3	2	1	N/A
17	Praises correct ATS behavior	5	4	3	2	1	N/A
18	Is open to constructive criticism/feedback	5	4	3	2	1	N/A
19	Truly enjoys their work	5	4	3	2	1	N/A
20	Has positive attitude towards clinical instruction throughout ATS Clinical Education Experience	5	4	3	2	1	N/A
21	Demonstrates advanced clinical skills and alternate treatment/rehabilitation options throughout Clinical Education Experience (including Evidence-Based Research and Evidence-Based Medicine)	5	4	3	2	1	N/A
22	Promotes a professional environment by demonstrating legal and ethical practice	5	4	3	2	1	N/A
23	Provides proper OSHA protective equipment and is utilized in the management of blood, bodily fluids, & medical waste were practiced in the clinical setting.	5	4	3	2	1	N/A
24	Ensures the supplies & equipment at the Clinical Site are adequate to meet patient care demands	5	4	3	2	1	N/A
25	Displays current Licenses and Certifications & promotes Professional Standards	5	4	3	2	1	N/A
26	Requires professional appearance & appropriate behaviors of ATS	5	4	3	2	1	N/A
27	Demonstrates professional appearance & behaviors as a Clinical Preceptor	5	4	3	2	1	N/A
28	Should LU ATP continue to use this Clinical Preceptor in the future?					YES	NO
29	Should LU ATP continue to use this Clinical Site in the future?					YES	NO

- 30** Clarifications, Explanations, and/or Comments for the above Likert Questions/ Statements. *Evaluator must provided specific explanations/rationales/descriptions for any scores given below a score of 3!

--

Total Points:	
Total Points Possible:	
Total Percentage:	

- 31** Please identify and describe the **STRENGTHS** of this Clinical Preceptor.

--

- 32** Please identify and describe the **WEAKNESSES or AREAS of IMPROVEMENT** of this Clinical Preceptor. Please provided ***constructive recommendations*** (specific details) as to how these weaknesses may be improved.

--

- 33** Please identify and describe the **STRENGTHS** of this Clinical Site.

--

- 34** Please identify **WEAKNESSES or AREAS of IMPROVEMENT** of this Clinical Site. Please provide constructive recommendations (specific details) for IMPROVING these areas of weaknesses of this Clinical Site?

--

*The signature below indicates the LU ATP Faculty has completed this form to the best of their ability.

LU ATS Signature: _____ Date: ____/____/20____

LU ATS Printed Name: _____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

LU ATP Clinical Preceptor Self-Evaluation Form

LU ATP Self-Evaluator: _____ **Time Frame:** _____
Clinical Preceptor: _____ **Clinical Site:** _____
Semester: _____ **FALL** _____ **SPRING**

It is very important to the LU ATP that the Program Director, Clinical Coordinator, and/or the ATP Faculty to visit and evaluate each LU Clinical Preceptor (CP) & Clinical Site (CS) annually. This LU ATP Clinical Preceptor SELF-EVALUATION Form is to be filled out by the LU ATP Clinical Preceptor. It is designed to provide feedback to the LU ATP from the LU ATP Clinical Preceptor. This LU ATP Clinical Preceptor SELF-EVALUATION will remain confidential between the LU ATP and the LU ATP Clinical Preceptor. General comments will be shared at the beginning/end of each academic year with all LU ATP Clinical Preceptors to assist them all toward improving their education teaching methods and their clinical site while clinically developing and mentoring the LU Athletic Training Students (ATS).

Evaluation Scale:

- (5) Exemplary:** Clearly outstanding, always above expected standards.
- (4) Good:** Above average performance, usually above expected standards.
- (3) Competent:** As expected, meeting expected standards.
- (2) Marginal:** Not up to expectations, but is knowledgeable of expected standards.
- (1) Deficient:** Poor performance, rarely meeting expected standards.
- N/A:** Performance not observed or opportunity to observe did not occur.

Instructions: Please place an "X" for the appropriate score to SELF-EVALUATE yourself as a LU ATP Clinical Preceptor providing Clinical Education Experiences for the LU ATP Athletic Training Students. **Please be as honest as possible in providing reflective self-evaluations of your strengths and weaknesses to assist in improving your capabilities as a LU ATP Clinical Preceptor and as a Clinical Site providing Clinical Education Experiences for the LU ATP Athletic Training Students. *(A score of "N/A" does not count against the overall evaluation score/percentage!)**

		CLINICAL PRECEPTOR Rating (Please select the appropriate score)					
CLINICAL PRECEPTOR Characteristics		5	4	3	2	1	N/A
1	Provides ATS with a comprehensive orientation for the standard operating procedures essential to their Clinical Site	5	4	3	2	1	N/A
2	Ensures that the Clinical Education Experiences encountered at the Clinical Site reinforces the information & skills ATS learned from the academic course work.	5	4	3	2	1	N/A
3	Effectively communicates clinical learning goals, objectives, & expectations clearly to ATS throughout the Clinical Education Experience (Orally and Written)	5	4	3	2	1	N/A

4	Provides opportunities for ATS to develop & use their communication skills (Oral and Written)	5	4	3	2	1	N/A
5	Demonstrates effective communication with ATS/athletes/administration/parents/etc.	5	4	3	2	1	N/A
6	Assists ATS with development, improvement, and utilization of their clinical skills and techniques	5	4	3	2	1	N/A
7	Creates a stimulating learning environment allowing for ATS to facilitate deeper thought processing & problem solving/decision making skills	5	4	3	2	1	N/A
8	Gives prompt & constructive feedback to ATS throughout the Clinical Education Experience	5	4	3	2	1	N/A
9	Provides opportunities for correcting mistakes relevant to the given constructive feedback in a positive and professional manner	5	4	3	2	1	N/A
10	Motivates ATS by providing overall support, encouragement, & building confidence in their knowledge/skills/abilities	5	4	3	2	1	N/A
11	Provides ATS appropriate direct supervision (leading to autonomy)	5	4	3	2	1	N/A
12	Provides opportunities for ATS to develop as an evidence-based practitioner	5	4	3	2	1	N/A
13	Demonstrates interest in ATS needs	5	4	3	2	1	N/A
14	Is readily accessible to ATS	5	4	3	2	1	N/A
15	Uses ATS contact time efficiently & effectively	5	4	3	2	1	N/A
16	Listens to ATS comments & concerns	5	4	3	2	1	N/A
17	Praises correct ATS behavior	5	4	3	2	1	N/A
18	Is open to constructive criticism/feedback	5	4	3	2	1	N/A
19	Truly enjoys their work	5	4	3	2	1	N/A
20	Has positive attitude towards clinical instruction throughout ATS Clinical Education Experience	5	4	3	2	1	N/A
21	Demonstrates advanced clinical skills and alternate treatment/rehabilitation options throughout Clinical Education Experience (including Evidence-Base Research and Evidence-Based Medicine)	5	4	3	2	1	N/A
22	Promotes a professional environment by demonstrating legal and ethical practice	5	4	3	2	1	N/A
23	Provides proper OSHA protective equipment and is utilized in the management of blood, bodily fluids, & medical waste were practiced in the clinical setting.	5	4	3	2	1	N/A
24	Ensures the supplies & equipment at the Clinical Site are adequate to meet patient care demands	5	4	3	2	1	N/A

25	Displays current Licenses and Certifications & promotes Professional Standards	5	4	3	2	1	N/A
26	Requires professional appearance & appropriate behaviors of ATS	5	4	3	2	1	N/A
27	Demonstrates professional appearance & behaviors as a Clinical Preceptor	5	4	3	2	1	N/A

28	I DO wish to continue being a LU ATP Clinical Preceptor. I am in full agreement with adhering to the "LU ATP Clinical Preceptor Agreement Form" expectations, responsibilities, and requirements for being a LU ATP Clinical Preceptor.	YES	NO
29	I DO wish to continue being a LU ATP Clinical Preceptor. I am in full agreement with adhering to the "LU ATP Clinical Preceptor Agreement Form" expectations, responsibilities, and requirements for being a LU ATP Clinical Preceptor. HOWEVER, I would like to <u>NOT</u> have LU ATP ATS assigned to me for the upcoming Academic Year.	YES	NO
30	I DO NOT wish to continue being a LU ATP Clinical Preceptor.	YES	NO

31 **Clarifications, Explanations, and/or Comments for the above Likert Questions/ Statements.** *Self-Evaluator must provide specific explanations/rationales/descriptions for any scores given below a score of 3!

Total Points:	
Total Points Possible:	
Total Percentage:	

32 Please identify and describe your **STRENGTHS** as an LU ATP Clinical Preceptor.

33 Please identify and describe your **WEAKNESSES or AREAS of IMPROVEMENT** as an LU ATP Clinical Preceptor. *Please provide **constructive recommendations** (specific details) as to how you plan to address and improve these identified personal weaknesses.*

- 34** Please identify and describe the **STRENGTHS** of your LU ATP Clinical Site.

- Please identify **WEAKNESSES or AREAS of IMPROVEMENT** of your LU ATP Clinical Site.
- 35** Please provide ***constructive recommendations*** (specific details) for how you plan to address and improved these identified areas of weaknesses of your LU ATP Clinical Site?

*The signature below indicates the LU ATP Preceptor has completed this form to the best of their ability.

LU ATP CP Signature: _____ **Date:** ____/____/20____

LU ATP CP Printed Name: _____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Application for Additional Clinical Education Experience Hours

The Liberty University Athletic Training Program (LU ATP) offers Athletic Training Students (ATS) an opportunity to gain additional clinical hours if they meet the established criterion. Students are eligible to apply for additional clinical education experiences hours every semester. This request would be for additional hours above and beyond the maximum semester hour requirements set forth by the LU ATP. Students submitting this request must remain in “**Good Standing**” with the LU ATP to obtain additional clinical education experience hours. Being on “remediation, probation, suspension, or poor academic course attendance” would end a student’s eligibility for additional clinical education experience hours.

*Please complete the following “**Application for Additional Clinical Education Experience Hours**” to be submitted and considered for approval by the LU ATP Program Director, Clinical Education Coordinator, and/or Faculty. ***(FALL SEMESTER by October 1st & SPRING SEMESTER by March 1st)***

LU ATP ATS Name: _____ LU #: _____

Semester (check one): _____ FALL _____ SPRING Year: _____ 20 _____ – 20 _____

Current Semester GPA: _____ Current Overall GPA: _____

Number of Course Credit Hours taking this Semester: _____

Are you currently in “**Good Standing**” status with the LU ATP?: _____ YES or _____ NO

Have you been on probation or required to complete remediation in any courses in the past or current semester?: _____ YES or _____ NO – If yes, please provided further information/specific details.

Current Clinical Education Assignment: _____

Current Clinical Education Clinical Preceptor: _____

Number of Additional Hours Requesting (above max. hours per Month & Semester):

_____ per Month & _____ per Semester

What are the specific goals you are trying to accomplish/achieve with these additional hours? (List 3 – 5 SMART Goals)

1. _____

2. _____

3. _____

4. _____

5. _____

Explain in detail, how you will plan to manage/balance your academic course requirements and additional Clinical Education Experience Hours responsibilities?

LU ATP Athletic Training Student: I understand by submitting this Application for Additional Clinical Education Experiences Hours", that I will continue to accurately document/log ALL my Clinical Education Experience Hours in E*VALUE through Time Tracker ("Clock-IN" and "Clock-OUT"). I will identify any approved additional hours with the notation "***VOLUNTARY Clinical Education Experience Hours***" in the "Note Box" located in Time Tracker on E*VALUE. I will maintain my "***Good Standing***" status within my Academic Coursework requirements and Clinical Education Experience responsibilities while completing approved additional hours. I understand that the LU ATP Faculty will continually review my academic coursework and clinical education performances and that they can decrease or eliminate the approved additional hours if I do not maintain LU ATP expectations in completing my requirements/responsibilities.

Date: ____/____/20____
LU ATP Athletic Training Student Legal Signature: _____

LU ATP Athletic Training Student Printed Full Name: _____

LU ATP Clinical Preceptor – Health Care Provider/Professional: Providing your Legal Signature below confirms your agreement with and allows this Athletic Training Student to complete additional Clinical Education Hours with you at your clinical site. Your signature also indicates that the LU ATP ATS has fully discussed his/her specific goals and how they will obtain each of those goals with you.

Date: ____/____/20____
LU Clinical Preceptor Legal Signature: _____

LU Clinical Preceptor Printed Full Name & Credentials: _____

LU Athletic Training Program Use Only

Approved: _____ **OR** **Denied:** _____ **Review Date(s):** ____/____/20____

Reason(s): _____

Date: ____/____/20____
LU ATP Program Director, Clinical Coordinator, and/or Faculty Legal Signature(s): _____

LU ATP Program Director, Clinical Coordinator, and/or Faculty Printed Full Name(s) & Credentials: _____

APPENDIX B

TECHNICAL STANDARDS FOR ADMISSIONS



LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

TECHNICAL STANDARDS FOR ADMISSION

The ATP at Liberty 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 ATP establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of a professional athletic trainer, as well as meet the expectations of the program's accrediting agency (Commission on Accreditation of Athletic Training Education Programs). All students admitted to the Athletic Training Educational Program must meet the following abilities and expectations. 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 the BOC certification exam.

Candidates for selection to the Athletic Training Program must demonstrate:

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

Candidates for selection to the Athletic Training Program will be required to verify they understand and meet these technical standards or that they believe that, with certain accommodations, they can meet the standards.

Liberty University's Office of Disability and Academic Support will evaluate a student who states he or she could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws.

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

I certify that I have read and understand the technical standards for selection listed above, and I believe to the best of my knowledge that I meet each of these standards without accommodation. I understand that if I am unable to meet these standards I will not be admitted into the program.

Legal Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

Alternative statement for students requesting accommodations:

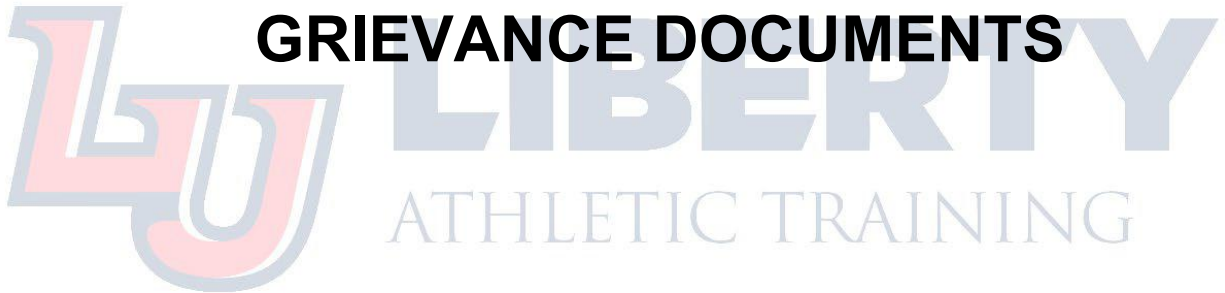
I certify that I have read and understand the technical standards of selection listed above and I believe to the best of my knowledge that I can meet each of these standards with certain accommodations. I will contact Liberty University's Office of Disability Academic Support to determine what accommodations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

Legal Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

APPENDIX C

ATS PATIENT INTERACTION, CONFIDENTIALITY, FERPA, AND GRIEVANCE DOCUMENTS



LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
ATS Acceptable Patient Interaction Agreement Form

Examples of misconduct which will result in disciplinary action and possibly dismissal:

- Extending any athletic training care or services outside supervised clinical education time.
- Providing personal information such as contact information to any patient.
- Engaging in social media forums with patients or about anything related to being an ATS.
- Engaging in social media forums in any manner that reflects negatively on the profession, program, and/or university.
- Engaging in social media forums about the ATP, ATP members, or patients.

ATS RELATIONSHIPS WITH PATIENTS

- Clearly defined boundaries between patients and ATS must be established and maintained at all times
- Maintaining professional working relationships at all times with athletes/patients is expected by all Athletic Training Students regardless of the fact that these may be peers and classmates.
- Avoid all types of relationships with patients. This is termed fraternizing. Disciplinary action should be expected for those in violation.
- ATSs will be subject to dismissal for any conduct (inside or outside the ATP) or associated conduct that affects their performance as an athletic training student, interferes with a Clinical Education Experience, or adversely impacts any other ATP member. There is to be NO EVIDENCE (witnessed or reported) of any relationships falling into this category. Verifiable actions such as social media, socializing, flirting, and patient favoritism negatively reflects upon the ATP and will not be tolerated.
- ATS have privileged access to a specialized population. Using the clinical assignment as a social portal in any form or fashion will not be tolerated and the ATS will be subject to permanent dismissal.
- Never discuss a patient's injury or injury status with anyone other than the patient, preceptor or the medical staff as permitted by HIPAA. Under no circumstances is a patient's status to be discussed with other outside the medical/clinical staff. Anything shared by a patient is part of medical confidentiality. All Athletic Training Students must adhere to all Federal HIPAA regulations or will be disciplined accordingly by the program and/or by Federal authorities. Whatever is seen or heard in any clinical education site remains in with the clinical education site.
- Athletic Training students that are known to have knowledge of inappropriate conduct of another ATS may be subject to the same disciplinary consequences as the individual committing the infraction.

LU ATP Athletic Training Student: Providing your printed name and Legal Signature below confirms that you have completed read, fully understand, and are in full agreement with upholding the above ATS Acceptable Patient Interaction Policy.

LU ATP ATS Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
ATS Confidentiality Agreement

Confidentiality about medical or personal information gained concerning a student-athlete or patient during a visit for health care is of highest priority. It is critical that all ATSS who provide health care services honor and support this commitment to strict confidentiality. Failure to do so may result in legal litigation and serious discipline, including possible elimination of all activity associated with the Liberty University Athletic Training Education Program.

Medical/personal information is defined to include the student-athletes or patient's name, treatment(s), injury diagnosis or other health conditions, and any academic or personal information gained during association through the Liberty University Athletic Department or any other affiliated clinical site. Revealing any portion or part of a student-athlete's or patient's health record, revealing or discussing any material pertaining to the student-athlete whether medical or personal, will be construed a breach of confidentiality.

Any information gained about a student-athlete or patient, including knowledge of medical treatment in the Liberty University Athletic Training rooms or any other affiliated clinical site, must not be shared with anyone outside of the supervising certified Athletic Training staff. Furthermore, individuals should not acknowledge they know any privileged information unless the student-athlete or patient initiates that conversation, whether in the Athletic Training room or a social setting. In addition, personal information regarding a student-athlete or patient should not be shared with a third party under any circumstances. This is to protect the student-athlete from unwanted intrusion. If the ATS has any question about what is confidential, it should be assumed that information is protected until cleared by the supervising Preceptor.

By signing this agreement, I, the ATS, acknowledge that I have read this agreement and will protect the confidentiality of every student-athlete. I also understand that violation of confidentiality is grounds for immediate dismissal.

LU ATP ATS Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

LU Witness Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

FERPA Policy and Release Information

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, sets forth requirements regarding the privacy of student records. FERPA governs the *release* of these records (known as education records) maintained by an educational institution, as well as the *access* to these records.

It is the policy of Liberty University, in accordance with the Family Educational Rights and Privacy Act (FERPA), to withhold personally identifiable information contained in our students' educational records unless the student has consented to disclosure through Liberty's **FERPA Personal Identification Number (PIN) system**. Directory information, which is not generally considered harmful or an invasion of privacy if disclosed, may be disclosed to the public. However, private information, such as grades, class schedules, the student's account, and financial aid awards may not be released without express consent from the student.

Using Liberty's **FERPA PIN system**, the student may grant permission to release some or all private information to persons in which he or she designates. This can be accessed through the student's ASIST account. Go to the General Information tab on ASIST, and then select the FERPA Personal Identification Number menu option. Please read the standards below to understand the role of Liberty University and the student.

Liberty abides by the FERPA guidelines outlined by the U.S. Department of Education, for further information in regards to this act please refer to their [official FAQ page](#).

Notification of Rights under FERPA for Liberty University

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older and attends a postsecondary institution.) These rights include:

- The right to inspect and review the student's education records within 45 days after the day Liberty University receives a request for access. A student should submit to the registrar's office (in person or at registrar@liberty.edu [this must be submitted through your Liberty University email account]) a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected, or will email the requested documentation to the student. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
- The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask Liberty University to amend a record should write the registrar's office, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the Liberty University registrar's office decides not to amend the record as requested, Liberty University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

- The right to provide written consent before Liberty University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Liberty University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is typically includes a person employed by Liberty University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of Liberty University who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Liberty University.

Note: Upon request, Liberty University also discloses education records without consent to officials of another school in which a student seeks or intends to enroll. Liberty University intends to forward those records upon request without notification to the student.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by Liberty University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of
Education 400
Maryland Avenue, SW
Washington, DC 20202

See the list below of the disclosures that postsecondary institutions *may* make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, § 99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student —

To other school officials, including teachers, within Liberty University whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))

- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State- supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as "directory information" under § 99.37. (§ 99.31(a)(11))

- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of § 99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§ 99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of § 99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§ 99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

Notice for Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Liberty University, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Liberty University may disclose appropriately designated "directory information" without written consent, unless you have advised Liberty University to the contrary in accordance with Liberty University procedures. The primary purpose of directory information is to allow Liberty University to include information from a student's education records in certain school publications. Examples include:

- **A playbill, showing your student's role in a drama production;**
- **The annual yearbook;**
- **Honor roll or other recognition lists;**
- **Graduation programs; and**
- **Sports activity sheets, such as for wrestling, showing weight and height of team members.**

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a student's prior written consent.

If you do not want Liberty University to disclose any or all of the types of information designated below as directory information from your education records without your prior written consent, you must notify Liberty University in writing. Liberty University has designated the following information as directory information

- **Student's name**
- **Address**
- **Telephone listing**
- **Electronic mail address**

- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

How to Request to View a Copy of a Document from your File at Liberty University

Protection under the Family Educational Rights and Privacy Act affords a student the right to view his or her educational records at Liberty University. The process to do so is as follows:

- A student may request to view an item from his or her file in three different ways:
 - by emailing the request from your Liberty email account to registrar@liberty.edu
 - by mailing a written request to the Registrar's Office with your signature
 - by coming to the Registrar's Office window and filling out a File Request form
- Liberty will normally supply the requested document(s) to the student within two business days. A copy of the document will normally be provided to the student in the same fashion as it was requested
- There are certain items in which Liberty will not supply a copy without a special exception granted by the Registrar (i.e. transcripts from other institutions. It's expected that if a student needs a copy of a transcript from another institution that they will request it from the institution itself).

Important Notes:

- An email request from an address other than your Liberty account will be returned to you unfulfilled. It must come from your Liberty account.
- Please be specific as to the document(s) you would like to view when making your request
- While an individual who knows a student's FERPA PIN may view confidential records within a student's file, copies of documents will not be released to anyone other than the student.

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM GRIEVANCE POLICY

Conduct and Grievances

Professions are founded on ethics, integrity, honesty and trust. These qualities are sought in the AT program students. ATS students are held to high standards of personal and professional conduct, ethics, morality and character because of the high expectations of the faculty, administration, their patients, and society.

You cannot legislate morality, as has been demonstrated since recorded history. Our core values, ethics, and morality are displayed by what we do when we think no one is watching. It is the individual's sense of right and wrong, their sense of responsibility, and their consequence that ultimately guides their action. As ATS students within the AT program, each individual is responsible for his or her own conduct. Additionally, it is not the responsibility of the program to regulate or monitor actions. The AT program students are responsible to live and act professional to the best of their ability as individuals exemplifying the expectations of the program and their peers.

More information is available by contacting the [Office of Student Services](#).

Non-Academic Related Grievance(s)

Any ATS students has the right to seek redress of a grievance with immunity from disciplinary action or retaliation without regard as to the sex, gender, race, religion, disability, color, creed, ethnic, or national origin as included in the regulations of Title VI, Title IX, the Americans with Disabilities Act and section 504 of the Rehabilitation Act.

Student must first fill out a [grievance hearing request form](#). Then, for an AT student to address a grievance, he or she must utilize the following procedures:

- The AT student will present the grievance to the Program Director. If the program director cannot affect a resolution to the problem, the ATS students may then consult with the Office of Admissions and Student Services.
- The Director of Admissions and Student Services will hear the grievance.
- If a satisfactory solution cannot be achieved, the AT student will be advised to prepare a written, signed request, setting forth the grievance and requesting a hearing with the Student Progress Committee (SPC).
- Copies of appropriate and relevant documentation must be appended to this request, which will include a statement to redress the ATS students' requests.
- The ATS students will submit the request to the Office of Admissions and Student Services, who will present it to the Chairperson of the SPC.
- The Chairperson of the SPC shall convene the committee after receipt of a written request.
- The ATS students will be notified in advance of the date, time, and place of the meeting.

- The meeting shall be internal, private, and closed to non-University persons. Non-University personnel are not available for consultation during these meetings. Legal representation or any other form of representation is prohibited during the hearing. At the meeting of the SPC, the ATS students will be afforded a full and fair opportunity to present the grievance and to respond to relevant questions posed by members of the committee.
- The Committee will, after deliberation, make a recommendation to the Dean.
- Following receipt of the Committee's recommendation, the Dean or his designee will advise the ATS students, in writing, delivered by either certified mail or in person, of the action taken to resolve the grievance.
- If the ATS students is still not satisfied, he or she may request an additional review by the Appeals Board. This request must be made in writing and delivered to the Dean within 10 days of the date of the letter advising the ATS students of the grievance resolution. The request must specify additional relevant facts, which were not presented to the SPC and must state the specific redress desired.
- The AT PROGRAM Appeals Board will conduct a review. The decision of the Appeals Board shall be final with no official recourse or available appeal.



APPENDIX D
ATS DIRECT SUPERVISION DOCUMENT



LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
ATS – Direct Supervision Document

Terminology

Direct Supervision – The constant visual and auditory interaction between the ATS and preceptor. Direct supervision refers to the close monitoring of the Athletic Training student during the clinical experience. The Clinical Preceptor must be physically present and have the ability to intervene on behalf of the Athletic Training students and the patient. The ATS can perform any and all skills that have been previously mastered (e.g. proficiencies that have been signed off by the preceptor) when directly supervised by a preceptor. Only clinical hours that occur under the direct supervision of a Clinical Preceptor are recognized by CAATE and LU's ATP. Radio or cell phone contact does not constitute direct supervision and is an infraction of LU's clinical policies.

Supervision of Professional Athletic Training Students – “A physical presence of the clinical instructor allowing for ‘visual and verbal’ contact between the preceptor and the student with ‘the ability for the preceptor to intervene on behalf of the patient’.” (Source: CAATE: 2007 Standards)

Unsupervised: Any clinical experience in which the ATS is acting without the physical presence of a Preceptor.

The ATS may not:

- Be considered a “first responder” or “first aid provider” for an LU ATP sponsored event (LU athletics, local high school event, or clinic).
- Travel with any athletic team without a preceptor present.
- Initiate, plan or progress a rehabilitation plan without preceptor/supervision.
- Use electrical or ultrasound modalities without preceptor/supervision.
- Conduct a full, new evaluation of an injury without preceptor/supervision.
- Make a return-to-play decision without preceptor/supervision.

I have read, fully understand, and agree to adhere to the definitions and ATS responsibilities listed above.

LU ATP ATS Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

LU Witness Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

APPENDIX E

NATA CODE OF ETHICS



NATA Code of Ethics

Preamble

The Code of Ethics of the National Athletic Trainers' Association has been written to make the membership aware of the principles of ethical behavior that should be followed in the practice of Athletic Training. The primary goal of the Code is the assurance of high quality health care. The Code presents aspirational standards of behavior that all members should strive to achieve. The principles cannot be expected to cover all specific situations that may be encountered by the practicing athletic trainer, but should be considered representative of the spirit with which athletic trainers should make decisions. The principles are written generally and the circumstances of a situation will determine the interpretation and application of a given principle and of the Code as a whole. Whenever there is a conflict between the Code and legality, the laws prevail. The guidelines set forth in this Code are subject to continual review and revision as the Athletic Training profession develops and changes.

Principle 1: Members shall respect the rights, welfare and dignity of all individuals.

- 1.1 Members shall not discriminate against any legally protected class.
- 1.2 Members shall be committed to providing competent care consistent with both the requirements and the limitations of their profession.
- 1.3 Members shall preserve the confidentiality of privileged information and shall not release such information to a third party not involved in the patient's care unless the person consents to such release or release is permitted or required by law.

Principle 2: Members shall comply with the laws and regulations governing the practice of Athletic Training.

- 2.1 Members shall comply with applicable local, state, and federal laws and institutional guidelines.
- 2.2 Members shall be familiar with and adhere to all National Athletic Trainers' Association guidelines and ethical standards.
- 2.3 Members are encouraged to report illegal or unethical practice pertaining to Athletic Training to the appropriate person or authority.
- 2.4 Members shall avoid substance abuse and, when necessary, seek rehabilitation for chemical dependency.

Principle 3: Members shall accept responsibility for the exercise of sound judgment.

- 3.1 Members shall not misrepresent in any manner, either directly or indirectly, their skills, training, professional credentials, identity or services.
- 3.2 Members shall provide only those services for which they are qualified via education and/or experience and by pertinent legal regulatory process.
- 3.3 Members shall provide services, make referrals, and seek compensation only for those services that are necessary.

Principle 4: Members shall maintain and promote high standards in the provision of services.

- 4.1 Members shall recognize the need for continuing education and participate in various types of educational activities that enhance their skills and knowledge.
- 4.2 Members who have the responsibility for employing and evaluating the performance of other staff members shall fulfill such responsibility in a fair, considerate, and equitable manner, on the basis of clearly enunciated criteria.
- 4.3 Members who have the responsibility for evaluating the performance of employees, supervisees, or students, are encouraged to share evaluations with them and allow them the opportunity to respond to those evaluations.

- 4.4 Members shall educate those whom they supervise in the practice of Athletic Training with regard to the Code of Ethics and encourage their adherence to it.
- 4.5 Whenever possible, members are encouraged to participate and support others in the conduct and communication of research and educational activities that may contribute knowledge for improved patient care, patient or student education, and the growth of Athletic Training as a profession.
- 4.6 When members are researchers or educators, they are responsible for maintaining and promoting ethical conduct in research and educational activities.

Principle 5: Members shall not engage in any form of conduct that constitutes a conflict of interest or that adversely reflects on the profession.

- 5.1 The private conduct of the member is a personal matter to the same degree as is any other person's except when such conduct compromises the fulfillment of professional responsibilities.
- 5.2 Members of the National Athletic Trainers' Association and others serving on the Association's committees or acting as consultants shall not use, directly or by implication, the Association's name or logo or their affiliation with the Association in the endorsement of products or services.
- 5.3 Members shall not place financial gain above the welfare of the patient being treated and shall not participate in any arrangement that exploits the patient.
- 5.4 Members may seek remuneration for their services that is commensurate with their services and in compliance with applicable law.

Reporting of Ethics Violations

Anyone having information regarding allegations of ethical violations, and wishing to supply such information to NATA, shall supply this information, with as much specificity and documentation as possible, to NATA's Executive Director or Chair of the Ethics Committee. Information need not be supplied in writing, and the reporting individual need not identify him or herself. Information, however, that is too vague, cannot be substantiated without the assistance of the reporting person, or information where, in the opinion of the NATA Executive Director or Ethics Chair, there is no need for anonymity for the reporting individual will not be forwarded for action by the committee.

An individual may report information on the condition that the individual's name or certain other facts be kept confidential. NATA may proceed with an investigation subject to such a condition; however, NATA must inform the reporting individual that at some point in the investigation NATA may determine that it cannot proceed further without disclosing some of the confidential information, either to the applicant or member under investigation or to some other party. A reporting individual, upon receiving this information from NATA, may decide whether or not to allow the information to be revealed. If the reporting individual decides that the necessary information must remain confidential, NATA may be required to close the unfinished investigation for lack of necessary information.

Individuals are strongly encouraged to provide relevant information, with as much detail as possible, in writing to:

NATA

Ethics Investigations

1620 Valwood Parkway, Suite 115

Carrollton TX 75006

<http://www.nata.org/publications/brochures/ethics.htm>

APPENDIX F

COMMONWEALTH OF VIRGINIA ATHLETIC TRAINING PRACTICE ACT



Commonwealth of Virginia



REGULATIONS

GOVERNING THE LICENSURE OF ATHLETIC TRAINERS

VIRGINIA BOARD OF MEDICINE

Title of Regulations: 18 VAC 85-120-10 et seq.

**Statutory Authority: § 54.1-2400 and Chapter 29
of Title 54.1 of the *Code of Virginia***

Revised date: December 27, 2017

9960 Mayland Drive, Suite 300
Henrico, VA 23233-1463

(804) 367-4600 (TEL)
(804) 527-4426 (FAX)
email: medbd@dhp.virginia.gov

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Part I. General Provisions.

18VAC85-120-10. Definitions.

In addition to words and terms defined in §54.1-2900 of the Code of Virginia, the following words and terms when used in this chapter shall have the following meanings, unless the context clearly indicates otherwise:

"Advisory board" means the Advisory Board on Athletic Training to the board as specified in §54.1-2957.5 of the Code of Virginia.

"Athletic trainer" means a person licensed by the Virginia Board of Medicine to engage in the practice of athletic training as defined in §54.1-2900 of the Code of Virginia.

"Board" means the Virginia Board of Medicine.

"NATABOC" means the National Athletic Trainers' Association Board of Certification.

"Student athletic trainer" means a person enrolled in an accredited bachelor's or master's level educational program in athletic training.

18VAC85-120-20. Public participation.

A separate board regulation, [18VAC85-11](#), entitled Public Participation Guidelines, provides for involvement of the public in the development of all regulations of the Virginia Board of Medicine.

18VAC85-120-30. Current name and address.

Each licensee shall furnish the board his current name and address of record. All notices required by law or by these regulations to be mailed by the board to any such licensee shall be validly given when mailed to the latest address of record given to the board. Any change of name or address of record or the public address, if different from the address of record, shall be furnished to the board within 30 days of such change.

18VAC85-120-35. Fees.

A. Unless otherwise provided, fees listed in this section shall not be refundable.

B. The following fees have been adopted by the board:

1. The application fee shall be \$130.
2. The fee for renewal of licensure shall be \$135 and shall be due in the licensee's birth month, in each odd-numbered year.

3. A fee of \$50 for processing a late renewal within one renewal cycle shall be paid in addition to the renewal fee.
4. The fee for reinstatement of a license that has expired for two or more years shall be \$180 and shall be submitted with an application for reinstatement.
5. The fee for reinstatement of a license pursuant to §54.1-2408.2 of the Code of Virginia shall be \$2,000.
6. The fee for a duplicate renewal license shall be \$5, and the fee for a duplicate wall certificate shall be \$15.
7. The fee for a returned check shall be \$35.
8. The fee for a letter of verification to another jurisdiction shall be \$10.
9. The fee for an inactive license shall be \$70, and the fee for a late renewal shall be \$25.
10. For 2019, the fee for renewal of an active license shall be \$108, and the fee for renewal of an inactive license shall be \$54.

Part II. Requirements for Licensure as an athletic trainer.

18VAC85-120-40. General requirements.

No person shall practice or hold himself out as practicing as an athletic trainer in the Commonwealth unless licensed by the board except as provided in §54.1-2957.6 of the Code of Virginia.

18VAC85-120-50. Requirements for licensure.

An applicant for licensure shall submit evidence of meeting the following requirements for licensure on forms provided by the board:

1. A completed application and fee as prescribed in 18VAC85-130-150;
2. Verification of professional activity as required on the application form;
3. Evidence of current NATABOC certification; and
4. If licensed or certified in any other jurisdiction, documentation of practice as an athletic trainer and verification as to whether there has been any disciplinary action taken or pending in that jurisdiction.

18VAC85-120-60. (Repealed)

18VAC85-120-70. (Repealed)

18VAC85-120-75. Temporary authorization to practice.

Upon written request from an applicant and his employer and for good cause shown, an applicant who provides documentation of current NATABOC certification and, if licensed or certified by another jurisdiction in the United States, documentation that his license or certificate is current and unrestricted, may be granted temporary authorization to practice as an athletic trainer for 45 days pending submission of all other required documentation and issuance of a license. At the discretion of the board, additional time, not to exceed 15 days, may be allowed to complete the application process.

18VAC85-120-80. Provisional licensure.

- A. An applicant who has been approved by NATABOC to sit for the certification examination may be granted a provisional license to practice athletic training under the supervision and control of an athletic trainer.
- B. The graduate shall submit an application for a provisional license to the board for review and approval by the Chair of the Advisory Board on Athletic Training or his designee.
- C. The provisional license shall expire six months from issuance or upon receipt of notification of a failing score on the NATABOC certification examination or upon licensure as an athletic trainer by the board, whichever comes first.

18VAC85-120-85. Registration for voluntary practice by out-of-state athletic trainers.

Any athletic trainer who does not hold a license to practice in Virginia and who seeks registration to practice on a voluntary basis under the auspices of a publicly supported, all volunteer, nonprofit organization that sponsors the provision of health care to populations of underserved people shall:

1. File a complete application for registration on a form provided by the board at least five business days prior to engaging in such practice. An incomplete application will not be considered;
2. Provide a complete record of professional certification or licensure in each state in which he has held a certificate or license and a copy of any current certificate or license;
3. Provide the name of the nonprofit organization, the dates and location of the voluntary provision of services;
4. Pay a registration fee of \$10; and
5. Provide a notarized statement from a representative of the nonprofit organization attesting to its compliance with provisions of subdivision 27 of §54.1-2901 of the Code of Virginia.

Part III. Renewal and Reinstatement.

18VAC85-120-90. Renewal of license.

A. Every athletic trainer intending to continue licensure shall biennially in each odd-numbered year in his birth month:

1. Register with the board for renewal of licensure;
2. Pay the prescribed renewal fee at the time he files for renewal; and
3. Attest to current NATABOC certification.

B. An athletic trainer whose license has not been renewed by the first day of the month following the month in which renewal is required shall pay a late fee as prescribed in 18VAC85-120-150.

18VAC85-120-95. Inactive licensure.

A. An athletic trainer who holds a current, unrestricted license in Virginia shall, upon a request on the renewal application and submission of the required fee, be issued an inactive license.

1. The holder of an inactive license shall not be required to maintain NATABOC certification.
2. An inactive licensee shall not be entitled to practice as an athletic trainer in Virginia.

B. An inactive licensee may reactivate his license upon submission of:

1. The required application;
2. Payment of the difference between the current renewal fee for inactive licensure and the renewal fee for active licensure for the biennium in which the license is being reactivated; and
3. Documentation of having maintained certification or having been recertified by the NATABOC.

C. The board reserves the right to deny a request for reactivation to any licensee who has been determined to have committed an act in violation of §54.1-2915 of the Code of Virginia or any provisions of this chapter.

18VAC85-120-100. Reinstatement.

A. In order to reinstate a license that has been lapsed for more than two years, an athletic trainer shall file an application for reinstatement, pay the fee for reinstatement of his license as prescribed in 18VAC85-120-150, and submit to the board evidence of current certification by NATABOC.

B. An athletic trainer whose license has been revoked by the board and who wishes to be reinstated shall file a new application to the board and pay the fee for reinstatement of his license as prescribed in 18VAC85-120-150 pursuant to §54.1-2408.2 of the Code of Virginia.

Part IV. Standards of Practice.

18VAC85-120-110. Individual responsibilities.

The athletic trainer's responsibilities are to evaluate the individual being treated, plan the treatment program, and administer and document treatment within the limit of his professional knowledge, judgment and skills and in accordance with the practice of athletic training as set forth in §54.1-2900 of the Code of Virginia.

18VAC85-120-120. General responsibilities.

A. An athletic trainer shall be responsible for the actions of persons engaging in the practice of athletic training under his supervision and direction.

B. An athletic trainer shall ensure that unlicensed persons under his supervision shall not perform those functions that require professional judgment or discretion in the practice of athletic training.

18VAC85-120-130. Supervisory responsibilities.

A. The athletic trainer supervising the practice of persons holding a provisional license issued by the board shall develop a written protocol with the provisional licensee to include but not be limited to the following:

1. Provisions for daily, on-site review and evaluation of services being provided, including a review of outcomes for individuals being treated; and
2. Guidelines for availability and ongoing communications proportionate to such factors as practice setting, acuity of population being served, and experience of the provisional licensee.

B. The athletic trainer supervising the practice of student athletic trainers shall:

1. Provide daily, on-site supervision and shall plan, direct, advise and evaluate the performance and experience of the student athletic trainer.
2. Delegate only nondiscretionary tasks that are appropriate to the level of competency and experience of the student athletic trainer, practice setting and acuity of population being served.

18VAC85-120-140. Violations.

Violations of Chapter 29 (§54.1-2900 et seq.) of Title 54.1 of the Code of Virginia may subject a licensee to sanctions as set forth in §54.1-2915 of the Code of Virginia.

Part V. Fees .

18VAC85-120-150. (Repealed)

Part VI. Standards of Professional Conduct.

18VAC85-120-155. Confidentiality.

A practitioner shall not willfully or negligently breach the confidentiality between a practitioner and a patient. A breach of confidentiality that is required or permitted by applicable law or beyond the control of the practitioner shall not be considered negligent or willful.

18VAC85-120-156. Patient records.

A. Practitioners shall comply with provisions of § 32.1-127.1:03 related to the confidentiality and disclosure of patient records.

B. Practitioners shall provide patient records to another practitioner or to the patient or his personal representative in a timely manner and in accordance with provisions of § 32.1-127.1:03 of the Code of Virginia.

C. Practitioners shall properly manage patient records and keep timely, accurate, legible and complete patient records.

D. Practitioners who are employed by a health care institution, school system or other entity, in which the individual practitioner does not own or maintain his own records, shall maintain patient records in accordance with the policies and procedures of the employing entity.

E. Practitioners who are self-employed or employed by an entity in which the individual practitioner does own and is responsible for patient records shall:

1. Maintain a patient record for a minimum of six years following the last patient encounter with the following exceptions:

a. Records of a minor child, including immunizations, shall be maintained until the child reaches the age of 18 or becomes emancipated, with a minimum time for record retention of six years from the last patient encounter regardless of the age of the child;

b. Records that have previously been transferred to another practitioner or health care provider or provided to the patient or his personal representative; or

c. Records that are required by contractual obligation or federal law may need to be maintained for a longer period of time.

E. From October 19, 2005, athletic trainers who maintain their own patient records shall post information or in some manner inform all patients concerning the time frame for record retention and destruction. Patient records shall only be destroyed in a manner that protects patient confidentiality, such as by incineration or shredding.

F. When a practitioner is closing, selling or relocating his practice, he shall meet the requirements of § 54.1-2405 of the Code of Virginia for giving notice that copies of records can be sent to any like-regulated provider of the patient's choice or provided to the patient.

18VAC85-120-157. Practitioner-patient communication.

A. Except as provided in § [32.1-127.1:03](#) F of the Code of Virginia, a practitioner shall accurately present information to a patient or his legally authorized representative in understandable terms and encourage participation in decisions regarding the patient's care.

B. A practitioner shall not deliberately make a false or misleading statement regarding the practitioner's skill or the efficacy or value of a medication, treatment, or procedure provided or directed by the practitioner in the treatment of any disease or condition.

C. Practitioners shall adhere to requirements of § 32.1-162.18 of the Code of Virginia for obtaining informed consent from patients prior to involving them as subjects in human research with the exception of retrospective chart reviews.

18VAC85-120-158. Practitioner responsibility.

A. A practitioner shall not:

1. Perform procedures or techniques that are outside the scope of his practice or for which he is not trained and individually competent;
2. Knowingly allow subordinates to jeopardize patient safety or provide patient care outside of the subordinate's scope of practice or area of responsibility. Practitioners shall delegate patient care only to subordinates who are properly trained and supervised;
3. Engage in an egregious pattern of disruptive behavior or interaction in a health care setting that interferes with patient care or could reasonably be expected to adversely impact the quality of care rendered to a patient; or
4. Exploit the practitioner/patient relationship for personal gain.

B. Advocating for patient safety or improvement in patient care within a health care entity shall not constitute disruptive behavior provided the practitioner does not engage in behavior prohibited in A 3 of this section.

18VAC85-120-159. Vitamins, minerals and food supplements.

A. The recommendation or direction for the use of vitamins, minerals or food supplements and the rationale for that recommendation shall be documented by the practitioner. The recommendation or direction shall be based upon a reasonable expectation that such use will result in a favorable patient outcome, including preventive practices, and that a greater benefit will be achieved than that which can be expected without such use.

B. Vitamins, minerals, or food supplements, or a combination of the three, shall not be sold, dispensed, recommended, prescribed, or suggested in doses that would be contraindicated based on the individual patient's overall medical condition and medications.

C. The practitioner shall conform to the standards of his particular branch of the healing arts in the therapeutic application of vitamins, minerals or food supplement therapy.

18VAC85-120-160 Anabolic steroids.

An athletic trainer shall not sell, dispense, or administer anabolic steroids to any patient.

18VAC85-120-161. Sexual contact.

A. For purposes of § 54.1-2915 A 12 and A 19 of the Code of Virginia and this section, sexual contact includes, but is not limited to, sexual behavior or verbal or physical behavior which:

1. May reasonably be interpreted as intended for the sexual arousal or gratification of the practitioner, the patient, or both; or
2. May reasonably be interpreted as romantic involvement with a patient regardless of whether such involvement occurs in the professional setting or outside of it.

B. Sexual contact with a patient.

1. The determination of when a person is a patient for purposes of § 54.1-2915 A 19 of the Code of Virginia is made on a case-by-case basis with consideration given to the nature, extent, and context of the professional relationship between the practitioner and the person. The fact that a person is not actively receiving treatment or professional services from a practitioner is not determinative of this issue. A person is presumed to remain a patient until the patient-practitioner relationship is terminated.
2. The consent to, initiation of, or participation in sexual behavior or involvement with a practitioner by a patient does not change the nature of the conduct nor negate the statutory prohibition.

C. Sexual contact between a practitioner and a former patient.

Sexual contact between a practitioner and a former patient after termination of the practitioner-patient relationship may still constitute unprofessional conduct if the sexual contact is a result of the exploitation of trust, knowledge, or influence of emotions derived from the professional relationship.

D. Sexual contact between a practitioner and a key third party shall constitute unprofessional conduct if the sexual contact is a result of the exploitation of trust, knowledge or influence derived from the professional relationship or if the contact has had or is likely to have an adverse effect on patient care. For purposes of this section, key third party of a patient shall mean: spouse or partner, parent or child, guardian, or legal representative of the patient.

D. Sexual contact between a supervisor and a trainee shall constitute unprofessional conduct if the sexual contact is a result of the exploitation of trust, knowledge or influence derived from the professional relationship or if the contact has had or is likely to have an adverse effect on patient care.

18VAC85-120-162. Refusal to provide information.

A practitioner shall not willfully refuse to provide information or records as requested or required by the board or its representative pursuant to an investigation or to the enforcement of a statute or regulation.



APPENDIX G
NATA SEXUAL HARASSMENT POLICY



Sexual Harassment

(From the brochure created by the NATA Women in Athletic Training Committee.)

What Every Athletic Trainer Should Know

Most athletic trainers work in environments where physical contact, competition, and pressure for opportunities are intense, and where failure often has quick consequences for athletes and those who work with them. The potential for sexual harassment is high in environments such as these.

Sexual harassment is not just a problem for its victims. Anyone responsible for workplace decisions or employee supervision is responsible for understanding and preventing sexual harassment and may be held liable for failing to do so. Sexual harassment includes much more than most people think.

This brochure provides general summaries of what sexual harassment is, what athletic trainers' responsibilities are, what victims can do, and where NATA stands. Laws, regulations and case law vary by jurisdiction and change over time - this brochure does not provide individual legal guidance and is no substitute for knowing the law in your area.

What is Sexual Harassment?

Sexual Harassment is any form of unwelcome conduct based on a victim's gender. There are two basic types. Most people understand the first type, *quid pro quo*, in which the victim is promised some kind of benefit, is threatened or fears some kind of harm in exchange for sexual favors. Sexual favors include requests for dates and social events as well as requests for any kind of sexual touching.

The second type of harassment, hostile environment harassment, is more commonly alleged and does not require any threat or promise of benefit: sexual harassment occurs if a harasser by his or her conduct or failure to act creates or allows a hostile, offensive or intimidating environment. An environment may be hostile even if no touching occurs; jokes, pictures, innuendo, comments about a person's body or appearance, sexual remarks about others, gestures and looks, and even more subtle collections of practices may create one.

What responsibility does an athletic trainer have for sexual harassment?

If an athletic trainer is an employer, is a manager of employees, or is a person responsible for workplace policies, he or she has a variety of responsibilities to attempt to prevent sexual harassment and to deal properly with it when it happens. These responsibilities have been growing rapidly in recent years and athletic trainers are cautioned to stay well informed of their legal responsibilities.

An employer could be liable for sexual harassment of the *quid pro quo* type even if it had no knowledge of the harassment, and even if the victim did not object and suffered no harm. An employer may be liable for hostile environment harassment if it knew of the harassment, took insufficient action to stop it, or had no effective means in place for reporting, investigating or remedying the harassment (with no adverse consequences for the victim).

An employer is generally responsible for trying to prevent and police harassment against employees from any source, not just from other employees. This means that employees must be protected against harassment from athletes, coaches, fans, customers, vendors, doctors, athletic trainers and others, to the extent possible.

Courts increasingly determine whether harassment against women occurred based on whether a reasonable woman (not a reasonable man) might feel threatened or harassed.

What can a victim do?

A person can be a victim of sexual harassment if she or he is the target of the harassment, if she or he is harmed because someone else is a target (for example, if someone else gets preferred treatment), or if she or he works in a sexually hostile environment.

Appropriate actions will vary greatly with the situation and governing laws and policies. A person may feel victimized or ill-treated and not legally be a victim of sexual harassment; so (1) becoming informed, (2) keeping proper records, and (3) acting calmly are generally prudent. Employers are legally expected to have and publish investigation and protection procedures for victims. The law requires that employers (1) act promptly, (2) take all complaints seriously, (3) document the investigation, (4) conduct all interviews privately and confidentially, and (5) prevent avoidable harm to the victim. Many employers make available same-gender representation and alternative reporting channels. Victims should investigate their internal options.

Victims often have a variety of legal courses of action in addition to internal procedures including breach of contract, workman's compensation claims, common law tort actions, state and federal statutory claims, and EEOC or other regulatory agency actions. Expert advice, not just the impassioned views of friends and relatives, should be sought. Keeping proper records increases a victim's options and chances of positive resolution. Non-legal resolutions should be analyzed as well.

Where does the NATA stand?

Sexual harassment violates the NATA's Code of Ethics and can be grounds for sanctions, including termination of membership.

NATA Code of Ethics Principle 1:

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

Principle 2:

Members shall comply with the laws and regulations governing the practice of Athletic Training.

Principle 3:

Members shall accept responsibility for the exercise of sound judgment.

Principle 4:

Members shall maintain and promote high standards in the promotion of services.

Principle 5:

Members shall not engage in any form of conduct that constitutes a conflict of interest or that adversely reflects on the profession.

Know your rights

Inquire about the sexual harassment policy at your work site. Detailed guidelines for you to follow if you are being sexually harassed should be specified.

http://www.nata.org/committees/watc/watc_sexualharrassment.htm

PROVIDING ATHLETIC TRAINING SKILLS OUTSIDE THE ATHLETIC TRAINING PROGRAM

ATS's may sometimes be asked to provide personal services outside of their clinical

education experience. This is in violation of the Commonwealth of Virginia Board of Medicine Athletic Trainer Licensure Act which defines the scope of practice for a certified athletic trainer. Performing Athletic Training services as a student, not under the direction of a Preceptor is in violation of state law. If you choose to provide Athletic Training services outside the ATP, you are jeopardizing your ability to take the BOC examination. Liberty University's liability insurance will not provide coverage for activities performed outside of supervised clinical education experiences.



APPENDIX H

OSHA POLICIES



**LIBERTY UNIVERSITY
ATHLETIC TRAINING PROGRAM
OSHA PLAN**



LIBERTY
ATHLETIC TRAINING

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM

Bloodborne Pathogens Exposure Control Plan

In accordance with the Occupational Safety Health Administration (OSHA) Bloodborne Pathogens Standard, 29 CFR 1910.1030, the following Exposure Control Plan has been developed:

1. Exposure Determination

OSHA requires employers to perform an exposure determination concerning which employees may incur occupational exposure to blood or other potentially infectious materials. The exposure determination is made without regard to the use of personal protective equipment (i.e., employees are considered to be exposed even if they wear personal protective equipment). This exposure determination affects all full-time athletic trainers on staff, graduate assistants, interns, and ATs at Liberty University working directly with University athletes or athletes participating on the University campus as part of a program sponsored by or hosted by Liberty University.

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

- A.** Athletic Training Staff members will be expected to provide emergency treatment for life-threatening emergencies, including administering mouth-to-mouth resuscitation and controlling bleeding occurring due to participation in athletics. Also, the staff member may be involved in assisting team physicians with suturing, draining blisters, applying band-aids, or shaving calluses.
- B.** Interns, Graduate Assistants and ATs will often be required to perform the same tasks when the situation requires.

2. Implementation Schedule and Methodology

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

A. Compliance Methods

- Universal Precautions will be observed at this facility in order to prevent contact with blood, blood products, or other potentially infectious materials. All blood, blood product, or other potentially infectious material will be considered infectious regardless of the perceived status of the source or source individual.
- Engineering and work practice controls will be used to eliminate or minimize exposure to employees at this facility.
- Where occupational exposure remains after institution of these controls, personal protective equipment shall be used (**refer to the Policies & Procedures Manual: All staff, graduate assistants, and student athletic trainers will use personal protective equipment in dealing with any potentially infectious material**). At this facility, sharps containers, waste disposable bags, and clearly marked biohazard waste containers will be used as engineering controls.
- The above controls will be examined and maintained on a regular basis, with attention given to the contents of the engineering controls to insure removal once the containers reach 1/2 to 3/4 of capacity. The effectiveness of the controls shall be reviewed on a semiannual basis by an individual appointed by the Head or Assistant Athletic Trainers.
- Hand washing facilities are also available to the employees who incur exposure to blood or other potentially infectious materials. OSHA requires that these facilities be readily accessible after incurring exposure. There is a hand-washing station located in each Athletic Training room, in each athletic locker room, in each coach's locker room, and in each of the public

restrooms.

- When there are no available facilities at game/practice sites, as an alternative, a 10% bleach and water solution and isopropyl alcohol are stored in each athletic trainer's kit on the site. If this alternate method is used, the hands are to be washed with soap and running water as soon as feasible following any exposure.
- After proper removal and disposal of personal protective gloves or other personal protective equipment, employees shall wash their hands and any other potential contaminated skin area immediately or soon as feasible with soap and water.
- If employees incur exposure to their skin or mucous membranes, then those areas shall be washed or flushed with water as appropriated or as soon as feasible following contact.

B. Needles Contaminated needles and other contaminated sharps objects will not be bent, recapped, removed, sheared, or purposely broken. Following usage needles or other contaminated sharps objects will be disposed of in a clearly marked biohazard, sharps container. OSHA allows for one exception to the rule governing the disposal of needles, if the procedure requires that the contaminated needles be recapped or removed and no alternative is feasible, and the action is required by the medical procedure. If such action is required, then the recapping or removal of the needle must be done by the use of a mechanical device or a one handed technique. At this facility recapping or removal is only permitted while assisting one of the team physicians in a procedure necessitating this act.

C. Containers for Sharps Contaminated sharps that are not reusable are to be placed immediately, or as soon as possible after use, into appropriated sharps containers. At this facility, the sharps containers are puncture resistant, labeled with a biohazard label, and are leak proof. The sharps container is located in the cabinet above the first aid area of the main Athletic Training island. An individual appointed by the Head Athletic Trainer has the responsibility for disposal of the sharps container when it becomes $\frac{3}{4}$ full. The container need only be checked as necessitated by its use.

D. Work Area Restrictions In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees are not to eat, drink, apply cosmetics or lip balm, smoke, or handle contact lenses. Food and beverages are not to be kept or placed on treatment tables, taping decks, or countertops when blood or other potentially infectious materials are likely to be present. Mouth pipetting or suctioning of blood or other potentially infectious materials is prohibited. All procedures will be conducted in a manner that will minimize splashing, spraying, splattering, and generation of droplets of blood or other potentially infectious materials.

E. Specimens

- Specimens of blood or other potentially infectious materials, such as urine, will be placed in a container that prevents leakage during the collection, handling, processing, storage, and transport of the specimens.
- The container used for this purpose will be labeled or color-coded in accordance with the requirements of the OSHA standards. It should be noted that this standard provides for an exemption for specimens from the labeling/color-coding requirements of the standard, provided the facility uses Universal Precautions in the handling of all specimens and the containers are recognizable as container specimens. This exemption applies only while the specimens remain in the facility.
- If outside contamination of the primary container occurs, the primary container shall be placed within a secondary container that prevents leakage during the handling, processing, storage, transport, and/or shipping of the specimen.

F. Contaminated Equipment Equipment that has become contaminated with blood or other

potentially infectious materials shall be examined before servicing or shipping and shall be decontaminated as necessary unless the decontamination of the equipment is not feasible.

G. Personal Protective Equipment All personal protective equipment used at the facility will be provided without cost to employees. Personal protective equipment will be chosen based on the anticipated exposure to blood or other potentially infectious materials. The protective equipment will be considered appropriate only if it does not permit blood or other potentially infectious materials to pass through or reach employees' clothing, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of time that the protective equipment will be used. The protective equipment necessary for the Athletic Training room primarily consists of latex or non-latex gloves. Personal protective equipment is stored in the Athletic Training room and in all Athletic Training kits used by preceptors and students. This personal protective equipment will be available at all times and at no cost to the Preceptors and/or students.

Other personal protective equipment will also be made available to Preceptors and students. They are listed below.

- **Personal Protective Equipment**
 - ❖ **One-way Pocket Masks**
 - ❖ **Protective eyewear**
 - ❖ **Examination Glove**
 - ❖ **Face Shield**
- All personal protective equipment will be cleaned, laundered, and disposed of by the employer at no cost to the employee's repairs and replacements will also be made by the employer at no cost to the employees.
- All garments that are penetrated by blood shall be removed immediately or as soon as feasible. All personal protective equipment will be removed before leaving the work area.
- Gloves shall be worn whenever there is the risk to come in contact with blood or other potentially infectious materials.
- **Gloves will be used for the following procedures:**
 - ❖ **Applying bandages**
 - ❖ **Applying wound closures**
 - ❖ **Draining blisters**
 - ❖ **Shaving calluses**
 - ❖ **Cleaning open wounds**
 - ❖ **Handling urine specimens**
 - ❖ **Cleaning evaluation tables**
 - ❖ **Cleaning spills of potentially infected materials**
 - ❖ **Evaluating oral/dental injuries or conditions**
 - ❖ **Applying direct pressure to open wounds**
 - ❖ **Handling/changing wound dressings**
- Disposable gloves and other contaminated materials must be disposed of properly into a biohazard or sharps container. They are to be replaced as soon as practical when they become contaminated or as soon as feasible when or if they are torn punctured, or when their ability to function as a barrier is compromised. Utility gloves may be decontaminated for reuse provided that the integrity of the glove is not compromised. Utility gloves will be

discarded if they are cracked, peeling, torn, punctured, or exhibits other signs of deterioration or when their ability to function as a barrier is compromised.

- The facility will be cleaned and decontaminated daily when the Athletic Training room is used by athletes.
- Decontamination will also take place after any blood or other potentially infectious material has been exposed in the Athletic Training room. Decontamination will be accomplished by using 10% bleach and water which is at all of the clinical sites and in the athletic trainers' kits.
- Any broken glassware that may be contaminated will not be picked up directly with the hands. Cardboard sheets should be used to corner and lift any broken pieces. All broken glass or material should be placed in a sharps container for disposal.

H. Regulated Waste Disposal

- All contaminated sharps shall be discarded as soon as feasible in sharps containers located in the facility. Sharps containers are located in all the clinical sites. Regulated waste other than sharps shall be placed in appropriate containers with color-coded waste bags. Such containers are located all of the clinical sites.

I. Laundry Procedures

- Laundry contaminated with blood or other potentially infectious materials will be placed in a separate appropriately marked bag. It will then be removed by the individual responsible for laundry using personal protective equipment, and washed separately in bleach.
- All employees who handle contaminated laundry will use personal protective equipment to prevent contact with blood or other potentially infectious materials.

J. HIV/HBV Exposure

Post-Exposure Evaluation and Follow-Up

When an employee or student incurs an exposure incident, it should be reported to the Preceptor. All employees/students who incur an exposure will be offered post-exposure evaluation and follow-up in accordance with the OSHA standard. This follow-up will include the following:

- Written documentation of the route of exposure and the circumstances related to the incident as soon as feasible following the exposure. This is to be returned to the Head or Assistant Athletic Trainer
- If possible, the identification of the source individual and, if possible, the status of the source individual. The blood of the source individual will be tested after consent is obtained for HIV/HBV infection.
- Results of testing of the source individual will be made available to the exposed employee with the exposed employee informed about the applicable laws and regulations concerning disclosure of the identity and infection of the source individual.
- The employee will be offered the option of having their blood collected for testing of the employee's HIV/HBV serological status. The blood sample will be preserved for up to 90 days to allow the employee to decide if the blood should be tested for HIV serological status. However, if the employee decides before that time that testing will or will not be conducted then the appropriate action can be taken and the blood sample discarded.
- The employee will be offered post-exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Service.
- The employee will be referred to appropriate counseling centers concerning precautions to

take during the period after the exposure incident. The employee will also be given information on what potential illness to be alert for and to report any related experiences to appropriate personnel.

- The Head Athletic Trainer will be designated to assure that the policy outlined above is effectively carried out as well as to maintain records related to this policy.

K. Interaction with Health Care Professionals

A written opinion shall be obtained from the health care professional that evaluates employees of this facility.

Written opinions will be obtained in the following instances:

- When the employee is sent to obtain the Hepatitis B vaccine.
- Whenever the employee is sent to a health care professional following an exposure incident.
- Health care professionals shall be instructed to limit their opinions to:
- Whether the Hepatitis B vaccine is indicated and if the employee has received the vaccine, or for evaluation following an incident.
- That the employee has been informed of the results of the evaluation.
- That the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials. (Note: The written opinion to the employer is not to reference any personal medical information).

L. Training

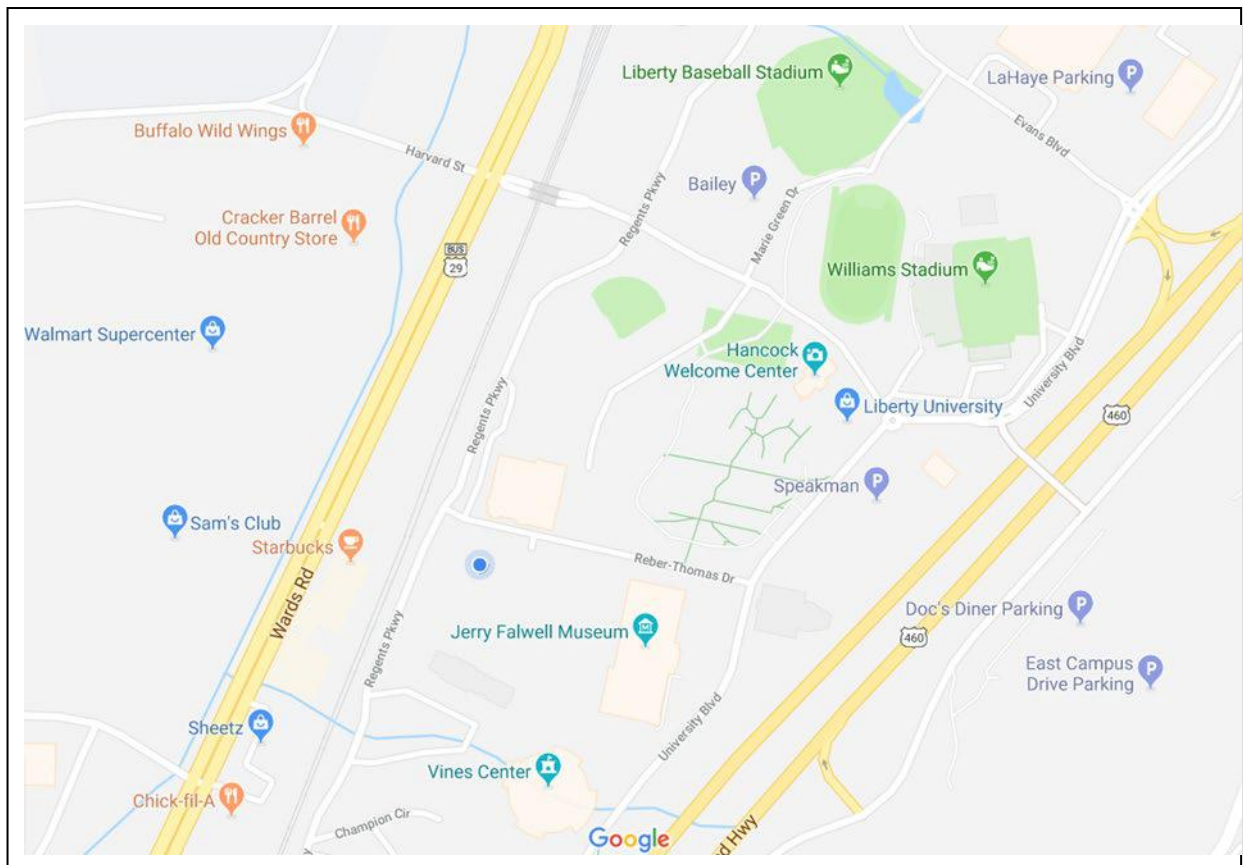
- Training for all employees/students will be conducted before initial assignment to tasks where occupational exposure may occur. Training for employees will include an explanation of the following:
- The OSHA Standard for Bloodborne Pathogens
- Epidemiology and symptomatology of bloodborne disease
- Modes of transmission of bloodborne pathogens
- The exposure plan (i.e., points of the plan, lines of responsibility, how the plan will be implemented, etc.)
- Procedures that might cause exposure to blood or other potentially infectious material at this facility.
- Control methods to be used at the facility to control exposure to blood or other potentially infectious materials.
- Personal protective equipment available at this facility
- Who should be contacted concerning exposure to blood or other potentially infectious materials.
- Post-exposure evaluation and follow-up.
- Signs and labels used at the facility.
- Hepatitis B vaccine program at the facility.

M. Record Keeping

- All records required by the OSHA standard will be maintained by the clinical coordinator and Athletic Training secretary. All provisions required by the standard will be implemented by January 1, 2003. Annual OSHA training will occur in the practicum courses. ATs must obtain a minimum of 80% on the written exam before they can begin their Clinical Education Experiences. The OSHA Standard for Bloodborne Pathogens may vary slightly between clinical sites. Students are responsible for speaking with their Preceptor to determine what the OSHA Bloodborne Standard is at that clinical site.

APPENDIX I

Off-Campus Clinical Site Directions/Maps



LU Athletic Training Program Off-Campus Clinical Sites

- **Altavista High School**
 - **(Currently Not Active Clinical Site)**
- **Amherst County High School**
- **Brookville High School – Campbell County Public Schools**
- **E.G. Glass High School – Lynchburg City Public Schools**
- **Heritage High School – Lynchburg City Public Schools**
- **Jefferson Forest High School – Bedford County Public Schools**
 - **(Currently Not Active Clinical Site)**
- **Liberty Christian Academy High School (LCA)**
- **Nelson County High School**
- **OrthoVirginia Physical Therapy**
- **Staunton River High School – Bedford County Public Schools**
- **Sweet Briar College**
- **Randolph College**
- **Rustburg High School – Campbell County Public Schools**
- **University of Lynchburg (Lynchburg College)**
- **William Campbell High School – Campbell County Public Schools**

ALTAVISTA HIGH SCHOOL (Campbell County Public Schools)

904 Bedford Ave
Altavista, VA 24517

Driving Directions from LU Center for Natural Sciences Building:

- ***29 minutes (22.9 miles)***

1. Get on US-29/US-460 from Regents Pkwy

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn left onto Regents Pkwy
- Turn right to merge onto US-29/US-460

2. Follow US-29 S/Wards Rd to VA-43 S/Bedford Ave in Lynch Station. Take the VA-43 exit from US-29 S/Wards Rd

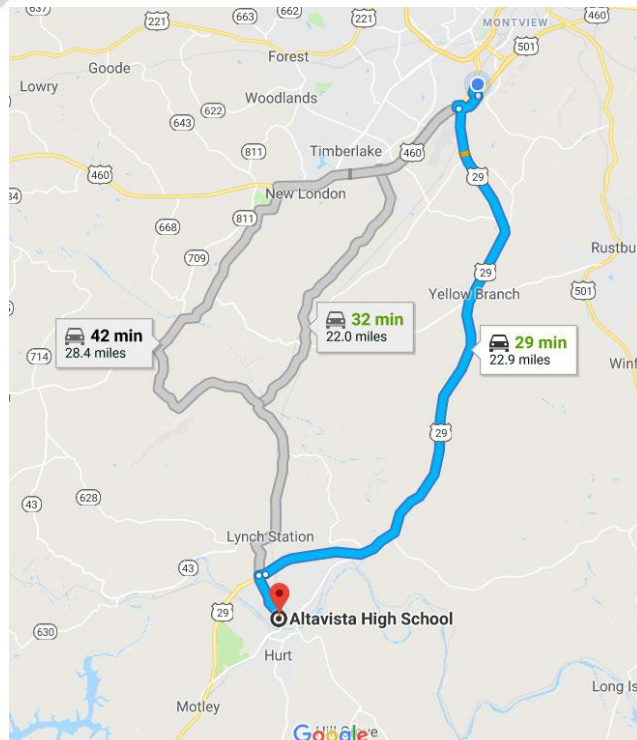
- Merge onto US-29/US-460
- Exit onto US-29 S/Wards Rd toward Danville – (Pass by Dollar General – on the left in 3.6 mi)
- Take the VA-43 exit toward Altavista/Leesville

3. Continue on VA-43 S/Bedford Ave to your destination in Altavista

- Turn left onto VA-43 S/Bedford Ave
- Turn right onto 10th St
- Turn left ***(Destination will be on the LEFT)***

MAP

LU Center for Natural Sciences Building to Altavista High School



AMHERST COUNTY HIGH SCHOOL

139 Lancer Lane
Amherst, VA 24521

Driving Directions from LU Center for Natural Sciences Building:

- ***25 minutes (20.5 miles)***

- 1. Get on US-29 N/US-460 E/US-501 S from Regents Pkwy and Candler's Mountain Rd.**
 - Head east toward Reber-Thomas Dr
 - Turn left onto Reber-Thomas Dr
 - Turn right onto Regents Pkwy
 - Turn left onto Candler's Mountain Rd
 - Slight right to stay on Candler's Mountain Rd
 - Keep left at the fork, follow signs for U.S. 29 N/U.S. 460 E/U.S. 501 S/Charlottesville/ Appomattox/South Boston and merge onto US-29 N/US-460 E/US-501 S
- 2. Merge onto US-29 N/US-460 E/US-501 S**
 - Keep left to continue on US-29 N/US-460 E
 - Use the right lane to take the U.S. 29 N ramp to Amherst/Charlottesville
 - Get on US-29 N
- 3. Follow US-29 N to US-29 BUS N/S Main St in 2. Take the US-29 BUS exit from US-29 N**
 - Continue on US-29 N
 - Take the US-29 BUS exit toward Amherst
 - Keep right at the fork, follow signs for US 29 Business N and merge onto US-29 BUS N/S Main St
- 4. Continue on US-29 BUS N/S Main St. Drive to Lancer Ln in Amherst**
 - Merge onto US-29 BUS N/S Main St
 - Turn right onto Lancer Ln ***(Destination will be on the LEFT)***

AMHERST COUNTY HIGH SCHOOL

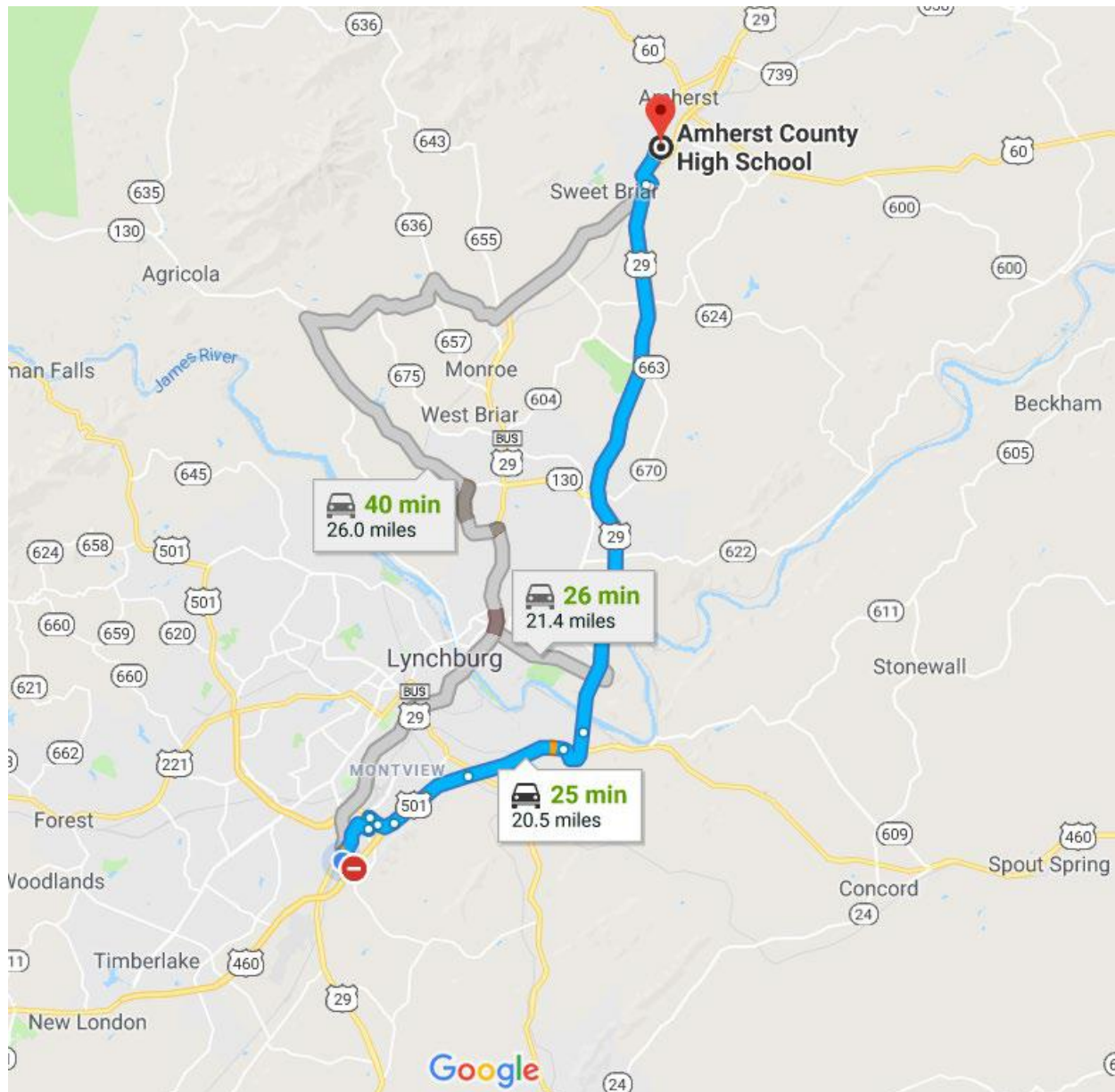
139 Lancer Lane
Amherst, VA 24521

Driving Directions from LU Center for Natural Sciences Building:

- ***25 minutes (20.5 miles)***

MAP

LU Center for Natural Sciences Building to Amherst County High School



BROOKVILLE HIGH SCHOOL (Campbell County Public Schools)

100 Laxton Rd

Lynchburg, VA 24502

Driving Directions from LU Center for Natural Sciences Building:

- ***9 minutes (4.5 miles)***

1. Get on US-460 from Regents Pkwy

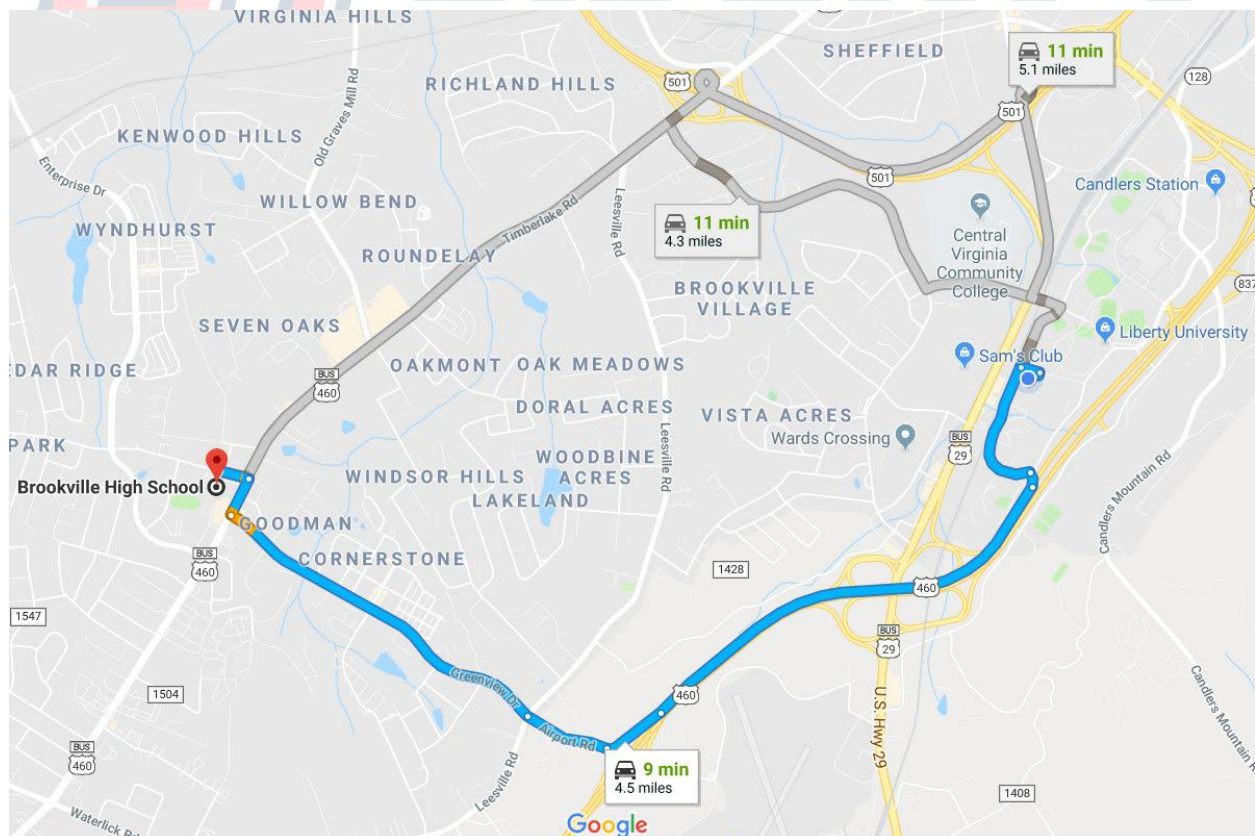
- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn left onto Regents Pkwy
- Turn right to merge onto US-460

2. Continue on US-460. Take Greenview Dr to Laxton Rd in Timberlake

- Merge onto US-460
- Take the County 678/Airport Rd exit toward Greenview Dr
- Merge onto Airport Rd
- Continue onto Greenview Dr
- Turn right onto Timberlake Rd
- Turn left onto Laxton Rd ***(Destination will be on the LEFT)***

MAP

LU Center for Natural Sciences Building to Brookville High School



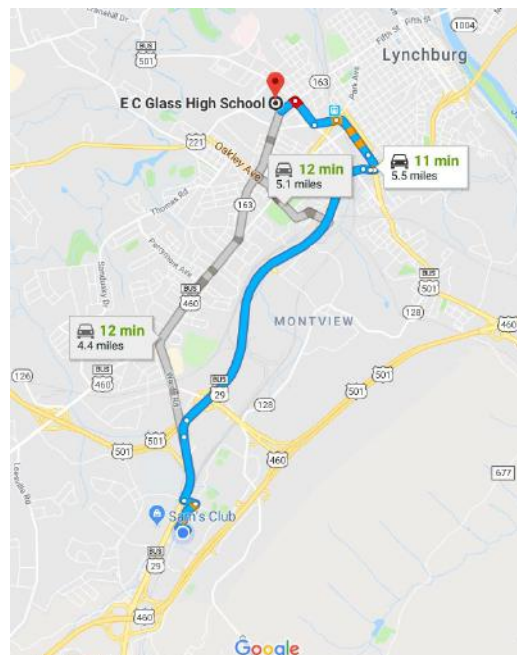
E.C. GLASS HIGH SCHOOL (Lynchburg City Public Schools)
2111 Memorial Ave
Lynchburg, VA 24501

Driving Directions from LU Center for Natural Sciences Building:

- ***11 minutes (5.5 miles)***
1. **Get on US-29 BUS N/US-501 S from Regents Pkwy and Wards Rd**
 - Head east toward Reber-Thomas Dr
 - Turn left onto Reber-Thomas Dr
 - Turn right onto Regents Pkwy
 - Turn left onto Liberty University Dr
 - Turn right onto Wards Rd
 - Use the right lane to take the U.S. 501 S/U.S. 29 Business N ramp
 2. **Follow US-29 BUS N to Kemper St. Take exit 3B from US-29 BUS N**
 - Merge onto US-29 BUS N/US-501 S - Continue to follow US-29 BUS N
 - Take exit 3B for Bus US 460 E/Bus US 501 S toward Campbell Ave
 - Use the left lane to keep left at the fork and follow signs for U.S. 29 Business
 3. **Continue on Kemper St. Take Langhorne Rd to Memorial Ave**
 - Use the left lane to turn left onto Kemper St
 - Keep left to stay on Kemper St
 - Continue straight onto Park Ave
 - At the traffic circle, take the 1st exit onto Langhorne Rd
 - Turn left onto Memorial Ave - ***(Destination will be on the RIGHT)***

MAP

LU Center for Natural Sciences Building to E.C. Glass High School



HERITAGE HIGH SCHOOL (Lynchburg City Public Schools)
3020 Wards Ferry Rd
Lynchburg, VA 24502

Driving Directions from LU Center for Natural Sciences Building:

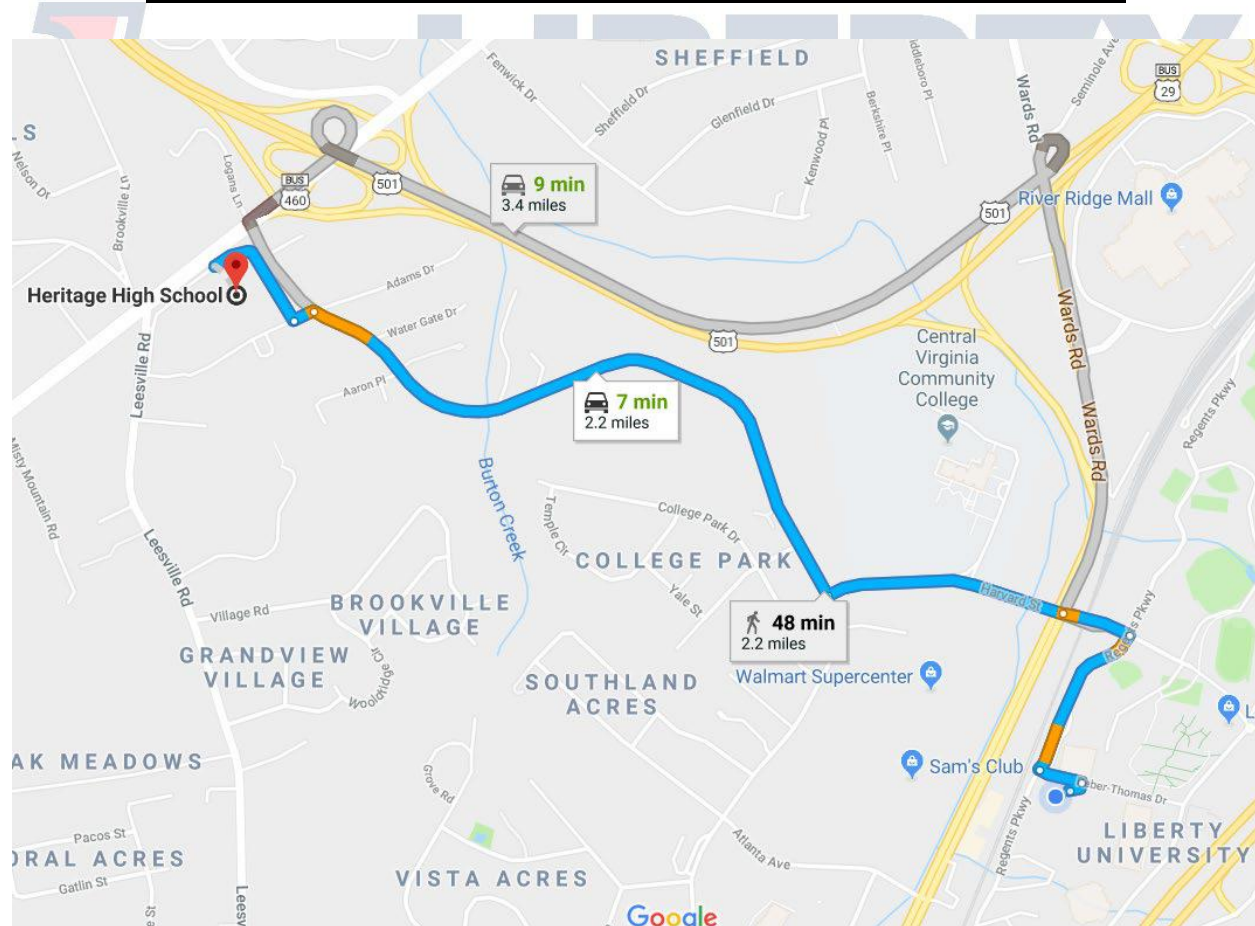
- ***7 minutes (2.5 miles)***

1. Via Wards Ferry Rd

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn right onto Regents Pkwy
- Turn left onto Liberty University Dr
- Continue onto Harvard St
- Turn right onto Wards Ferry Rd
- Turn left at Adams Dr
- Turn right - ***(Destination will be on the LEFT)***

MAP

LU Center for Natural Sciences Building to Heritage High School



JEFFERSON FOREST HIGH SCHOOL (Bedford County Public Schools)

**1 Cavalier Circle
Forest, VA 24551**

Driving Directions from LU Center for Natural Sciences Building:

- ***19 minutes (9.5 miles)***

1. Take Regents Pkwy to Wards Rd

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn right onto Regents Pkwy
- Turn left onto Liberty University Dr

2. Take US-501 N to Graves Mill Rd. Take exit 11 from US-501 N

- Turn right onto Wards Rd
- Turn right to merge onto US-501 N
- Take exit 11 for Graves Mill Rd

3. Continue on Graves Mill Rd to Forest

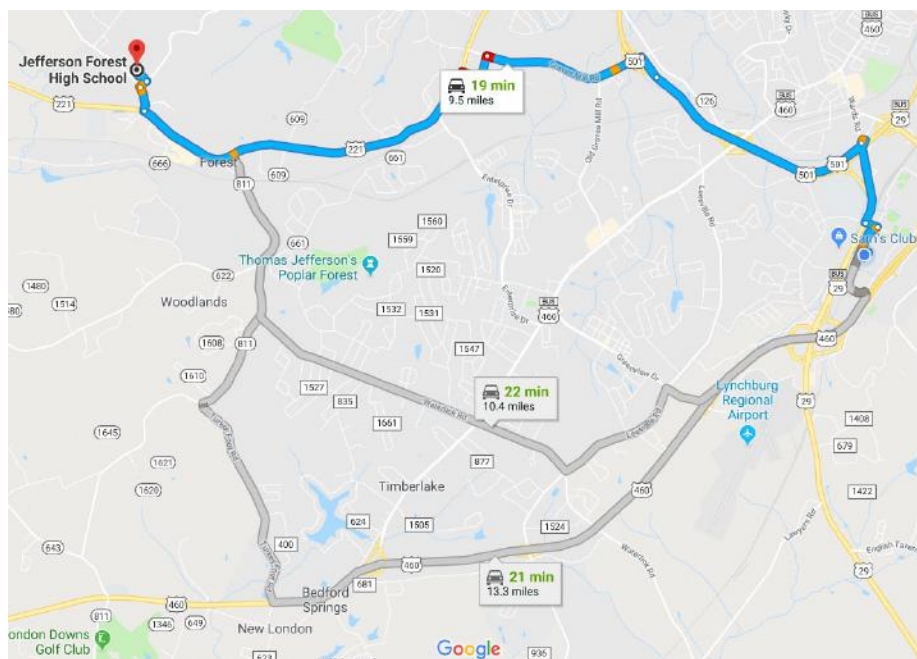
- Turn left onto Graves Mill Rd
- Turn left onto Gristmill Dr
- Turn left onto US-221 S/Forest Rd

4. Continue on Perrowville Rd. Drive to Cavalier Circle

- Turn right onto Perrowville Rd
- Turn right onto Hooper Rd
- Turn left onto Cavalier Circle - ***(Destination will be on the RIGHT)***

MAP

LU Center for Natural Sciences Building to Jefferson Forest High School



LIBERTY CHRISTIAN ACADEMY HIGH SCHOOL (LCA)

100 Mountain View Rd
Lynchburg, VA 24502

Driving Directions from LU Center for Natural Sciences Building:

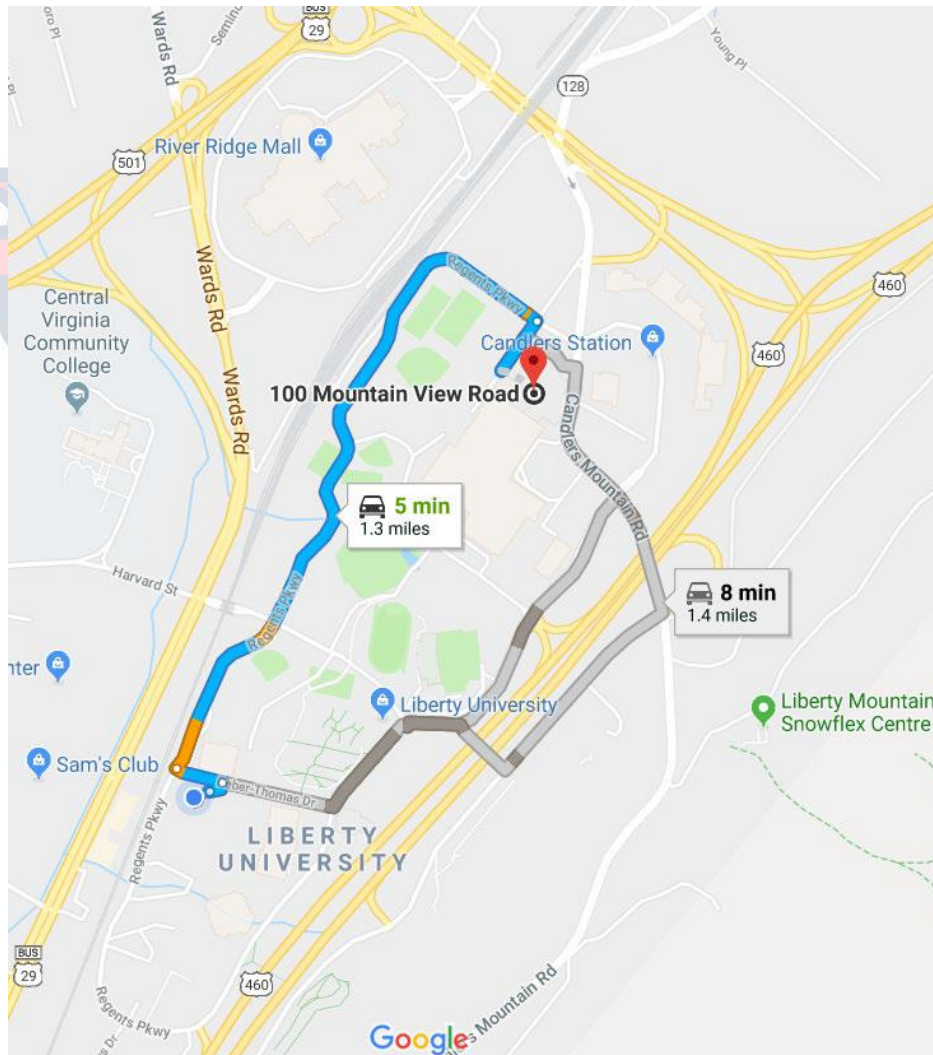
- ***5 minutes (1.3 miles)***

1. Via Regents Pkwy

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn right onto Regents Pkwy
- Turn right onto Mountain View Rd ***(Destination will be on the LEFT)***

MAP

LU Center for Natural Sciences Building to Liberty Christian Academy (LCA)



NELSON COUNTY HIGH SCHOOL

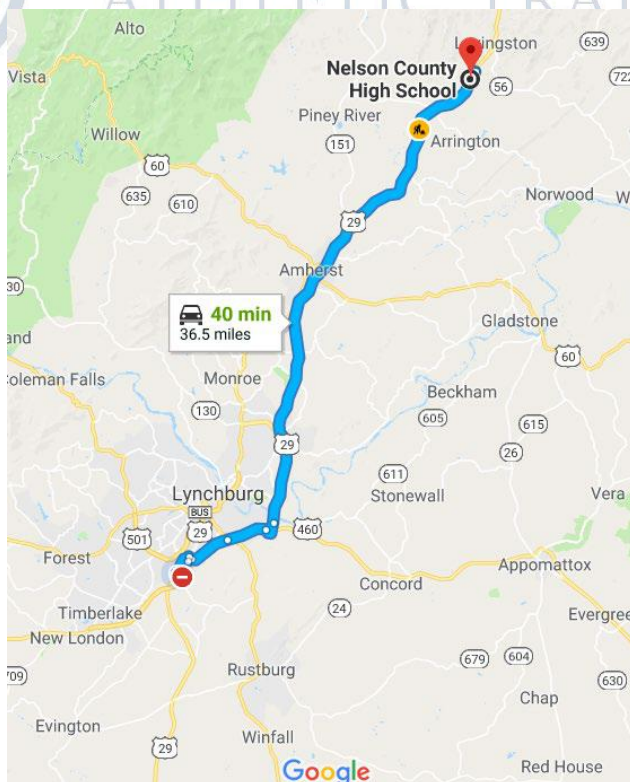
6919 Thomas Nelson Hwy
Lovingston, VA 22949

Driving Directions from LU Center for Natural Sciences Building:

- ***40 minutes (36.5 miles)***
1. **Take Regents Pkwy to Clanders Mountain Rd - Get on US-29 N/US-460 E/US-501 S from Regents Pkwy and Clanders Mountain Rd.**
 - Head east toward Reber-Thomas Dr
 - Turn left onto Reber-Thomas Dr
 - Turn right onto Regents Pkwy
 - Turn left onto Clanders Mountain Rd
 - Slight right to stay on Clanders Mountain Rd
 - Keep left at the fork, follow signs for U.S. 29 N/U.S. 460 E/U.S. 501 S/Charlottesville/ Appomattox/South Boston and merge onto US-29 N/US-460 E/US-501 S
 2. **Drive to US-29 N toward Amherst/Charlottesville/Lovingston**
 - Use the right lane to take the U.S. 29 N ramp to Amherst/Charlottesville
 - Continue onto US-29 N (28.9 mi)
 - Turn left off of US-29 N ***(Destination will be on the LEFT)***

MAP

LU Center for Natural Sciences Building to Nelson County High School



ORTHOVIRGINIA (OrthoVirginia Physical Therapy)

2405 Atherholt Rd

Lynchburg, VA 24501

Driving Directions from LU Center for Natural Sciences Building:

- ***14 minutes (6.4 miles)***

1. Take Regents Pkwy and Wards Rd

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn right onto Regents Pkwy
- Turn left onto Liberty University Dr
- Turn right onto Wards Rd
- Use the right lane to take the U.S. 501 S/U.S. 29 Business N ramp

2. Take US-29 BUS N to Park Ave

- Turn right onto Wards Rd
- Use the right lane to take the U.S. 501 S/U.S. 29 Business N ramp
- Merge onto US-29 BUS N/US-501 S – (Continue to follow US-29 BUS N)
- Take exit 3B for Bus US 460 E/Bus US 501 S toward Campbell Ave
- Use the left lane to keep left at the fork and follow signs for U.S. 29 Business
- Use the left lane to turn left onto Kemper St
- Keep left to stay on Kemper St

3. Continue on Kemper St. Take Langhorne Rd to Atherholt Rd

- Continue straight onto Park Ave
- At the traffic circle, take the 1st exit onto Langhorne Rd
- Turn left onto Atherholt Rd ***(Destination will be on the RIGHT)***

ORTHOVIRGINIA (OrthoVirginia Physical Therapy)

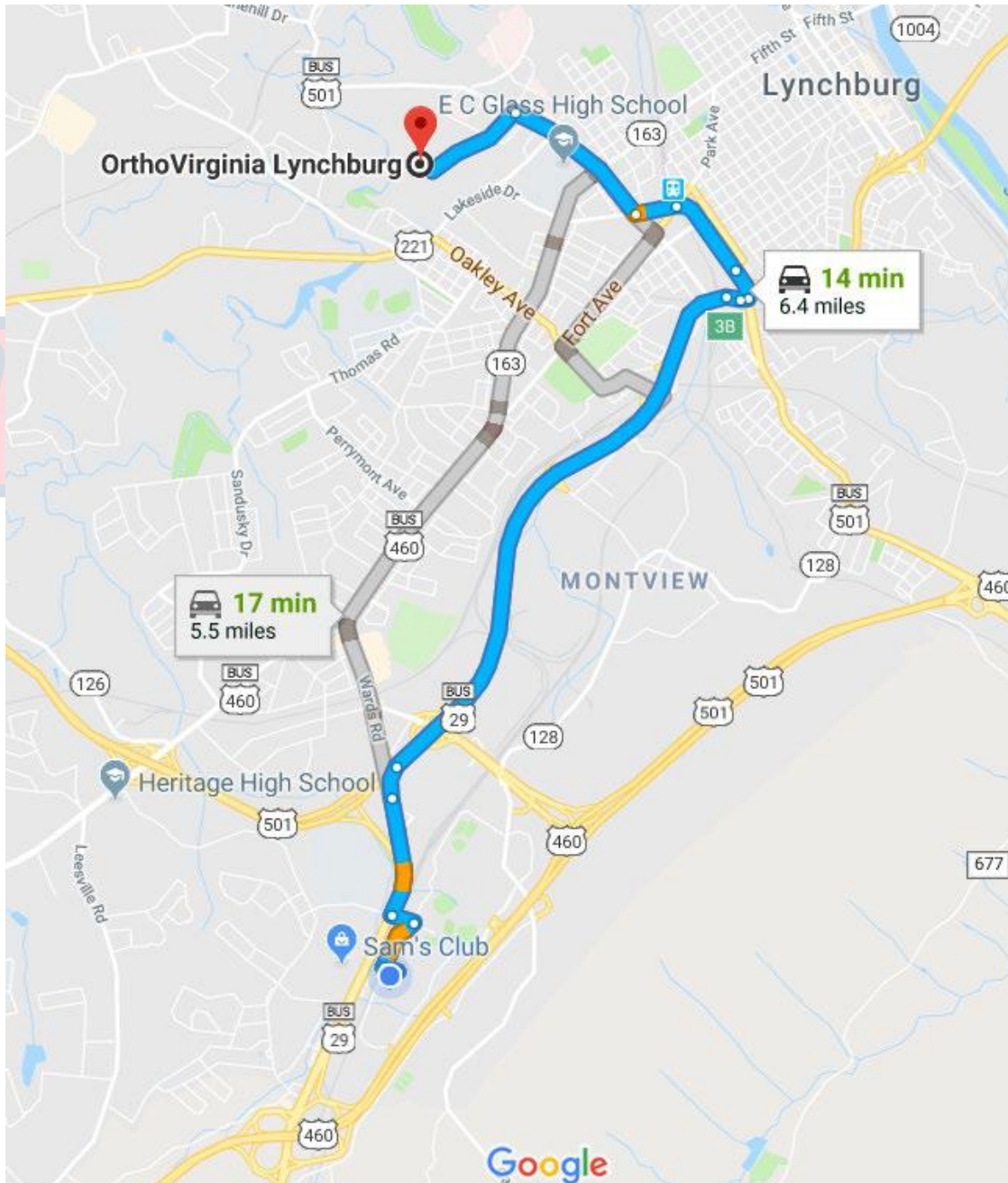
2405 Atherholt Rd
Lynchburg, VA 24501

Driving Directions from LU Center for Natural Sciences Building:

- ***14 minutes (6.4 miles)***

MAP

LU Center for Natural Sciences Building to OrthoVirginia Physical Therapy



RUSTBURG HIGH SCHOOL (Campbell County Public Schools)
1671 Village Hwy
Rustburg, VA 24588

Driving Directions from LU Center for Natural Sciences Building:

- ***21 minutes (13.0 miles)***

1. Take Regents Pkwy to Clanders Mountain Rd

- Head east toward Reber-Thomas Dr.
- Turn left onto Reber-Thomas Dr.
- Turn right onto Regents Pkwy.
- Turn left onto Clanders Mountain Rd.
- Slight right to stay on Clanders Mountain Rd.
- Keep left at the fork, follow signs for U.S. 29 N/U.S. 460 E/U.S. 501 S/Charlottesville/ Appomattox/South Boston and merge onto US-29 N/US-460 E/US-501 S

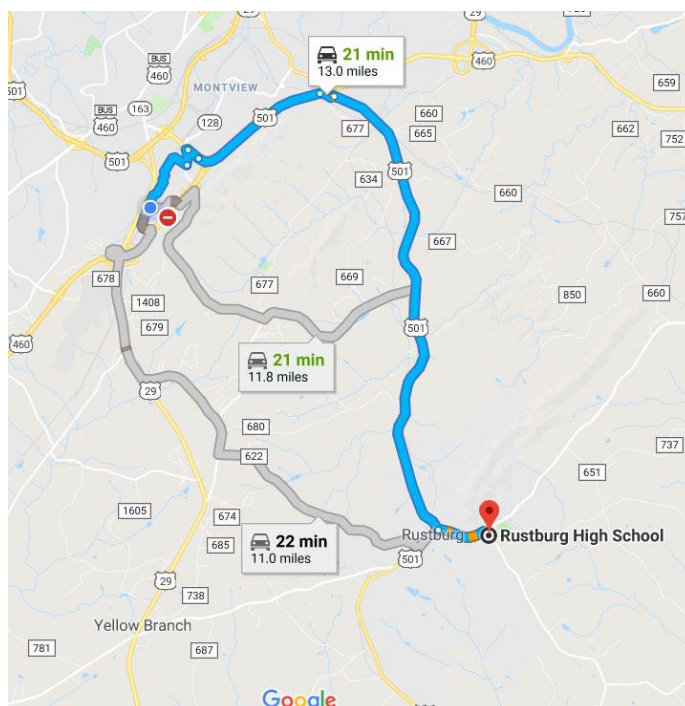
2. Take US-501 S/Campbell Ave to VA-24 E in Rustburg

- Take the US-501/Campbell Ave exit toward S Boston
- Turn right onto US-501 S/Campbell Ave (signs for S Boston)

3. Follow VA-24 E to your destination

- Turn left onto VA-24 E
- Turn right onto Rte 9074
- Continue straight ***(Destination will be on the RIGHT)***

MAP
LU Center for Natural Sciences Building to Rustburg High School



RANDOLPH COLLEGE

**Randolph Athletic Center (RAD)
2500 Rivermont Ave
Lynchburg, VA 24503**

Driving Directions from LU Center for Natural Sciences Building:

- ***19 minutes (8.5 miles)***

1. Take Regents Pkwy to Wards Rd

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn right onto Regents Pkwy
- Turn left onto Liberty University Dr

2. Take US-29 BUS N to 12th St

- Turn right onto Wards Rd
- Use the right lane to take the U.S. 501 S/U.S. 29 Business N ramp
- Merge onto US-29 BUS N/US-501 S – (Continue to follow US-29 BUS N)
- Take exit 3B for Bus US 460 E/Bus US 501 S toward Campbell Ave
- Use the left lane to keep left at the fork and follow signs for U.S. 29 Business
- Use the left lane to turn left onto Kemper St
- Keep left to stay on Kemper St
- Turn right onto 12th St

3. Continue on 12th St. Drive to Rivermont Ave

- Turn right onto 12th St
- Turn left onto Clay St
- Turn right onto Fifth St
- Turn left onto Main St
- Continue onto Rivermont Ave - ***(Destination will be on the RIGHT)***

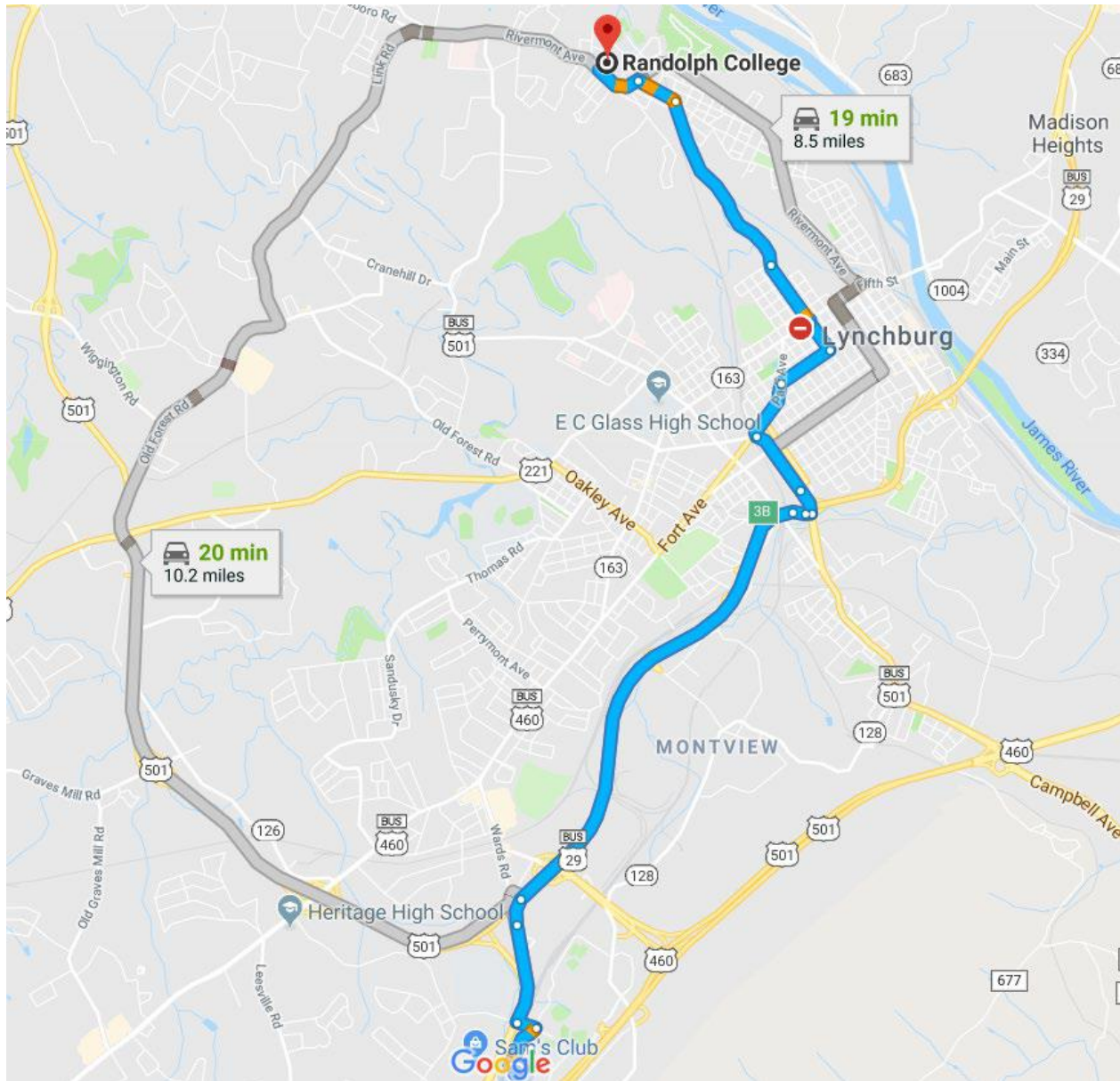
RANDOLPH COLLEGE

Randolph Athletic Center (RAD)
2500 Rivermont Ave
Lynchburg, VA 24503

Driving Directions from LU Center for Natural Sciences Building:
19 minutes (8.5 miles)

MAP

LU Center for Natural Sciences Building to Randolph College



STAUNTON RIVER HIGH SCHOOL (Bedford County Public Schools)
1095 Golden Eagle Dr.
Moneta, VA 24121

Driving Directions from LU Center for Natural Sciences Building:

- ***39 minutes (31.5 miles)***

1. Get on US-460 from Regents Pkwy

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn left onto Regents Pkwy
- Turn right to merge onto US-460

2. Follow US-460 to VA-122 S/Burks Hill Rd in Bedford. Take the VA-122 exit from US-460

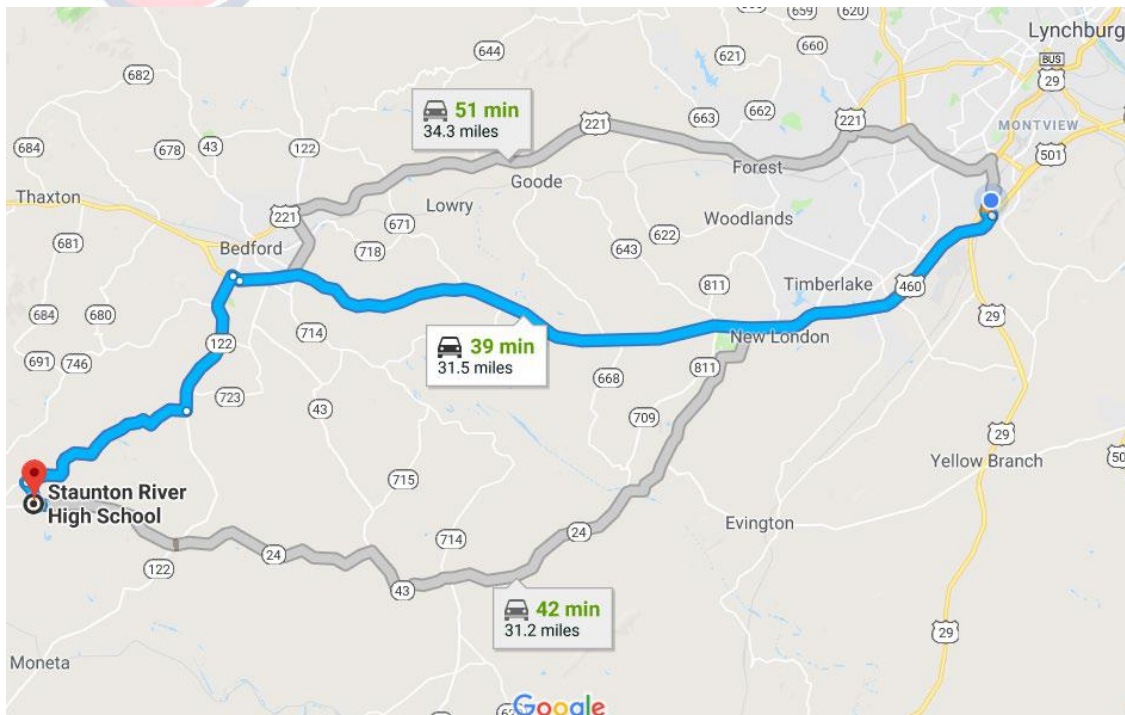
- Merge onto US-460
- Take the VA-122 exit toward Bedford

3. Follow VA-122 S and State Rte 747 to Golden Eagle Dr in Lakes

- Turn left onto VA-122 S/Burks Hill Rd – (Continue to follow VA-122 S)
- Turn right onto State Rte 747
- Turn left onto State Rte 801/Flint Hill Rd – (Continue to follow Flint Hill Rd)
- Turn right onto VA-24 W
- Turn right onto Golden Eagle Dr ***(Destination will be on the RIGHT)***

MAP

LU Center for Natural Sciences Building to Staunton River High School



SWEET BRIAR COLLEGE

134 Chapel Road
Sweet Briar, VA 24595

Driving Directions from LU Center for Natural Sciences Building:

- ***27 minutes (21.0 miles)***

1. Get on US-29 N/US-460 E/US-501 S from Regents Pkwy and Candler's Mountain Rd.

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn right onto Regents Pkwy
- Turn left onto Candler's Mountain Rd
- Slight right to stay on Candler's Mountain Rd
- Keep left at the fork, follow signs for U.S. 29 N/U.S. 460 E/U.S. 501 S/Charlottesville/ Appomattox/South Boston and merge onto US-29 N/US-460 E/US-501 S

2. Merge onto US-29 N/US-460 E/US-501 S

- Keep left to continue on US-29 N/US-460 E
- Use the right lane to take the U.S. 29 N ramp to Amherst/Charlottesville
- Get on US-29 N

3. Follow US-29 N to US-29 BUS N/S Main St in 2. Take the US-29 BUS exit from US-29 N

- Continue on US-29 N
- Take the US-29 BUS exit toward Amherst
- Keep left at the fork, follow signs for U.S. 29 Business S

4. Follow US-29 BUS S and Sweet Briar Rd to Chapel Rd in Sweet Briar

- Turn left onto US-29 BUS S
- Turn right onto Sweet Briar Rd
- At the traffic circle, take the 1st exit and stay on Sweet Briar Rd
- Turn right toward Chapel Rd
- Turn left onto Chapel Rd
- Continue until reaching Sweet Briar Gymnasium ***(Destination will be on the LEFT)***

SWEET BRIAR COLLEGE

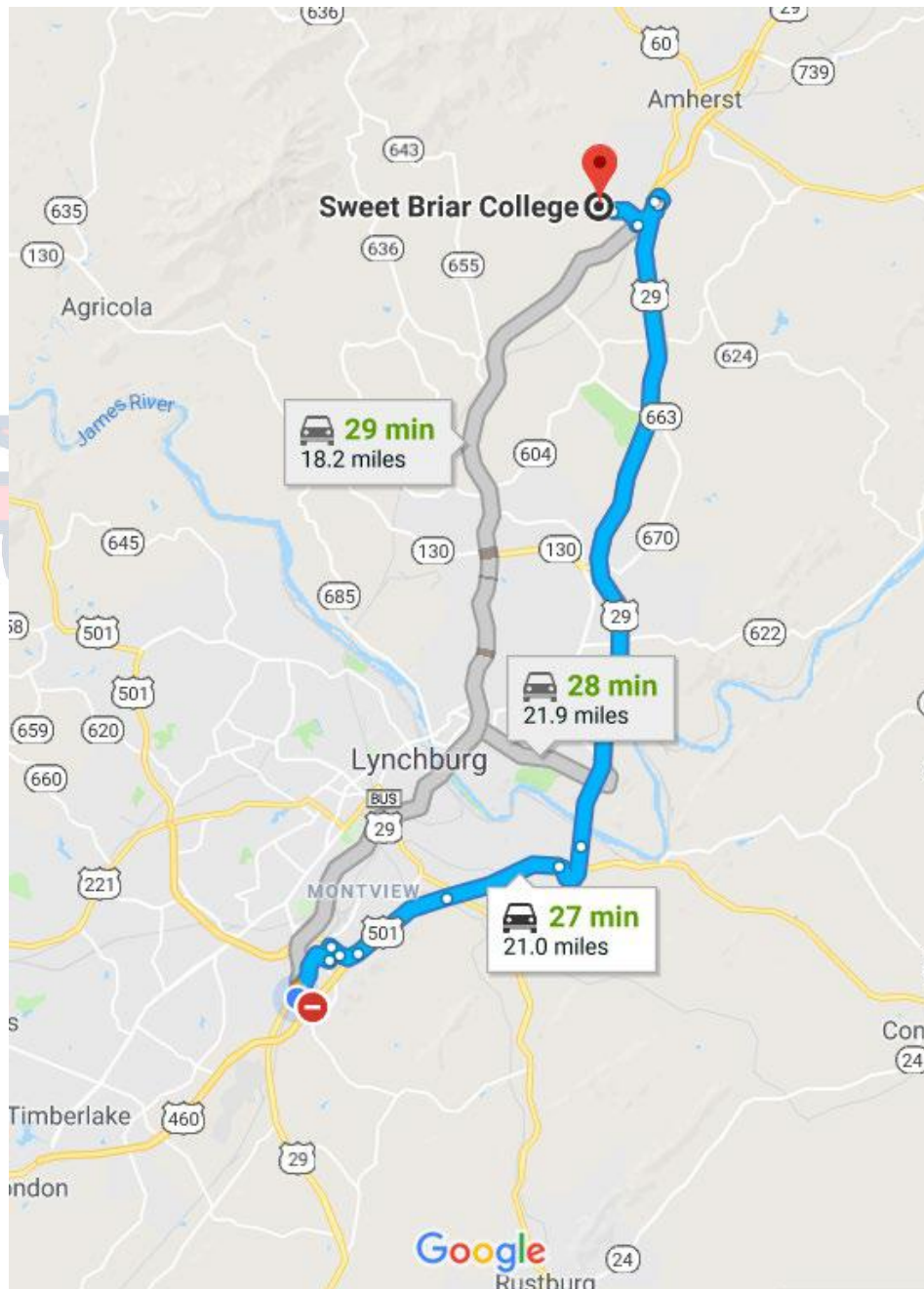
134 Chapel Road
Sweet Briar, VA 24595

Driving Directions from LU Center for Natural Sciences Building:

- ***27 minutes (21.0 miles)***

MAP

LU Center for Natural Sciences Building to Sweet Briar College



University of Lynchburg (Lynchburg College)

Turner Gymnasium
1501 Lakeside Dr
Lynchburg, VA 24501

Driving Directions from LU Center for Natural Sciences Building:

- ***13 minutes (5.3 miles)***

1. Take Regents Pkwy to Wards Rd

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn right onto Regents Pkwy
- Turn left onto Liberty University Dr

2. Take US-29 BUS N to James St. Take exit 5 from US-29 BUS N

- Turn right onto Wards Rd
- Use the right lane to take the U.S. 501 S/U.S. 29 Business N ramp
- Merge onto US-29 BUS N/US-501 S – (Continue to follow US-29 BUS N)
- Take exit 5 for James Street

3. Take Wythe Rd to Oakley Ave

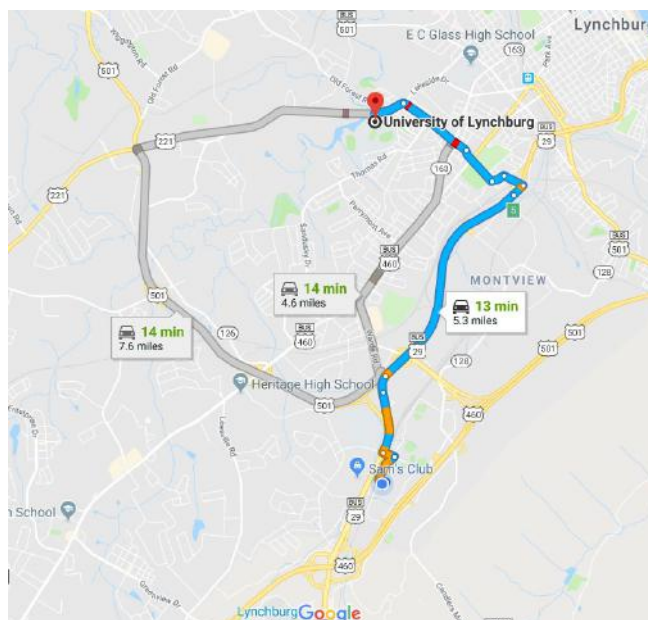
- Turn left onto James St
- Turn left onto Stadium Rd
- Slight right onto Wythe Rd

4. Continue on Oakley Ave. Drive to Lakeside Dr

- Continue onto Oakley Ave
- Turn left onto Lakeside Dr - ***(Destination will be on the LEFT)***

MAP

LU Center for Natural Sciences Building to Jefferson Forest High School



WILLIAM CAMPBELL HIGH SCHOOL (Campbell County Public Schools)
474 William Campbell Dr.
Naruna, VA 24576

Driving Directions from LU Center for Natural Sciences Building:

- ***34 minutes (23.2 miles)***

1. Get on US-29/US-460 from Regents Pkwy

- Head east toward Reber-Thomas Dr
- Turn left onto Reber-Thomas Dr
- Turn left onto Regents Pkwy
- Turn right to merge onto US-29/US-460

2. Continue on US-29 S to Campbell County

- Merge onto US-29/US-460
- Exit onto US-29 S toward Danville – (Pass by Dollar General – on left in 3.6 mi)

3. Follow Calohan Rd and Wisecarver Rd to US-501 S

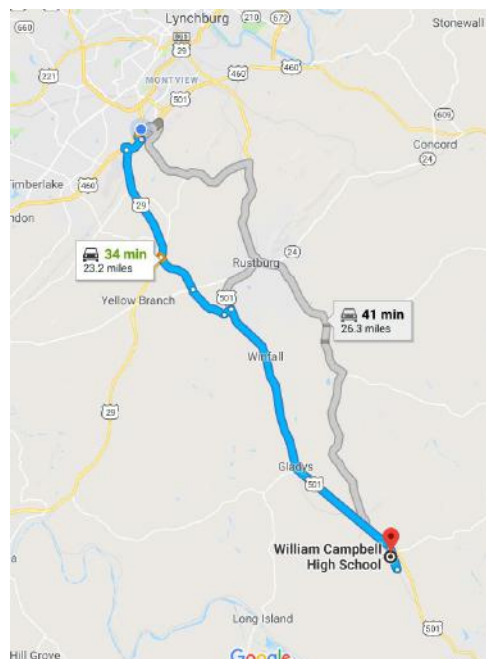
- Turn left onto Calohan Rd
- Continue onto Wisecarver Rd
- Turn left onto Browns Mill Rd
- Turn right onto US-501 S

4. Follow Railview Rd to William Campbell Dr

- Turn right onto Railview Rd
- Turn right onto Whipping Creek Rd
- Turn right onto William Campbell Dr ***(Destination will be on the LEFT)***

MAP

LU Center for Natural Sciences Building to William Campbell High School



APPENDIX J

Clinical Site Emergency Action Plans



LU Athletic Training Program ON and Off-Campus Clinical Sites

- **Altavista High School**
 - **(Currently Not Active Clinical Site)**
- **Amherst County High School**
- **Brookville High School – Campbell County Public Schools**
- **E.G. Glass High School – Lynchburg City Public Schools**
- **Heritage High School – Lynchburg City Public Schools**
- **Jefferson Forest High School – Bedford County Public Schools**
 - **(Currently Not Active Clinical Site)**
- **Liberty Christian Academy High School (LCA)**
- **LU Campus Recreation**
- **LU Club Sports**
- **LU Athletics**
- **Nelson County High School**
- **OrthoVirginia Physical Therapy**
- **Staunton River High School – Bedford County Public Schools**
- **Sweet Briar College**
- **Randolph College**
- **Rustburg High School – Campbell County Public Schools**
- **University of Lynchburg (Lynchburg College)**
- **William Campbell High School – Campbell County Public Schools**

ALTAVISTA HIGH SCHOOL (Campbell County Public Schools)
904 Bedford Ave
Altavista, VA 24517

EMERGENCY ACTION PLAN

(Currently not an Active Clinical Site – No EAP on File)



AMHERST COUNTY HIGH SCHOOL

139 Lancer Lane
Amherst, VA 24521

EMERGENCY ACTION PLAN

**Emergency Action Plan
For Amherst County High
School
Athletics Program**

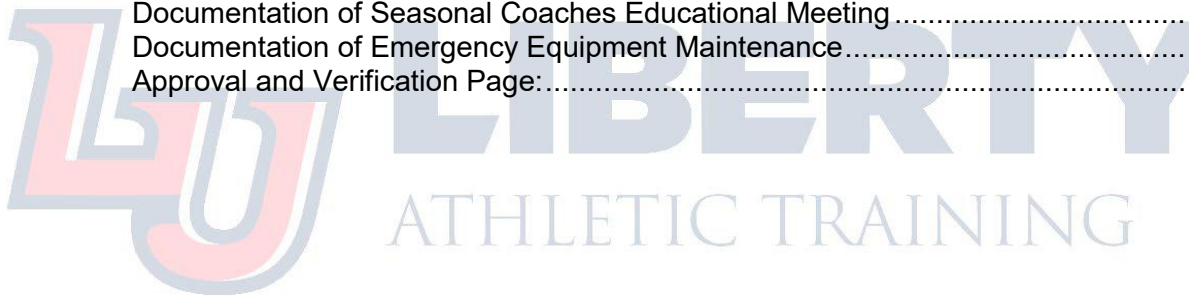


In case of an emergency, personnel responsibilities, locations of emergency equipment, and other emergency information such as 911 call instructions, addresses/directions to the venue, and a chain of command with important phone numbers have been listed here.

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Personnel Involved in Development

The following individuals were involved with the creation of this Emergency Action Plan:

Laura Hood, LAT, ATC (athletic trainer)

Robert Curd (athletic director)

Charity Peters, RN (school nurse)

Amherst County EMS



Documentation of Recent Changes

As changes to the EAP are made, please list the change, page affected and date that the change was made.

**Specific Changes
Made**

Page(s) Affected

Date



LIBERTY
ATHLETIC TRAINING

EMERGENCY ACTION PLAN FOR ATHLETICS OVERVIEW

Introduction

Emergency situations may arise at any time during athletic events. Expedient action must be taken in order to provide the best possible care to the student athlete. The development and implementation of an emergency action plan will help ensure that the best care will be provided.

As emergencies may occur at any time and during any activity, all school activities personnel must be prepared. Athletic organizations have a duty to develop an emergency action plan that may be implemented immediately when necessary and provide appropriate standards of emergency care to all sports participants. This preparation involves formulation of an emergency action plan, proper coverage of events, maintenance of appropriate emergency equipment and supplies, utilization of appropriate emergency medical personnel, and continuing education in the area of emergency medicine and planning. Through careful pre-participation physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team should enable each emergency situation to be managed appropriately and efficiently.

Components of an Emergency Action Plan

1. Emergency Personnel
2. Emergency Communication
3. Emergency Equipment
4. Roles of First Responder
5. Venue Directions with a Map
6. Emergency Action Plan Checklist for Non-Medical Emergencies

Emergency Personnel

The first responder in an emergency situation during an athletic practice or competition is typically a member of the sports medicine staff, such as a certified athletic trainer. However, the first responder may also be a coach or another member of the school personnel.

Certification in cardiopulmonary resuscitation (CPR), first aid, automated external defibrillator (AED), emergency action plan review, and prevention

of disease transmission, and emergency plan review is required for all athletics personnel associated with practices, competitions, skills instructions, and strength and conditioning [including: athletic director, school nurse, certified athletic trainer, all coaches, etc.]. Copies of training certificates and/or cards should be maintained with the athletic director. **All coaches are required to have CPR, First Aid, AED, and concussion management training certifications.**

The emergency team may consist of physicians, emergency medical technicians, certified athletic trainers, athletic training students, coaches, managers, and possibly even bystanders. Roles of these individuals will vary depending on different factors such as team size, athletic venue, personnel present, etc.

The four basic roles within the emergency team are:

- 1. Establish scene safety and immediate care of the athlete:**
 - a. This should be provided by the most qualified individual on the medical team (the first individual in the chain of command).
- 2. Activation of Emergency Medical Services:**
 - a. This may be necessary in situations where emergency transportation is not already present at the sporting event. Time is the most critical factor and this may be done by anyone on the team.
- 3. Equipment Retrieval:**
 - a. May be done by anyone on the emergency team who is familiar with the types and locations of the specific equipment needed.
- 4. Direction of EMS to the scene:**
 - a. One of the members of the team should be in charge of meeting the emergency personnel as they arrive at the site. This person should have keys to locked gates/doors.

Activating Emergency Medical Services

Call 9-1-1

Provide information

- Name, address, telephone number of caller
- Nature of the emergency (medical or non-medical)*
- Number of athletes
- Condition of athlete(s)
- First aid treatment initiated by first responder
- Specific directions as needed to locate the emergency scene (i.e. “use the south entrance to the school off Asylum St.”)
- Other information requested by the dispatcher
- DO NOT HANG UP FIRST

*if non-medical, refer to the specified checklist of the school’s non-athletics emergency action plan

Emergency Communication

Communication is key to a quick, efficient emergency response. There is a pre-established phone tree to ensure all relevant parties are notified.

Access to a working telephone line or other device, either fixed or mobile, should be assured. There should also be back-up communication in effect in case there is a failure of the primary communication. At every athletic venue, home and away, it is important to know the location of a workable telephone. Please see pages 9-11 for emergency communication guidelines for Amherst County High School.

Medical Emergency Transportation

Any emergency situation where there is loss of consciousness (LOC), or impairment of airway, breathing, or circulation (ABCs) or there is a neurovascular compromise should be considered a “load and go” situation and emphasis is placed on rapid evaluation, treatment, and proper transportation. Any emergency personnel who experiences doubt in their mind regarding the severity of the situation should consider a “load and go” situation and transport the individual.

Non-Medical Emergencies

For the non-medical emergencies (fire, bomb threats, violent or criminal

behavior, etc.) refer to the school emergency action plan and follow instructions.

Post EAP Activation Procedures:

Documentation

Documentation must be done by ATC (or other provider) and coach immediately following activation of the EAP. Both an injury report and accident report form must be filled out.

Debriefing

A team comprising of the ATC, AD, coaches, nurse and one or two other school district employees not involved with the situation must discuss the event within 48 hours. This team must evaluate the effectiveness of the EAP and conduct a staff debriefing. A specific timeline for changes to EAP should be made for promptness.

Conclusion

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An athlete's survival may hinge on the training and preparation of healthcare providers. It is prudent to invest athletic department "ownership" in the emergency action plan by involving the athletic administration and sport coaches as well as sports medicine personnel. The emergency action plan should **be reviewed at least once a year** with all athletic personnel and local emergency response teams.

Through development and implementation of the emergency plan Amherst County High School Athletics helps ensure that the athlete will have the best care provided when an emergency situation does arise.

Staff Education

1. Each season, every coach will receive a copy of the Emergency Action Plan (EAP)
 - a. Each coach will provide their signature to confirm they have read the documents and asked any potential questions
2. A copy of the relevant EAP will be in each Team Binder which is to be kept with the coach at every practice/event
3. A copy of the EAP will be posted on the wall in the athletic training room, and at every athletic site.

Chain of Command

The athletic trainer should always act as primary care-giver at the site of the injury or accident (when on-site) and would manage the situation according to the following rank:

1. PHYSICIAN (if present)
2. HEAD ATHLETIC TRAINER
3. INTERN ATHLETIC TRAINING STUDENT
4. ATHLETIC DIRECTOR
5. EMT
6. HEAD COACH
7. ASSISTANT COACHES (with CPR/AED and/or first aid training)
8. ADMINISTRATOR

In the event that a certified athletic trainer is not on-site at the time of injury the following chain of command would be used:

1. EMT
2. ATHLETIC DIRECTOR
3. ADMINISTRATOR
4. HEAD COACH
5. ASSISTANT COACHES (with CPR/AED and/or first aid training)

LANCERS CHAIN OF COMMAND Most medically qualified

1. Athletic Trainer
2. Athletic Director/Athletic Training Student/Intern
3. Coach
4. Administrator

**this chain of command would be completed per team in the event that the chain is different per team*

Emergency Telephone Numbers

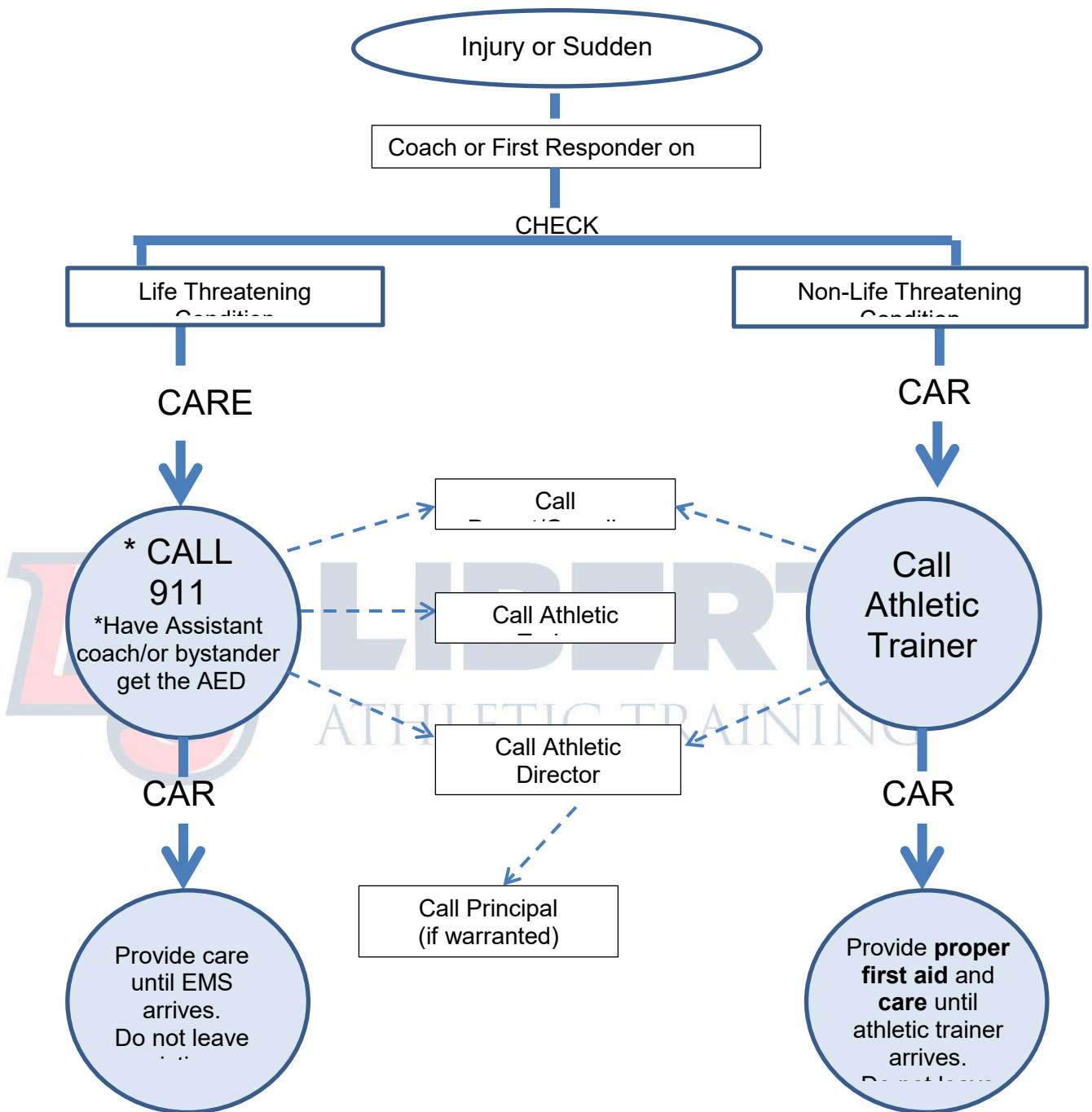
This list is only to be used in case of an emergency.

Off Campus Contacts	Phone Number
Emergency	911
Amherst Police department	911
Fire and Rescue	911
Lynchburg General Hospital	(434)200-7387
UVA Hospital	(434)924-3627
Hazardous Materials	(434)846-3324
Poison Control Center	(800)222-1222

On Campus Offices	Phone Number
Athletic Training Room	(434)946-2898 ext30844
Nurse	(434)946-2898 ext30230
Athletic Director	(434)946-2898 ext30257
Administrative Office	(434)946-2898 ext30239
School Counselor Office	(434)946-2898 ext30250



Title	Name	Office	Cell
Athletic Trainer	Laura Hood	(434)946-2898 ext30844	(804)994-4126
Athletic Director	Robert Curd	(434)946-2898 ext30257	(434)238-3777
Principal	Derek Brown	(434)946-2898 ext30239	
Assistant Principal	Tom McBride	(434)946-2898 ext30246	(434)444-5436
Assistant Principal		(434)946-2898 ext30243	
Assistant Principal	Joey Crawford	(434)946-2898 ext30241	(434)944-7557
Nurse	Charity Peters	(434)946-2898 ext30230	(434)942-2751



Emergency Situation Contact Tree

After the situation is controlled: (Contact by phone)

Laura Hood, LAT, ATC (athletic trainer)

Robert Curd (athletic director)

Derek Brown (school principal)

Amherst County EMS

Athletic Trainer may at their discretion contact sports medicine physician for guidance

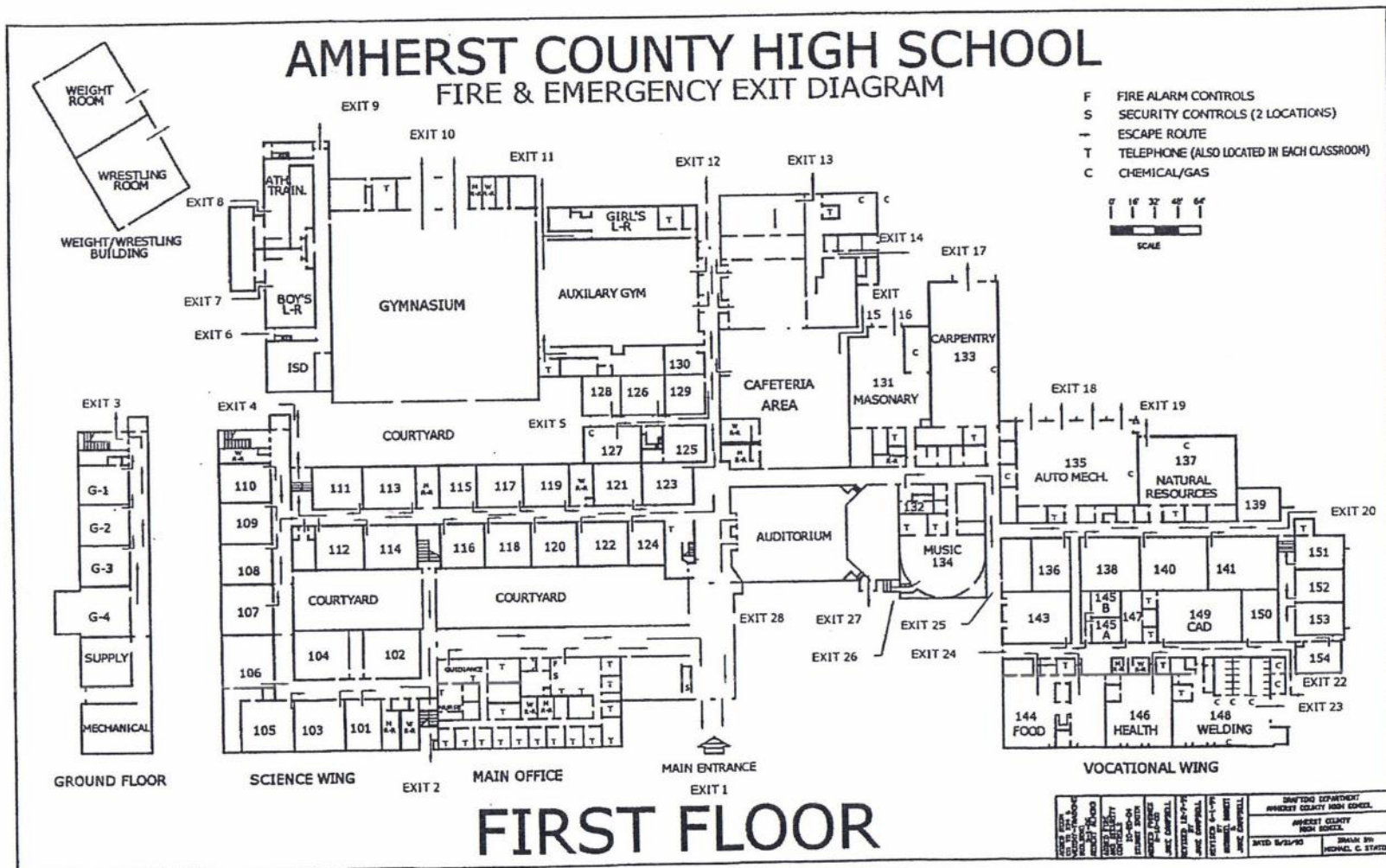
Emergency Equipment Locations

Emergency Equipment:

- Athletic Training Kit, Emergency Bag, Biohazard/First Aid Kit on site for events covered by ATC
 - First Aid Kit located with coach
1. AED
 - a. Located with ATC for all covered events
 - b. Additional AED located outside ACHS Gymnasium in lobby and outside of main office
 2. Nearest phone
 - a. Athletic Trainer's personal cell phone when covering events
 - b. Coaches' personal cell phones (with emergency numbers attached here)
 3. Rescue Inhaler
 - a. Coaches are responsible for each student who has an inhaler and is responsible for making sure they bring the inhaler with them to all practices/games
 - b. Inhaler must be left with coach (labeled with name) during practices and games or with the athlete themselves
 - c. Athletic trainer may be given a backup inhaler by the parent or child to keep as a backup in the med kit.
 4. Epi Pen
 - a. Coaches are responsible for each student who has an epi pen and is responsible for bringing their epi pen with them to all practices/games
 - b. Epi pen must be left with coach (labeled with name) during practices and games (not left in personal bag)
 - c. Athletic trainer may be given a backup Epi pen by the parent or child to keep as a backup in the med kit.
 5. Splints
 - a. With ATC during events or in ATR
 6. Spine boards/Cervical Collar
 - a. Will be provided by EMS upon arrival
 - b. Located in ATR
 7. Bio-hazard Materials
 - a. Red bags – in each med kit and in ATR
 - b. Disposal Bin – in ATR, Room 125

ACHS AED Location

The main AED for inside Amherst County High School is located outside of the main office, as well as in the lobby of the main gym.



General Plan of Action

1. Most medically qualified person will lead
2. Check the scene – is it safe to help?
3. Is the athlete breathing? Conscious? Pulse?
 - a. If NO instruct person to call 911 – LOOK PERSON DIRECTLY IN EYES and
make sure they call!
 - b. Check card for 911 call instructions for your location
4. Perform emergency CPR/First Aid
 - a. If severe bleeding – instruct individual to assist with bleeding control
5. Instruct coach or bystander to get AED
6. Instruct coach or bystander to control crowd
7. Contact the Athletic Trainer of Amherst County High School if they are present at the school but not on scene
8. Contact parents/guardian
9. Contact Athletic Director
10. Contact Principal/Vice Principal
11. Instruct individual to meet ambulance to direct to appropriate site
12. Assist with care as necessary
13. Assistant coach must accompany athlete to hospital – either in ambulance or follow by car
14. Document the event

ACHS Emergency Action Procedures

Main Gymnasium

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury (DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

- 1) Check the scene
 - a) Is it safe for you to help?
 - b) What happened?
 - c) How many victims are there?
 - d) Can bystanders help?
- 2) Instruct coach or bystander to call 911
 - Provide the following information
 - a) Who you are
 - b) General information about the injury or situation
 - c) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Directions from S Main Street:

-Turn on Lancer Lane, Make your 3rd left into the large parking lot , The gym doors are located under the roof terrace

- d) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***
- 3) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
 - 4) Designate coach or bystander to control crowd
 - 5) Contact the Athletic Trainer for ACHS if not present on scene
 - 6) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
 - 7) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
 - 8) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
 - 9) Document event and debrief



ACHS

Emergency Action Plan

Lancer Stadium Football/Soccer Field

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury (DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

10) Check the scene

- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

11) Instruct coach or bystander to call 911

-Provide the following information

- e) Who you are
- f) General information about the injury or situation
- g) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Directions from S Main Street:

- Turn onto Lancer Lane
- Make your 3rd Right into lower lot
- Drive down to bottom gates near football field
- Personnel will let you in
- h) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***

12) Perform emergency CPR/First Aid

- a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
- b) **Instruct coach or bystander to GET AED!!**

13) Designate coach or bystander to control crowd

14) Contact the Athletic Trainer for ACHS if not present on scene

15) Meet ambulance and direct to appropriate site

- a) Open Appropriate Gates/Doors
- b) Designate an individual to "flag down" and direct to scene
- c) Control injury site, limit care providers etc.

- 16) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 17) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 18) Document event and debrief



ACHS Emergency Action Plan

The Pit Practice Field

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury (DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

- 19) Check the scene
 - a) Is it safe for you to help?
 - b) What happened?
 - c) How many victims are there?
 - d) Can bystanders help?
- 20) Instruct coach or bystander to call 911
 - Provide the following information
 - i) Who you are
 - j) General information about the injury or situation
 - k) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions)

Directions from S Main Street:

- Turn onto Lancer Lane
- Make your 3rd Left into the large parking lot
- Personnel will open the back gate by baseball field allowing access
- Follow Dirt road to Pit
 - l) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***

- 21) Perform emergency CPR/First Aid
 - a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
 - b) **Instruct coach or bystander to GET AED!!**
- 22) Designate coach or bystander to control crowd
- 23) Contact the Athletic Trainer for ACHS if not present on scene
- 24) Meet ambulance and direct to appropriate site
 - a) Open Appropriate Gates/Doors
 - b) Designate an individual to "flag down" and direct to scene
 - c) Control injury site, limit care providers etc.
- 25) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment

- 26) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 27) Document event and debrief





ACHS

Emergency Action Plan

Baseball Field

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury (DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

28) Check the scene

- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

29) Instruct coach or bystander to call 911

-Provide the following information

- m) Who you are
- n) General information about the injury or situation
- o) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Directions from S Main Street:

-Turn onto Lancer Lane

-Make your 3rd Left

-Drive to the gate closest to the school

-Personnel will open the gate and direct access to baseball field

- p) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***

30) Perform emergency CPR/First Aid

- a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
- b) **Instruct coach or bystander to GET AED!!**

31) Designate coach or bystander to control crowd

32) Contact the Athletic Trainer for ACHS if not present on scene

33) Meet ambulance and direct to appropriate site

- a) Open Appropriate Gates/Doors
- b) Designate an individual to "flag down" and direct to scene
- c) Control injury site, limit care providers etc.

- 34) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 35) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 36) Document event and debrief





ACHS

Emergency Action Plan

Wrestling Room

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury (DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

37) Check the scene

- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

38) Instruct coach or bystander to call 911

-Provide the following information

- q) Who you are
- r) General information about the injury or situation
- s) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Directions from S Main Street:

- Turn onto Lancer Lane
- Make your 3rd Left into back parking Lot
- You will go through the set of double doors to the left of the Terrace
- Go straight down hall, past cafeteria and make your first left down vocational hallway
- You will be directed to a room on your left
- t) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***

39) Perform emergency CPR/First Aid

- a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
- b) **Instruct coach or bystander to GET AED!!**

40) Designate coach or bystander to control crowd

41) Contact the Athletic Trainer for ACHS if not present on scene

42) Meet ambulance and direct to appropriate site

- a) Open Appropriate Gates/Doors
- b) Designate an individual to "flag down" and direct to scene

- c) Control injury site, limit care providers etc.
- 43) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 44) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 45) Document event and debrief





Wrestling Room
Entrance

ACHS

Emergency Action Plan

Weight Room

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury (DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

46) Check the scene

- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

47) Instruct coach or bystander to call 911

-Provide the following information

- u) Who you are
- v) General information about the injury or situation
- w) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Directions from S Main Street:

-Turn onto Lancer Lane

-Make your 3rd left into back parking lot

-Drive straight back by the school through the gate

-Weight room is located in metal building

- x) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***

48) Perform emergency CPR/First Aid

- a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.

- b) **Instruct coach or bystander to GET AED!!**

49) Designate coach or bystander to control crowd

50) Contact the Athletic Trainer for ACHS if not present on scene

51) Meet ambulance and direct to appropriate site

- a) Open Appropriate Gates/Doors
- b) Designate an individual to "flag down" and direct to scene
- c) Control injury site, limit care providers etc.

- 52) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 53) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 54) Document event and debrief





Weight Room
Entrance

ACHS

Emergency Action Plan

Auxiliary Gym

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury(DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

55) Check the scene

- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

56) Instruct coach or bystander to call 911

-Provide the following information

- y) Who you are
- z) General information about the injury or situation
- aa) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Directions from S Main Street:

- Turn onto Lancer Lane
- Take your 3rd left into the back parking lot
- Enter through the set of double doors to the left of the terrace
- Once inside, go through the first door on your right
- bb) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***

57) Perform emergency CPR/First Aid

- a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.
- b) **Instruct coach or bystander to GET AED!!**

58) Designate coach or bystander to control crowd

59) Contact the Athletic Trainer for ACHS if not present on scene

60) Meet ambulance and direct to appropriate site

- a) Open Appropriate Gates/Doors
- b) Designate an individual to "flag down" and direct to scene
- c) Control injury site, limit care providers etc.

- 61) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 62) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 63) Document event and debrief





ACHS

Emergency Action Plan

Softball Field

Activate the EAP:

- Any loss of consciousness
- Possible Spine Injury (DO NOT MOVE ATHLETE)
- Dislocation, Open Fracture, Displaced Closed Fracture
- Difficulty or absent breathing or pulse
- Uncertainty of if you have a medical emergency

Emergency Personnel:

ACHS Athletic Trainer will be on site for select practices and events or in direct communication with coaching staff. Emergencies during practices/games not covered, EMS should be contacted immediately.

UNDER NO MEANS SHOULD YOU EVER MOVE AN ATHLETE IF A SPINAL INJURY IS SUSPECTED!!!

Emergency Procedures:

64) Check the scene

- a) Is it safe for you to help?
- b) What happened?
- c) How many victims are there?
- d) Can bystanders help?

65) Instruct coach or bystander to call 911

-Provide the following information

- cc) Who you are
- dd) General information about the injury or situation
- ee) Where you are (Provide: name, location of downed athlete, address, telephone #, number of individuals injured, type of injury that has occurred, treatment given, specific directions*).

Directions from S Main Street:

- Turn onto Lancer Lane
- Make your 3rd Left into the large parking lot
- Personnel will open the back gate by baseball field allowing access
- Follow Dirt road to Softball field

ff) ***STAY ON THE PHONE, BE THE LAST TO HANG UP***

66) Perform emergency CPR/First Aid

- a) Check airway/breathing/circulation, level of consciousness, and severe bleeding.
 - i. If athletic trainer is present he/she will stay with athlete and provide immediate care.
 - ii. If athletic trainer is not present, most qualified coach (training/certifications) will stay with athlete and provide immediate care.

b) **Instruct coach or bystander to GET AED!!**

67) Designate coach or bystander to control crowd

68) Contact the Athletic Trainer for ACHS if not present on scene

69) Meet ambulance and direct to appropriate site

- a) Open Appropriate Gates/Doors
- b) Designate an individual to "flag down" and direct to scene
- c) Control injury site, limit care providers etc.

- 70) Assist ATC and/or EMS with care as directed
 - a) Retrieve Necessary Supplies/Equipment
- 71) An assistant coach must go with the athlete to the hospital or follow in a car if not allowed in ambulance
- 72) Document event and debrief





Rehearsal Strategy

The athletic trainer will be responsible for reviewing the EAP annually and rehearsing it prior to each sport season.

Coaches at ACHS will be educated on the EAP prior to their first season of coaching during each academic year. The meeting will be a requirement for all coaches, of all levels, of each sport.

The meeting will be directed by the athletic trainer and will include a power point presentation for recent updates along with a hands-on portion. The hands-on portion will run through different scenarios to ensure the coaches understand the EAP.

All coaches will be provided the opportunity to ask any and all questions and the athletic trainer will be responsible for ensuring a proper and adequate answer to all questions. All coaches must sign in to prove their attendance, see following page. The documentation of attendance will be stored with the athletic trainer.

The athletic director(s) will be provided with a copy of the EAP and will be required to attend one of the meetings with the coaches. Athletic directors must sign in to prove attendance.



LIBERTY
ATHLETIC TRAINING

Documentation of Seasonal Coaches Educational Meeting

Topic: EAP Rehearsal
Sign in Sheet

Coach Name (printed)

Sport

HS MS

Signature



LIBERTY
ATHLETIC TRAINING

Notes:

Documentation of Emergency Equipment Maintenance

AED

Responsible Party for ensuring AED Maintenance:

AEDs should be checked every month

Date	AED #	Status	Notes
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Approval and Verification Page:

This document has been read and revised by the athletic trainer, athletic director, and principal.

Athletic Director: _____

Date: _____

Principal: _____

Date: _____

School Nurse: _____

Date: _____

ACHS EAP Review Form

I _____ (print coach name/sport) have read and understand the Emergency Action Plan for Amherst County High School Athletics. I understand my role(s) and responsibility should an emergency occur in my presence. I have also rehearsed this Emergency Action Plan and understand my role in an emergency situation with an athletic trainer present and without. I have been given the opportunity to ask all questions and have received the proper answers to my questions. I also understand that I must keep my CPR/AED and First Aid Certifications up to date and that it is my responsibility to ensure a lapse does not occur. I am also aware that I must be trained in concussion management and it is my responsibility to ensure a lapse does not occur.

Coach Name (print) _____

Sport _____

Signature _____

BROOKVILLE HIGH SCHOOL (Campbell County Public Schools)
100 Laxton Rd
Lynchburg, VA 24502

EMERGENCY ACTION PLAN
Athletic Training Room

I. In all cases, when you call for medical assistance, be prepared to give:

- ◆ **Your name, sport, and team**
- ◆ Exact location of the injured student-athlete
- ◆ General nature of the problem
- ◆ Be certain to emphasize if it is a life threatening situation

II. On-field procedures when calling for help:

- ◆ Locate the athletic trainer. Usually be found near the varsity football practice during the fall; athletic training room during the winter and spring.
- ◆ If unsuccessful in locating an athletic trainer, call the AT cell phone (434-944-9526).

III. Inside the gym procedures when calling for help:

- ◆ Locate the athletic trainer in the Athletic Training Room.
- ◆ If unsuccessful in finding an athletic trainer, call 434-944-9526.

IV. Life-threatening emergency procedures:

- ◆ Administer life support measures until help arrives **(certification in CPR/AED is required!)**
*
- ◆ Send a pre-designated adult to:
 1. Call for an ambulance by dialing **911** from any telephone.
 2. Notify the athletic trainer as indicated above.
 3. DO NOT move the student-athlete.
 4. If there is a suspected head, neck, or back injury DO NOT remove the individual's helmet or move the athlete.
- ◆ Remain calm, attend to the individual's emotional needs by calming and reassuring them; keep other student-athletes and spectators away.

V. Athletic Trainer's cell phone number is:

Breanne Piatt Cell # 434-944-9526

WHEN IN DOUBT - PLAY IT SAFE - CALL FOR HELP!

E.C. GLASS HIGH SCHOOL (Lynchburg City Public Schools)
2111 Memorial Ave
Lynchburg, VA 24501

EMERGENCY ACTION PLAN

Emergency Action Plan

Athletic Training
E.C. Glass High School

Important Phone Numbers

E.C. Glass High School	434-522-3712
Ambulance, Fire, Police	911
Elizabeth Masencup, Athletic Director	434-841-4624
Jen Armstrong, Athletic Trainer	724-255-4628
OrthoVA	434-485-8500

Guidelines For Emergency Care to Specific Injuries or Illness Spinal Injury

1. Check the airway, breathing, and circulation, and administer CPR as needed.
2. Have someone else call 911 (EMS)
3. Support cervical spine by positioning hands on side of head. Do not leave this position until instructed to do so by the EMS crew.
4. Have someone else prevent or treat for shock while you maintain your position at the head.
5. DO NOT ATTEMPT TO MOVE THE ATHLETE unless the athlete is in danger as a result of his/her location.
6. (If the athlete is moved, proper backboard and cervical support must be used)
7. Retrieve CPR mask and AED in case needed.
8. Reassure the athlete to stay calm.
9. Contact parent

Major Fracture

1. Treat the athlete for shock
2. Apply basic first aid
3. DO NOT ATTEMPT TO REDUCE THE FRACTURE
4. Splint, making sure the athlete continues to have a distal pulse and sensation.
5. Activate EMS
6. Contact parent
7. Transport the athlete to the hospital.

Major Joint Dislocations

1. Treat the athlete for shock
2. Apply basic first aid
3. DO NOT ATTEMPT TO REDUCE THE DISLOCATION
4. Splint, making sure the athlete continues to have a distal pulse and sensation.
5. Activate EMS
6. Contact parent
7. Transport athlete to hospital

Heat Illness

1. Remove the athlete from the heat.
2. Remove excess clothing
3. Determine severity of the illness
4. Monitor ABC's
5. Attempt to cool the body (ice bath preferred)
6. Stay with the athlete at all times
7. Call 911 if needed
8. Inform parent of situation

Cardiac Problems

1. Check the airway, breathing, and circulation, and administer CPR as needed
2. Treat for shock
3. Activate EMS
4. Contact Parent
5. Put athlete in a comfortable position
6. Retrieve CPR mask and AED in case needed.

Any Other Emergency Situation

1. Check the ABCs
2. Apply basic first aid
3. Prevent and/or treat for shock
4. When in doubt activate EMS
5. Retrieve CPR mask and AED incase needed.
6. Contact parent

Guidelines during a Serious/Catastrophic On-Field Player Injury:

1. Player and coaches should go to and remain in the bench area once medical assistance arrives. Adequate lines of vision between the medical staffs and all available emergency personnel should be established and maintained.
2. Players, parents and non-authorized personnel should be kept a significant distance away from the seriously injured player or players.
3. Players or non-medical personnel should not touch, move or roll an injured player.
4. Players should not try to assist a teammate who is lying on the field (i.e. removing the helmet or chin strap, or attempting to assist breathing by elevating the waist.
5. Players should not pull on an injured teammate or opponent from a pile-up.

6. Once the medical staff begins to work on an injured player, they should be allowed to perform services without interruption or interference.
7. Players and coaches should avoid dictating medical services to the athletic trainer or team physicians or taking up their time to perform such services.

Training of Emergency Procedures

Training sessions will be conducted by the Head Athletic Trainer at the beginning of each academic year and throughout the year as needed. Emergency procedure training sessions will include: The review of emergency care providers and phone numbers, minimum supplies and personnel for all scheduled practices, strength and conditioning workouts, skill-instruction sessions, and competitions, guidelines for emergency care to specific injuries or illness, and guidelines for emergency care at specific locations.

Medical Time-Out

When health care providers other than the E.C. Glass High School Athletic Trainer are on site for an athletic event. A "Medical Time Out" shall occur prior to the event so that this EAP can be discussed.

During the Medical Time Out the following items shall be discussed and agreed upon:

1. Determine the role and location of each person present (i.e., AT, Team Physician, EMT).
2. Establish how communication will occur (i.e., voice commands, cell phone, radio, hand signals).
3. What is the primary means of communication? What is the secondary or back-up method of communication?
4. What is the mechanism for activating the EMS system?
5. How will transport of the spine injured athlete be facilitated? Equipment removal?
6. In the event of emergency transport, what is the designated hospital? Consider the most appropriate facility for the injury/illness when selecting the hospital.
7. What emergency equipment is present? Where is it located? Has it been checked to confirm it is in working order and fully ready for use?
8. Are there any issues that could potentially impact the emergency action plan (i.e., construction, weather, crowd flow)?

Guidelines For Emergency Care to Specific Locations



Turf Field (Football Practice, Field Hockey, Soccer Practice, Track/Field, Lacrosse)

Emergency Personnel: Certified athletic trainer (ATC)

Emergency Communication: Assigned ATCs are to have cell phones on person.

Emergency Equipment: Supplies (trauma kit, splint kit, AED) are maintained in the athletic training room and/or on the field as needed.

Roles of First Responder:

1. Immediate care of the injured or ill student-athlete
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - a. If possible, the ATC directs the athletic training student or an assistant coach present to activate EMS while ATC attends to the collapsed athlete.
 - b. Call 911
(Provide your name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, specific directions to location, other information as requested, and be the last one to hang up.)
4. Unlock gate for ambulance entrance
5. Directions for EMS to the turf field.
 - a. Enter lower parking area from Langhorne Dr and proceed to bottom gate of turf field
 - b. Personnel will be located at gate to direct ambulance

Morrison and McCue Gymnasium

(Volleyball, Basketball, Wrestling, Cheerleading)

Emergency Personnel: Certified athletic trainer (ATC)

Emergency Communication: Assigned ATCs are to have cell phones on person.

Emergency Equipment: AED located in Women's PE office hallway and with AT

Roles of First Responder:

1. Immediate care of the injured or ill student-athlete
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - a. If possible, the ATC directs the athletic training student or an assistant coach present to activate EMS while ATC attends to the collapsed athlete.
 - b. Call 911
(Provide your name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, specific directions to location, other information as requested, and be the last one to hang up.)
4. Directions for EMS to the Morrison and McCue Gymnasiums
 - a. Arrive at E.C. Glass and turn left into Athletic Parking Lot
 - b. Ambulance should enter the facility through Athletic Foyer
 - c. Personnel will be located at front doors to direct ambulance to injury location

Softball/Baseball Fields (Softball and Baseball)

Emergency Personnel: Certified athletic trainer (ATC)

Emergency Communication: Assigned ATCs are to have cell phones on person.

Emergency Equipment: Supplies (trauma kit, splint kit, AED) are maintained in athletic training room; AED located in Women's PE office hallway

Roles of First Responder:

1. Immediate care of the injured or ill student-athlete
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - a. If possible, the ATC directs the athletic training student or an assistant coach present to activate EMS while ATC attends to the collapsed athlete.
 - b. Call 911
(Provide your name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, specific directions to location, other information as requested, and be the last one to hang up.)
4. Directions for EMS to the Softball/ Baseball fields
 - a. Ambulance should enter through main entrance and turn left into Athletic Parking Lot
 - b. Personnel will be located at the entrance of parking lot to direct ambulance.

Tennis Courts (Tennis)

Emergency Personnel: Certified athletic trainer (ATC)

Emergency Communication: Assigned ATCs are to have cell phones on person.

Emergency Equipment: Supplies (trauma kit, splint kit, AED) are maintained in the athletic training room; AED located in Women's PE office hallway.

Roles of First Responder:

1. Immediate care of the injured or ill student-athlete
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - a. If possible, the ATC directs the athletic training student or an assistant coach present to activate EMS while ATC attends to the collapsed athlete.
 - b. Call 911
(Provide your name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, specific directions to location, other information as requested, and be the last one to hang up.)
4. Direction for EMS to the Tennis Courts
 - a. Ambulance enters through main entrance and turns left into Athletic Parking Lot.
 - b. Personnel will be located at the parking lot entrance to direct ambulance.
 - c. Ambulance personnel will follow sidewalk to tennis courts

City Stadium (Football, Cheerleading, Soccer)

Emergency Personnel: Certified athletic trainer (ATC) and assisted by athletic training students assigned to ATC. The above mentioned emergency personnel will be on site for competition as well as additional sports medicine staff as needed. An ambulance and physician will be on location during football competitions.

Emergency Communication: Assigned ATC are to have cell phones on person.

Emergency Equipment: Supplies (medical kit, splint kit, crutches) AED with AT and ambulance

Roles of First Responder:

1. Immediate care of the injured or ill student-athlete
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - a. If possible, the ATC directs the athletic training student or an assistant coach present to alert EMS while ATC attends to the collapsed athlete.
 - b. Call 911 if ambulance is not present at that time.
(Provide your name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, specific directions to location, other information as requested, and be the last one to hang up.)

Lightning Policy

Lightning is one of the most consistent causes of weather-related deaths and injury in the U.S. According to the National Severe Storms Laboratory, there are approximately 100 lightning-related deaths and over 1000 injuries yearly. **Risk is present WHENEVER lightning can be seen or thunder can be heard.** As soon as lightning is seen or thunder is heard, practice and competition should be suspended immediately.

The following guidelines are provided by the NFHS and VHSL

1. Lightning will be monitored by Athletic Director, Administrators, Athletic Trainer, and Officials.
2. Appropriate nearby shelters of E.C. Glass Facilities
 - City Stadium (Busses or Locker Rooms)
 - Turf Field / Track (Busses or Locker Rooms)
 - Baseball / Softball (Busses and Gymnasiums)
 - Tennis (Hall of Fame)
3. Suspension and resumption of play:
 - When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Suspend play and take shelter immediately.
 - Thirty-minute rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or flash of lightning is witnessed prior to resuming play.
 - Any subsequent thunder or lightning after the beginning of the 30-minute count, reset the clock and another 30-minute count should begin.

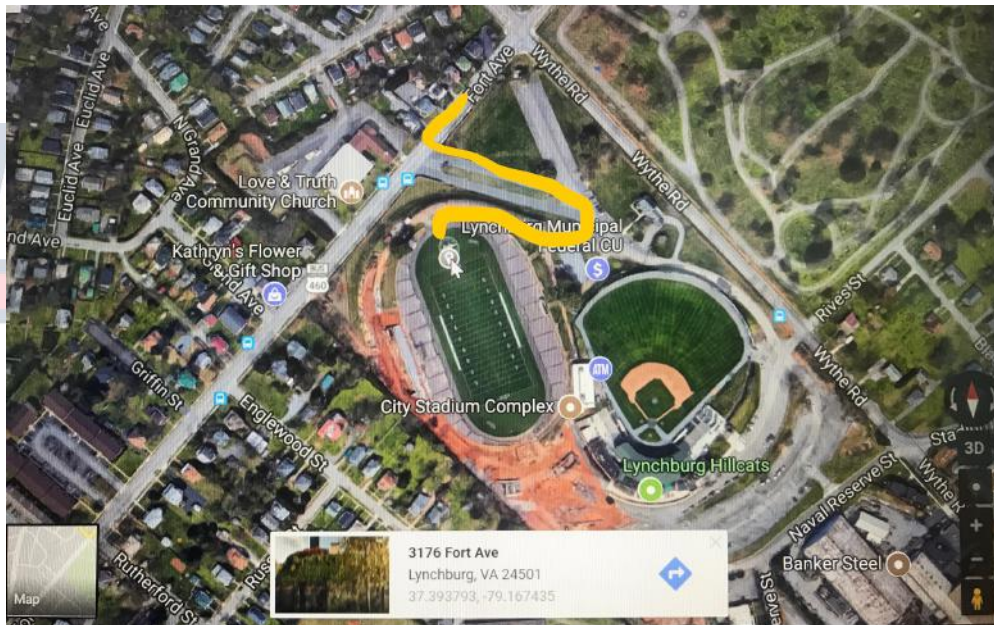
Emergency Action Plan for Athletic Practices/Contests Held at City Stadium Turf Field

City Stadium is located at:
3176 Fort Ave.
Lynchburg, VA 24501

GPS Coordinates: (Latitude: 37.394547, Longitude: -79.16769)

Directions to Venue:

Enter City Stadium Complex via Fort Ave. entrance (highlighted in yellow). Drive through parking lot to access gate entrance (highlighted in yellow) to scoreboard endzone. Parking for emergency vehicles (highlighted in yellow) is located behind scoreboard.



Roles Established:

*(Prior to athletic events a pre-event "Time Out" should be conducted to ensure the Emergency Action Plan is reviewed and to assign **roles** with the personnel and equipment available for that event.)*

- o Immediate care of the athlete (Jen Armstrong (AT); Coach Daryl Robertson; Coach Matthew Smith (JV); LU/LC ATS or designee)
- o Activate Emergency Medical System (EMS) (J. Armstrong; Coach Jermaine Johnson; Coach Ray Smith (JV); LU/LC ATS)
- o Emergency Equipment Retrieval (Coach Jawaad Douglas; Coach Higgins (JV); LU/LC ATS)
- o Meet EMS personnel at Credit Union gate (Coach Gardner; Coach Ray Smith (JV) or designee)

- o Stay with team (Coach Jamar Lovelace)
- o Go in ambulance (Tony Jones; Coach Smith)
- o Scene Control: Limit emergency scene to those providing first aid and move bystanders away from area. (Elizabeth Masencup (AD) or designee)

Emergency Action Plan for Athletic Practices/Contests Held at City Stadium

Page 2

Communication:

- o Cell phone
- o Activate EMS
- o Student emergency information (Coach Gardner / Coach Matthew Smith)
 - Critical medical information (conditions, medications, allergies)
 - Contact parent/legal custodian
- o Athletic Training Staff
 - Jen Armstrong: 724-255-4628
- o Athletic Director
 - Elizabeth Masencup: 434-841-4624

Emergency Equipment:

- o Sports Medicine First Aid Kit
- o Power Screwdriver / shears
- o AED
- o Crutch/Splint Bag
- o Polar Life Pod
- o Injury Ice

Emergency Transportation:

Emergency transportation vehicles will park at scoreboard. Additional parking in the large parking lot. Ambulance parked in this location during home football games. If ambulance not on site for game, will enter through gate via Credit Union entrance.

Lightning or Thunder Disturbances Safe Shelter/Evacuation Route:

Locker rooms behind home stands are the designated safe shelter area in the event of lightning or thunder disturbance. Spectators should shelter in their cars until safe.

Emergency Action Plan for Athletic Practices/Contests Held on E.C. Glass HS Vince Bradford Track and Turf Field

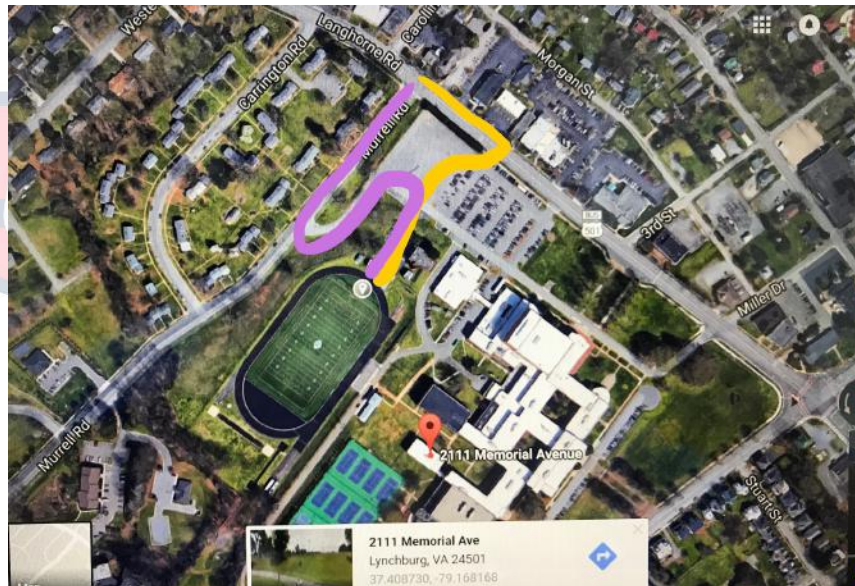
E.C Glass High School is located at:
2111 Memorial Ave.
Lynchburg, VA 24501

Phone: 434-515-5370

GPS Coordinates: (Latitude: 37.408608, Longitude: -79.168113)

Directions to Venue:

Enter school campus at Langhorne Rd entrance (highlighted in yellow). Alternate route via Murrell Rd (highlighted in purple). Drive through parking lot to lower gate entrance (highlighted in yellow) to Vince Bradford Track and Field. Parking for emergency vehicles (highlighted in yellow) is located outside of track and field gate access. Ambulance may drive on track as needed.



Roles Established:

*(Prior to athletic events a pre-event "Time Out" should be conducted to ensure the Emergency Action Plan is reviewed and to assign **roles** with the personnel and equipment available for that event.)*

- o Immediate care of the athlete (Jen Armstrong (AT), Coach or designee)
- o Activate Emergency Medical System (EMS) (name/title/designee)
- o Emergency Equipment Retrieval (name/title/designee)
- o Meet EMS personnel at Langhorne Parking Lot and direct them to track and field gate. (name/title/designee)

- o Scene Control: Limit emergency scene to those providing first aid and move bystanders away from area. (Elizabeth Masencup (AD) or designee)

Emergency Action Plan for Athletic Practices/Contests Held on EC Glass HS Vince Bradford Track and Field

Page 2

Communication:

- o Cell phone or landline located in Athletic Director's Office
- o Activate EMS
- o Student emergency information (name/title/designee)
 - Critical medical information (conditions, medications, allergies)
 - Contact parent/legal custodian
- o Athletic Training Staff
 - Jen Armstrong: 724-255-4628
- o Athletic Director
 - Elizabeth Masencup: 434-841-4624

Emergency Equipment:

- o Sports Medicine First Aid Kit
- o AED
- o Crutch/Splint Bag
- o Polar Life Pod
- o Injury Ice
- o Additional emergency equipment is available in the athletic training room located in E.C. Glass HS

Emergency Transportation:

Emergency transportation vehicles will park at the lower entrance of track and field. Additional parking in the large parking lot. Ambulance can enter track if necessary.

Lightning or Thunder Disturbances Safe Shelter/Evacuation Route:

McCue Gymnasium is a designated safe shelter area in the event of lightning or thunder disturbance. Spectators should shelter in their cars until safe.

VHSL Heat Guidelines

HEAT INJURIES CAUSE MULTIPLE DEATHS EACH YEAR IN HIGH SCHOOL SPORTS.

Heat illness and injury can range from a simple muscle cramp to life threatening heat stroke. Catastrophic heat injuries are preventable. Following the recommendations found in this document, the risk of heat injuries can be reduced significantly. The most important components in preventing heat injury are the prevention of dehydration and limiting activity when temperature and humidity make it near impossible for the body to cool through evaporation of sweat.

The body produces heat at rest; this heat production increases 10 to 20 times with exercise. Evaporation is the major method of cooling the body during exercise. Evaporation of sweat dissipates the heat from the core of the body, keeping the internal organs cool. Exercising in a dehydrated state reduces the ability to sweat, therefore compromising the ability to cool. Dehydration also causes a reduction in blood volume, compromising cardiac output. The air temperature and humidity have a direct effect on the efficiency of this cooling process. Based on the effects of dehydration and exercising in the heat and humidity, the following guidelines have been established to provide administrators, coaches, and athletic training staff, with a sound plan to prevent heat injury.

It is strongly recommended that each school system develops and adheres to specific heat guidelines appropriate for their student activity population and facilities based on scientific research. Guidelines should also apply to activities such as marching band and for gyms and indoor facilities without air conditioning.

Signs and Symptoms of Heat Problems:

The following are common signs and symptoms related to heat illness, but are not intended to represent a complete list. In the event an athlete is suffering from one or more of the following, the athlete should be referred to appropriate allied health care or medical professional for full evaluation.

- Muscle spasms/cramps
- Heavy or profuse sweating
- Skin is flushed or cool and pale
- Headache
- Dizziness
- Rapid pulse, nausea, weakness
- Disoriented, confusion
- Elevated body core temperature
- Cessation of sweating
- Red, dry skin
- Shallow breathing and rapid pulse
- Loss of consciousness

Heat Illness/Injury Facts:

- Adolescents take longer to acclimatize to the heat than adults
- Weight loss of water greater than 3% of body weight significantly increases the risk of heat related illness.
- 1.5 times the amount of water lost must be consumed to replace lost weight.
- Unrelated illnesses causing vomiting and/or diarrhea will increase risk of heat related illnesses. These conditions should be brought to the attention of the ATC and/or coaching staff prior to participation and close monitoring of these individuals should take place during practice sessions and competition.
- Athletes taking certain medications including diuretics, antihistamines, beta blockers and anti-cholinergics are at higher risk for heat illnesses.
- Light colored breathable clothing can assist the body in cooling.
- Athletes who are overweight, poorly conditioned, recovering from illness, lacking in sleep, or taking medications are at added risk for heat illnesses and should be monitored closely and/or have their participation level modified.

Recommendations for Fluid Replacement:

- All schools should establish a Fluid Replacement Protocol for their facility. (see recommendations below)
- All athletes should inform their coaches and/or athletic training staff of any pre-existing heat illness, gastro-intestinal condition and/or medical complication prior to exercising in the heat.
- Weigh athletes before and after each practice during hot weather. Athletes should conform to a restricted activity schedule if not within 1% of the previous day PRE-EXERCISE weight.
- Replace fluids at a rate of 24 fluid ounces for every pound of body weight lost after exercise
- Athletes should be educated in the process of hydrating themselves as a 24 hour a day process.
- Athletes should begin every athletic activity well hydrated.
- During exercise, the average person should drink 8 – 12 oz of fluid every 20 to 30 minutes.
- Urine color is an easy method to determine hydration status. Light yellow to clear urine indicates a well-hydrated athlete.
- Water should be available to athletes at all times and never be withheld from exercising individuals.

Environmental factors:

Ambient air temperature and humidity have a direct effect on the ability for a body to cool itself through the evaporation of sweat. When the air temperature is above 90, and/or the relative humidity is high, the body is at a higher risk to not effectively stay cool, which may be compounded by the level of dehydration of the body's fluids. The following chart is a simple method to determine the amount of increased risk with variations of heat and humidity, and subsequent suggestions to modify participation in physical activities.

This chart can be used by inputting the temperature and humidity available via local radio stations, Internet locations, etc. Simply cross-reference the relative humidity (top row) with the temperature (first column) to determine the humidity. Follow guidelines outlined below.

Humiture or Apparent Temperature Chart (After R.G.Steadman, 1979)

Tem.p	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
105°	100	105	113	123	135	149				
104°	98	104	110	120	132	143				
102°	97	101	108	117	125	139				
100°	95	99	105	110	120	132	144			
98°	93	97	101	106	110	125	132			
96°	91	95	98	104	108	120	128			
94°	89	93	95	100	105	111	122	128		
92°	87	90	92	96	100	106	115	122		
90°	85	88	90	92	93	100	106	114	122	130
88°	82	86	87	89	93	95	100	106	115	125
86°	80	84	85	87	90	92	96	100	109	111
84°	78	81	83	85	86	89	91	95	99	105
82°	77	79	80	81	84	86	89	91	95	96
80°	75	77	78	79	81	83	85	86	89	91
78°	72	75	77	78	79	80	81	83	85	86
76°	70	72	75	76	77	77	77	78	79	80

HUMITURE

105° and up:

95° to 104°:

90° to 94°:

Below 89°:

VHSL RECOMMENDATION

Recommend no outside activities.

Recommend no equipment (helmets, pads, etc) be used during activity.

Recommend equipment be removed as often as possible (during rest breaks, on sideline, etc). Careful monitoring of all athletes for signs of heat problems.

Recommend adequate water supply at all practices and competitions with breaks every 20 to 30 minutes for rehydration.

Fluid replacement should meet sweat rate for each individual. During prolonged intense exercise in high heat stress conditions, sweat rates may exceed the body's ability to rehydrate through ingestion of fluids. Net fluid loss experienced in these conditions must be regained within 24 hours, prior to the next practice session. Daily weigh in and weigh out is recommended to maintain awareness of overall cumulative fluid losses and appropriate rehydration or restriction of activity can be implemented.

Heat Stress Practice and Equipment Modifications

Level	Humiture	WBT	Equipment Restrictions	Work/Rest Ratio
Green – 1	<87	<75°	Full uniform	
Yellow – 2	87 – 89	75° - 76.9°	Remove helmet when not active in drill	50 min work / 10 min rest per hour
Orange – 3	90 – 94	77° - 78.9°	Remove Helmet and Shoulder Pads when not active in drill	45 min work / 15 min rest per hour
Red – 4	95 – 104	79° - 80.9°	No Equipment*	45 min work / 15 min rest per hour
Black - 5	105 +	81° +	No Outside Practice	

* Field Hockey Goalies may wear full protective equipment not to exceed 10 minute on – 20 minute off cycle for live goal tending drills.

National Athletic Trainers Association's Recommendations on Fluid Replacement:

- Educate athletes on the effects of dehydration on physical performance.
- Inform athletes on how to monitor hydration status.
- Convince athletes to participate in their own hydration protocols based on sweat rate, drinking preferences, and personal responses to different fluid quantities.
- Encourage coaches to mandate rehydration during practices and competitions, just as they require other drills and conditioning activities.
- Have a scale accessible to assist athletes in monitoring weight before, during, and after activity.
- Provide the optimal oral rehydration solution (water, CHOs, electrolytes) before, during, and after exercise.
- Implement the hydration protocol during all practices and games, and adapt it as needed.
- Finally, encourage event scheduling and rule modifications to minimize the risks associated with exercise in the heat.

Journal of Athletic Training Vol. 35 N2, June 2000
Full text can be found on NATA's website: www.nata.org

Acclimatization to Heat:

Another way to help prevent heat stress is to become acclimatized to the weather. Acclimatization means becoming adapted to the weather or climate. The process takes 7 to 12 days. Studies have shown adolescents take longer to acclimatize to heat than adults. As a result of acclimatization, the sweating mechanism of a person is enhanced:

- onset of perspiration occurs earlier
- perspiration increases
- increase in blood volume with the more training an individual does
- improves supply of oxygen to the muscles
- heart rate decreases
- core body temperature does not rise as high during exercise

Other facts about heat illnesses and exercising in the heat:

- Dehydration of 1% to 2% of body weight begins to impact athletic performance
- Dehydration greater than 3% of body weight may increase an athlete's risk of heat illness.
- Sports drinks should contain 6% carbohydrate. Carbohydrate content greater than 6% compromises the rate of gastric emptying and should be avoided.
- Wear light weight and light colored clothing. Avoid wearing articles that prevent water absorption
- Early morning commonly produces a humid environment and lower temperatures. Usually, as the sun rises, the temperature will increase and the humidity decreases. As the evening hours approach, the temperature decreases and the humidity will rise. Often, the most critical times to monitor athletes ability to exercise in hot weather occurs when the temperature rises quickly during the early morning prior to the sun burning off the humidity; or during

storms when the humidity remains high due to cloud cover, etc.

- A mild breeze can reduce the humidity on a particular field, as well as improve the evaporative process.
- Field watering after practice sessions are complete can help reduce the ambient humidity on or near an athletic field, thus reducing the heat stress on athletes.

EXTRACURRICULAR ACTIVITY DURING EXTREME HOT AND HUMID WEATHER POLICY USING WET BULB THERMOMETER

Courtesy of Fairfax County Public Schools

It should be noted that wet bulb readings represent the temperature including the effect of evaporative cooling. These readings are more commonly acquired using a digital psychrometer available through medical suppliers for under \$100. The use of these devices allow for more accurate monitoring of actual conditions found at an athletic facility.

Level	FWBT	Duration	Attire	Fluid Consumption	Comments
1	Less than 60°	3 hours maximum	Full gear	Insist that adequate fluid be ingested	Never restrict water consumption
2	60.1° - 65.9°	3 hours maximum	Full gear	Insist that adequate fluid be ingested	Provide minimum of 2 water breaks per hour
3	66° - 74.9°	3 hours maximum	Full gear	Insist that 4 – 6 oz minimum fluid be ingested every 20 minutes	Provide minimum of 3 water breaks per hour
4	75° - 76.9°	3 hours maximum	Remove helmets unless active in drill	Insist that 6 – 8 oz minimum fluid be ingested every 20 minutes	Monitor athletes, rest as needed.
5	77° - 78.9°	3 hours maximum, every 45 minutes of work > 15 minutes of rest each hour*	Protective equipment removed for non-contact drills	Insist that 8 – 10 oz fluid be ingested every 15 minutes	Removal of helmet unless active in drill, removal of pads (ie: shoulder pads) when teaching or non-contact portions of practice exceed 10 minutes in length
6	79° - 80.9°	3 hours maximum every 45 minutes of work > 15 minutes of rest each hour*	Shirt, shorts only No helmets or equipment	Insist that 8 – 10 oz fluid be ingested every 15 minutes.	Reduce intensity of activity, no equipment or helmets
7	81° - up	NO OUTDOOR PRACTICE		Re-hydrate 24 oz for every pound of body weight loss per day.	Practices conducted indoors must follow the Heat Policy

The Heat Policy also applies to indoor practice

RECOMMENDATIONS:

Fluid replacement should be at a rate of 24 oz for every pound of body weight lost after exercise.

- Light colored, loose clothing is suggested during activity in hot weather.
- Athletes are encouraged to wear sunscreen on exposed skin during hot, sunny conditions.
- Adequate fluid supply should be readily available at all times during activity in hot weather.
- Individuals poorly acclimatized, or poorly conditioned are at increased risk for heat related illness/injury and should be monitored closely or placed on a modified participation schedule.
- Athletes having a pre-existing dehydrated state (recent fever or gastro-intestinal illness) or pre-existing heat injury are at a much higher risk for heat related illness/injury and should be monitored closely or placed on a modified participation schedule.
- Medications including diuretics, antihistamines, beta blockers and anti-cholinergics increase the risk of heat illness/injury.
- Overweight athletes are at increased risk for heat illness/injury and should be monitored closely.
- Energy, ergogenic, and dietary supplements such as Creatine may cause an increase in dehydration and heat related illness and/or injury.

Heat Acclimatization and Heat Illness Prevention Position Statement

National Federation of State High School Associations (NFHS)
Sports Medicine Advisory Committee (SMAC)

Exertional Heatstroke (EHS) is the leading cause of preventable death in high school athletics. Students participating in high-intensity, long-duration or repeated same-day sports practices and training activities during the summer months or other hot-weather days are at greatest risk. Football has received the most attention because of the number and severity of exertional heat illnesses. Notably, the National Center for Catastrophic Sport Injury Research (NCCSIR) reports that

42 high school football players died of EHS between 1995 and 2014. EHS also results in thousands of emergency room visits and hospitalizations throughout the nation each year.

This NFHS Sports Medicine Advisory Committee (SMAC) position statement is the companion piece to the NFHSLearn.com online course “Heat Illness Prevention.” **This position statement provides an outline of “Fundamentals” and should be used as a guiding document by member state associations.** Further and more detailed information can be found within the NFHSLearn.com online course, the NFHS Sports Medicine Handbook, the NFHS SMAC “Position Statement and Recommendations for Maintaining Hydration to Optimize Performance and Minimize the Risk for Exertional Heat Illness” and the resources listed below.

Following the recommended guidelines in this position statement and “Heat Illness Prevention” can reduce the risk and incidence of EHS and the resulting deaths and injuries in high school athletics. The NFHS recognizes that various states and regions of the country have unique climates and variable resources, and that there is no “one-size-fits-all” optimal acclimatization plan. However, the NFHS and the NFHS SMAC strongly encourage member state associations to incorporate all of the “Fundamentals” into any heat acclimatization plan to improve athlete safety. In addition, the online course **“Heat Illness Prevention” should be required viewing for all coaches.**

Heat Acclimatization and Safety Priorities:

- ☐ Recognize that EHS is the leading preventable cause of death among high school athletes.
- ☐ Know the importance of a formal pre-season heat acclimatization plan.
- ☐ Know the importance of having and implementing a specific hydration plan, keeping your athletes well-hydrated, and encouraging and providing ample opportunities for regular fluid replacement.
- ☐ Know the importance of appropriately modifying activities in relation to the environmental heat stress and contributing individual risk factors (e.g., illness, obesity) to keep your athletes safe and performing well.
- ☐ Know the importance for all members of the coaching staff to closely monitor all athletes during practice and training in the heat, and recognize the signs and symptoms of developing heat illnesses.

- Know the importance of, and resources for, establishing an emergency action plan and promptly implementing it in case of suspected EHS or other medical emergency.
- Energy drinks are NOT appropriate hydration fluids. Refer to NFHS SMAC “Position Statement and Recommendations for the Use of Energy Drinks by Young Athletes”.

Fundamentals of a Heat Acclimatization Program:

1. Physical exertion and training activities should begin slowly and continue progressively. An athlete cannot be “conditioned” in a period of only two to three weeks.

- Begin with shorter, less intense practices and training activities, with longer recovery intervals between bouts of activity.
- Minimize protective gear (such as helmets and pads) during first several practices, and introduce additional uniform and protective gear progressively over successive days.
- Emphasize instruction over conditioning during the first several practices.

Rationale: The majority of heat-related deaths happen during the first few days of practice, usually prompted by doing too much, too soon, and in some cases with too much protective gear on too early in the season (wearing helmet, shoulder pads, pants and other protective gear). Players must be allowed the time to adapt safely to the environment, intensity, duration, and uniform/equipment.

2. Keep each athlete’s individual level of conditioning and medical status in mind and adjust activity accordingly. These factors directly affect exertional heat illness risk.

Rationale: Athletes begin each season’s practices and training activities at varying levels of physical fitness and varying levels of risk for exertional heat illness. For example, there is an increased risk if the athlete is obese, unfit, has been recently ill, has a previous history of exertional heat illness, or has Sickle Cell Trait.

3. Adjust intensity (lower) and rest breaks (increase frequency/duration), and consider reducing uniform and protective equipment, while being sure to monitor all players more closely as conditions are increasingly warm/humid, especially if there is a change in weather from the previous few days.

Rationale: Coaches must be prepared to immediately adjust for changing weather conditions, while recognizing that tolerance to physical activity decreases and exertional heat illness risk increases, as the heat and/or humidity rise. Accordingly, it is imperative to adjust practices and/or competitions to maintain safety and performance. Coaches can monitor the athletes’ weights pre and post practice to ensure adequate fluid replacement, and can follow guidelines for hot and humid weather including using Wet Bulb Globe Temperature (WBGT) readings.

4. Athletes must begin practices and training activities adequately hydrated.

Rationale: While proper hydration alone will not necessarily prevent exertional heat illness, it will decrease risk. Athletes can observe the color of their urine, which should be straw yellow or the color of lemonade, when adequately hydrated.

5. Recognize early signs of distress and developing exertional heat illness, and promptly adjust activity and treat appropriately. First aid should not be delayed!

Rationale: An athlete will often show early signs and/or symptoms of developing exertional heat illness. If these signs and symptoms are promptly recognized and the athlete is appropriately treated, serious injury can be averted and the athlete can often be treated, rested and returned to activity when the signs and symptoms have resolved.

6. Recognize more serious signs of exertional heat illness (clumsiness, stumbling, collapse, obvious behavioral changes and/or other central nervous system problems), immediately stop activity and promptly seek medical attention by activating the Emergency Medical System. On-site rapid cooling should begin immediately.

Rationale: Immediate medical treatment and prompt rapid cooling can prevent death or minimize further injury in the athlete with EHS. Ideally, pools or tubs of ice water to be used for rapid cooling of athletes should be available on-site and personnel should be trained and practiced in using these facilities for rapid cooling. Ice water baths are the preferred method for rapid cooling, however, if ice water pools or tubs are not available, then applying ice packs to the neck, axillae, and groin and rotating ice-water soaked towels to all other areas of the body can be effective in cooling an affected athlete.

Remember, cool first, transport later.

7. An Emergency Action Plan (EAP) with clearly defined written and practiced protocols should be developed and in place ahead of time.

Rationale: An EAP should be in place in case of any emergency, as a prompt and appropriate response in any emergency situation can save a life. The EAP should be designed and practiced to address all teams (freshman, junior varsity, and varsity) and all practice and game sites.

References:

American Academy of Pediatrics. Policy Statement—Climatic Heat Stress and Exercising Children and Adolescents. *Pediatrics*. 2011;128(3):e741-7.

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**Revised and Approved
April 2015 2012**

The NFHS regularly distributes position statements and guidelines to promote public awareness of certain health and safety-related issues. Such information is neither exhaustive nor necessarily applicable to all circumstances or individuals, and is no substitute for consultation with appropriate health-care professionals. Statutes, codes or environmental conditions may be relevant. NFHS position statements or guidelines should be considered in conjunction with other pertinent materials when taking action or planning care. The NFHS reserves the right to rescind or modify any such document at any time.



HERITAGE HIGH SCHOOL (Lynchburg City Public Schools)

3020 Wards Ferry Rd

Lynchburg, VA 24502

Emergency Action Plan

Athletic Training

Heritage High School

Important Phone Numbers

Ambulance, Fire, Police	911
Heritage High School	434-515-5400
Heritage High School Athletics	434-582-1140
Chris Hallberg, Athletic Trainer	434-944-4804
Dennis Knight, Athletic Director	434-841-0558
Ortho Virginia	434-485-8500

Guidelines For Emergency Care To Specific Injuries Or Illness

Spinal Injury

1. Call 911
2. Check the airway, breathing, and circulation
3. Support cervical spine by positioning hands on side of head. Do not leave this position until instructed to do so by EMS
4. **DO NOT ATTEMPT TO MOVE THE ATHLETE** unless the athlete is in danger as a result of his/her location
5. Remove the facemask and untie the shoulder pads to expose the chest
6. Retrieve CPR mask and AED
7. Administer CPR as needed
8. When backboarding the athlete use the eight man lift technique
9. Contact and inform parent

Major Fracture

1. Treat the athlete for shock
2. Apply basic first aid
3. **DO NOT ATTEMPT TO REDUCE THE FRACTURE**
4. Splint, making sure the athlete continues to have a distal pulse and sensation
5. Activate EMS
6. Transport athlete to hospital
7. Contact parent

Major Joint Dislocation

1. Treat the athlete for shock
2. Apply basic first aid
3. **DO NOT ATTEMPT TO REDUCE THE DISLOCATION**
4. Splint, making sure the athlete continues to have a distal pulse and sensation
5. Activate EMS
6. Transport athlete to hospital
7. Contact parent

Heat Illness

1. Immediately remove the athlete from the heat
2. Remove excess clothing
3. Immediately cool the athlete
4. Take athlete's temperature
5. Determine severity of the illness
6. Hydrate the athlete
7. Monitor airway, breathing, and circulation
8. Stay with the athlete at all times
9. Call 911 if necessary
10. Contact parent

Cardiac Problems

1. Check airway, breathing, and circulation
2. Administer CPR as needed, keeping CPR mask and AED in close reach
3. Monitor and treat for shock
4. Activate EMS
5. Contact Parent
6. Place athlete in comfortable position
7. Monitor vitals until EMS arrives

Any Other Emergency Situation

1. Check airway, breathing, circulation
2. Apply basic first aid
3. Prevent and/or treat for shock
4. When in doubt activate EMS
5. Retrieve CPR mask and AED in case it is later needed
6. Contact parent

Guidelines During A Serious/Catastrophic On-Field Player Injury:

1. Player and coaches should go to and remain on the bench area. Adequate lines of vision between the medical staff and available emergency personnel should be established and maintained.
2. Players, parents, and non-authorized personnel should be kept a significant distance away from the seriously injured player(s).
3. Players or non-medical personnel should not touch, move, or roll an injured player.
4. Players should not try to assist teammate who is lying on the field (i.e. removing the helmet or chin strap, attempting to move the teammate, or elevating any part of the teammate's body)
5. Players should not pull on an injured teammate or opponent
6. Once the medical staff begins to work on an injured player they should be allowed to perform services without interruption or interference.
7. Players and coaches should avoid dictating medical services to the athletic trainer or team physicians or taking up their time to perform such services

Training Of Emergency Procedures

Training sessions will be conducted by the Head Athletic Trainer at the beginning of each academic year and throughout the year as athletic seasons change. Emergency procedure training sessions will include: review of emergency care providers and phone numbers, minimum supplies and personnel that will be needed for all scheduled practices, strength and conditioning

workouts, skill instruction sessions, competitions, guidelines for emergency care to specific injuries or illness, and guidelines for emergency care at specific locations.

Guidelines For Emergency Care To Specific Locations

City Stadium (Football, Cheerleading, Soccer)

Emergency Personnel: Certified athletic trainer (ATC) and assisted by Lynchburg College athletic training students assigned to ATC. The above mentioned emergency personnel will be on site for competitions in addition to the team orthopedic, physical therapist, and EMS for football competitions.

Emergency Communication: Assigned ATCs and coaches are to have cell phone on person

Emergency Equipment: Medical kit, splint kit, crutches, AED

Roles of First Responder:

1. Immediate first aid care of the injured or ill student-athlete.
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - a. If possible the ATC directs the athletic training student or an assistant coach present to alert EMS while ATC attends to the collapsed athlete
 - b. Call 911 if ambulance is not present at the time.
 - i. Must provide name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, vitals, specific directions to location, other information as requested
 - ii. Ensure you are the last one to hang up

Field House (Volleyball, Basketball, Wrestling, Cheerleading, Track)

Emergency Personnel: Certified athletic trainer (ATC)

Emergency Communication: Assigned ATCs and coaches are to have cell phones on person. In case of poor cell phone reception there are landline phones located in women's health and physical education office located on locker room hallway.

Emergency Equipment: AED located outside nurse's office at all times and additional AED located with ATC during in-season competitions

Roles of First Responder:

1. Immediate first aid care of the injured or ill-student athlete
2. Emergency equipment retrieval
3. Activation of emergency medical system (EMS)
 - a. If possible the ATC directs the athletic training student or an assistant coach present to alert EMS while ATC attends to the collapsed athlete
 - b. Call 911 if ambulance is not present at the time.
 - i. Must provide name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, vitals, specific directions to location, other information as requested
 - ii. Ensure you are the last one to hang up
4. Assigned assistant coach will be instructed to open garage door at northwest end of the gymnasium and direct EMS to emergency site when they arrive
5. Directions for EMS to Field House
 - a. Arrive at Heritage High School via Leesville Road at the Heritage High School sign, which will be the first left if proceeding from Timberlake Rd
 - b. Proceed down the hill toward Heritage High's bus parking lot, parking the ambulance by the modular home being built outside.
 - c. Assigned assistant coach will be waiting outside to meet and guide EMS workers to garage door located by the gymnasium toward site of the injured athlete

Baseball Field and Softball Field (Baseball and Football)

Emergency Personnel: Certified athletic trainer (ATC)

Emergency Communication: Assigned ATCs and coaches are to have cell phones on person.

Emergency Equipment: Medical kit, splint bag, crutches, and AED are maintained in the athletic training room and/or with the ATC

Roles of First Responder:

1. Immediate first aid care of the injured or ill student-athlete
2. Emergency equipment retrieval
3. Activation of emergency medical services (EMS)
 - a. If possible the ATC directs the athletic training student or an assistant coach present to alert EMS while ATC attends to the collapsed athlete
 - b. Call 911 if ambulance is not present at the time.
 - i. Must provide name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, vitals, specific directions to location, other information as requested
 - ii. Ensure you are the last one to hang up
4. Assigned assistant coach will wait for ambulance at the front of the baseball/softball fieldhouse
5. Directions for EMS to softball/baseball fields
 - a. If turning onto Wards Ferry Rd from Timberlake, take the second right onto Aaron's Place Rd, going to the end of the street, the fieldhouse will be located on your right.
 - b. If entering from the south end of Wards Ferry Rd, take left onto Aaron's Place Rd., located immediately before Heritage High main entrance.
 - c. Personnel will be waiting at the fieldhouse to direct the EMS personnel to injured athlete located on either baseball or softball field

Grass Practice Field (Soccer practice)

Emergency Personnel: Certified athletic trainer (ATC)

Emergency Communication: Assigned ATCs and coaches are to have cell phones on person

Emergency Equipment: Medical kit, splint bag, crutches, and AED are maintained in the athletic training room at baseball/softball fieldhouse and/or with the ATC

Roles of First Responder:

1. Immediate first aid care of the injured or ill student-athlete
2. Emergency equipment retrieval
3. Activation of emergency medical services (EMS)
 - a. If possible the ATC directs the athletic training student or an assistant coach present to alert EMS while ATC attends to the collapsed athlete
 - b. Call 911 if ambulance is not present at the time.
 - i. Must provide name, location, telephone number, number of individuals injured, nature of injury, first aid treatment rendered, vitals, specific directions to location, other information as requested
 - ii. Ensure you are the last one to hang up
4. Unlock all gates to fieldhouse in addition to field itself
5. Directions for EMS to grass field
 - a. Head toward HHS via Leesville Rd passing the first high school entrance
 - b. Continue going straight approximately $\frac{1}{4}$ - $\frac{1}{2}$ mile making first left after passing Verizon building on left (will see Heritage High School student parking sign)
 - c. Assigned assistant coach will wait for ambulance by Leesville Rd entrance to guide EMS personnel to site of injured athlete

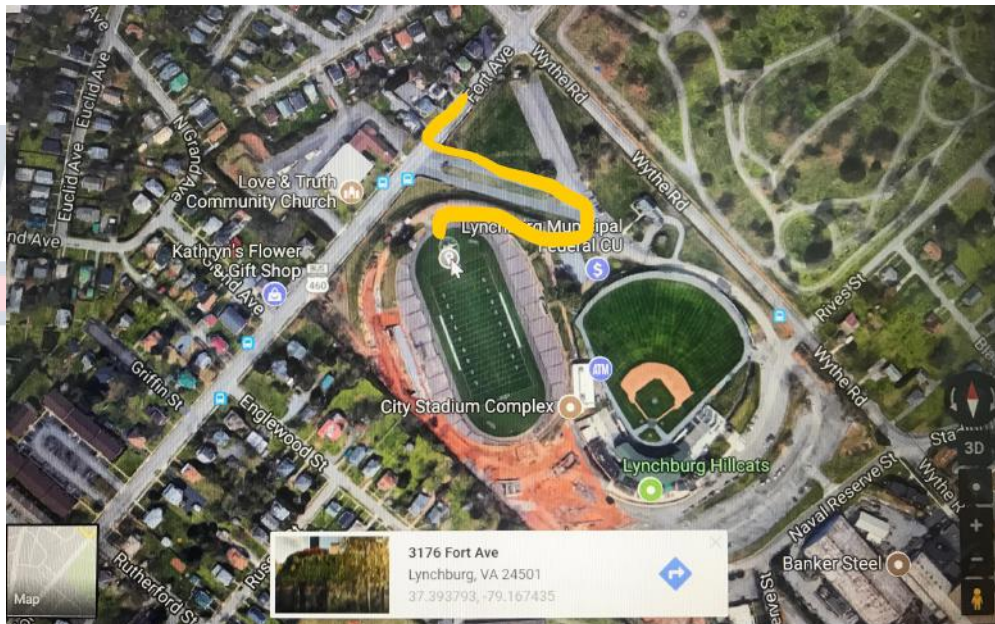
Emergency Action Plan for Athletic Practices/Contests Held at City Stadium Turf Field

City Stadium is located at:
3176 Fort Ave.
Lynchburg, VA 24501

GPS Coordinates: (Latitude: 37.394547, Longitude: -79.16769)

Directions to Venue:

Enter City Stadium Complex via Fort Ave. entrance (highlighted in yellow). Drive through parking lot to access gate entrance (highlighted in yellow) to scoreboard endzone. Parking for emergency vehicles (highlighted in yellow) is located behind scoreboard.



Roles Established:

*(Prior to athletic events a pre-event "Time Out" should be conducted to ensure the Emergency Action Plan is reviewed and to assign **roles** with the personnel and equipment available for that event.)*

- o Immediate care of the athlete (Jen Armstrong (AT); Coach Daryl Robertson; Coach Matthew Smith (JV); LU/LC ATS or designee)
- o Activate Emergency Medical System (EMS) (J.Armstrong; Coach Jermaine Johnson; Coach Ray Smith (JV); LU/LC ATS)
- o Emergency Equipment Retrieval (Coach Jawaad Douglas; Coach Higgins (JV); LU/LC ATS)
- o Meet EMS personnel at Credit Union gate (Coach Gardner; Coach Ray Smith (JV) or designee)
- o Stay with team (Coach Jamar Lovelace)
- o Go in ambulance (Tony Jones; Coach Smith)

- o Scene Control: Limit emergency scene to those providing first aid and move bystanders away from area. (Elizabeth Masencup (AD) or designee)

Emergency Action Plan for Athletic Practices/Contests Held at City Stadium

Page 2

Communication:

- o Cell phone
- o Activate EMS
- o Student emergency information (Coach Gardner / Coach Matthew Smith)
 - Critical medical information (conditions, medications, allergies)
 - Contact parent/legal custodian
- o Athletic Training Staff
 - Jen Armstrong: 724-255-4628
- o Athletic Director
 - Elizabeth Masencup: 434-841-4624

Emergency Equipment:

- o Sports Medicine First Aid Kit
- o Power Screwdriver / shears
- o AED
- o Crutch/Splint Bag
- o Polar Life Pod
- o Injury Ice

Emergency Transportation:

Emergency transportation vehicles will park at scoreboard. Additional parking in the large parking lot. Ambulance parked in this location during home football games. If ambulance not on site for game, will enter through gate via Credit Union entrance.

Lightning or Thunder Disturbances Safe Shelter/Evacuation Route:

Locker rooms behind home stands are the designated safe shelter area in the event of lightning or thunder disturbance. Spectators should shelter in their cars until safe.

JEFFERSON FOREST HIGH SCHOOL (Bedford County Public Schools)
1 Cavalier Circle
Forest, VA 24551

EMERGENCY ACTION PLAN

(Currently not an Active Clinical Site – No EAP on File)



LIBERTY CHRISTIAN ACADEMY HIGH SCHOOL (LCA)
100 Mountain View Rd
Lynchburg, VA 24502

EMERGENCY ACTION PLAN

DEVELOPING AN EMERGENCY ACTION PLAN

Student-athlete safety during athletic competition should be a priority throughout the season. Developing an Emergency Action Plan (EAP) is a vital component in achieving this goal. Sound EAPs are the product of a collaborative process involving school administrators, medical professionals (i.e. athletic trainers, physicians) and local EMS and should include the identification of an Emergency Response Team (ERT). In addition, the EAP should be specific to each practice or competition venue and reflect the following important considerations related to managing emergency situations.

Emergency Personnel

Typically, the first responder to a medical emergency is a member of the sports medicine staff such as a certified athletic trainer or team physician. However, these individuals may not always be present at every athletic practice or competition. In some instances, a coach, sponsor, or school administrator may be the first responder and it is imperative that all potential responders understand their role in managing an emergency situation. Therefore, the EAP should identify the members of the ERT and clearly outline/identify each person's role and responsibilities. These may include but are not limited to:

- Ensuring the scene is safe and providing immediate care
- Activating EMS
- Retrieving emergency medical equipment
- Directing EMS to the scene

Emergency Communication

Quick communication between members of the ERT is critical to effective management of an emergency situation. The EAP should identify both primary and secondary communication mechanisms for each venue that allows first responders to contact ERT members and EMS as quickly as possible. The communication system should be reviewed prior to each event and shared with visiting medical professionals prior to/ during contests.

Emergency Equipment

Any necessary emergency equipment (e.g. AED, epi-pen, mechanism for rapid cooling) should be available and easily accessible at each venue. The members of the ERT should be familiar with the function and operation of emergency equipment and trained to use it in advance. Emergency equipment should be inspected on a regular basis and the members of the ERT should be well practiced in its use.

Medical Emergency Transportation

Ideally, an ambulance is onsite at high-risk events or as needed given the size/scope of the contest. EMS response time and overall EMS transportation capabilities (e.g. basic or advanced life support) should be considered when determining whether or not to have an ambulance onsite. If an ambulance is available at the venue, it should be located in a designated, easily accessible location

Venue Directions and Map

The EAP should include detailed directions to the venue, including the street address, cross streets, and landmarks if needed to make the site easier to locate. Ideally, EMS personnel and first responders will meet at the venue to familiarize themselves with its location. Consideration should be given to ambulance

entrance/exit points as well as whether or not helicopter transport is a viable option. GPS coordinates can assist a helicopter transport.

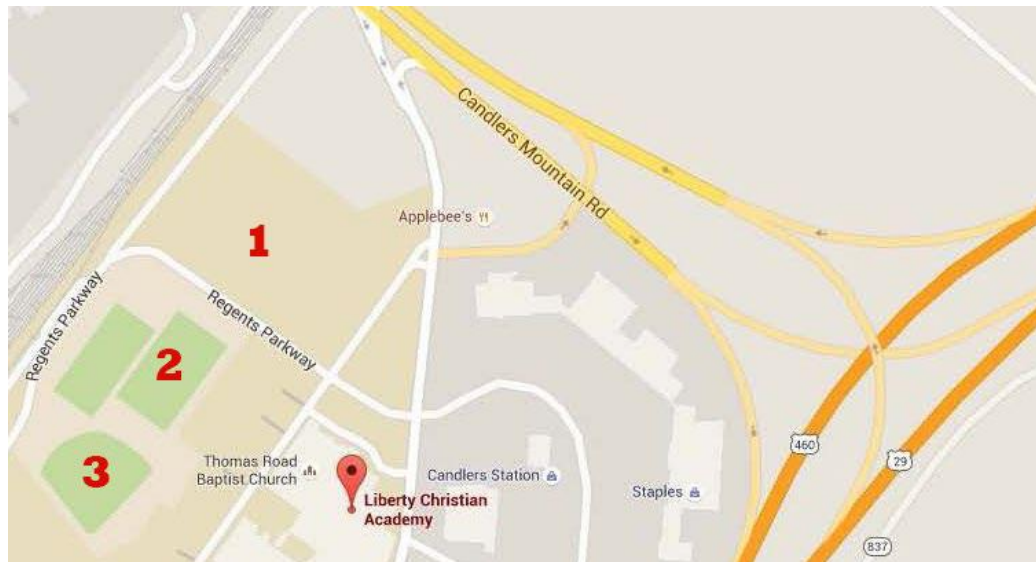
Emergency Action Plan: LCA Upper Soccer Field (Revised: 9/08/2017)

ADDRESS: 100 Mountain View Road, Lynchburg, VA 24502

VENUE DIRECTIONS

Field #2: Facing the church, the field is down the hill to the left (behind the white fence)

Access Point: Gravel lot to left of field



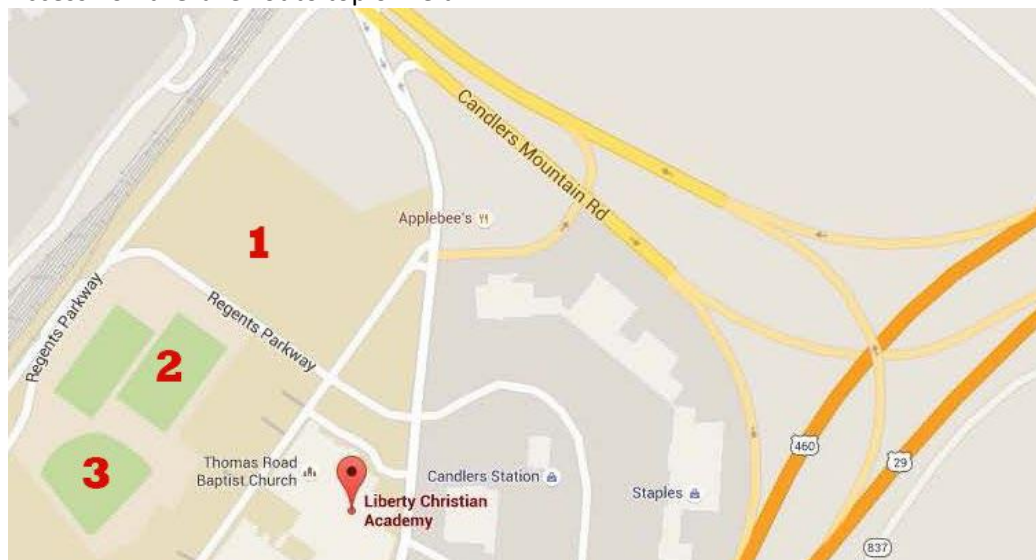
Emergency Action Plan: LCA Lower Soccer Field (Revised: 9/08/2017)

ADDRESS: 100 Mountain View Road, Lynchburg, VA 24502

VENUE DIRECTIONS

Below Field #2: Facing the church, the field is down the hill to the left (behind the white fence, below Field #2)

Access Point: Gravel lot to top of field



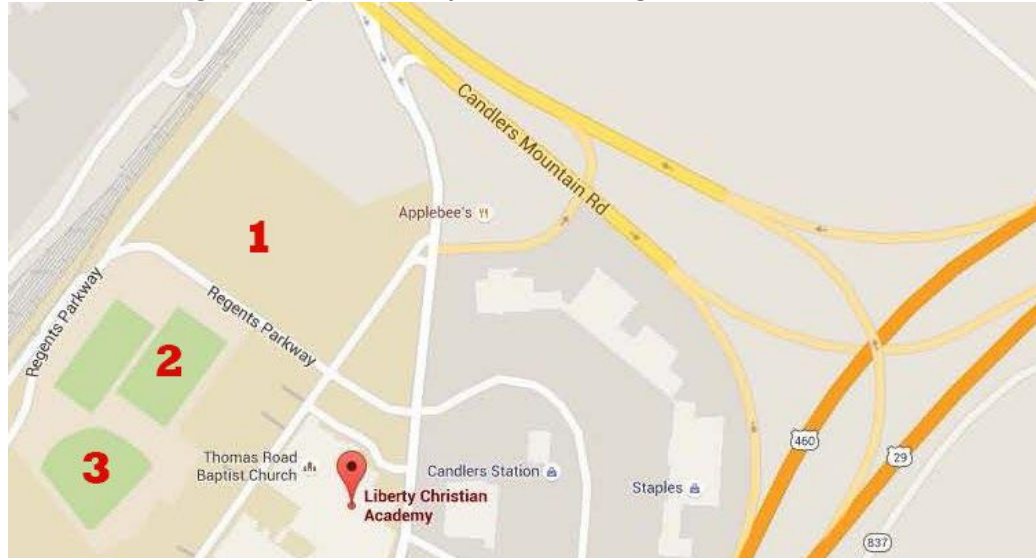
Emergency Action Plan: LCA Lacrosse Field (Revised: 9/08/2017)

ADDRESS: 100 Mountain View Road, Lynchburg, VA 24502

VENUE DIRECTIONS

Field #1: Facing the church; the field is down the hill to the right on Regents Parkway (in front of the bus lot)

Access Point: Right onto gravel lot adjacent to seating



EMERGENCY PERSONNEL

ATC (Certified Athletic Trainer): Gideon Fisher

Liberty University Athletic Training Students: On site with ATC

Athletic Administrator: Frank Rocco; Tyler Meeks

School Administrator: Tim Hahn; Matthew Hildebrand; Dawn Thomas; John Patterson

Head Coach: On site

LUPD: On Call

EMERGENCY COMMUNICATION

If ATC is NOT on site, Telephone #: (603) 852-8607

Lynchburg City EMS: 911

LUPD (Liberty University Police Department), Telephone #: (434) 592-7641 (If needed)

Asst. AD, Telephone #: (434) 229-8085 (If needed)

EMERGENCY EQUIPMENT

AED, Spine Board, Splint Bag: All under purview of ATC, Gideon Fisher

ROLE OF FIRST RESPONDERS

1. Immediate Care: First Responder to incident; Shifts to ATC upon arrival at site
2. Activate EMS: Athletic Administrator; Venue directions available above
3. Contact Parents: Head Coach on site
4. Emergency Equipment Retrieval: ATC, Gideon Fisher
5. Access Point Control: Athletic Administrator on site
6. Crowd Control (Spectators): School Administrator on site
7. Crowd Control (Team): Asst. Coach/ Team Captain

During Medical Emergency, ATC retains full authority and control of situation. May only be overridden by M.D., etc.

SCENARIOS

1. Severe Weather:
 - a. ATC identifies Severe Weather; Activates Protocol
 - b. Teams to locker rooms: Athletic Administrator
 - c. Officials to locker rooms: Athletic Administrator
 - d. Spectators to cars: School Administrator
2. Lockdown:
 - a. LUPD notified: School Administrator
 - b. Spectators to cars: School Administrator
 - c. Teams to locker rooms: Athletic Administrator
 - d. Officials to locker rooms: Athletic Administrator



LU CAMPUS RECREATION

1971 University Blvd
Lynchburg, VA 24515

EMERGENCY ACTION PLAN

Campus Recreation Athletic Training Policies and Procedures

The Campus Recreation division at Liberty University is dedicated to providing proper medical care for those injured while participating in recreation events and facilities. This manual outlines the proper protocol that must be followed in the event of an injury or other potentially critical events.

General Procedures

- All members must complete the necessary required forms before participation.
- There will be personnel that are CPR/AED certified at every event or location that is under this department.
- A first aid kit and AED will be available at every Campus Recreation site.
- An announcement will be made regarding where medical services will be prior to event or intramural season.
- The Athletic Training room is located inside the LaHaye Rec & Fitness facility under the Training Loft.

Personnel

- Brad Haupricht MD
 - Supervising Physician
- Kevin Fortier ATC Office: (434) 582-3197 Mobile: (518) 586-2393
 - Athletic Training Coordinator
- Directors, Assoc. Directors, Assistant Directors, Coordinators, Lifeguards, Member Services, Facility Technicians, Fitness.

Injury Evaluations and Treatments

- There will be a Certified Athletic Trainer available on-site during events sponsored by Campus Recreation. The hours scheduled for the athletic training room to be available are(insert hours here), but are subject to change.
- Occupational Safety and Health Administration (OSHA) regulations will be followed by Campus Recreation staff when dealing with blood-borne pathogens and other potentially infectious fluids or materials. Every reasonable precaution regarding personal protective equipment will be taken to ensure not only the safety of the person giving medical care, but also the person receiving medical care. Furthermore, universal precautions will be taken, and cleanliness protocols established to ensure the safety of those who use the Campus Recreation facilities.
- All contaminated waste will be properly disposed of in a biohazard bag.
- The athletic trainer, not the patient, will determine the proper course of medical action and the treatments that are required to treat the injury.
- The athletic trainer has the right to limit, postpone, or terminate one's participation in a Campus Recreation event. Every effort will be made to ensure a safe return to

participation. After an injury, one must be cleared to continue participation, and does not have the right to return to play or ignore the orders of a physician or athletic trainer.

- In the event of any serious injury, the site specific EAP will be activated and necessary precautions will be taken to ensure the safety of the injured individual.

Referral

- If further medical assistance is required, the athletic trainer will refer to the proper medical professional and it is the responsibility of the injured individual to schedule an appointment.
- Referral will be made to either Student health located on Liberty University's campus at Green Hall, Dr. Haupricht at Central Virginia Family Practices, (Include referral location whether it be to Dr. Haupricht, urgent care, or ER)
- In the situation that surgery is needed for an injury that was sustained in a facility or event hosted by Campus Recreation, post-surgical rehab will not be conducted by the medical staff.

Medical Records

Documentation system, HIPPA..... **Dr. Haupricht**

Concussions

Concussions are a serious medical condition that requires proper medical care and treatment. It is imperative to be proactive and report suspected concussions regardless of suspected severity. One should be completely honest during a concussion evaluation, as the goal is to help prevent further damage or harm. Concussion evaluations will be performed with the safety of the participant in mind. It is important that one is aware of possible signs and symptoms of a concussion so they may report themselves or others to the proper personnel. Hiding concussive symptoms and continuing to participate may lead to further harm such as a prolonged recovery time or further damage to the brain. Someone who has been diagnosed with a concussion will not be cleared to resume participation without being cleared by a physician or campus recreation athletic trainer, and progressing through the concussion protocol.

Signs and Symptoms:

- | | |
|---|------------------------------|
| - Difficulty concentrating | - Nausea/vomiting |
| - Inappropriate playing behavior | - Dizziness |
| - Decreased playing ability | - Confusion |
| - Inability to perform daily activities | - Fatigue |
| - Reduced attention | - Light headedness |
| - Cognitive and memory dysfunction | - Headaches |
| - Sleep disturbances | - "Pressure in Head" |
| - Vacant stare | - Disorientation |
| - Loss of bowel and/or bladder control | - Seeing bright lights/stars |
| - Personality change | - Feeling of being stunned |
| - Unsteadiness of gait | - Depression |
| - Slurred/incoherent speech | - Ringing in the ears |
| - Loss of consciousness | - Neck Pain |
| - Sensitivity to light or noise | - Irritability |

RTP Protocol/SCAT5 (insert here) **Dr. Haupricht**

Mental Health

The Campus Recreation department realizes that issues such as depression, anxiety, disordered eating, and substance abuse are issues that hinder some in physical, mental, and

spiritual growth. There is a concerted effort to help those who struggle with these issues and can receive help or be referred to services on campus to help overcome these problems. The individual's welfare is of the utmost concern and all care will be handled discreetly and with complete confidentiality. When dealing with a situation in which one has expressed, indicated an intent or plan, or attempted suicide, staff will not try to determine the motive or thought behind the attempt and will make an immediate referral. Student Counseling Services are located in Green Hall 1830 or can be contacted via telephone at (434) 582-2651 during the hours of 8:00 AM – 8:00 PM Monday and Thursday and 8:00 AM – 5:00 PM Tuesday, Wednesday, or Friday. For after-hours emergency situations, LUPD can be reached at (434) 592-3911. If an attempted suicide has happened or is in progress, the EAP will be activated and help will be sought for the individual.

Some Signs and Symptoms:

- | | |
|--|------------------------------------|
| - Disruption of daily activities | - Feeling out of control |
| - Social Withdrawal | - Mood Swings |
| - Irresponsibility, lying | - Excessive worry/fear |
| - Decrement in sport or academic performance | - Agitation/irritability |
| - Suicidal thoughts | - Low self-esteem |
| - Poor Concentration | - Lack of motivation |
| - Confusion/difficulty making decisions | - Sleep difficulty |
| - Negative self-talk | - Change in appetite and/or weight |

Lightning

Chain of Command:

The responsibility of terminating a sponsored campus recreation activity in the event of severe weather, storms, or lightning lies with the certified athletic trainer or intramural/event coordinator.

Definition of Related Terms:

- Watch: Is designed with the purpose to provide enough time for the EAP or lightning policy to be issued if necessary. During a watch, the risk of a hazardous weather event is significantly increased, but its presence, location, and timing are unclear.
- Warning: issued when a watch intensifies and hazardous weather is either occurring, imminent, or has a high probability of occurring. Also during this time there is an increased potential of posing a threat to life or property.
- Flash/Bang: Used to estimate the distance of lightning by counting the time from the flash of lightning to the sound of thunder. For every 5 seconds between them, the lightning is approximately 1 mile away. At 40 seconds, the lightning is within 8 miles and all activities should be suspended for a minimum of 30 minutes from the last occurrence of lightning within the designated area.

Criteria for Suspension of Activities and Evacuation

- The Campus Recreation Department will utilize the app "my lightning tracker" as well as the national weather service found at www.weather.gov to make decisions regarding the status events.
- During the event that lightning is within the 8-20 mile radius or the "flash/bang" count reaches 40 seconds, the certified athletic trainer or event coordinator will communicate that a severe weather watch is in effect and will take necessary steps and precautions.
- During the event that lightning is within an 8 mile radius or when the "flash/bang" count reaches 30 seconds, a severe weather warning will be communicated by the certified athletic trainer or event coordinator and will suspend all activities that are in danger of the potentially hazardous weather.

Criteria for Safe Return to Game or Event

- Personnel should not return to the game or event area until thirty (30) minutes have passed since the “flash/bang” count is greater than 30, the last lightning flash, the last sound of thunder, and/or the lightning app indicates that lightning is greater than 20 miles away.
- Each time the “flash/bang” count goes below 30, lightning is observed, and/or thunder is heard, the “30-minute clock” is to be reset.
- Blue skies in the local area or a lack of rainfall are not adequate reasons to breach the 30-minute return-to-play rule.

Seeking Safety

- A safe structure or location is any sturdy place that is fully enclosed with wiring and plumbing that is deemed as a habitable location such as where one may live or work.
- In the absence of a sturdy, fully enclosed, substantial, and frequently inhabited location, a secondary structure such as a fully enclosed vehicle with a hard metal roof, rubber tires, and completely closed windows can provide a measure of safety. Convertible and “soft-top” vehicles, and golf carts do not provide a high level of protection and cannot be considered safe from lightning.
- If no safe structure or location is within a reasonable distance, personnel should find a thick grove of small trees surrounded by taller trees or a dry ditch. Everyone should assume the “lightning-safe” position- a crouched position on the ground with the feet together, weight on the balls of the feet, head lowered, and ears covered. **DO NOT LIE FLAT!** Minimize the body’s surface area and minimize contact with the ground.
- If unable to reach safe shelter, persons should stay away from the tallest trees or objects (i.e. light poles, flag poles, etc.), metal objects (i.e. fences, bleachers, etc.), individual trees, standing pools of water, and open fields. Persons should always avoid being the highest object in any given situation.
- In situations where thunder and/or lightning may or may not be present, yet someone feels his/her hair stand on end and skin tingle, **LIGHTNING IS IMMINENT!** Therefore, all persons should assume the “lightning-safe” position as described above.
- A cellular and/or portable remote phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure or location, and if all other precautions are followed.
- In the event that Liberty University has cancelled classes due to severe weather, the Campus Recreation department will decide the status of any events or games. All steps will be taken to ensure the safety of every participant and will take into account any possible travel that may be necessary to reach the site of competition.
- All bystanders or participants have the right to vacate an area they deem unsafe due to potentially hazardous weather without fear of repercussion or penalty.

Pre-hospital Care of Victims of a Lightning Strike

- Because lightning-strike victims do not remain connected to a power source, they do not carry an electric charge. Therefore, it is safe to touch the victim to move him/her to a safe location and to render medical treatment.
- During an ongoing thunderstorm, lightning activity in the local area still poses a deadly hazard for personnel responding to the victim. Personnel should consider their own personal safety before venturing into a dangerous situation to render care.
- If an incident occurs and personnel decide and are able to act, the first priorities are to activate EMS, move the lightning strike victim to a safe location, and retrieve emergency equipment if accessible. Once the victim is safe from further harm, one must conduct a primary assessment and evaluate for cardiac arrest, apnea (cessation of breathing), level of consciousness, spinal injuries, hypothermia, burns, and shock.

Any further minor injuries will be evaluated during the secondary assessment and after the more serious medical conditions have been treated.

- Prompt, aggressive CPR as well as use of an AED has been highly effective for the survival of victims of lightning strikes. Therefore, it is critical that CPR and AED use is initiated as soon and as safely possible if indicated.

Venue Specific Safe Structures

Locations	Primary Safe Location	Secondary Safe Location
Intramural Complex Campus East Athletic Complex		Personal vehicles with metal roofs Personal vehicles with metal roofs

References:

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Guideline 1E: Lightning Safety. (2014, June). *NCAA Sports Medicine Handbook*, 17-18.

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Emergency Action Plan: East Athletic Complex-Lacrosse Fields

Emergency Personnel:

- Certified Athletic Trainer
- Event/Intramural Coordinator
- Directors, Assoc. Directors, Assistant Directors, Coordinators, Lifeguards, Member Services, Facility Technicians, Fitness

Emergency Communication:

ATC's carry cell phones at all times:

- Kevin Fortier M: (518) 586-2393 O: (434) 582-3197

Emergency Equipment:

AED and blood borne pathogen supplies will be located on site. Additional supplies such as Splints, crutches, and spine-board are located in the Campus Recreation athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill participant
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or emergency personnel calls 911 (provide name, address, phone number, number of injured individuals, conditions of the injured, first aid treatment, specific directions, and other information as needed)

*If a cell phone is used, available personnel should immediately notify LUPD at 582-3911

after calling 911

Land line: 582-3911 – you will be connected to LUPD (provide same information as listed above)

3) Emergency Equipment Retrieval

4) Direction of EMS to scene

*Open appropriate gates/doors

*Designate individual to “flag down” EMS and direct crew to scene

5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Men’s Lacrosse Field:

Located on East Campus. Take US 460-E to Candler’s Mtn. Road Exit; go straight at the stop sign onto Liberty Mtn. Dr.; Follow Liberty Mtn. Dr. past campus living, and the Men’s Lacrosse Field will be the last field on the left.

Lacrosse Athletic Training Room:

Located in the East Campus Athletic Complex. Take US 460-E to Candler’s Mtn. Road Exit; go straight at the stop sign onto Liberty Mtn. Dr.; Follow Liberty Mtn. Dr. past campus living, the building is located on the left just before the Field Hockey and Lacrosse Fields. Access to the Athletic Training room can be located through the double doors on the North side of the building, closest to the beach volleyball courts.

Emergency Action Plan: Lahaye Ice Center

Emergency Personnel:

-Certified Athletic Trainer

-Event/Intramural Coordinator

- Directors, Assoc. Directors, Assistant Directors, Coordinators, Lifeguards, Member Services, Facility Technicians, Fitness.

Emergency Communication:

ATC’s carry cell phones at all times:

- Kevin Fortier M: (518) 586-2393 O: (434) 582-3197

Emergency Equipment:

AED and blood borne pathogen supplies will be located on site. Additional supplies such as Splints, crutches, and spine-board are located in the Campus Recreation athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill participant
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or emergency personnel calls 911 (provide name, address, phone number, and number of injured individuals, conditions of the injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, immediately have student or operations personnel notify LUPD at 582-3911, after calling 911 or simultaneously
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Located on North campus.

From Candler’s Mountain Road

Once on Candler’s Mountain Road heading toward Liberty University, make a right onto Lahaye Circle directly across from Macado’s. Continue from Lahaye Circle to Lahaye Court. Lahaye Ice Center will be located on your left. All injured athletes needing attention will be brought out the side doors of Lahaye Ice Center facing Lahaye Court.

From US-460

While on US-460 East take Candler’s Mountain Road exit. At the stop sign, make a right onto Candler’s Mountain Road. Proceed through the traffic light and make a left onto Lahaye Circle directly across from Macado’s. Continue onto Lahaye Court. Lahaye Ice Center will be located on the left. All injured athletes needing attention will be brought out the side doors of Lahaye Ice Center facing Lahaye Court.

Emergency Action Plan: Liberty Mountain Intramural Field – Sand Volleyball – Obstacle Course

Emergency Personnel:

- Certified Athletic Trainer
- Event/Intramural Coordinator
- Directors, Assoc. Directors, Assistant Directors, Coordinators, Lifeguards, Member Services, Facility Technicians, Fitness

Emergency Communication:

ATC’s carry cell phones at all times:

- Kevin Fortier M: (518) 586-2393 O: (434) 582-3197

Emergency Equipment:

AED and blood borne pathogen supplies will be located on site. Additional supplies such as Splints, crutches, and spine-board are located in the Campus Recreation athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill participant
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or emergency personnel calls 911 (provide name, address, phone number, number of injured individuals, conditions of the injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personnel should immediately notify LUPD at 582-3911 **after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Liberty Mountain Intramural Complex Directions:

Located below the LU Monogram. Take exit 8B onto US-501 S, Candler's Mtn. Rd. Turn right onto Candler's Mtn. Rd. Continue straight on Candler's Mtn. Rd going through the stop light passing University Blvd and proceeding up the mountain. Turn left on Liberty Mountain Drive, across from Fairfield Inn and Suites. Follow the road and the Liberty Mountain Intramural Complex is the first complex found on the left. The Sand Volleyball Courts, as well as the Obstacle Course (aka “The Patch”) are located following the Intramural fields, and can be accessed via small gravel road.

Emergency Action Plan: Schilling-Multipurpose Center

Emergency Personnel:

- Certified Athletic Trainer
- Event/Intramural Coordinator
- Directors, Assoc. Directors, Assistant Directors, Coordinators, Lifeguards, Member

Services, Facility Technicians, Fitness.

Emergency Communication:

ATC carries cell phones at all times:

- Kevin Fortier M: (518) 586-2393 O: (434) 582-3197

Emergency Equipment:

Splints, crutches, spine-board, AED, and blood borne pathogen supplies are located in the Campus Recreation athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill participant
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or emergency personnel calls 911 (provide name, address, phone number, number of injured individuals, conditions of the injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personnel should immediately notify LUPD at 582-3911 **after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Schilling-Multipurpose Center Directions:

Locate on North campus with connection to Green Hall. From Candler’s Mountain Road make a left onto University Blvd towards main campus. Take a right onto Regents Pkwy and then take a right into Evans parking lot. The Schilling/Multipurpose Center is located on your right as you enter the parking lot and point of access will be at the double doors on your right as you follow the walk way. _____

EMERGENCY ACTION PLAN

Emergency Action Plan: Club Sports Athletic Training Clinic

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC's carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located in the athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or student call 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, other information as needed)
 - *If a cell phone is used, immediate notify LUPD at 582-3911, after calling 911 or simultaneously

Land line: 582-3911 – you will be connected to LUPD (provide same information as above)

- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Located on North Campus; From US 460-E, take Candler's Mtn. Rd. Exit and make a right at the stop sign onto Candler's Mtn. Rd. Take that road to Macado's and

make a left onto Lahaye Circle; Then make an immediate left into the Pavilion Game Day Orange Lot; Clinic is located on the left at the farthest door.

Emergency Action Plan: East Athletic Complex-Lacrosse Fields

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC's carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018/ Office: (434)- 582-2781

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located in the athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or student calls 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personal should immediately notify LUPD at 582-3911
- after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Men's Lacrosse Field:

Located on East Campus. Take US 460-E to Candler's Mtn. Road Exit; go straight at the stop sign onto Liberty Mtn. Dr.; Follow Liberty Mtn. Dr. past campus living, and the Men's Lacrosse Field will be the last field on the left.

Lacrosse Athletic Training Room:

Located in the East Campus Athletic Complex. Take US 460-E to Candler's Mtn. Road Exit; go straight at the stop sign onto Liberty Mtn. Dr.; Follow Liberty Mtn. Dr. past campus living, the building is located on the left just before the Field Hockey and Lacrosse Fields. Access to the Athletic Training room can be located through the double doors on the North side of the building, closest to the beach volleyball courts.

Emergency Action Plan: Liberty Equestrian Center

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC's carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018/ Office: (434)- 582-2781

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located with athletic trainer.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or student calls 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personal should immediate notify LUPD at 582-3911 **after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Equestrian Center Directions:

Located below the LU Monogram. Take exit 8B onto US-501 S, Candler's Mtn. Rd. Turn right onto Candler's Mtn. Rd. Continue straight on Candler's Mtn. Rd going through the stop light passing University Blvd and proceeding up the mountain. Follow Candler's Mtn. Rd to the T in the road. Turn left onto Sunnymeade Rd. Follow the road for about a mile and the entrance to the equestrian center will be on your left. Follow the dirt road to the operations center.

Emergency Action Plan: LU Gymnastics Facility
12/30/2016

Updated

Emergency Personnel:

AHA CPR Certified Coaches are on site for practices
Certified Athletic Trainer is on call (See below "Non-Emergency")

Emergency Communication:

Coaches carry cellular telephones. There is no fixed telephone line.

Emergency Equipment:

AED is fixed to the wall located near the front entrance fire alarm.

Roles of First Responders:

- 1) Assess the scene for safety.
- 2) Immediate care of the injured or ill individual(s)
- 3) Activation of the Emergency Medical System (EMS)
 - * **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - If a cell phone is used; immediately notify LUPD at (434) 592-3911 after calling 911
- 4) Retrieve Emergency Equipment
- 5) Direction of EMS to scene
 - * Open appropriate door(s)
 - * Designate individuals to "flag down" EMS and direct crew to scene
- 6) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Address:

**2323 Memorial Ave.
Lynchburg, VA**

24501 Venue Directions:

If Heading North on Memorial Ave:
-Turn Left onto Wadsworth St.
-Merge Left into "The Plaza" parking lot

- LU Gymnastics is located adjacent to and between “Citi Trends” and “Aerus Electrolux” (Look for LU Logo on Double doors)
- Enter building through front entrance double doors at LU Gymnastics and proceed down ramp into activity area.

If Heading South on Memorial Ave:

- Turn Right onto Wadsworth St.
- Merge Left into “The Plaza” parking lot
 - LU Gymnastics is located adjacent to and between “Citi Trends” and “Aerus Electrolux” (Look for LU Logo on Double doors)
- Enter building through front entrance double doors at LU Gymnastics and proceed down ramp into activity area.

*****For Non-Emergency situations please call the appropriate number listed below:***

LU	Ben	724-972-3124
Cheerleading:	Galley	
LU Club Sports:	Angie Witt	434-665-6907

Emergency Action Plan: Lacrosse Fields

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC's carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018
- Kyle Griffin (770) 655-6435
- Laura Vencill (804) 994-4126
- Kevin Kelenic (262) 442-1378

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located in the athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, other information as needed)
 - *If a cell phone is used, immediate notify LUPD at 582-3911

Land line: 582-3911 – you will be connected to LUPD (provide same information as above)

3) Emergency Equipment Retrieval

4) Direction of EMS to scene

*Open appropriate gates/doors

*Designate individual to “flag down” EMS and direct crew to scene

5) Scene Control: limit scene to first aid providers and move bystanders away from area

Men’s Lacrosse Field:

Located on East Campus. Take US 460-E to Candler’s Mtn. Road Exit; go straight at the stop sign onto Liberty Mtn. Dr.; Follow Liberty Mtn. Dr. past campus living, and the Men’s Lacrosse Field will be the last field on the left.

Lacrosse Athletic Training Room:

Located on East Campus. Take US 460-E to Candler’s Mtn. Road Exit; go straight at the stop sign onto Liberty Mtn. Dr.; Follow Liberty Mtn. Dr. past campus living, the building is located on the left just before the Lacrosse Fields. Access to the Athletic Training room can be located through the double doors on the North side of the building, closest to the beach volleyball courts.

Emergency Action Plan: Lahaye Ice Center

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC’s carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018
- Laura Vencill (804) 994-4126
- Kevin Kelenic (262) 442-1378
- Kyle Griffin (770) 655-6435

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located in the athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete

2) Activation of Emergency Medical System (EMS)

Cell Phone: 911 (provide name, address, phone number, and number of injured individual, condition of injured, first aid treatment, specific directions, and other information as needed)

*If a cell phone is used, immediately notify LUPD at 582-3911

Land line: 582-3911 – you will be connected to LUPD (provide same information as above)

3) Emergency Equipment Retrieval

4) Direction of EMS to scene

*Open appropriate gates/doors

*Designate individual to “flag down” EMS and direct crew to scene

5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Located on North campus.

From Candler’s Mountain Road

Once on Candler’s Mountain Road heading toward Liberty University, make a right onto Lahaye Circle directly across from Macado’s. Continue from Lahaye Circle to Lahaye Court. Lahaye Ice Center will be located on your left. All injured athletes needing attention will be brought out the side doors of Lahaye Ice Center facing Lahaye Court.

From US-460

While on US-460 East take Candler’s Mountain Road exit. At the stop sign, make a right onto Candler’s Mountain Road. Proceed through the traffic light and make a left onto Lahaye Circle directly across from Macado’s. Continue onto Lahaye Court. Lahaye Ice Center will be located on the left. All injured athletes needing attention will be brought out the side doors of Lahaye Ice Center facing Lahaye Court.

Emergency Action Plan: Lahaye Ice Center Weight Room

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC’s carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018/ Office: (434)- 582-2781

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located in the

athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or Student calls 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personal should immediately notify LUPD at 582-3911
- after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Club Sports Training Facility Weight Room:

Located on North Campus; From US 460-E, take Candler’s Mtn. Rd. Exit and make a right at the stop sign onto Candler’s Mtn. Rd.; Take that road to Macado’s and make a left onto Lahaye Circle; make the second left and then an immediate right. The entrance to the rink will be on your left through the double doors on the side of the building.

Emergency Action Plan: Liberty Mountain Intramural Field – Sand Volleyball – Obstacle Course

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC’s carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018/ Office: (434)- 582-2781

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located with athletic trainer.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or student calls 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personal should immediately notify LUPD at 582-3911 **after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Liberty Mountain Intramural Complex Directions:

Located below the LU Monogram. Take exit 8B onto US-501 S, Candler's Mtn. Rd. Turn right onto Candler's Mtn. Rd. Continue straight on Candler's Mtn. Rd going through the stop light passing University Blvd and proceeding up the mountain. Turn left on Liberty Mountain Drive, across from Fairfield Inn and Suites. Follow the road and the Liberty Mountain Intramural Complex is the first complex found on the left. The Sand Volleyball Courts, as well as the Obstacle Course (aka “The Patch”) are located following the Intramural fields, and can be accessed via small gravel road.

Emergency Action Plan: Schilling Center

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC's carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018
- Kyle Griffin (770) 655-6435

- Laura Vencill (804) 994-4126
- Kevin Kelenic (262) 442-1378

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located with athletic trainer.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, other information as needed)
 - *If a cell phone is used, immediate notify LUPD at 582-3911
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Locate on North campus. From Candler’s Mountain Road make a left onto University Blvd towards main campus. Then take a right onto Evans Blvd then a right on Marie Green Drive. The Schilling center is located on your right as you enter the parking lot and point of access will be at the double doors.

Emergency Action Plan: Schilling-Multipurpose Center

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC’s carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018/ Office: (434)- 582-2781

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located with athletic trainer.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or student calls 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personal should immediately notify LUPD at 582-3911
- after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Schilling-Multipurpose Center Directions:

Locate on North campus with connection to Green Hall. From Candler’s Mountain Road make a left onto University Blvd towards main campus. Take a right onto Regents Pkwy and then take a right into Evans parking lot. The Schilling/Multipurpose Center is located on your right as you enter the parking lot and point of access will be at the double doors on your right as you follow the walk way.

Emergency Action Plan: Club Sports Training Weight Room

Emergency Personnel:

- Certified Athletic Trainer
- Team Physician (When Available)
- Athletic Training Students

Emergency Communication:

ATC’s carry cell phones at all times:

- Angie Witt (434) 665-6907/ Office: (434) 592-6390
- Kyle Swanson (717) 798-1018/ Office: (434)- 582-2781

Emergency Equipment:

Splints, crutches, blood borne pathogen supplies, and an AED are located in the athletic training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student-athlete
- 2) Activation of Emergency Medical System (EMS)
 - Cell Phone: ATC or Student calls 911 (provide name, address, phone number, number of injured individual, condition of injured, first aid treatment, specific directions, and other information as needed)
 - *If a cell phone is used, available personal should immediately notify LUPD at 582-3911
 - after calling 911**
 - Land line: 582-3911 – you will be connected to LUPD (provide same information as above)
- 3) Emergency Equipment Retrieval
- 4) Direction of EMS to scene
 - *Open appropriate gates/doors
 - *Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene Control: limit scene to first aid providers and move bystanders away from area

Venue Directions:

Club Sports Training Facility Weight Room:

Located on North Campus; From US 460-E, take Candler’s Mtn. Rd. Exit and make a right at the stop sign onto Candler’s Mtn. Rd.; Take that road to Macado’s and make a left onto Lahaye Circle; Then make an immediate left into the Pavilion Game Day Orange Lot; Weight room is located through the door closest to Lahaye Circle.

LU ATHLETICS
1971 University Blvd
Lynchburg, VA 24515

EMERGENCY ACTION PLAN

Liberty Athletic Center (LAC)

Emergency Personnel:

Certified athletic trainers (ATC) and athletic training students located in the Athletic Training Room during treatments and in the weight room during team workouts.

Emergency Communication:

ATCs and Coaches will carry cellular telephones. Landlines are available in the offices on the second floor of the athletic training room.

Emergency Equipment:

AED is located in the weight room on the first floor. Blood borne pathogen supplies are available in the Athletic Training room.

Roles of First Responders:

- 1) Immediate care of the injured or ill individual(s)
- 2) Activation of emergency medical system (EMS)
 - a) **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - If a cell phone is used; immediately notify LUPD at (434) 592-3911 after calling 911
 - b) **Land line: 3911** - you will be connected to LUPD (provide the same information as above).
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - a) Open appropriate door(s)
 - b) Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions: “265 Liberty University Drive”

Enter campus from Wards Rd through the tunnel on Liberty University Drive. • Proceed up the hill through the intersection with Regents Parkway • Turn left and enter the Bailey parking lot • the LAC is located immediately to the right below the track and next to the baseball stadium

LAC Athletic Training Room:

Enter the building through the double doors on the front • the Athletic Training Room is located in the first floor immediately to the left upon entering the building

LAC Olympic Weight Room:

Enter the building through the double doors on the front • weight room is located on the first floor • door is to the right at the back of the main lobby

Venue Map: [See Campus Map](#)

LIBERTY BASEBALL STADIUM (BUILDING) EAP

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on-site for practices and competitions; additional sports medicine staff accessible from Liberty Baseball Stadium Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. A fixed telephone line is located in the Athletic Training Room at the Liberty Baseball Stadium, (434) 582-2414.

Emergency Equipment:

Vacuum splints, crutches, AED, and blood borne pathogen supplies are available in athletic training room in the Liberty Baseball Stadium.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - Cell phone: 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed) * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - Land line: 3911 - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene * Open appropriate gates/ doors * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

Enter campus from Wards Rd., through the tunnel on Liberty University Drive. Proceed up the hill through the intersection with Regents Parkway and enter the Bailey parking lot on the left. Traverse through the lot to the stadium and to the access road that wraps around the left side of the stadium. For ground floor access, several entrance doors are available along the building. An elevator is available and services all three floors from the ground floor. If access to the second floor (weight room, team room, and coaches locker room) is not available via elevator, direct access can be attained by a spectator access ramp along the outside of the building.

Venue Map: <http://www.liberty.edu/map/>

LIBERTY BASEBALL STADIUM

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on-site for practices and competitions; additional sports medicine staff accessible from Liberty Baseball Stadium Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. A fixed telephone line is located in the Athletic Training Room at the Liberty Baseball Stadium, (434) 582-2414.

Emergency Equipment:

Vacuum splints, crutches, AED, and blood borne pathogen supplies are available in athletic training room in the Liberty Baseball Stadium.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - Cell phone: 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed) * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - Land line: 3911 - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene * Open appropriate gates/ doors * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

Take a right onto University Blvd from Candler’s Mountain Road heading South. Turn right onto Evans Blvd. at the intersection beside the LeHaye Ice Rink. Proceed down Evans Blvd. past Marie Green Drive (on the left). Immediately past Marie Green Dr. enter into the parking lot on the left. This parking lot is outside the right field corner of the field. An emergency entrance to the field is available in the right field corner of the stadium beside the visiting team bull pen.

Venue Map: <http://www.liberty.edu/map/>

OSBORNE STADIUM (TRACK AND FIELD/SOCCER)

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on-site for practices and competitions; additional sports medicine staff accessible from the Williams Stadium Fieldhouse Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. Fixed telephone lines are located in the Williams Stadium Fieldhouse Athletic Training Room, (434) 582-2451 and (434) 582-2414. Additional staff located in the Indoor Track Athletic Training Room (434) 582-2744.

Emergency Equipment:

Vacuum splints, crutches, AED, and blood borne pathogen supplies are available on the sideline during competition and practice. Additional supplies are located in the athletic training rooms located in the Williams Stadium Fieldhouse Athletic Training Room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - Cell phone: 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed) * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - Land line: 3911 - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

The primary emergency entrance for this facility is located in the north end of Osborne Stadium. When entering campus on University Blvd. from Candler's Mountain Road, turn right onto Evans Blvd. Follow Evans Blvd. past the practice football fields and turn left onto Marie Green Drive. Follow Marie Green drive between the practice football field and the baseball stadium to the top of the hill and you will approach the north end of Osborne Stadium. The gated entrance will be slightly to the left.

Venue Map: <http://www.liberty.edu/map/>

SOCCER PRACTICE FIELD

Emergency Personnel:

Certified athletic trainers and athletic training students on-site for practices; additional sports medicine staff accessible from Williams Stadium Fieldhouse Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. The closest fixed telephone line is located in the Williams Stadium Fieldhouse Athletic Training Room, (434) 582-2451 or (434) 582-2414.

Emergency Equipment:

Vacuum splints, crutches, blood borne pathogen supplies and an AED are available on the sideline during practice. Additional supplies are located inside the Williams Stadium Fieldhouse Athletic Training Room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - Cell phone: 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - Land line: 3911 - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

Turn left onto Liberty University Dr. from Wards Rd. and proceed through the tunnel. Turn left onto Regents Parkway at the first intersection (immediately after the tunnel) and proceed 200-300 yards. The entrance to the practice field facility will be on the left, before the Cook Tennis Center.

Venue Map: [See campus map](#)

THOMAS INDOOR SOCCER CENTER

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on site for practices and competitions; additional sports medicine staff accessible from the Williams Stadium Fieldhouse Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. A fixed telephone line is located at the front desk of the Thomas Indoor Soccer Center (434) 592-3214.

Emergency Equipment:

Vacuum splints, crutches, AED, and blood borne pathogen supplies are available on site at all competitions. AED and blood borne pathogen supplies are available on site for all practices. Additional supplies are located in the Williams Stadium Fieldhouse Athletic Training Room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - Cell phone: 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - Land line: 3911 - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

Take a right onto Lahaye Circle from Candler’s Mountain Road. Stay straight heading into parking lot PN07. The Thomas Indoor Soccer Center is located at the end of this parking lot on the right.

Venue Map: [See campus map](#)

COOK CENTER: HERSHEY-ESBENSHADE TENNIS COURTS Updated 8/1/2017

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on-site for competitions; Additional Sports Medicine staff accessible from the Vines Athletic Training Room during practices.

Emergency Communication:

ATCs carry cellular telephones. Coaching Staff carry cellular telephones.

Emergency Equipment:

Vacuum splints, crutches, blood borne pathogen supplies, and an AED are available during competitions with a member of the Athletic Training Staff present. Additional supplies are located in the Vines Athletic Training Room.

Roles of First Responders:

- 1) Assess the scene for safety.
- 2) Immediate care of the injured or ill individual(s)
- 3) Activation of the Emergency Medical System (EMS)
 - * **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - If a cell phone is used; immediately notify LUPD at (434) 592-3911 after calling 911
 - * **Land line: 3911** - you will be connected to LUPD (provide the same information as above).
- 4) Retrieve Emergency Equipment
- 5) Direction of EMS to scene
 - * Open appropriate door(s)
 - * Designate individuals to “flag down” EMS and direct crew to scene
- 6) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions: “COOK CENTER TENNIS BUILDING - 1201 REGENTS PKWY” “HERSHEY-ESBENSHADE TENNIS COURTS - 1200 REGENTS PKWY”

From Candler’s Mountain Road

- Turn right on to Mountain View Rd.
- Turn right onto Regents Parkway.
- Follow Regents Pkwy until you come to the Cook Center Hershey-Esbensshade Tennis Courts on the right side of the road.

From Wards Road

- Turn right onto Liberty University Drive.
- Turn left onto Regents Parkway.
- Follow Regents Parkway until you come to the Cook Center Hershey-Esbensshade Tennis courts on left side of the road.

Venue Map: [See campus map](#)

CROSSWHITE ATHLETIC CLUB: INDOOR TENNIS FACILITY

Updated 8/1/2017

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on-site for competitions; Additional Sports Medicine staff accessible from the Vines Athletic Training Room during practices.

Emergency Communication:

ATCs carry cellular telephones. Fixed Telephone at the facility is (434) 385 -7534.

Emergency Equipment:

Vacuum splints, crutches, blood borne pathogen supplies, and an AED are available during competitions with member of the Athletic Training Staff present. Additional supplies are located in the Vines Athletic Training Room.

Roles of First Responders:

- 1) Assess the scene for safety.
- 2) Immediate care of the injured or ill individual(s)
- 3) Activation of the Emergency Medical System (EMS)
 - * **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
- 4) Retrieve Emergency Equipment
- 5) Direction of EMS to scene
 - * Open appropriate door(s)
 - * Designate individuals to “flag down” EMS and direct crew to scene
- 6) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions: *Address of the facility is 118 Davis Cup Road, Lynchburg, VA, 24502*

From US-29 BUS/US-501 N

- Enter Lynchburg Expressway via ramp to Danville/Buena Vista
- Continue to follow US-501 N/ Lynchburg Expressway.
- Continue onto Old Forest Road.
- Turn Left onto State Route 620/Wiggington Rd.
- Take the first left onto Davis Cup Rd.
- The Sports Racket is located on the left. Athletic Trainers will be located through the main entrance.

Venue Map: [See campus map](#)

FIELD HOCKEY-LACROSSE EAST CAMPUS FIELDHOUSE

Updated 12/9/2016

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on-site for competitions; additional sports medicine staff accessible from East Campus Fieldhouse Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. Fixed telephone lines are located in the East Campus Fieldhouse Athletic Training Room, (434) 582-7458.

Emergency Equipment:

Vacuum splints, crutches, AED, and blood borne pathogen supplies are available during practices and competitions. A member of the athletic training staff will be present. Additional supplies are located in the FLOC Athletic Training Room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - * **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - If a cell phone is used; immediately notify LUPD at (434) 592-3911
 - * **Land line: 3911** - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions: The Field Hockey and Lacrosse Fields are located on East Campus.

From 501 South: Take a right onto University Blvd from Candler’s Mountain Road heading south. Turn left onto Liberty University Dr. and cross the bridge over 460. Turn right at stop sign onto Liberty Mountain Dr. Proceed past East Campus Dorms, fields are located on the left.

From 460 East: Take Candler Mountain Rd. exit. Continue straight on to Liberty Mountain Dr. Take Liberty Mountain Drive past the East Campus Dorms, fields are located on the left.

Field Access: From parking area along the road proceed through the gate in the fence between the two main fields.

Athletic Training Room Access: Turn left into the parking lot before the fields. Proceed through the main entrance of the East Campus Fieldhouse, the training room entrance is through the lobby at the main entrance.

Venue Map: [See campus map](#)

INDOOR TRACK & NATATORIUM AND CROSS COUNTRY COURSE

Updated July 2017

Emergency Personnel:

Certified Athletic Trainers (ATC) and Coaches on-site for practices and competitions. Additional Sports Medicine staff accessible from the Liberty Indoor Track and Natatorium Complex Athletic Training Room or the Academic Performance Center Athletic Training Room.

Emergency Communication:

Fixed telephone lines are located in the Liberty Indoor Track and Natatorium Complex Athletic Training Room (582-2451). ATCs and Coaching Staff carry cellular telephones.

Emergency Equipment:

Vacuum splints, crutches, spine board, blood borne pathogen supplies and an AED are available during competitions with member of the Athletic Training Staff present. Additional supplies are located in the Liberty Indoor Track and Natatorium Complex Athletic Training Room.

Roles of First Responders:

- 1) Assess the scene for safety.
- 2) Immediate care of the injured or ill individual(s)
- 3) Activation of the Emergency Medical System (EMS)
 - * **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - If a cell phone is used; immediately notify LUPD at (434) 592-3911 after calling 911
 - * **Land line: 3911** - you will be connected to LUPD (provide the same information as above).
- 4) Retrieve Emergency Equipment
- 5) Direction of EMS to scene
 - * Open appropriate door(s)
 - * Designate individuals to “flag down” EMS and direct crew to scene
- 6) Scene control: limit scene to first aid and providers and move bystanders away from area

Indoor Track and Cross Country Venue Directions:**From US 501 S**

- Take exit 8B onto US-501 S, Candler's Mtn. Rd
- Turn right onto Candler's Mtn. Rd
- Stay straight on Candler's Mtn. Rd going past University Blvd
- Turn left on Liberty Mountain Dr, across from Fairfield Inn and Suites
- Continue Past Liberty Mountain Intramural Complex and turn into parking lot in front of The Liberty Indoor Track Complex Building
- Enter through Main Lobby doors for direct access to **Indoor Track**
- Access to **Cross Country Course** available from the Start/Finish Line next to Building Entrance

For Natatorium:

- (Follow above directions to reach building)
- Building still under construction, will update once completed

Physical Address: 1531 Liberty Mountain Drive

View Map: [campus map](#)

LIBERTY MOUNTAIN THROWING AREA:

Updated 7/27/2017

Emergency Personnel:

Certified Athletic Trainers (ATC) and Coaches on-site for practices and competitions. Additional Sports Medicine staff accessible from the Liberty Indoor Track and Natatorium Complex Athletic Training Room or the Academic Performance Center Athletic Training Room.

Emergency Communication:

Fixed telephone lines are located in the Liberty Indoor Track and Natatorium Complex Athletic Training Room (582-2451). ATCs and Coaching Staff carry cellular telephones.

Emergency Equipment:

Vacuum splints, crutches, spine board, blood borne pathogen supplies and an AED are available during competitions with member of the Athletic Training Staff present. Additional supplies are located in the Liberty Indoor Track and Natatorium Complex Athletic Training Room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - **Land line: 3911** - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

From US501 S

- Take exit 8B onto US
- 501 S, Candler's Mtn. Rd
- Turn right onto Candler's Mtn. Rd
- Stay straight on Candler's Mtn. Rd going past University Blvd
- Turn left on Liberty Mountain Drive, across from Fairfield Inn and Suites
- Continue Past Liberty Mountain Intramural Complex and past the Liberty Indoor Track and Natatorium Complex Building
- Throwing Area is located to the left, and can be accessed via gravel road or by driving on grass on edge of throwing area.

Venue Map:

See campus map: <http://www.liberty.edu/map/>

SOCCKER PRACTICE FIELD

Update 8/1/2017

Emergency Personnel:

Certified athletic trainers and athletic training students on-site for practices; additional sports medicine staff accessible from Baseball, Softball, or Vines Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. The closest fixed telephone line is located in the Baseball Athletic Training Room (434) 582-2451 or Softball Athletic Training Room (434) 582-2454.

Emergency Equipment:

Vacuum splints, crutches, blood borne pathogen supplies and an AED are available on the sideline during practice. Additional supplies are located inside the Baseball or Softball Athletic Training Rooms.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - Cell phone: 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - Land line: 3911 - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

Turn left onto Liberty University Dr. from Wards Rd. and proceed through the tunnel. Turn left onto Regents Parkway at the first intersection (immediately after the tunnel) and proceed 200-300 yards. The entrance to the practice field facility will be on the left, before the Cook Tennis Center.

Venue Map: [See campus map](#)

LIBERTY SOFTBALL FIELD (Kamphuis Field)

Updated 8/3/2017

Emergency Personnel:

Certified Athletic Trainers (ATC) and athletic training students on site for practices and competitions; additional sports medicine staff accessible from the Baseball or Vines Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. A fixed telephone line is located in the Athletic Training Room at the Liberty Softball Stadium, (434) 582-2454.

Emergency Equipment:

Games: Vacuum splints, crutches, O2, AED, and spine board are located in the hall behind third base dugout; blood borne pathogen supplies located in each dugout.

Practice: AED and blood borne pathogen supplies are available on water cart. Additional supplies are located in the Softball Athletic Training Room.

Roles of First Responders:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - Cell phone: 911 (provide name, location, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
- * If a cell phone is used; immediately notify LUPD at (434) 582-3911
 - Land line: 3911 - you will be connected to LUPD (provide the same information as above)
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

(From Candler’s Mountain Road) Turn Right onto University Blvd heading South. Make first right in the round about onto Liberty University Drive. Turn Left onto Regents parkway at the 4-way Intersection. The Softball Stadium and parking lot will be on your left (prior to the parking garage). An emergency entrance to the field is available through the left field gates that are attached to the parking lot.

(From Wards Rd) Turn onto Liberty University Drive and proceed through the tunnel. Turn Right onto Regents Parkway at the first intersection (immediately after the tunnel). The Softball Stadium and parking lot will be on your left (prior to the parking garage). An emergency entrance to the field is available through the left field gates that are attached to the parking lot.

Venue Map: [Campus Map](#)

VINES CENTER:

Updated 7/31/2017

Emergency Personnel:

Games: Certified Athletic Trainer (ATC) on home sideline for games. In conjunction, for Men’s and Women’s Basketball Games, Team Physician is present in stands and paramedic crew is present with ambulance parked outside the tunnel. Prior to start of these contests, ATC will meet EMTs and

visiting ATC(s) to review emergency procedures. Additional sports medicine staff accessible from the Vines Center Athletic Training Room

Practice: Certified Athletic Trainers on site for practices; additional sports medicine staff accessible from the Vines Center Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. A fixed telephone line is located in the Vines Center Athletic Training Room, (434) 592-4696.

Emergency Equipment:

Games: Vacuum splints, crutches, O2, and AED located on home sideline; blood borne pathogen supplies located behind each bench; additional equipment with paramedic crew located at start of the tunnel.

Practice: AED and blood borne pathogen supplies are available on water cart. Additional supplies are located in the Vines Center Athletic Training Room.

Roles of First

Responders:

Games:

- 1) Immediate care of the injured or ill student- athlete
- 2) Emergency equipment retrieval
- 3) Activation of emergency medical system (EMS)
 - * Signal paramedics on site
 - * Campus police will assist as necessary
- 4) Scene control: limit scene to first aid and providers and move bystanders away from area

Practices:

- 1) Immediate care of the injured or ill student- athlete
- 2) Activation of emergency medical system (EMS)
 - * **Cell phone: 911** (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed)
 - If a cell phone is used; immediately notify LUPD at (434) 592-3911 after calling 911
 - * **Land line: 3911** - you will be connected to LUPD (provide the same information as above).
- 3) Emergency equipment retrieval
- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions: “VINES CENTER - 2001 UNIVERSITY BLVD”

Approaching Liberty University from US 460 W

- Take the Candler’s Mountain Road exit toward University Blvd and turn left.
- Continue on University Blvd as you approach the Vines Center.
- Continue past the Vines Center onto Regents Parkway. Follow this road as it bears right.
- Turn right onto the gravel road just before the Jerry Falwell Library Lake and proceed to the back of the Vines Center.
- Enter via the back roll up door and proceed into the practice facility tunnel.

Vines Practice Courts- Proceed directly through rear double door, directly into to the corresponding practice court. Women's Practice Court on right, Men's Practice court on left.

Vines Center Floor - Proceed through the practice facility tunnel and then turn left to head to the game floor.

Vines Center Athletic Training Room- Proceed through the practice facility tunnel, continue past the practice court and past the turn for the center court. Enter the double glass doors to left of elevator.

Vines Weight Room –Proceed through the practice facility tunnel, continue past the practice court and past the turn for the center court. Enter the elevator to the second floor. Move through Women's Basketball Office Space then across the outdoor patio to glass door weight room entrance.

Venue Map: [See campus map](#)

WILLIAMS FOOTBALL STADIUM/ FOOTBALL OPERATION CENTER

Emergency Personnel:

Games: Certified Athletic Trainers (ATC) and athletic training students on home sideline (and visitor's sideline for student host coverage as needed), Team Physicians (primary care/ sports medicine, orthopedic) on home sideline; paramedic crew inside ambulance beside Football Operations Center; medical cart is available to transport injured player from field. Prior to start of contest, ATCs will meet EMTs and visiting ATCs to review emergency procedures. **Practice:** Certified Athletic Trainers and athletic training students, on-site for practices; additional sports medicine staff accessible from the Football Operation Center (FOC) Athletic Training Room.

Emergency Communication:

ATCs carry cellular telephones. Fixed telephone lines are located inside the FOC Athletic Training Room offices.

Emergency Equipment:

Games: Emergency equipment located on home sideline (vacuum splints, AED, and facemask removal tool); additional equipment with paramedic crew(s) located beside the FOC.

Practice: Vacuum splints, blood borne pathogen supplies, and AED are available on the sideline during practice. Additional supplies are located in field kit and inside the FOC Athletic Training Room.

Roles of First Responders:

Games: 1) Immediate care of the injured or ill student- athlete

2) Emergency equipment retrieval

3) Activation of emergency medical system (EMS) * Signal paramedics on site * Campus police will assist as necessary

4) Scene control: limit scene to first aid and providers and move bystanders away from area **Practice:**

1) Immediate care of the injured or ill student- athlete

2) Activation of emergency medical system (EMS)

- Cell phone: 911 (provide name, address, telephone number; number of individuals injured; condition of injured; first aid treatment; specific directions; other information as needed) * If a cell phone is used; immediately notify LUPD at (434) 582-3911

- Land line: 3911 - you will be connected to LUPD (provide the same information as above)

3) Emergency equipment retrieval

- 4) Direction of EMS to scene
 - * Open appropriate gates/ doors
 - * Designate individual to “flag down” EMS and direct crew to scene
- 5) Scene control: limit scene to first aid and providers and move bystanders away from area

Venue Directions:

The Football Operation Center (FOC) is located at the North end of the Williams Football Stadium. Take a right onto University Blvd from Candler’s Mountain Road heading South. Take a right onto

Evan’s Blvd. Take an immediate left onto the paved driveway in front of the indoor practice field. EMS has access to the William Stadium Field, FOC Practice Field, FOC Weight Room, and the FOC Athletic Training Room.

-**The Outdoor Practice Field** Follow the driveway around the indoor practice field and enter the outdoor practice field straight ahead.

- **The Indoor Practice Field** Follow the driveway around the indoor practice field and enter the Garage bay on the right.

-**Williams Stadium Field** is accessed from the driveway. The game Field on the left.

-**The FOC Weight Room** is accessed through the first floor entrance of the FOC located underneath the main stairs. Upon entering the double doors, turn left at the first hallway and take the elevator to the basement. The elevator will open up into the FOC Weight Room. Alternate access to the weight room can be done by entering on the first floor under the main stairs and proceeding down the main hallway to the second hallway on the left. Go through the door and down the stairs to the basement.

-**The FOC Athletic Training Room** The FOC athletic training room may also be accessed directly from the outside through the double doors on the East side of the FOC. It is also accessible through the first floor entrance of the FOC located underneath the main stairs. Proceed down the main hallway to the second hallway on the left. Enter through the glass double doors on the right.

Venue Map: [See campus map](#)

NELSON COUNTY HIGH SCHOOL
6919 Thomas Nelson Hwy
Lovingston, VA 22949

EMERGENCY ACTION PLAN

NELSON COUNTY HIGH SCHOOL
SPORTS MEDICINE
EMERGENCY ACTION PLAN

***ALWAYS HAVE THESE PHONE NUMBERS AVAILABLE**

Name	Number
EMS	911
Nelson County Sheriff's Office	434-263-7050
Athletic Trainer Thomas Lilley Cell Phone	717-926-5532
Athletic Director Kevin Walker Cell Phone	540-818-7589

THE FIRST RULE IN ANY EMERGENCY IS: **DO NOT PANIC!!!**

GENERAL GUIDELINES

I. Life Threatening Injuries: (severe bleeding, stoppage of heart/breathing, neck/head injury, heat stroke, and/or open fractures). AUTOMATIC EMS ACTIVATION AND TRANSPORT! Equipment needed: vacuum splints, backboard, and crutch bag.

Head Athletic Trainer- Will evaluate athlete, give appropriate first aid, and designate personnel to perform other duties. Notifies athlete's parents as soon as possible.

APPROPRIATE FIRST AID: Primary Survey- ABC's, Stabilize head/neck, check level of consciousness, and perform secondary survey (if necessary).

Coach- Will activate the EMS System

Information to be given to operator: Your name & EXACT location, phone number where you are calling from, athlete's condition, care already given, EXACT location where EMS is to report, let them know someone will be there to meet them, and always be the last one to hang up.

Coach- Will meet the ambulance at designated location, with any keys needed for doors or gates.

II. Serious Injuries: (fractures, dislocations, possible fractures). TRANSPORT TO HOSPITAL BY EMS OR PARENT'S AUTOMOBILE.

Head Athletic Trainer- Will evaluate athlete, give appropriate first aid, and designate

personnel to perform other duties. Notifies athlete's parents as soon as possible.
APPROPRIATE FIRST AID: Primary and Secondary Surveys, splinting and transport to emergency room.

Coach- Activates EMS system if necessary, and/or give appropriate care.

III. Non-Serious Injuries: (Sprains, Strains, Contusions, Wounds, etc)

Head Athletic Trainer- Will evaluate athlete, give appropriate first aid, and designate personnel to perform other duties. Notifies athlete's parents as soon as possible.

Coach/Student Athletic Trainer- Will give appropriate care (ice, elevation, etc), and make a record of the injury.

IV. Away Trips:

- Contact opposing athletic trainer prior to contest and find out their emergency action plan for life threatening/serious injuries.
- Non-Serious injuries- give appropriate care, have opposing trainer evaluate the athlete.
- **Contact Thomas Lilley, ATC, as soon as possible to determine a plan of action.**

❖ If head athletic trainer is not present, then the head coach will be in charge and contact Thomas Lilley, ATC, as soon as possible to determine a plan of action.

TIPS

- 1) Better safe than sorry, if you are unaware of the seriousness of an injury, call EMS.
- 2) When dealing with bleeding/wounds personnel need to take disease prevention precautions (i.e.: gloves)

COMMUNICATION GUIDELINES

- 1) The Athletic Trainer, Head Coach or an Administrator shall call EMS, and give the operator the necessary information.
- 2) If the Athletic Trainer is not present, then the head coach assumes that role and so on.
- 3) Only the head athletic trainer, coach, school administration or hospital is to call an athlete's parents.
- 4) If an athlete's parents are not on site, then only the head coach, athletic trainer, or an administrator will call the athlete's parents as soon as possible.
- 5) *If you call 911 from a cell phone, you are not guaranteed to reach the Nelson County Emergency dispatcher.*

SITE SPECIFIC GUIDELINES

NCHS TENNIS COURTS (Map 1)

- 1) Closest phone: cell phone, or NCHS main office(434-263-8317)
- 2) EMS is to report to the Tennis Courts located in front of the school below the NCHS Parking Lot.

NCHS HIGH SCHOOL GYM (Map 2)

- 1) Closest phone: Cell phone, Coaches office, Athletic Training Room, Athletic Training Office.
- 2) EMS is to report to the High School Main Entrance, proceed straight down the hallway and into the Gym

NCHS MIDDLE SCHOOL GYM (Map 3)

- 1) Closest phone: coaches office, Room
- 2) A coach should meet EMS at the Main Entrance to the Middle School

NCHS FB FIELD AND TRACK (Map 4)

- 1) Closest phone: cell phone, High School Weight Room
- 2) EMS is to report to the FB Field/track gate by the ticket booth, and someone will be there to meet them. Make sure person to meet EMS has keys to gate.

NCHS SOFTBALL FIELD (Map 5)

- 1) Closest phone: cell phone, High School Weight Room
- 2) EMS is to report to the Softball Field (instruct the EMS to report to the gravel road behind the high school off Drumheller Orchard Ln), a coach needs to make sure gate is open

NCHS BASEBALL FIELD (Map 6)

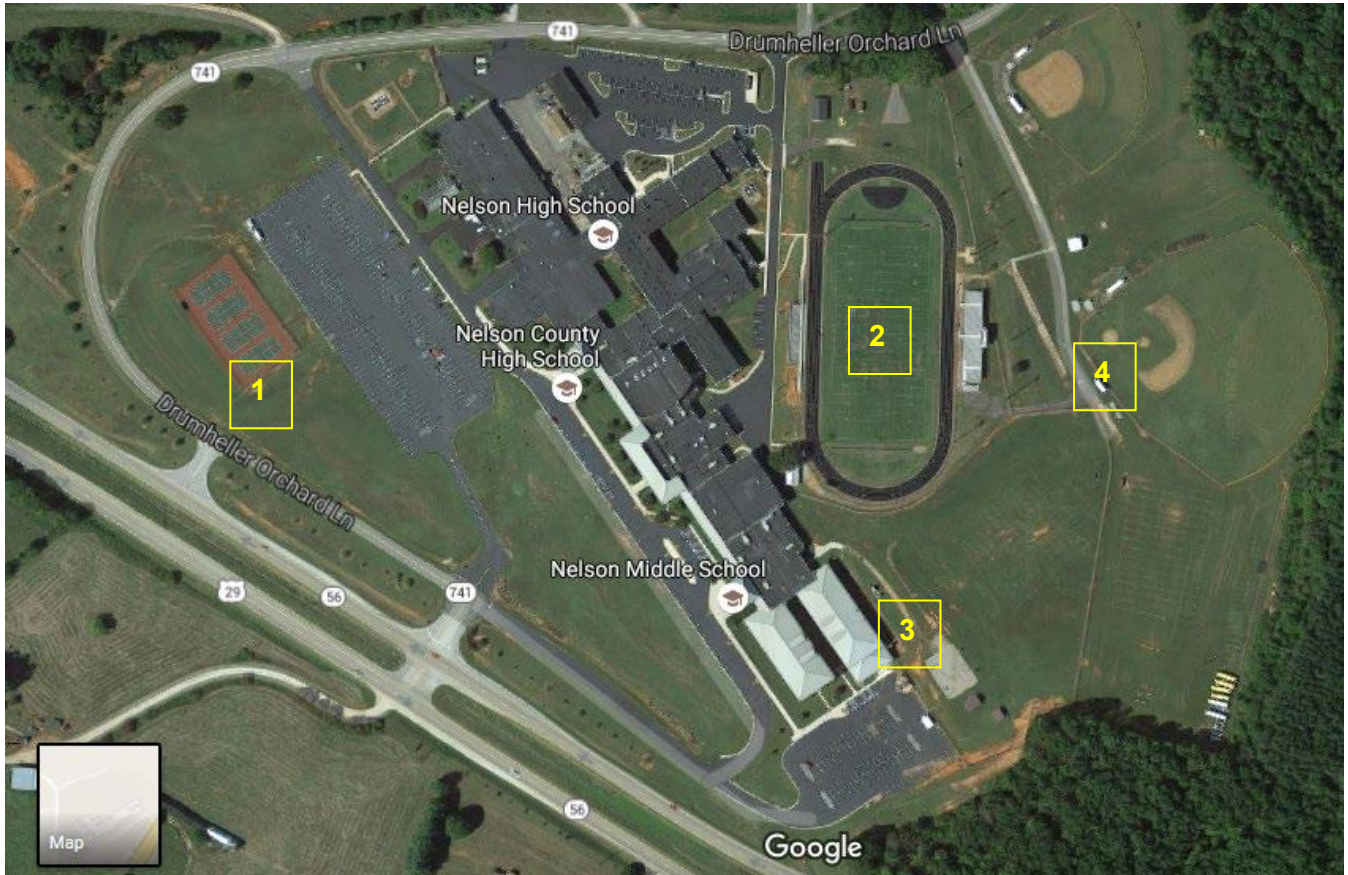
- 1) Closest phone: cell phone, or High School Weight Room.
- 2) EMS is to report to the BB Field, (instruct the EMS to report to the gravel road behind the high school off Drumheller Orchard Ln) a coach needs to make sure gate is open.

NCHS PRACTICE FIELD (Map 7)

- 1) Closest phone: cell phone, High School Weight Room
- 2) EMS is to report to the practice field behind NCHS (instruct the EMS to report to the gravel road behind the high school off Drumheller Orchard Ln) a coach needs to make sure gate is open.

IF AN ATHLETE IS TRANSPORTED TO THE TRAINING ROOM, THEN THE EMS SHOULD BE INSTRUCTED TO REPORT TO THE BACK OF NCHS on the road that is between the NCHS FB Field/Track and NCHS.

NELSON COUNTY CAMPUS MAP



Legend:	4)
Football/Track Stadium	5) Softball
1) Tennis Courts	6) Baseball
2) High School Gym	

ORTHOVIRGINIA (OrthoVirginia Physical Therapy)

**2405 Atherholt Rd
Lynchburg, VA 24501**

EMERGENCY ACTION PLAN

OrthoVirginia Physical and Hand Therapy

Patient Care Emergency

POLICY

In the event of a patient care emergency other than those requiring cardiopulmonary resuscitation (see CPR policy), the following steps will be initiated:

- 1 The patient will be stabilized in a comfortable/safe position and monitored visually and tactfully by a qualified staff member.
- 2 A person is designated to call for our Nursing response team. In the event of an immediate need for emergency services, 911 will be activated at the same time.
- 3 The Nursing team will stabilize and assess the patient when they arrive. They will administer emergent care when necessary.
- 4 If 911/emergency services are activated:
 - a. Front desk will call and request dispatch of emergency services to BACK ENTRANCE at OV, remain on the line and provide whatever pertinent information operator requests(example: consciousness status, breathing status, etc)
 - b. Someone will be assigned to meet the ambulance.
 - c. Demographic and patient history info will be printed for the EMS team.
 - d. The patient's emergency contact will be notified if they are not accompanied by them. .
 - e. The patient's chart will be available to the physician or Emergency Medical Technician (EMT) personnel as necessary for pertinent patient information.
- 5 An interval note will be made in the chart by the Nursing emergency response team.
- 6 The therapist/assistant will note in the medical record what transpired
- 7 The patient's referring physician is notified of the incident.
- 8 The patient will need medical clearance regarding returning to therapy prior to resumption of therapy after an EMS required transport.

RUSTBURG HIGH SCHOOL (Campbell County Public Schools)

1671 Village Hwy
Rustburg, VA 24588

EMERGENCY ACTION PLAN

(Currently not an Active Clinical Site – No EAP on File)

RANDOLPH COLLEGE

**Randolph Athletic Center (RAD)
2500 Rivermont Ave
Lynchburg, VA 24503**

EMERGENCY ACTION PLAN

The following lists emergency phone numbers as well as telephone location. Specific emergency plans for each practice/competition venue are outlined on separate pages along with maps to each venue.

TELEPHONE LOCATIONS

- Randolph Athletics and Dance Center
Athletic Training Room
- Randolph Athletics and Dance Center
Swimming Pool Office
- Randolph Athletics and Dance Center
Weight room

EMERGENCY PHONE NUMBERS

Ambulance/Police/Fire	911 (Campus Phone 7-911)
Campus Security.. . . .	campus phone 0 or (434) 947-8000
Lynchburg General Hospital	(434) 947-3000
Virginia Baptist Hospital	(434) 947-4000
Lynchburg Police Department.	(434) 455-6050
Bedford County Sheriff's Office	(540) 586-7257
Poison Control Center.	1-800-451-1428
Randolph Athletics and Dance Center Athletic Training Room	(434) 947-8508
Scott Lawrenson, Head ATC.. . . .	(434) 947-8338
Office	
Tina Hill, Director of Athletics	(434) 947-8537
Office	

VENUE: GYMNASIUM

Corner of East Campus Dr. and Norfolk Ave.
Lynchburg, VA 24503

EMERGENCY ACTION PLAN

- An athletic trainer will perform primary and secondary surveys during practices/ competitions. They will evaluate and stabilize the athlete.
- If an athletic trainer is not present, a coach or manager will call the athletic training room or send a designated individual into the athletic training room to get an athletic trainer. A walkie-talkie can be utilized if available to call for an athletic trainer. If an athletic trainer is not available, a coach will call 911 or Campus Security.
- The athletic trainer in charge will designate an individual to call for an EMS unit.
- Lynchburg General Hospital is the preferred medical facility for Randolph College student-athletes

EMERGENCY COMMUNICATION

- **Gym location is at corner of Norfolk Ave. and East Campus Drive**
- An athletic trainer will designate an individual to call EMS.
- If an athlete is injured during a non-traditional season workout, the coach should send someone to get the athletic trainer. If an athletic trainer is not available, the coach should call 911 or Campus Security
- In the absence of an athletic trainer, a coach will make the 911 EMS call and provide the following:

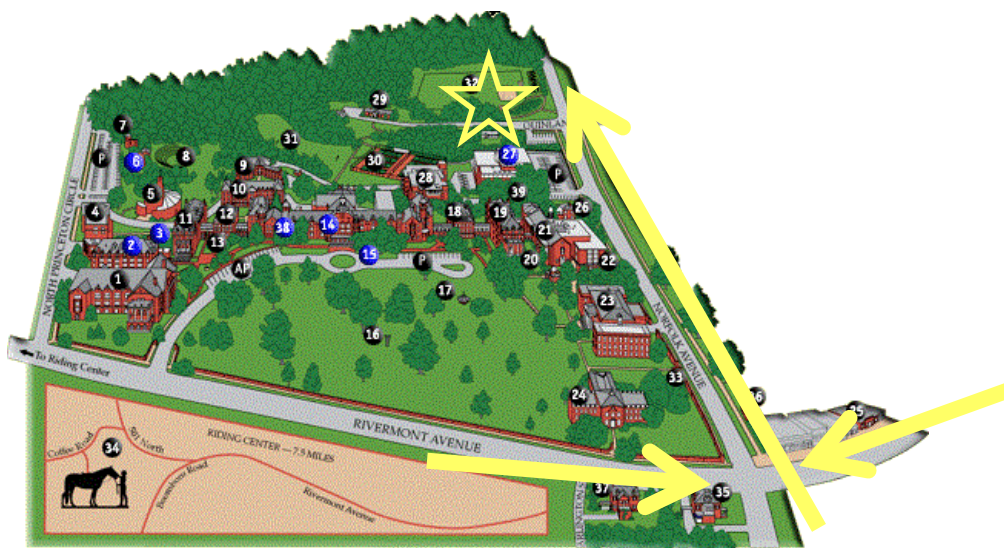
- Your name and the injured student-athletes name
- Primary survey status
- Detailed information of emergency
- EXACT location of injured
- EXACT location of where EMS should arrive (Parking lot at the corner of Norfolk Ave. and East Campus Dr., Go up the ramp on the left to the main entrance of the building)
- An athletic trainer will designate personnel to direct EMS to the injury location

EMERGENCY EQUIPMENT

- Emergency equipment will be available at all home games hosted by Randolph College Athletics and easily accessible for Randolph Athletic practices.
- Each athletic training medical kit is equipped with a CPR mask
- The spine board will be available in the athletic training room
- An AED is available beside the lobby counter in the Randolph Athletics and Dance Center

VENUE DIRECTIONS: From Rivermont Avenue turn on to Norfolk Avenue towards Randolph College then turn left in to the Randolph Athletics and Dance Center parking lot. You have gone too far if you reach the Quinlan and Norfolk intersection stop sign.

MAP TO RANDOLPH ATHLETICS AND DANCE CENTER



**Randolph College:
2500 Rivermont Ave.
Lynchburg, VA 24503**

VENUE: WILDCAT STADIUM

**East Campus Dr.
Lynchburg, VA 24503**

EMERGENCY ACTION PLAN

- An athletic trainer will perform primary and secondary surveys during practices/ competitions. They will evaluate and stabilize the athlete.
- If an athletic trainer is not present, a coach or manager will call the athletic training room or send a designated individual into the athletic training room to get an athletic trainer. A walkie-talkie can be utilized if available to call for an athletic trainer. If an athletic trainer is not available, a coach will call 911 or Campus Security.
- The athletic trainer in charge will designate an individual to call for an EMS unit and several individuals to direct EMS
- Lynchburg General Hospital is the preferred medical facility for Randolph College student-athletes

EMERGENCY COMMUNICATION

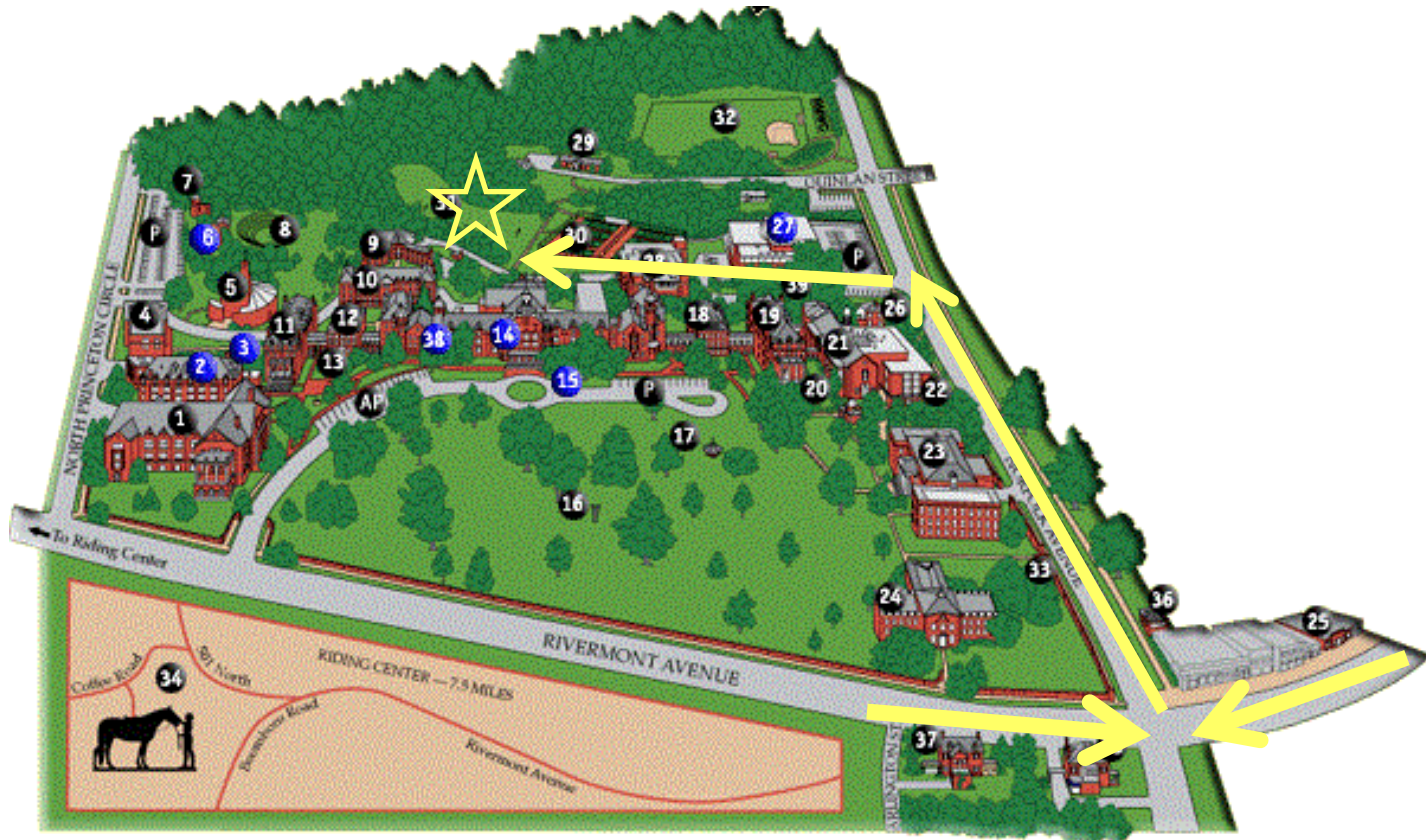
- **Stadium is on East Campus Drive off of Norfolk Avenue**
- An athletic trainer will designate an individual to call EMS.
- If an athlete is injured during a non-traditional season workout, the coach should send someone to get the athletic trainer. If an athletic trainer is not available, the coach should call 911 or Campus Security
- In the absence of an athletic trainer, a coach will make the 911 EMS call and provide the following:
 - Your name and the injured student-athletes name
 - Primary survey status
 - Detailed information of emergency
 - EXACT location of injured
 - EXACT location of where EMS should arrive (Turn left from Norfolk Ave. onto East Campus Dr. pass the tennis courts and it will be on your right. If you start to go up a hill you have gone too far.)
- An athletic trainer will designate personnel to direct EMS to the injury location

EMERGENCY EQUIPMENT

- Emergency equipment will be available at all home games hosted by Randolph College Athletics and easily accessible for Randolph Athletic practices.
- Each athletic training medical kit is equipped with a CPR mask
- The spine board will be available in the WildCat Stadium shed
- An AED is available on the golf cart during events covered by Randolph College Athletic Training Staff or through calling Campus Security (434) 947-8144

VENUE DIRECTIONS: From Rivermont Avenue turn on to Norfolk Avenue towards Randolph College, then left onto East Campus Dr. BEFORE the Randolph Athletics and Dance Center parking lot. Take East Campus Dr. to WildCat Stadium gate.

MAP TO WILDCAT STADIUM



**Randolph College:
2500 Rivermont Ave.
Lynchburg, VA 24503**

VENUE: SOFTBALL FIELD/ GRASS FIELD

**Intersection of Norfolk Ave. and Quinlan St.
Lynchburg, VA 24503**

EMERGENCY ACTION PLAN

- An athletic trainer will perform primary and secondary surveys during practices/ competitions. They will evaluate and stabilize the athlete.
- If an athletic trainer is not present, a coach or manager will call the athletic training room or send a designated individual into the athletic training room to get an athletic trainer. A walkie-

talkie can be utilized if available to call for an athletic trainer. If an athletic trainer is not available, a coach will call 911 or Campus Security.

- The athletic trainer in charge will designate an individual to call for an EMS unit and several individuals to direct EMS
- Lynchburg General Hospital is the preferred medical facility for Randolph College student-athletes

EMERGENCY COMMUNICATION

- **Field is located towards end of Norfolk Avenue, left onto service road**
- An athletic trainer will designate an individual to call EMS.
- If an athlete is injured during a non-traditional season workout, the coach should send someone to get the athletic trainer. If an athletic trainer is not available, the coach should call 911 or Campus Security
- In the absence of an athletic trainer, a coach will make the 911 EMS call and provide the following:
 - Your name and the injured student-athletes name
 - Primary survey status
 - Detailed information of emergency
 - EXACT location of injured
 - EXACT location of where EMS should arrive (Turn onto Norfolk Ave. towards Randolph College and park at the intersection of Norfolk and Quinlan St. and use stairs to access the field)
- An athletic trainer will designate personnel to direct EMS to the injury location

EMERGENCY EQUIPMENT

- Emergency equipment will be available at all home games hosted by Randolph College Athletics and easily accessible for Randolph Athletic practices.
- Each athletic training medical kit is equipped with a CPR mask
- An AED is available on the golf cart during events covered by Randolph College Athletic Training Staff or through calling Campus Security (434) 947-8144

VENUE DIRECTIONS: From Rivermont Avenue turn on to Norfolk Ave. towards Randolph College Go straight on Norfolk through the Quinlan Street intersection then take a left on the service drive following the tree line. Follow gravel road around grass field to injury location.

MAP TO SOFTBALL FIELD AND GRASS FIELD

EMERGENCY COMMUNICATION

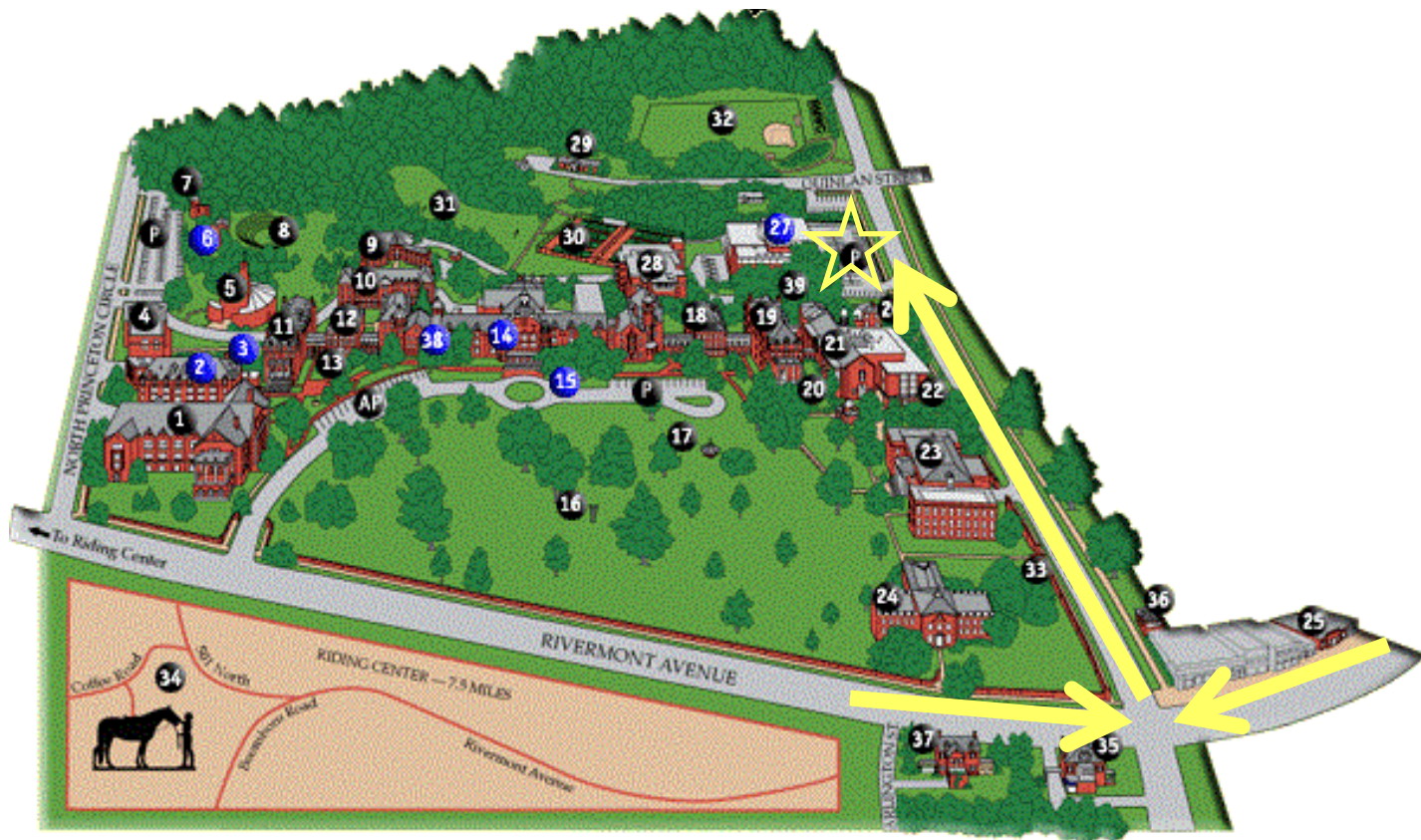
- **Pool, Weight Room, and Athletic Training Room are all located in the Randolph Athletic and Dance Center which is at corner of Norfolk Ave. and East Campus Drive**
- An athletic trainer will designate an individual to call EMS.
- If an athlete is injured during a non-traditional season workout, the coach should send someone to get the athletic trainer. If an athletic trainer is not available, the coach should call 911 or Campus Security
- In the absence of an athletic trainer, a coach will make the 911 EMS call and provide the following:
 - Your name and the injured student-athletes name
 - Primary survey status
 - Detailed information of emergency
 - EXACT location of injured
 - EXACT location of where EMS should arrive (Parking lot at the corner of Norfolk Ave. and East Campus Dr., Go through door located at the bottom of the ramp on the left side of the building)
- An athletic trainer will designate personnel to direct EMS to the injury location

EMERGENCY EQUIPMENT

- Emergency equipment will be available at all home games hosted by Randolph College Athletics and easily accessible for Randolph Athletic practices.
- Each athletic training medical kit is equipped with a CPR mask
- The spine board will be available in the athletic training room
- An AED is available beside the lobby counter in the Randolph Athletics and Dance Center

VENUE DIRECTIONS: From Rivermont Avenue turn on to Norfolk Avenue towards Randolph College then turn left in to the Randolph Athletics and Dance Center parking lot. You have gone too far if you reach the Quinlan and Norfolk intersection stop sign.

MAP TO RANDOLPH COLLEGE ATHLETICS AND DANCE CENTER



**Randolph College:
2500 Rivermont Ave.
Lynchburg, VA 24503**

**VENUE: Tennis Court
East Campus Dr.
Lynchburg, VA 24503**

EMERGENCY ACTION PLAN

- An athletic trainer will perform primary and secondary surveys during practices/ competitions. They will evaluate and stabilize the athlete.
- If an athletic trainer is not present, a coach or manager will call the athletic training room or send a designated individual into the athletic training room to get an athletic trainer. A walkie-talkie can be utilized if available to call for an athletic trainer. If an athletic trainer is not available, a coach will call 911 or Campus Security.
- The athletic trainer in charge will designate an individual to call for an EMS unit and several individuals to direct EMS
- Lynchburg General Hospital is the preferred medical facility for Randolph College student-athletes

EMERGENCY COMMUNICATION

- **Stadium is on East Campus Drive off of Norfolk Avenue**
- An athletic trainer will designate an individual to call EMS.
- If an athlete is injured during a non-traditional season workout, the coach should send someone to get the athletic trainer. If an athletic trainer is not available, the coach should call 911 or Campus Security
- In the absence of an athletic trainer, a coach will make the 911 EMS call and provide the following:
 - Your name and the injured student-athletes name
 - Primary survey status
 - Detailed information of emergency
 - EXACT location of injured
 - EXACT location of where EMS should arrive (Turn left from Norfolk Ave. onto East Campus Dr. Tennis Courts will be on your right. If you start to go up a hill you have gone too far.)
- An athletic trainer will designate personnel to direct EMS to the injury location

EMERGENCY EQUIPMENT

- Emergency equipment will be available at all home games hosted by Randolph College Athletics and easily accessible for Randolph Athletic practices.
- Each athletic training medical kit is equipped with a CPR mask
- The spine board will be available in the Randolph Athletic and Dance studio inside the Athletic Training Room
- An AED is available in the Randolph Athletic and Dance Studio or through calling Campus Security (434) 947-8144

VENUE DIRECTIONS: From Rivermont Avenue turn on to Norfolk Avenue then left onto East Campus Dr. BEFORE the Randolph Athletics and Dance Center parking lot. Take East Campus Dr. until you see the tennis courts on the right.

MAP TO TENNIS COURTS



**Randolph College:
2500 Rivermont Ave.
Lynchburg, VA 24503**

**VENUE: Riding Center
4762 Hawkins Mill Rd.
Lynchburg, VA 24503**

EMERGENCY ACTION PLAN

- If an athletic trainer or EMT is not present, a coach or manager will call 911. After calling 911, the coach or manager should the athletic training staff.
- The riding staff will designate several individuals to direct EMS.
- Lynchburg General Hospital is the preferred medical facility for Randolph College student-athletes

EMERGENCY COMMUNICATION

- The individual making the phone call to EMS should provide the following information:
 - Your name and the injured student-athletes name

- Primary survey status
- Detailed information of emergency
- EXACT location of injured
- EXACT location of where EMS should arrive
- A riding staff member will designate personnel to direct EMS to the injury location

EMERGENCY EQUIPMENT

- An AED and CPR mask is available in the Vet Office by the wash stations

STAUNTON RIVER HIGH SCHOOL (Bedford County Public Schools)
1095 Golden Eagle Dr.
Moneta, VA 24121

EMERGENCY ACTION PLAN

Emergency Action Plan
Staunton River High School Side Practice Field Last
Revision: June 2017

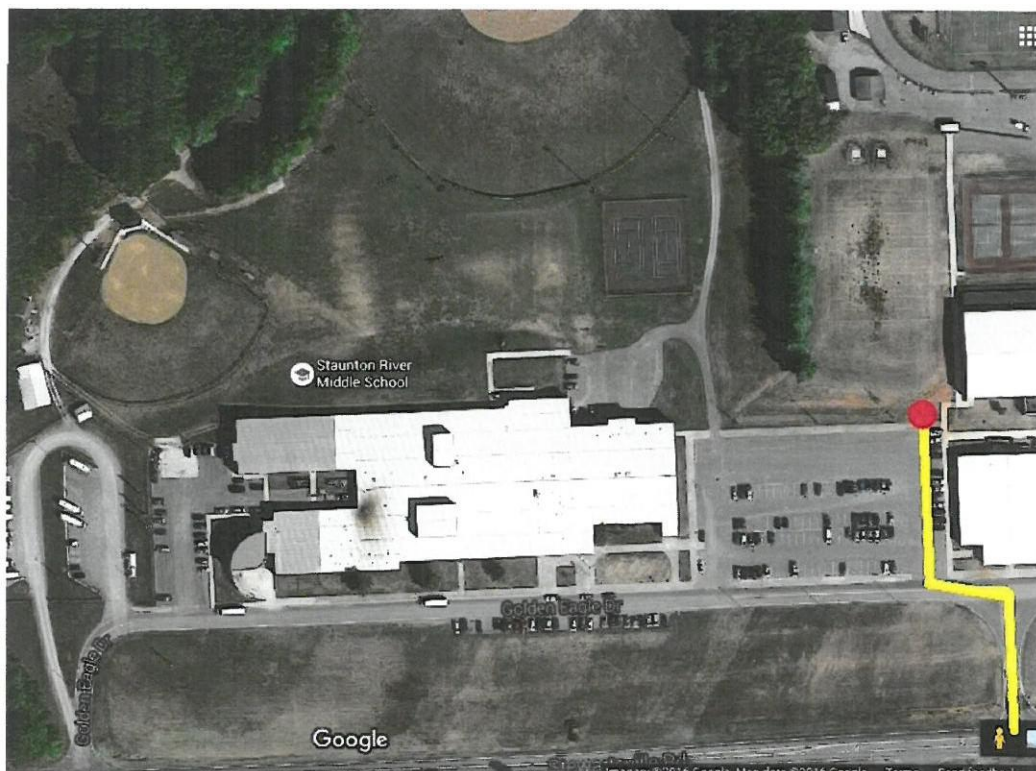
GPS ADDRESS: 1095 Golden Eagle Drive, Moneta, VA 24121

VENUE DIRECTIONS:

- From 24 turn in to the driveway between the Middle and High Schools
 - o Turn left if coming from Vinton
 - o Turn right if coming from Bedford
- Turn left towards SRMS
- Turn Right in to the parking lot (SRHSide)
- Proceed to the back right hand corner of the parking lot
- The field is located to the left of the SRHS gym

SPORTS PARTICIPATING:

- Football
- Track & Field
- Marching Band



EMERGENCY PERSONNEL

Practices: Coaching Staffs, Certified Athletic Trainer on call

Competitions: Coaching Staffs, Certified Athletic Trainer,
Physician (Wrestling), SRHS Administration/SRO

EMERGENCY COMMUNICATION

Practices: Coaching Staff's Cell Phones, Land Line
Locations: Coaches Offices, Athletic Training Room, PE Locker Room offices

Competitions: Coaching Staff's Cell Phones, Land Line

Locations: Coaches Offices, Athletic Training Room, PE Locker Room offices, Hand-help Motorola Radios, SRO's Radio, SRHS Administration's Cell Phones

EMERGENCY EQUIPMENT

Practices: Team First Aid Kit; AED located on the boys team room wall inside the main gym

Competitions: Team First Aid Kit; Items with Athletic Trainer: AED, Stocked Medical Kit, Split Kit, Crutches, Ice; Physician's Medical Kit (Wrestling);

ROLE OF FIRST RESPONDERS

1. In the absence of an Athletic Trainer or more advanced care, the Head Coach is responsible for the medical care of all student athletes and bystanders until a more qualified individual arrives.
2. In the absence of an Athletic Trainer or SRHS administrator/SRO, the Head Coach is responsible for activating EMS.
 - a. **INSTRUCTIONS UPON ACTIVATING EMS**
 - i. Call 911 (have assistant notify the Athletic Trainer or Administrator in AT's absence)
 - ii. Instruct EMS of where to report (see above address and venue directions)
 - iii. Provide necessary information:
 1. Name, address, telephone of caller
 2. Number of victims and their condition
 3. First-aid treatment initiated
 4. Any facility specific directions to the victim
 5. Other information as requested by dispatch
 6. Stay on the line until instructed to hangup
3. Emergency Equipment
 - a. Team First Aid Kit: Assistant Coach assigned to maintaining and retrieving the kit
 - i. Kit should be located with team gear on the sideline
 - ii. AED is on the wall of the boys team room hallway inside the main gym
 - b. Athletic Trainer: responsible for AED, Medical Kit, Split Kit, Crutches, Ice
 - c. Physician's Kit: Physician responsible for maintaining any supplies needed above that of the Athletic Trainer in the instance of an emergency
 - d. EMS : responsible for advanced life support supplies
4. Who Will Help?
 - a. Individuals should be sent to the following places to direct EMS to the scene
 - i. Corner of Flint Hill Rd and the back parking lot
 - ii. Yellow gate at the back corner of CTE
 - iii. End of the CTE parking lot closest to the gym
 - iv. Door of the facility waving towards the location of the victim
 - v. Interior of the facility waving towards the location of the victim (as many as needed)
 - b. Crowd Control
 - i. Assistant Coaches should assist in keeping a crowd from forming around the victim
 - ii. Game day officials and Administrators should assist if available

Emergency Action Plan

Staunton River High School Baseball/Bottom Fields last

Revision: June 2017

GPS ADDRESS: 1095 Golden Eagle Drive, Moneta, VA 24121

VENUE DIRECTIONS:

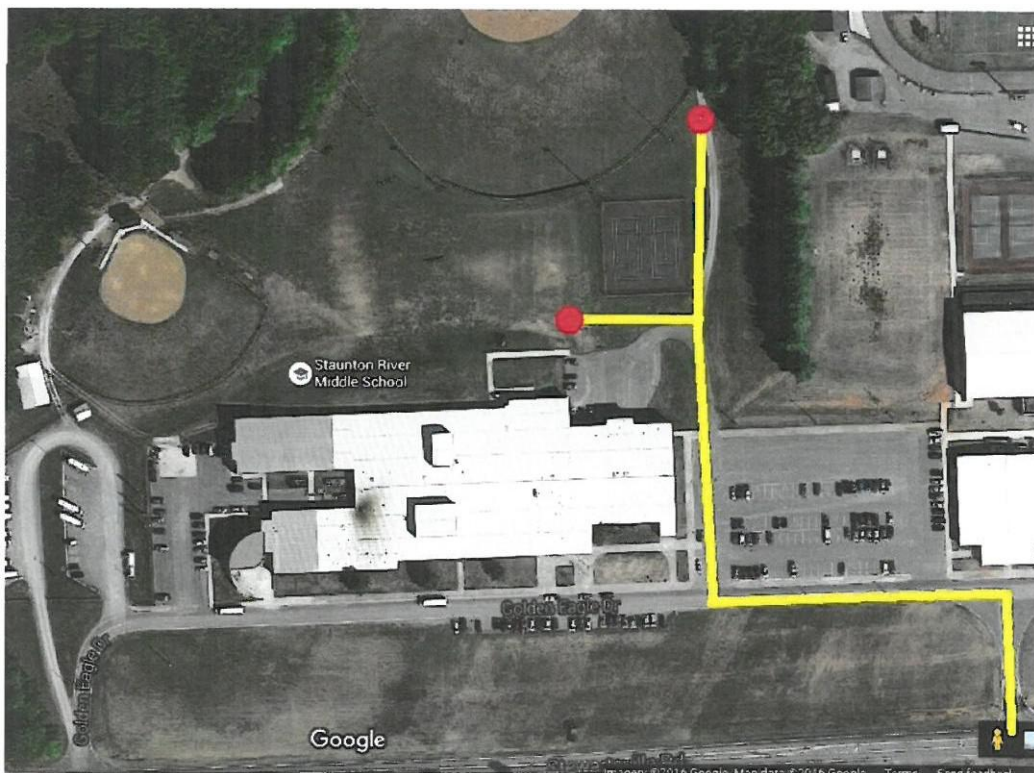
- From 24 turn in to the driveway between the Middle and High Schools
 - o Turn left if coming from Vinton
 - o Turn right if coming from Bedford
- Turn left towards SRMS
- Proceed to the back left hand corner of the parking lot (SRMS side)
- Go through the gate and follow the road down

the hill

- Baseball: Stay straight down the gravel drive way (Practice Fields are on the left)

SPORTS PARTICIPATING:

- Baseball
- Football
- Soccer
- Track & Field
- Marching Band



EMERGENCY PERSONNEL

Practices: Coaching Staffs, Certified Athletic Trainer on call

Competitions: Coaching Staffs, Certified Athletic Trainer,
SRHS Administration/SRO

EMERGENCY COMMUNICATION

Practices: Coaching Staff's Cell Phones, Land Line Locations:

Coaches Offices, Athletic Training Room, PE Locker Room offices

Competitions: Coaching Staff's Cell Phones, Land Line

Locations: Coaches Offices, Athletic Training Room,
Hand-help Motorola Radios, SRO's Radio, SRHS
Administration's Cell Phones

EMERGENCY EQUIPMENT

Practices: Team First Aid Kit; AED located on the boys team
room wall inside the main gym or Weight Room

Competitions: Team First Aid Kit; Items with Athletic Trainer:
AED, Stocked Medical Kit, Split Kit, Crutches, Ice; Physician's
Medical Kit (Wrestling);

ROLE OF FIRST RESPONDERS

1. In the absence of an Athletic Trainer or more advanced care, the Head Coach is responsible for the medical care of all student athletes and bystanders until a more qualified individual arrives.
2. In the absence of an Athletic Trainer or SRHS administrator/SRO, the Head Coach is responsible for activating EMS.
 - a. **INSTRUCTIONS UPON ACTIVATING EMS**
 - i. Call 911 (have assistant notify the Athletic Trainer or Administrator in AT's absence)
 - ii. Instruct EMS of where to report (see above address and venue directions)
 - iii. Provide necessary information:
 1. Name, address, telephone of caller
 2. Number of victims and their condition
 3. First-aid treatment initiated
 4. Any facility specific directions to the victim
 5. Other information as requested by dispatch
 6. Stay on the line until instructed to hang up
3. Emergency Equipment
 - a. Team First Aid Kit: Assistant Coach assigned to maintaining and retrieving the kit
 - i. Kit should be located with team gear on the sideline
 - ii. AED is on the wall of the boys team room hallway inside the main gym of inside the weight room
 - b. Athletic Trainer: responsible for AED, Medical Kit, Split Kit, Crutches, Ice
 - c. Physician's Kit: Physician responsible for maintaining any supplies needed above that of the Athletic Trainer in the instance of an emergency
 - d. EMS: responsible for advanced life support supplies
4. Who Will Help?
 - a. Individuals should be sent to the following places to direct EMS to the scene
 - i. Corner of Flint Hill Rd and the back parking lot
 - ii. Yellow gate at the back corner of CTE
 - iii. End of the CTE parking lot closest to the gym
 - iv. Door of the facility waving towards the location of the victim
 - v. Interior of the facility waving towards the location of the victim (as many as needed)
 - b. Crowd Control
 - i. Assistant Coaches should assist in keeping a crowd from forming around the victim
 - ii. Game day officials and Administrators should assist if available

**Emergency Action Plan Staunton
River High School Gym Complex
Last Revision: June 2017**

GPS ADDRESS: 2557 Flint Hill Road, Moneta, VA 24121

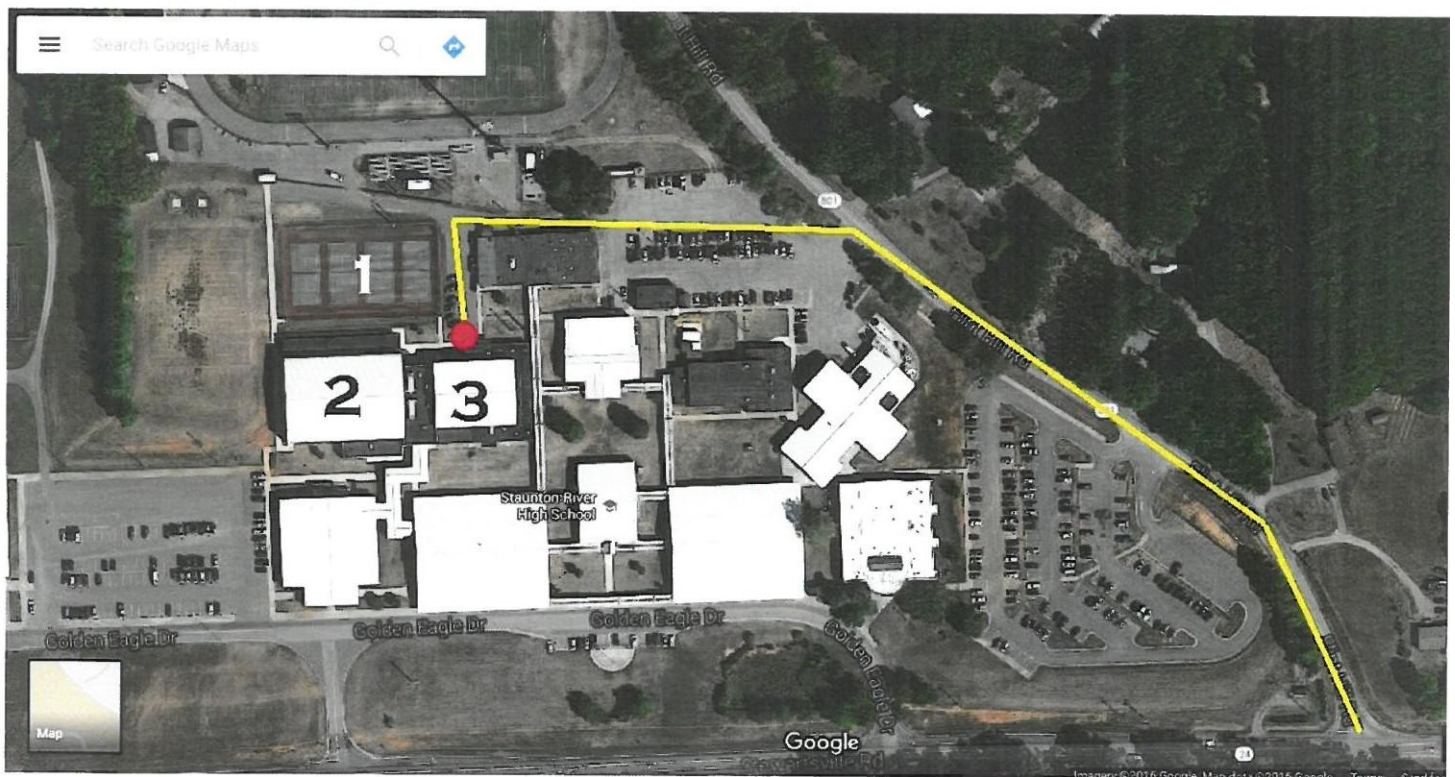
VENUE DIRECTIONS:

- ***From 24 turn on to Flint Hill Road***
 - o Turn left if coming from Vinton
 - o Turn right if coming from Bedford
- Take the second entrance on the left into a parking lot
- Proceed to the back right hand corner of the parking lot

- Go through the yellow gate and follow the road towards the stadium
- Turn left in to the parking lot between the tennis courts and CTE building

SPORTS PARTICIPATING WITH VENUE #'S:

- **Basketball- 2**
- Cheerleading - 2&3
- Tennis- 1
- Volleyball- 2
- Wrestling- 3
- Other: outside sports during inclement weather



EMERGENCY PERSONNEL

Practices: Coaching Staffs, Certified Athletic Trainer on call

Competitions: Coaching Staffs, Certified Athletic Trainer,
Physician (Wrestling), SRHS Administration/SRO

EMERGENCY COMMUNICATION

Practices: Coaching Staff's Cell Phones, Land Line Locations:

Coaches Offices, Athletic Training Room, PE Locker Room
offices

Competitions: Coaching Staff's Cell Phones, Land Line

Locations: Coaches Offices, Athletic Training Room , PE
Locker Room offices, Hand-help Motorola Radios, SRO's Radio,
SRHS Administration's Cell Phones

EMERGENCY EQUIPMENT

Practices: Team First Aid Kit; AED located on the boys team
room wall inside the main gym

Competitions: Team First Aid Kit; Items with Athletic
Trainer: AED, Stocked Medical Kit, Split Kit, Crutches, Ice;
Physician's Medical Kit (Wrestling);

ROLE OF FIRST RESPONDERS

- I. In the absence of an Athletic Trainer or more advanced care, the Head Coach is responsible for the medical care of all student athletes and bystanders until a more qualified individual arrives.
2. In the absence of an Athletic Trainer or SRHS administrator/SRO, the Head Coach is responsible for activating EMS.

a. INSTRUCTIONS UPON ACTIVATING EMS

- i. Call 911 (have assistant notify the Athletic Trainer or Administrator in AT's absence)
 - ii. Instruct EMS of where to report (see above address and venue directions)
 - iii. Provide necessary information:
 1. Name, address, telephone of caller
 2. Number of victims and their condition
 3. First-aid treatment initiated
 4. Any facility specific directions to the victim
 5. Other information as requested by dispatch
 6. Stay on the line until instructed to hang up
3. Emergency Equipment
- a. Team First Aid Kit: Assistant Coach assigned to maintaining and retrieving the kit
 - i. Kit should be located with team gear on the sideline
 - ii. AED is on the wall of the boys team room hallway inside the main gym
 - b. Athletic Trainer: responsible for AED, Medical Kit, Split Kit, Crutches, Ice
 - c. Physician's Kit: Physician responsible for maintaining any supplies needed above that of the Athletic Trainer in the instance of an emergency
 - d. EMS: responsible for advanced life support supplies
4. Who Will Help?
- a. Individuals should be sent to the following places to direct EMS to the scene
 - i. Corner of Flint Hill Rd and the back parking lot
 - ii. Yellow gate at the back corner of CTE
 - iii. End of the CTE parking lot closest to the gym
 - iv. Door of the facility waving towards the location of the victim
 - v. Interior of the facility waving towards the location of the victim (as many as needed)
 - b. Crowd Control
 - i. Assistant Coaches should assist in keeping a crowd from forming around the victim
 - ii. Game day officials and Administrators should assist if available

River High School Softball/Bottom Fields Last Revision:

June 2017

GPS ADDRESS: 1095 Golden Eagle Drive, Moneta, VA 24121

VENUE DIRECTIONS:

- ***From 24 turn in to the furthest SRMS driveway on the Vinton/Westside.***
 - Turn left if coming from Vinton
 - Turn right if coming from Bedford
- Stay left towards the gas tanks/bus parking
- Proceed to the back right hand corner of the parking lot towards the softball outfield
- Go through the gate and follow the driveway in to

the softball complex

SPORTS PARTICIPATING:

- *Softball*



EMERGENCY PERSONNEL

Practices: Coaching Staffs, Certified Athletic Trainer on call

Competitions: Coaching Staffs, Certified Athletic Trainer,

SRHS Administration/SRO

Locations: Coaches Offices, Athletic Training Room,

Hand-help Motorola Radios, SRO's Radio, SRHS

Administration's Cell Phones

EMERGENCY COMMUNICATION

Practices: Coaching Staff's Cell Phones, Land Line Locations:

Coaches Offices, Athletic Training Room, PE Locker Room

offices

Competitions: Coaching Staff's Cell Phones, Land Line

EMERGENCY EQUIPMENT

Practices: Team First Aid Kit; AED located on the boys team

room wall inside the main gym or Weight Room

Competitions: Team First Aid Kit; Items with Athletic Trainer:

AED, Stocked Medical Kit, Split Kit, Crutches, Ice; Physician's

Medical Kit (Wrestling);

ROLE OF FIRST RESPONDERS

1. In the absence of an Athletic Trainer or more advanced care, the Head Coach is responsible for the medical care of all student athletes and bystanders until a more qualified individual arrives.
2. In the absence of an Athletic Trainer or SRHS administrator/SRO, the Head Coach is responsible for activating EMS.
 - a. **INSTRUCTIONS UPON ACTIVATING EMS**
 - i. Call 911 (have assistant notify the Athletic Trainer or Administrator in AT's absence)
 - ii. Instruct EMS of where to report (see above address and venue directions)
 - iii. Provide necessary information:
 1. Name, address, telephone of caller
 2. Number of victims and their condition
 3. First-aid treatment initiated
 4. Any facility specific directions to the victim
 5. Other information as requested by dispatch
 6. Stay on the line until instructed to hang up
3. Emergency Equipment
 - a. Team First Aid Kit: Assistant Coach assigned to maintaining and retrieving the kit
 - i. Kit should be located with team gear on the sideline
 - ii. AED is on the wall of the boys team room hallway inside the main gym of inside the weight room
 - b. Athletic Trainer: responsible for AED, Medical Kit, Split Kit, Crutches, Ice
 - c. Physician's Kit: Physician responsible for maintaining any supplies needed above that of the Athletic Trainer in the instance of an emergency
 - d. EMS: responsible for advanced life support supplies
4. Who Will Help?
 - a. Individuals should be sent to the following places to direct EMS to the scene
 - i. Corner of Flint Hill Rd and the back parking lot
 - ii. Yellow gate at the back corner of CTE
 - iii. End of the CTE parking lot closest to the gym
 - iv. Door of the facility waving towards the location of the victim
 - v. Interior of the facility waving towards the location of the victim (as many as needed)
 - b. Crowd Control
 - i. Assistant Coaches should assist in keeping a crowd from forming around the victim
 - ii. Game day officials and Administrators should assist if available

**Emergency Action Plan Staunton
River High School Stadium**

Last Revision: June 2017

GPS ADDRESS: 2557 Flint Hill Road, Moneta, VA 24121

VENUE DIRECTIONS:

- From 24 turn onto Flint Hill Road
 - o Turn left if coming from Vinton
 - o Turn right if coming from Bedford
- Take the second entrance on the left into a parking lot
- Proceed to the back right hand corner of the parking lot
- Go through the yellow gate and follow the road towards the stadium
- Turn in to the first gate on the right and enter

the stadium

SPORTS PARTICIPATING AT THIS VENUE:

- Cheerleading
- Football
- Marching Band
- Soccer
- Track & Field



EMERGENCY PERSONNEL

Practices: Coaching Staffs, Certified Athletic Trainer on call

Competitions: Coaching Staffs, Certified Athletic Trainer, Physician (Football), EMS (Football), SRHS Administration/ SRO

EMERGENCY COMMUNICATION

Practices: Coaching Staff's Cell Phones, Field House Land Line: 540-297-7089

Competitions: Coaching Staff's Cell Phones, Field House Land Line: 540-297-7089, Hand-held Motorola Radios, SRO's Radio, SRHS Administration's Cell Phones

EMERGENCY EQUIPMENT

Practices: Team First Aid Kit; AED located inside the weight room on the wall leading to the locker room

Competitions: Team First Aid Kit; Items with Athletic Trainer: AED, Stocked Medical Kit, Split Kit, Crutches, Ice; Physician's Medical Kit (Football); EMS unit (Football)

ROLE OF FIRST RESPONDERS

1. In the absence of an Athletic Trainer or more advanced care, the Head Coach is responsible for the medical care of all student athletes and bystanders until a more qualified individual arrives.
2. In the absence of an Athletic Trainer or SRHS administrator/SRO, the Head Coach is responsible for activating EMS.

a. **INSTRUCTIONS UPON ACTIVATING EMS**

- i. Call 911 (have assistant notify the Athletic Trainer or Administrator in AT's absence)
- ii. Instruct EMS of where to report (see above address and venue directions)
- iii. Provide necessary information:
 1. Name, address, telephone of caller
 2. Number of victims and their condition
 3. First-aid treatment initiated
 4. Any facility specific directions to the victim
 5. Other information as requested by dispatch
 6. Stay on the line until instructed to hang up

3. Emergency Equipment

- a. Team First Aid Kit: Assistant Coach assigned to maintaining and retrieving the kit
 - i. Kit should be located with team gear on the sideline
 - ii. AED is located inside the weight room on the wall leading to the locker room (practices)
- b. Athletic Trainer: responsible for AED, Medical Kit, Split Kit, Crutches, Ice, Facemask Removal Tool
- c. Physician's Kit: Physician responsible for maintaining any supplies needed above that of the Athletic Trainer in the instance of an emergency
- d. EMS: responsible for advanced life support supplies

4. Who Will Help?

- a. Individuals should be sent to the following places to direct EMS to the scene
 - i. Corner of Flint Hill Rd and the back parking lot
 - ii. Yellow gate at the back corner of CTE
 - iii. Gate entering the stadium
 - iv. Interior of the stadium waving towards the location of the victim
- b. Crowd Control
 - i. Assistant Coaches should assist in keeping a crowd from forming around the victim
 - ii. Game day officials and Administrators should assist if available

SWEET BRIAR COLLEGE

**134 Chapel Road
Sweet Briar, VA 24595**

EMERGENCY ACTION PLAN

EMERGENCY ACTION PLAN

TELEPHONE LOCATIONS (434-381-____)

(Calling 911 from a campus phone location will transfer to Campus Safety)

Babcock Field.....	x6592
Boathouse- Upper Level.....	x6945
Boathouse- Lower Level.....	x6945
Fitness & Athletics Center -- Athletic Trainer's Office.....	x6358
Fitness & Athletics Center -- Front Desk.....	x6952
Fitness & Athletics Center -- Weight Room (by rowing machine).....	x6241
Prothro Natatorium -- Pool Office.....	x6241
Softball Field.....	x6963
Tennis Courts -- (at the foot of the stairs behind the Williams Gym).....	x6591
Thayer Field.....	x6939

EMERGENCY PHONE NUMBERS

Emergency.....	911 (Dialing 911 from campus phone goes to campus safety)
SBC Campus Safety.....	(434)381-6111
Lynchburg General Hospital.....	(434)200-3000
Amherst County Sheriff's Office.....	(434)946-9361
Poison Control Center.....	1-800-451-1428
Devon Serrano, Head Athletic Trainer.....	(434)381-6358 Office
Donna Hodgert, Interim Athletic Director.....	(434)381-6549 Office
SBC Health Center.....	(434)381-6140

CAMPUS ALERT SIREN SIGNALS

- Sustained 3 minutes sound (LOCK DOWN SIGNAL)
- Series of 10 seconds blasts followed by 4 seconds of silence for a period of 3 minutes (SEEK SHELTER SIGNAL)
- 7 seconds blast of sound (ALL CLEAR SIGNAL)

TRANSPORT LOCATIONS

- Lynchburg General Hospital, Emergency Department, 1901 Tate Springs Rd, Lynchburg VA 24501
- Centra Amherst Medical Center, 115 Ambriar Court, Amherst VA 24521 (434)946-9565

EMERGENCY COMMUNICATION

- Provide the following information when making EMS Call:
 - Your name and the injured student-athletes/student-riders name
 - Primary survey status (examples: stable, unconscious, CPR in progress, no pulse, not breathing)
 - Detailed information of emergency
 - EXACT location of injured
 - EXACT location of where EMS should arrive
- Notify Campus Safety to direct ambulance to injury location

EMERGENCY TREATMENT & RESPONSE

- An athletic trainer will perform primary and secondary surveys during practices/competitions. They will evaluate and stabilize the athlete.
- The athletic trainer in charge will designate an individual to call for an EMS unit.
- If an athletic trainer is not present, a coach or assistant will call the athletic trainer's contact information or send a designated individual into the athletic training clinic to get the athletic trainer.
- If an athletic trainer is not available, a coach will call Campus Safety (434-381-6111)
- A coach or assistant coach will travel with injured athlete via ambulance or vehicle.
- Emergency information packet contains: contact information, date of birth, emergency contact information, allergies and current medications

EMERGENCY EQUIPMENT

- At all games: AED, Splint Bag, crutches, med kit, water, ice, spine board.
- At each in-session practice: med kit, water, ice.
- Each athletic training medical kit includes: CPR mask, gloves, gauze.
- An AED is available via Campus Safety.
- An AED is available in the lobby of the Fitness & Athletic Center **AND** on the gator during covered athletic events outside.

LIGHTNING SAFETY

EMERGENCY ACTION PLAN

- The athletic trainer is responsible for decision-making regarding stoppage of play, evacuation and return to play.
- During contests, the athletic trainer and home game administration will monitor potential hazardous weather conditions.

NCAA guidelines:

- If there is lightning or thunder, prepare for evacuation.
- Calculate the distance of lightning by counting the seconds between seeing lightning and hearing thunder, then divide by 5.
- When the Flash-to-Band time is 30 seconds (6 miles) individuals should have already left the athletic site and reached a safe location.
- Lightning can easily strike as far as 10 miles away from the rain shaft.
- If a person is struck by lightning, doing CPR and using AEDs are safe for a responder.
- To resume athletic activities, wait 30 minutes after both the last sound of thunders and last flash of lightning.

Emergency Response Roles

- At Practices
 - Athletic Trainer: Lead
 - Athletic Training Student: Get needed equipment. Call Campus Safety
 - Head Coach: Be with team
 - Assistant Coach: Stay with injured athlete and travel with them in ambulance as needed
 - Designated senior/captain: Take team to far end of field
- At Competitions
 - Athletic Trainer: Lead
 - Physician: Assist Athletic Trainer
 - Athletic Training Student: Get needed equipment
 - Game Manager: Crowd Control
 - Sports Information: Call Campus Safety (communicate w/ AT)
 - Head Coach: Be with team and speak with officials as needed
 - Assistant Coach: Stay with injured athlete and travel with them in ambulance as needed
 - Designated senior/captain: Take team to far end of field

NOTE: The EAP is activated when the athletic trainer rises their arms to create an "X" except in the case of a suspected head, neck or spinal injury where the activation signal can be done by another person for the athletic trainer.

Severe Weather Shelter Locations

VENUE DIRECTIONS

VENUE: BABCOCK FIELD (SOCCER & LACROSSE)

From RT. 29 Bus., enter Sweet Briar College campus: Turn Right at the first traffic circle. Continue straight at the second traffic circle. PASS the Fitness and Athletic Center on your left. Turn Left at the Guion parking lot. Turn left at the end of the parking lot for Babcock field access.

VENUE: LOWER BABCOCK FIELD (CROSS COUNTRY)

From RT. 29 Bus., enter Sweet Briar College campus: Turn Right at the first traffic circle. Continue straight at the second traffic circle. PASS the Fitness and Athletic Center on your left. Turn Left at the Guion parking lot. Turn Right at the end of the parking lot. Turn left onto a gravel drive before the field. Turn Left at the shed on the left hand side at the bottom of the hill to gain access to Lower Babcock Field.

VENUE: SOFTBALL FIELD

From RT. 29 Bus., enter Sweet Briar College campus: Turn Right at the first traffic circle. Continue straight at the second traffic circle. PASS the Fitness and Athletic Center on your left. Turn Left at the Guion parking lot. Turn Right at the end of the parking lot. Turn left onto a gravel drive before the field, follow gravel drive behind the scoreboard. Use the gate opening in the Right Field (down 1st baseline) for Softball field access.

VENUE: THAYERS FIELD (FIELD HOCKEY) and PROVING GROUNDS (EQUESTRIAN)

From RT. 29 Bus., enter Sweet Briar College campus: Turn Right at the first traffic circle. BEFORE the second traffic circle, turn Right onto Boathouse Rd. Turn Right into a gravel parking lot for Thayer field access.

VENUE: TENNIS COURTS

From RT. 29 Bus., enter Sweet Briar College campus: Turn Left at the first traffic circle. Turn Right at the second traffic circle, onto Dairy Rd. Turn Right at the next street, parking on both sides. Follow road up a hill, take second Left, follow to tennis courts, Use gates behind field house for upper tennis courts access.

VENUE: PROTHRO NATATORIUM (POOL)

From RT. 29 Bus., enter Sweet Briar College campus: Turn Left at the first traffic circle. Turn Right at the second traffic circle, onto Dairy Rd. Turn Right at the next street, parking on both sides. Follow road up a hill, take second Left, follow road to behind the FAC. Turn Left to follow gravel drive behind tennis courts. Double glass doors, on the left side off the building, provide pool access.

VENUE: UPCHURCH FIELD HOUSE

From RT. 29 Bus., enter Sweet Briar College campus: Turn Left at the first traffic circle. Turn Right at the second traffic circle, onto Dairy Rd. Turn Right at the next street, parking on both sides. Follow road up a hill, take second Left, follow road to back of FAC building. Green doors provide access to Upchurch Field House.

VENUE: HARRIET H. ROGERS RIDING CENTER (EQUESTRIAN)

From RT. 29 Bus., enter Sweet Briar College campus: Turn Left at the first traffic circle. Turn Right at the second traffic circle, onto Dairy Rd. Follow Dairy Road for one mile. Riding Center will be on the Right hand side. Access available through the stables and main facility doors.

EMERGENCY ACTION PLAN

Lynchburg College Athletic Training Emergency Action Plan

- **Activating the EMS System**

Procedure with first aider present:

- ❖ Notify athletic training staff by radio or cell phone if during Athletic Training Room hours of operation or if ATC is on duty
- ❖ Assess ABCs
- ❖ Determine if bleeding is present
- ❖ Determine if an ambulance is needed
 - notify LC Security (434)544-5555 who will activate the EMS system
- ❖ Assess for other non-life threatening injuries
- ❖ Determine if individual needs to see doctor and how to transport

Procedure with ATC present

- ❖ Assess ABCs
- ❖ Determine if bleeding is present
- ❖ Determine if ambulance is needed
 - notify LC Security (434)544-5555 who will activate the EMS system
- ❖ Assess for other non-life threatening injuries
- ❖ Determine if individual needs to see doctor and how to transport

Providing Information (LC security will direct all ambulances)

Security:

- ❖ Name, title, location, telephone number of caller
- ❖ Type of emergency
- ❖ Number of athletes involved
- ❖ Condition of athlete(s)
- ❖ First aid treatment initiated by first responder
- ❖ Specific directions as needed to locate the emergency scene ("come to

south entrance of stadium")

- ❖ Other information as requested by security

Injuries requiring an ambulance

- ❖ Loss of consciousness, breathing, and/or pulse
- ❖ Spinal injury
- ❖ Severe head injury
- ❖ Unstable fracture or dislocation
- ❖ Uncontrolled bleeding
- ❖ Seizures
- ❖ Severe pain anywhere

When forming the emergency team, it is important to adapt the team to each situation or sport. It may also be advantageous to have more than one individual assigned to each role. This allows the emergency team to function even though certain members may not always be present.

• Emergency Equipment

Emergency Equipment will be available at all LC athletic events being covered by LC Athletic Training. Equipment that will be readily available at practice or event is as follows:

- ❖ AED
- ❖ Emergency splinting equipment
- ❖ Bodily fluid/blood clean up kit

- **Emergency Action Plan Shellenberger Field/Jack M. Toms Track**

Emergency Personnel

- Coaches who are CPR certified
- Certified athletic trainer(s), athletic training student(s) located on the field or in the athletic training room
- During Track and Field event athletic trainer(s) and athletic training student(s) can be found under the first aid tent usually around mid-field.

Communication

- Closest landline phone is inside Turner Gymnasium in the main athletic office located on the 3rd floor or in the athletic training room
- Certified athletic trainer(s) will have cell phones for emergencies at events and practices
- If no certified athletic trainer is present, the coach may have a radio for communication with certified athletic trainer in the athletic training room or cell phone for communication with certified athletic trainer or campus security or Lynchburg City EMS in nontraditional season events.

Role of First Responder

1. Immediate care of the injured or ill student-athlete.
2. Emergency equipment retrieval.
3. Activation of emergency medical system (EMS).
 - a. Call Campus Security Emergency number 5555 (on campus phone) or (434)544-5555 from cell phone or non campus phone. Campus security will activate emergency medical system and send LC EMS.
4. Directing EMS to scene.
 - a. Send athletic training student or coach to open the far gate closest to Victory Bell Tower off of Hopwood Dr. Gate will unlock with a 2E1 key.
 - b. The person who unlocks the gate will be instructed to wait for EMS to arrive and direct them into the gate for access to the field.
- c. Scene control: limit scene to first aid providers and move bystanders away from area.

Venue Directions

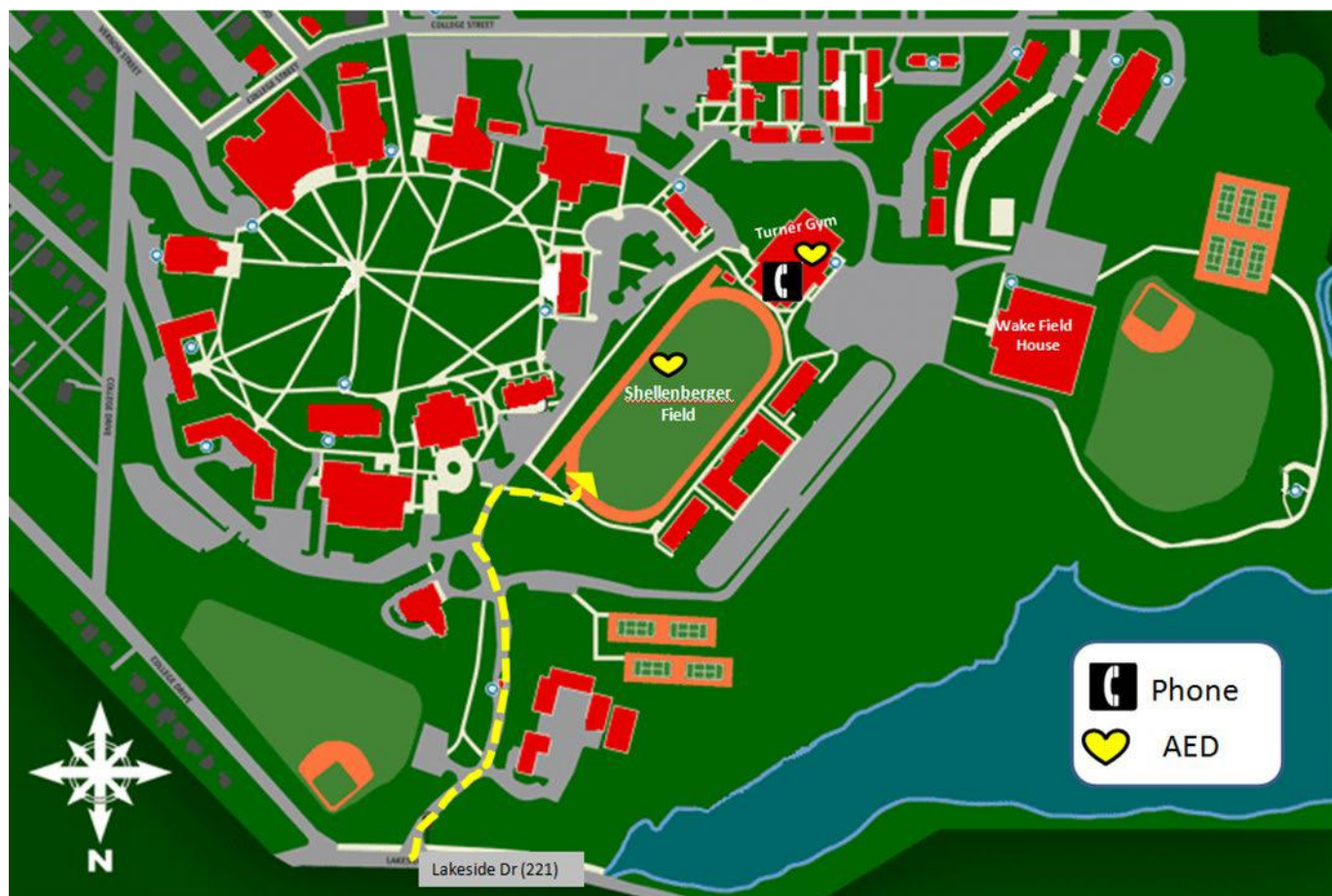
Turn into main college entrance off of Lakeside Dr and turn right on Westover Dr.

Follow Westover Dr until you reach a large parking lot. Bear left in the parking lot and

Shellenberger field will be on your left at the top of the embankment to the left of Turner Gymnasium.

Stadium Access

Ambulance access to Shellenberger field is the gate at the far end of the field closest to the Victory Bell Tower off of Hopwood Dr. All others should access Shellenberger field at the gate closest to Turner Gymnasium.



- **Emergency Action Plan Moon Field (softball)**

Emergency Personnel

- Coaches who are CPR certified
- Certified athletic trainer(s), athletic training student(s) located on the field or in the athletic training room

Communication

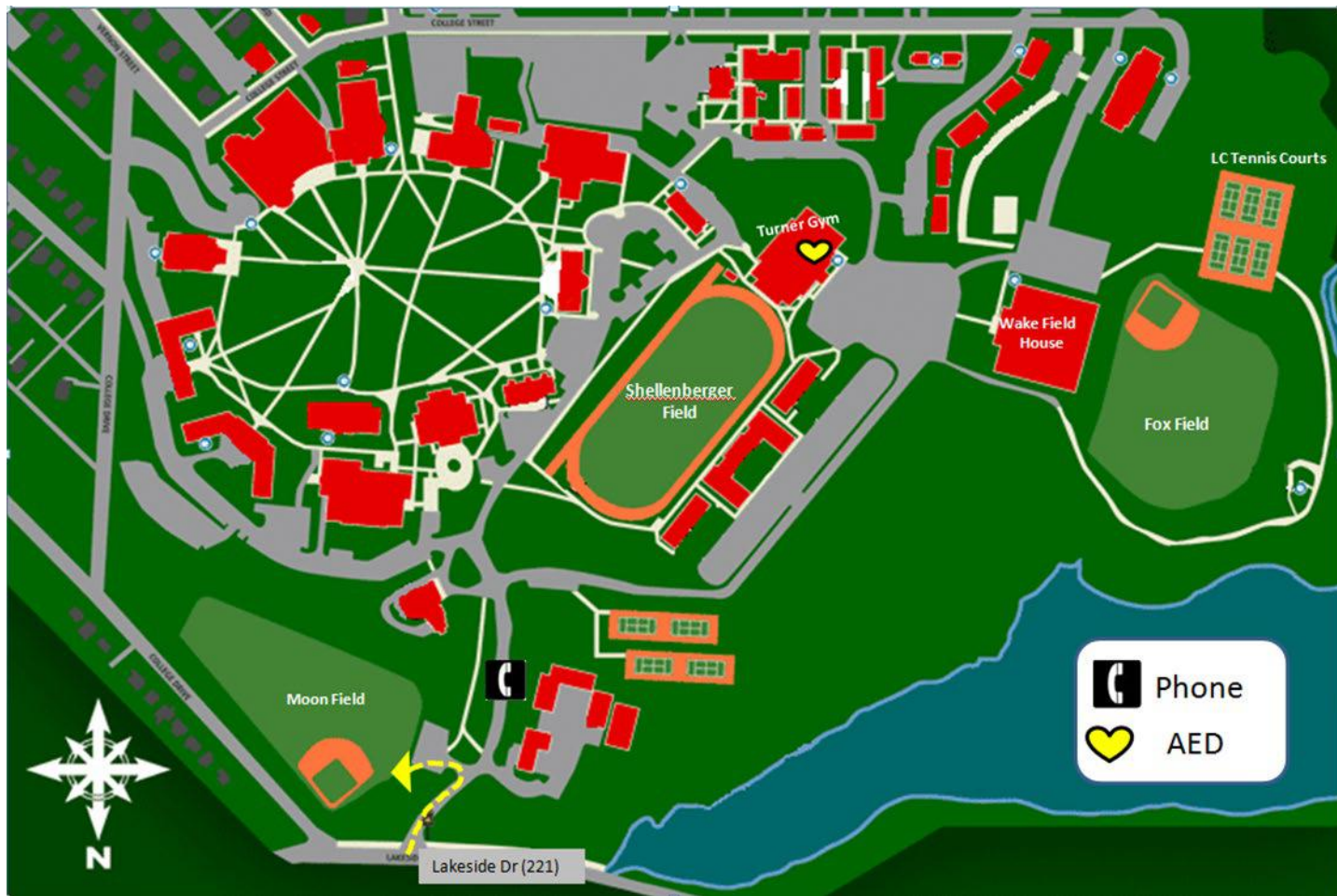
- Closest landline phone is outside of the security kiosk at the entrance to LC.
- Certified athletic trainer(s) will have cell phones for emergencies at events and practices.
- If no certified athletic trainer is present coach or athletic training student acting as first responder will have a radio for communication with certified athletic trainer in the athletic training room or cell phone for communication with certified athletic trainer or campus security in nontraditional season events

Role of First Responder

1. Immediate care of the injured or ill student-athlete.
2. Emergency equipment retrieval.
3. Activation of emergency medical system (EMS).
 - a. Call Campus Security Emergency number 5555 (on campus phone) or (434)544-5555 from cell phone or non campus phone. Campus security will activate emergency medical system and send LC EMS.
4. Directing EMS to scene.
 - a. Send athletic training student or coach to open gate located along the first base line. Gate can be unlocked with a 2E1 key.
 - b. The person who unlocks the gate will be instructed to wait for EMS to arrive and direct them into the gate for access to the field.
 - c. Scene control: limit scene to first aid providers and move bystanders away from area.

Venue Directions/Field Access

Turn into main college entrance off of Lakeside Dr and continue to go straight. Moon field and parking lot will be on your left as you enter campus. Ambulance access gate along 1st base line.



- **Emergency Action Plan Turner Gymnasium (basketball, volleyball, cheerleading)**

Emergency Personnel

- Coaches who are CPR certified
- Certified athletic trainer(s), athletic training student(s) located on the court or in the athletic training room

Communication

- Closest landline phone is on the 3rd/main floor of Turner Gymnasium in the main athletic office or in the athletic training room
- Certified athletic trainer(s) will have cell phones for emergencies at events and practices.
- If no certified athletic trainer is present coach or athletic training student acting as first responder will have either a radio for communication with certified athletic trainer in the athletic training room or cell phone for communication with certified athletic trainer or campus security in nontraditional season events.

Role of First Responder

1. Immediate care of the injured or ill student-athlete.
2. Emergency equipment retrieval.
3. Activation of emergency medical system (EMS).
 - a. Call Campus Security Emergency number 5555 (on campus phone) or (434)544-5555 from cell phone or non campus phone. Campus security will activate emergency medical system and send LC EMS.
4. Directing EMS to scene.
 - a. Send athletic training student or coach to open double doors at the bottom of the staircase located next to the elevator on the 3rd/main floor of Turner Gymnasium leading to the main parking lot.
 - b. The person who opens the double doors next to the elevators will be instructed to wait for EMS to arrive and direct them into the doors for access to the gym.
 - c. Scene control: limit scene to first aid providers and move bystanders away from area.

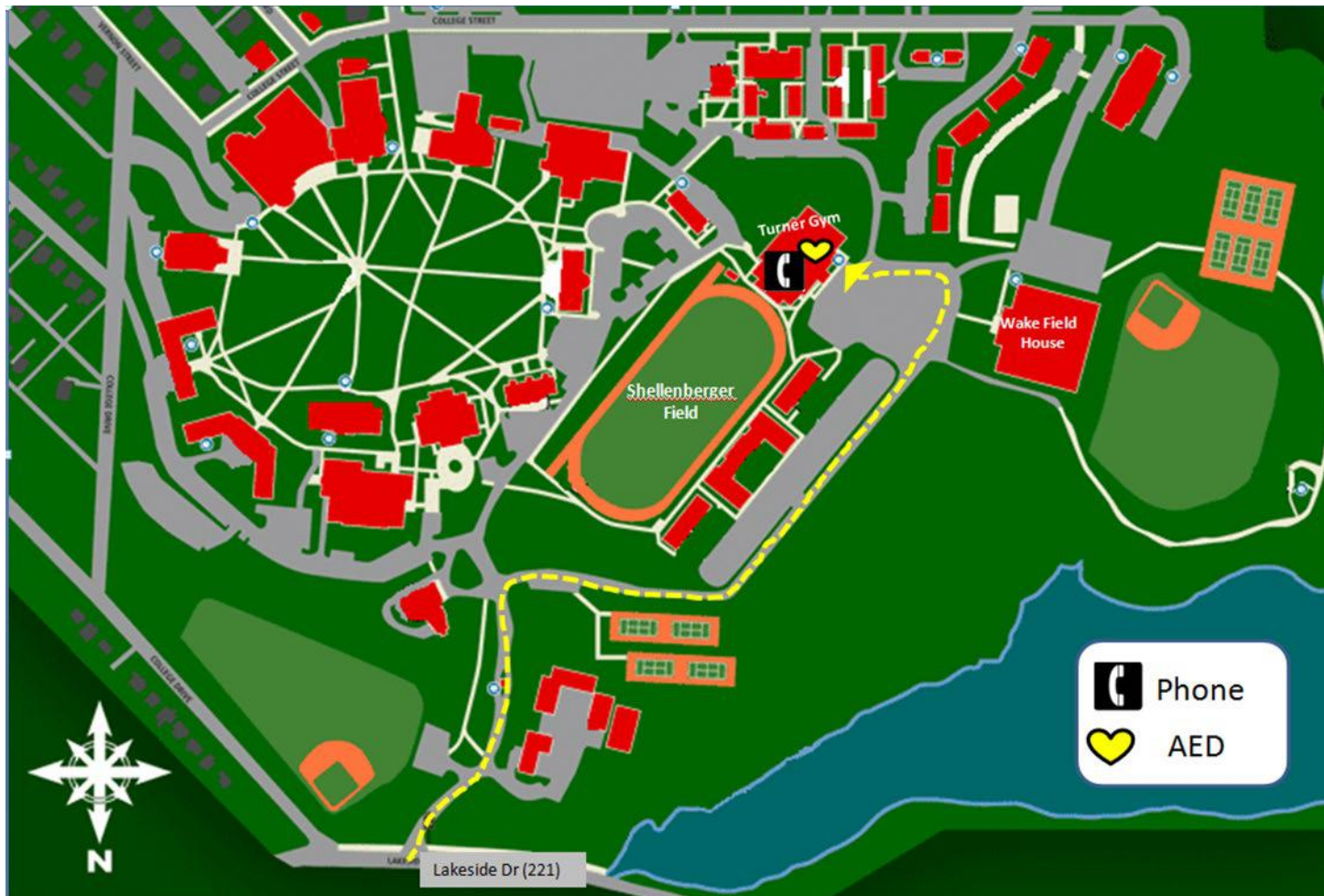
Venue Directions

Turn into main college entrance off of Lakeside Dr and continue to go straight until you see Westover Dr. Take a right onto Westover Dr and follow it around past 3 dorm buildings on your left and into a large parking lot. Turner Gymnasium will be the large building to the left of the parking lot.

Gymnasium Access

Ambulance should park in the main parking lot located outside Turner Gymnasium.

Athletic personnel will meet EMS at the double doors located on the right end of Turner Gymnasium. EMS can take the stairs or elevator up to the 4th floor where the gymnasium is located.



- **Emergency Action Plan Wake Field House (multipurpose)**

Emergency Personnel

- Coaches who are CPR certified
- Certified athletic trainer(s), athletic training student(s) located on the court or in the athletic training room

Communication

- Closest landline phone is on the south side of the building. This phone is an emergency phone only and will connect directly to security.
- Certified athletic trainer(s) will have cell phones for emergencies at practices.
- If no certified athletic trainer is present coach or athletic training student acting as a first responder will have either a radio for communication with certified athletic trainer in the athletic training room or cell phone for communication with certified athletic trainer or campus security in nontraditional season events.

Role of First Responder

1. Immediate care of the injured or ill student-athlete.
2. Emergency equipment retrieval.
3. Activation of emergency medical system (EMS).
 - a. Call Campus Security Emergency number 5555 (on campus phone) or (434)544-5555 from cell phone or non campus phone. Campus security will activate emergency medical system and send LC EMS.
4. Directing EMS to scene.
 - a. Contact security to unlock loading dock door located on the left (south) side of Wake Field House.
 - b. Athletic personnel will meet EMS at the loading dock door to escort them to the injured or ill student.
- c. Scene control: limit scene to first aid providers and move bystanders away from area.

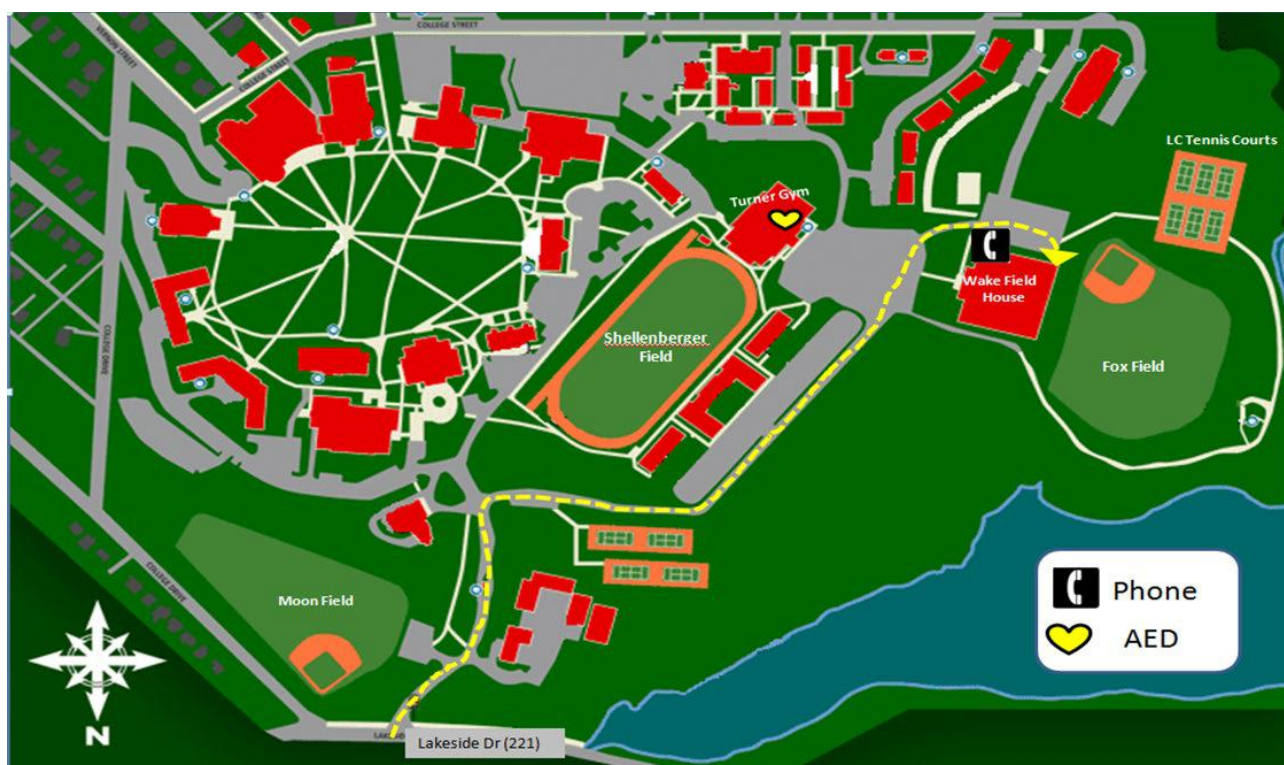
Venue Directions

Turn into main college entrance off of Lakeside Dr and continue to go straight until you

see Westover Dr. Take a right onto Westover Dr and follow it around past 3 dorm buildings on your left and into a large parking lot. Wake Field House will be the large building on your right at the bottom of the parking lot.

Field House Access

Ambulance should continue to follow Westover Dr. through the right side of the large parking lot. Take a right at the end of the building to continue into the lower parking lot along the left side of Wake Field House. Ambulance entrance will be the garage/loading door closest to the back of the building.



- **Emergency Action Plan Fox Field (baseball)**

Emergency Personnel

- Coaches who are CPR certified
- Certified athletic trainer(s), athletic training student(s) located on the field or in the athletic training room

Communication

- Closest landline phone is on the south side of Wake Field House. This phone is an emergency phone only and will connect directly to security.
- Certified athletic trainer(s) will have cell phones for emergencies at events or practices.
- If no certified athletic trainer is present coach or athletic training student acting as first responder will have either a radio for communication with certified athletic trainer in the athletic training room or cell phone for communication with certified athletic trainer or campus security in nontraditional season events.

Role of First Responder

1. Immediate care of the injured or ill student-athlete.
2. Emergency equipment retrieval.
3. Activation of emergency medical system (EMS).
 - a. Call Campus Security Emergency number 5555 (on campus phone) or (434)544-5555 from cell phone or non campus phone. Campus security will activate emergency medical system and send LC EMS.
4. Directing EMS to scene.
 - a. Send a coach or athletic training student to open the gate in right field. Gate can be opened with 0536 master key.
 - b. The person who unlocks the gate will be instructed to wait for EMS to arrive and direct them through the gate for access to the field.
 - c. Scene control: limit scene to first aid providers and move bystanders away from area.

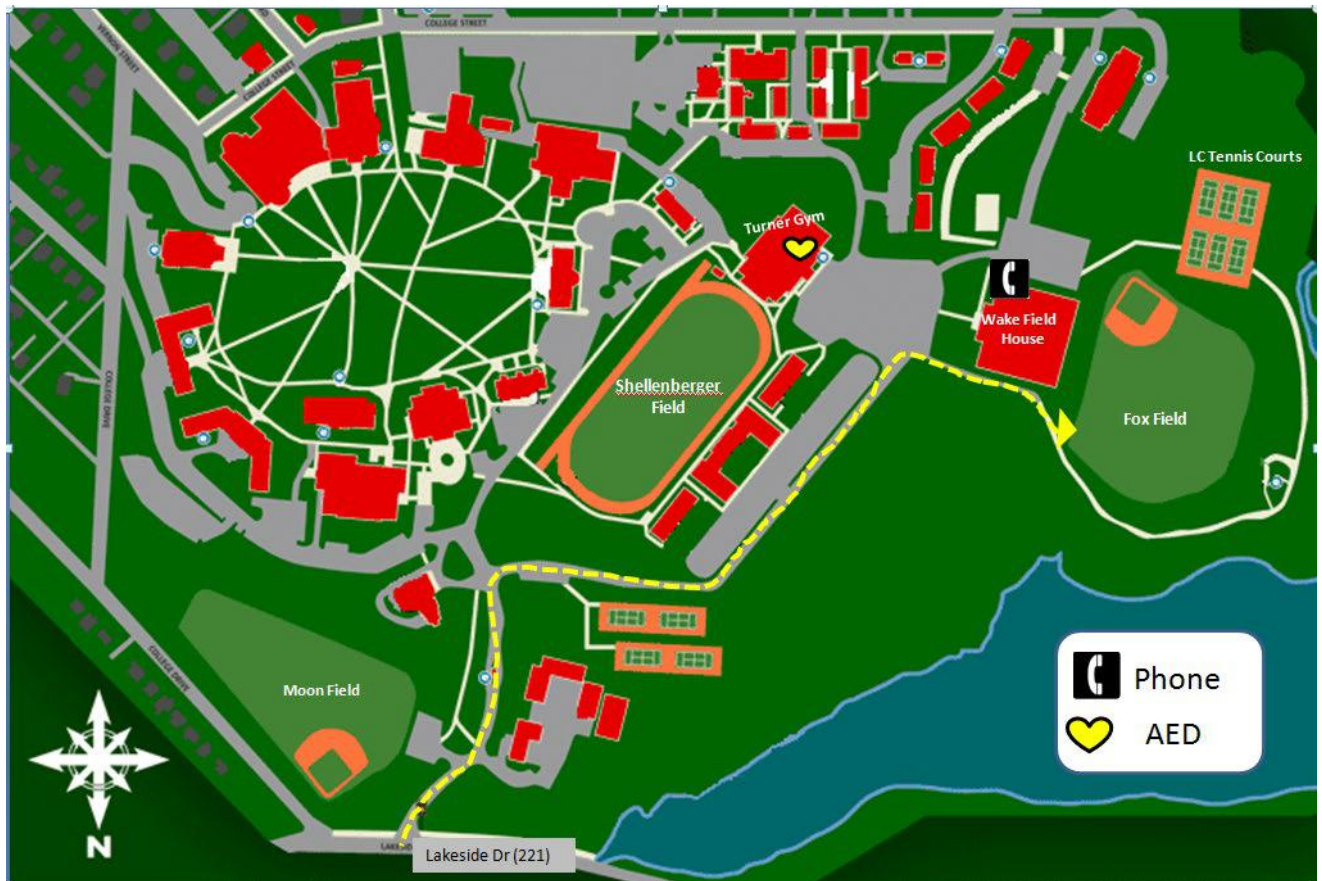
Venue Directions

Turn into main college entrance off of Lakeside Dr and continue to go straight until you see Westover Dr. Take a right onto Westover Dr and follow it around past 3 dorm

buildings on your left and into a large parking lot. Take a right at the end of the building to continue down into the lower parking lot along the left side of Wake Field House. Fox field will be straight ahead.

Field Access

Ambulance should continue to follow Westover Dr. and before you reach the large parking lot turn right onto gravel access road that will lead you down the right side of



- **LC Tennis courts (tennis)**

Emergency Personnel

- Coaches who are CPR certified
- Certified athletic trainer(s), athletic training student(s) located on the court or in the athletic training room

Communication

- Closest landline phone is on the south side of Wake Field House. This phone is an emergency phone only and will connect directly to security.
- Certified athletic trainer(s) will have cell phones for emergencies at events and practices.
- If no certified athletic trainer is present coach or athletic training student acting as first responder will have either a radio for communication with certified athletic trainer in the athletic training room or cell phone for communication with certified athletic trainer or campus security in nontraditional season events.

Role of First Responder

1. Immediate care of the injured or ill student-athlete.
2. Emergency equipment retrieval.
3. Activation of emergency medical system (EMS).
 - a. Call Campus Security Emergency number 5555 (on campus phone) or (434)544-5555 from cell phone or non campus phone. Campus security will activate emergency medical system and send LC EMS.
4. Directing EMS to scene.
 - a. Contact security to meet ambulance on the right side of Wake Field House to direct ambulance onto access road through Beaver Point to LC Tennis Courts.
 - c. Scene control: limit scene to first aid providers and move bystanders away from area.

Venue Directions

Turn into main college entrance off of Lakeside Dr and continue to go straight until you see Westover Dr. Take a right onto Westover Dr and follow it around past 3 dorm buildings on your left and into a large parking lot. Take a right at the end of the building to continue into the lower parking lot along the left side of Wake Field House. Fox field

- **LC Practice Fields (soccer and lacrosse)**

Emergency Personnel

- Coaches who are CPR certified
- Certified athletic trainer(s), athletic training student(s) located on the field or in the athletic training room

Communication

- There is no landline phone.
- Certified athletic trainer(s) will have cell phones with them for emergencies at this site.
- If no certified athletic trainer is present coach or athletic training student acting as first responder will have a cell phone for communication with certified athletic trainer or campus security in nontraditional season events.

Role of First Responder

1. Immediate care of the injured or ill student-athlete.
2. Emergency equipment retrieval.
3. Activation of emergency medical system (EMS).
 - a. Call Campus Security Emergency number 5555 (on campus phone) or (434)544-5555 from cell phone or non campus phone. Campus security will activate emergency medical system and send LC EMS.
4. Directing EMS to scene.
 - a. Athletic training student or coach will meet EMS in the gravel parking lot connected to the practice fields to direct EMS to the upper or lower fields.
 - b. If incident is on upper fields athletic training student or coach must unlock chain at top of gravel entrance. Chain can be unlocked with a 0536 master key.
 - c. Scene control: limit scene to first aid providers and move bystanders away from area.

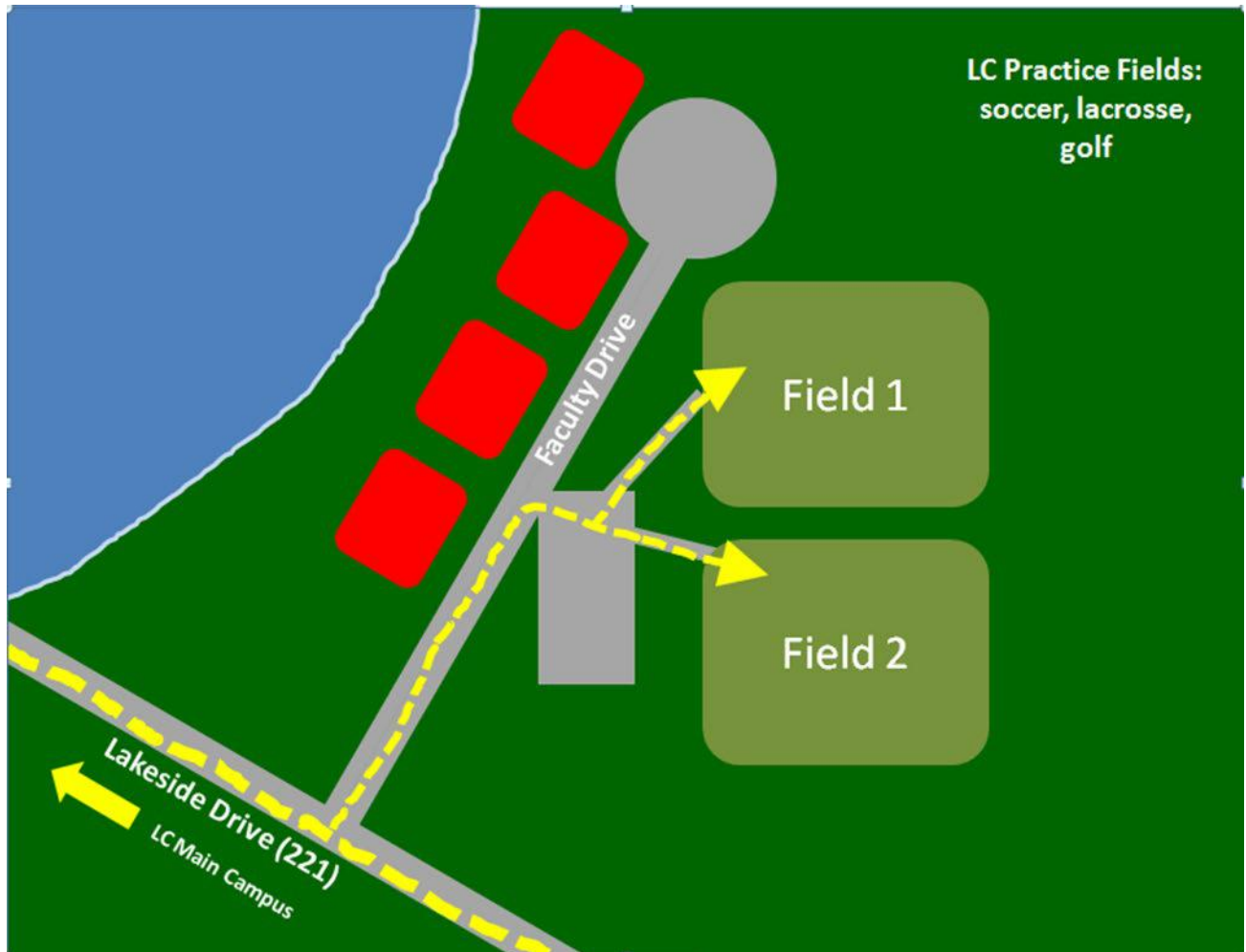
Venue Directions

From the main entrance of the college turn left on Lakeside Dr. Travel approximately 0.4 mi and then turn left onto Faculty Dr. Take your first right onto a gravel road leading into a gravel parking lot.

Field Access

Ambulance should continue through parking lot up to upper fields or down to lower

fields via the lower left corner of the parking lot.



WILLIAM CAMPBELL HIGH SCHOOL (Campbell County Public Schools)
474 William Campbell Dr.
Naruna, VA 24576

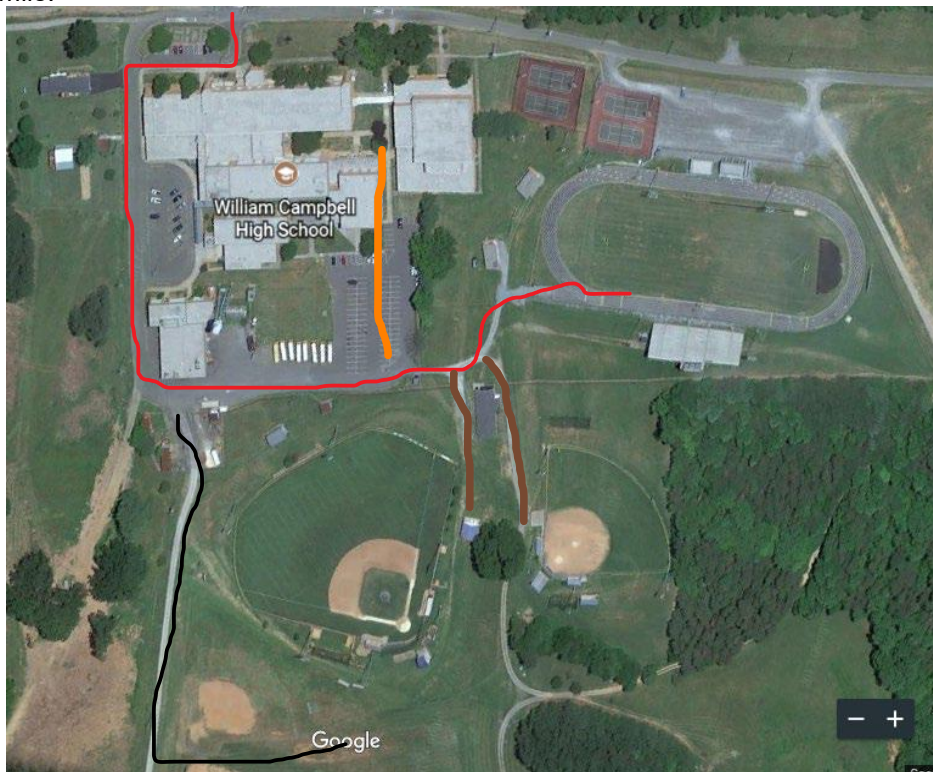
EMERGENCY ACTION PLAN

Emergency Action Plan – William Campbell Combined School

Address: The school is located at 474 William Campbell Dr. Naruna, VA 24576

GPS Coordinates: 37.06.44 N 79.00.29 W

Directions: When coming from Lynchburg, follow US 29 S until you reach the McDonald's and Bojangles. At this junction, turn left on to Calohan Rd. Stay on this road when it becomes Wisecarver Rd. When this road reaches a "T" intersection, turn left on to Browns Mill Rd. and continue for .3 miles. Turn right onto Brookneal Hwy and drive for 12 miles. Turn right on to Railroad Dr. The school will be on the right in about a half mile.



Important Phone Numbers:

- **EMS** - 911
- **Athletic Trainer** – Lucas Dutil, 434-841-5619
- **Athletic Director** – Chris Smith, 434-941-6434
- **Principal** – Dabney Hanson, 434-941-5101
- **Assistant Principal** – Dr. Allison Jordan, 434-941-6984
- **School Nurse** – Jessica Puckett, 434-856-2648

Types of Emergencies that require activation of the Emergency Action Plan:

- an athlete/spectator is not breathing
- an athlete/ spectator is having a seizure (with no known history of seizures – if not known, assume no history)
- an athlete/spectator has lost consciousness
- an athlete /spectator appears to be suffering from severe heat exhaustion/ heat stroke
- an athlete/ spectator is suspected of having an injury to their spine
- an athlete/ spectator has been struck by lightning

- if there has been lightning strikes within 9 miles, everyone must seek shelter immediately.
- an athlete/ spectator has an open fracture
- an athlete/ spectator has severe bleeding that cannot be stopped

Roles of Personnel:

- Athletic Trainer, Lucas Dutil
 - Stays with the victim, and provides immediate care – including CPR. The Athletic Trainer should **NEVER** be the person running to retrieve the AED.
 - Designates immediate roles if necessary.
- Head Coach
 - **Retrieves the AED. They must know where the closest AED's are located.**
- Assistant Coaches
 - Calls 911, activates EMS.
 - They must be prepared to give the emergency medical team important information regarding the scene including, but not limited to: what has occurred to the victim, what care is being given to the victim, directions to the victim, age of the victim etc.
 - Takes the rest of team to a safe location and stay with them. Seeing a teammate as the victim of an emergency situation can be extremely traumatic, and they should be taken care of in the immediate aftermath.
- Administration on Duty (Athletic Director, Principal, Assistant Principal etc.)
 - Clears the path for EMS to arrive. This includes making sure all necessary gates are open, and bystanders are out of the way.
 - (secondary duty – move to road to direct EMS where to go)

****Because all personnel listed above may not be at each event, it is important that these roles and responsibilities are assigned before the start of every event. The above descriptions are for an ideal scenario.****

Location of Emergency Equipment:

- A. AED Locations
 - a. Inside the main lobby at the front entrance of the school
 - b. Inside the athletic training room in the gym building (inside white outdoor bag)
 - i. Important note: When the practice/event is located on the football practice field, an AED should **always** be brought down to the field. Minutes matter in these situations, and this location is too far from the AED storage sites.
- B. Sports Medicine Kit
 - a. With the athletic trainer/ inside the athletic room
- C. Crutch/Splint bag
 - a. Large black bag located inside the storage closet next to the concession stand

Directions for EMS to Each Venue at WCCS:

A: Football Game Field

- Turn right off of Railroad Dr. into the school entrance. Follow the road around the school. When the baseball field is on your right, continue through the gates down to the field. (**Red** Pathway.)

B. Practice Football Field

- Turn right off of Railroad Dr. into the school entrance. Follow the road around the school. Continue through the gate that is on the left of the storage shed. Follow this path straight so that the baseball field is on your left. The field can be entered most easily near the end of the field. (**Black** pathway)

C: Highschool Gym

- Turn right off of Railroad Dr. into the school entrance. Follow the road around the school. When the baseball field is on your right, drive into the parking lot on your left. You can drive in between the buildings and the gym doors will be on your right. (**Orange** pathway)

D: Baseball/Softball Fields

- Turn right off of Railroad Dr. into the school entrance. Follow the road around the school. Instead of following the road through the gate down to the football game field, turn right to access the roads to the softball and baseball fields. (**Brown** Pathway)

Location of Nearest Trauma Center:

- 1.) Centra Lynchburg General Hospital
 - a. Level II Trauma Center
 - b. 1901 Tate Springs Rd, Lynchburg, VA 24501
 - c. Phone Number is (434) 200-3000

APPENDIX K

E*VALUE INSTRUCTIONS for LU ATP ATHLETIC TRAINING STUDENTS

LU ATP ATS E*VALUE – Login

Instructions for Athletic Training Student (ATS) LOGIN to E*VALUE

1. Login to E*VALUE (Login Name & Password Only):

Link: <https://www.e-value.net/login.cfm>

Secure | <https://www.e-value.net/login.cfm>

Apps Getting Started Suggested Sites Web Slice Gallery Imported From Firefox Login | E*Value SimCapture Central

E*VALUE™
a medhub product

Username

Password

Institutional Code

Not required unless provided by Program

Login

[VISIT THE MEDHUB SITE](#) [FORGOT YOUR PASSWORD?](#)

2. View of window following successful login to E*VALUE:

Secure | <https://www.e-value.net/index.cfm>

Apps Getting Started Suggested Sites Web Slice Gallery Imported From Firefox Login | E*Value SimCapture Central

E*VALUE™ Liberty University Athletic Training Program ID: 17167
a medhub product

Student Test Help Favorites My Account

Home Evaluations Time Tracking Case Logs Learning Modules Reports

Home Page Other Tasks

Welcome to E*Value

My Information
If this or any other biographic information is incorrect or missing, you can [update this information](#).

Email: jgcacoto@liberty.edu
Rank: Junior
Roles: Student

Personal Calendar

Day	Date
Sunday	Jun 11
Monday	Jun 12
Tuesday	Jun 13
Wednesday	Jun 14
Thursday	Jun 15
Friday	Jun 16
Saturday	Jun 17

[View my Calendar](#)

Urgent Tasks

- [Complete Pending Evaluations \(3\)](#)
- [Complete Pending Coursework \(1\)](#)

No Announcements Available

Tasks

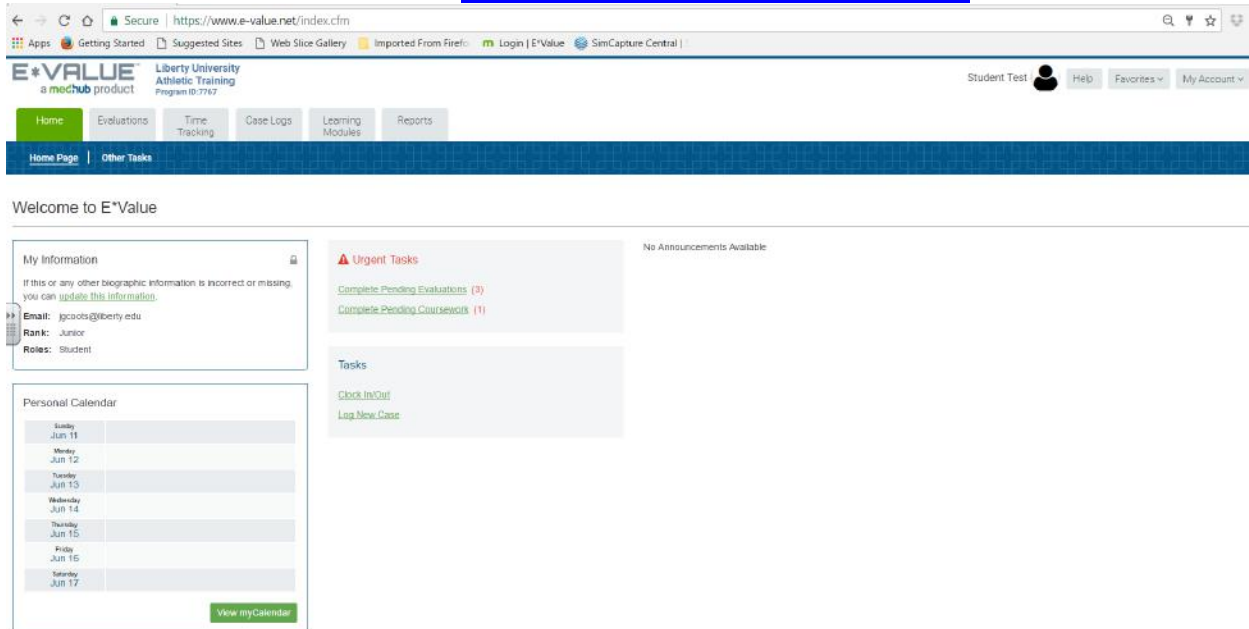
- [Click In/Out](#)
- [Log New Case](#)

LU ATP Clinical Preceptor E*VALUE – “Home” TAB

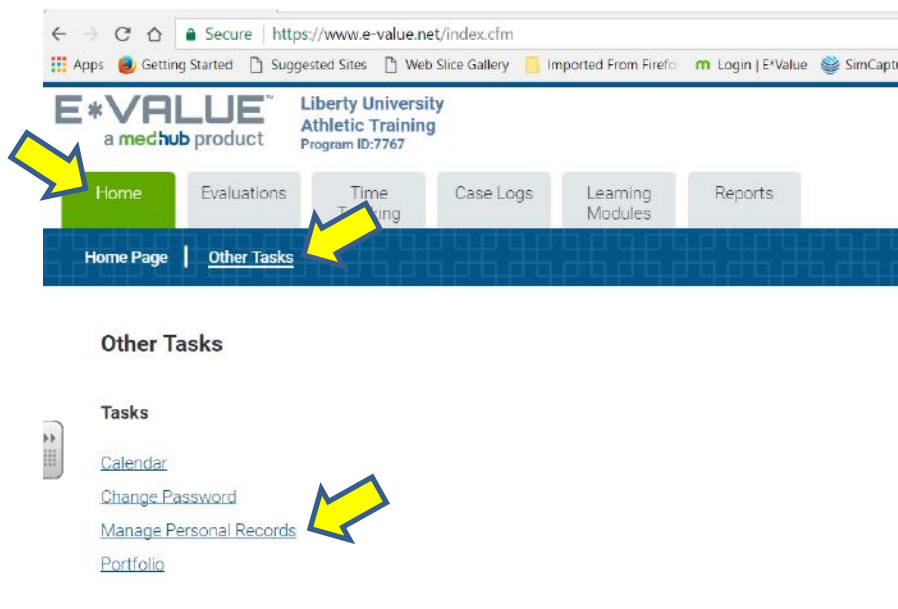
Instructions for uploading required Personal Records Requirements, Forms, & Documentation into E*VALUE

1. Login to E*VALUE (Login Name & Password Only):

Link: <https://www.e-value.net/login.cfm>



2. Click on the “Home” Tab → “Other Task” → “Manage Personal Records”



- Click on the “Home” Tab → “Other Task” → “Manage Personal Records” → then click green “Edit” next to the requirement you need to update and download /attach you documentation:

Manage Personal Records

Personal Records Log

5 of 8 requirements completed

Certifications	Event Date	Note	Expiration Date	Requirement	Status
Basic Life Support (BLS) for Healthcare Providers	Dec 9, 2016	NBC Advanced First Aid/CPR/AED & BLS (Copy Placed in Student File)	Dec 9, 2018	Ongoing	Met
HIPAA, Patient Confidentiality, Infection Control, Blood-Borne Pathogen & OSHA	Aug 28, 2016	Signed & Placed in Student File	Aug 28, 2017	Ongoing	Met
RPI #				One-time	Not Met
Immunizations	Event Date	Note	Expiration Date	Requirement	Status
Background Check Clearance	Dec 16, 2016	Completed 12/16/2016 Confirmation # _____ Placed in Student File		One-time	Met
Tuberculin (TB/PFO Testing)				Ongoing	To Be Verified
Other	Event Date	Note	Expiration Date	Requirement	Status
Biographical Data Sheet	Aug 28, 2016	Signed & Placed in Student File	Aug 28, 2017	Ongoing	Met
Handbook Acknowledgment and Understanding	Aug 28, 2016	Signed & Placed in Student File	Aug 28, 2017	Ongoing	Met
NATA Membership				Ongoing	To Be Verified
Add ad hoc entry	Event Date	Note	Expiration Date	Requirement	Status
Type: "choose type"	06/14/2017	Note Text		"requirement"	"choose status"

Add attachment (click again for multiple)

- View of the Window Screen after clicking on and opening up each edit box – Arrow pointing to the “Add attachment” – (Click again for attaching multiple Documents/PDF/etc.) *MAKE SURE to “SAVE”!!

Manage Personal Records

Personal Records Log

5 of 8 requirements completed

Certifications	Event Date	Note	Expiration Date	Requirement	Status
Basic Life Support (BLS) for Healthcare Providers	12/09/2016	NBC Advanced First Aid/CPR/AED & BLS (Copy Placed in Student File)	2018-12-09-00	Ongoing	Met
HIPAA, Patient Confidentiality, Infection Control, Blood-Borne Pathogen & OSHA	08/28/2016	Signed & Placed in Student File	2017-08-28-00	Ongoing	Met
RPI #				One-time	Not Met
Immunizations	Event Date	Note	Expiration Date	Requirement	Status
Background Check Clearance	12/16/2016	Completed 12/16/2016 Confirmation # _____ Placed in Student File		One-time	Met
Tuberculin (TB/PFO Testing)				Ongoing	To Be Verified
Other	Event Date	Note	Expiration Date	Requirement	Status
Biographical Data Sheet	Aug 28, 2016	Signed & Placed in Student File	Aug 28, 2017	Ongoing	Met
Handbook Acknowledgment and Understanding	08/28/2016	Signed & Placed in Student File	2017-08-28-00	Ongoing	Met
NATA Membership				Ongoing	To Be Verified
Add ad hoc entry	Event Date	Note	Expiration Date	Requirement	Status
Type: "choose type"	06/14/2017	Note Text		"requirement"	"choose status"

Add attachment (click again for multiple)

4. Requesting LU ATP Clinical Preceptors to update required items and upload appropriate documentation into E*VALUE *(8 Required Items)*:

a. CPR (Basic Life Support (BLS) for Healthcare Providers) Certification:

- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
- ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name organization type exp date” (last day of expiring month)
- iii. Example: “Coots John NSC/AHA BLS exp 2019 12 31”
- iv. Note box: Enter “NSC Advanced First Aid/CPR/AED & BLS Certification – (Copy Placed in Student File)”

b. HIPAA, Patient Confidentiality, Infection Control, Blood-Borne Pathogens & OSHA:

- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
- ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name Training date”
- iii. Example: “Coots John Training 2018 08 31”
- iv. Note box: Enter “Completed & Signed (Copy Placed in Student File)”

c. NPI #:

- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
- ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name NPI Number Documentation”
- iii. Example: “Coots John NPI Number Documentation”
- iv. Note box: Enter “NPI # _____”

d. Background Check Clearance:

- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
- ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name date completed”
- iii. Example: “Coots John Background Check 2018 11 20”
- iv. Note box: Enter “Completed __/__/20__ Confirmation # _____ – (Copy Placed in Student File)”

e. Tuberculosis (TB/PPD Testing):

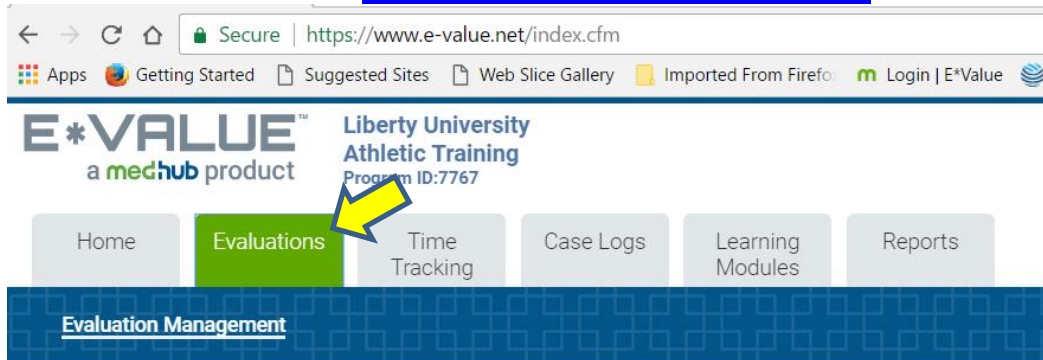
- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
- ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name Clinical Site name date”
- iii. Example: “Coots John TB/PPD Test Results 2018 08 15”
- iv. Note box: Enter “Test Complete (Neg. or Pos.) – (Copy Placed in Student File)”

- f. **Biographical Data Sheet: LU ATP Clinical Preceptor Annual Demographic Form:**
(SEE ATTACHED FORM)
- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “year last name first name Clinical Preceptor Demographic Contact Form”
 - iii. **Example:** “2017-2018 Coots John Athletic Training Student Demographic Contact Form”
 - iv. **Note box:** Enter “LU ATP Athletic Training Student Demographic Contact Form – (Copy Placed in Student File)”
- g. **Handbook Acknowledgement and Understanding (Athletic Training Student):**
- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name date read and signed”
 - iii. **Example:** “Coots John Handbook Signature 2018 08 27”
 - iv. **Note box:** Enter “2017-2018 LU ATP Handbook Signature Form – (Copy Placed in Student File)”
- h. **NATA Membership (Athletic Training Student):**
- i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name NATA exp date”
 - iii. **Example:** “Coots John NATA exp 2018 12 31”
 - iv. **Note box:** Enter “Membership # _____”
-

LU ATP Clinical Preceptor E*VALUE – “Evaluation” TAB **Instructions for Completing ATS Evaluations in E*VALUE**

1. **Login to E*VALUE (Login Name & Password Only:**

***Link*:** <https://www.e-value.net/login.cfm>



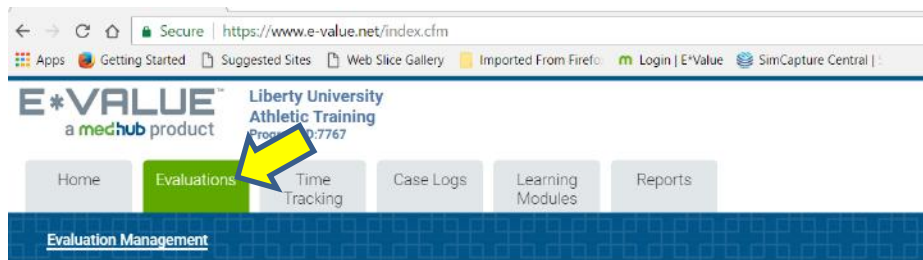
Evaluation Management

Manage Evaluations



[Complete Pending Evaluations](#)

2. Click on the **“Evaluations”** Tab → **“Evaluation Management”** → **“Complete Pending Evaluations”** → then click on and complete appropriate ATS Clinical Rotation Evaluations (Mid & Final):



Complete Pending Evaluations

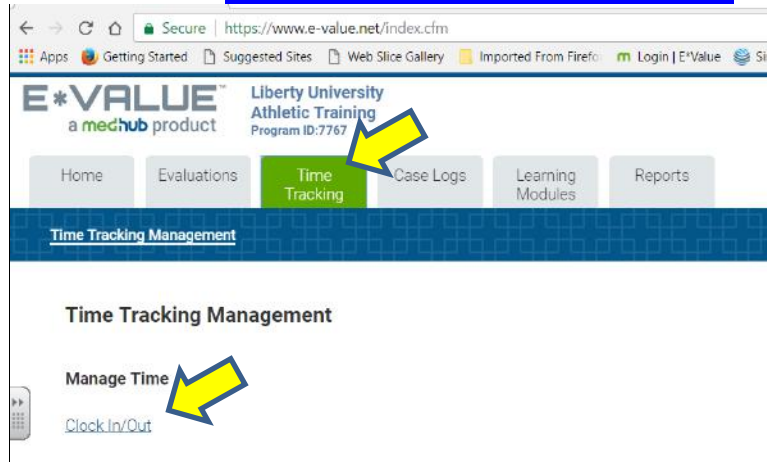


Course/Rotation: ATTR 321 - Clinical Education III				Site: LU ATP - Athletic Training Program			
Period: 2016-2017 Junior Clinical Rotations SPRING				Time Frame: 01/16/2017 through 05/02/2017			
Edit/Status	Suspend	Evaluation Type(s)	Subject	Request Date	View Image	View Printable Evaluation	Last Evaluator Update
Edit Evaluation	Suspend	Junior Self Eval Mid	Student Test	02/18/2017	Not available	View/Print	
Edit Evaluation	Suspend	Clinical Preceptor & Site Form	ATTR 321 - Clinical Education III	04/19/2017	Not available	View/Print	
Edit Evaluation	Suspend	Junior Self Eval Final	Student Test	04/19/2017	Not available	View/Print	

LU ATP Clinical Preceptor E*VALUE – “Time Tracking” TAB **Instructions for Verifying ATS Time Entries/Hour Logs in E*VALUE**

1. Login to E*VALUE (Login Name & Password Only):

***Link*:** <https://www.e-value.net/login.cfm>



2. Click on the “Time Tracking” Tab → “Time Tracking Management” → “Clock In/Out” → “Select” appropriate options → then click on and “Clock In” for all correct ATS Time Entries/Hour Logs:

The screenshot shows the 'Clock In/Out' form in the E*VALUE application. The form includes the following fields and options:

- User:** Student Test
- Task:** LU ATS Clinical Hours
- Course/Rotation:** ATTR 321 - Clinical Education II (with a 'scheduled only' checkbox)
- Choose a Supervisor:** Coots, John
- Site:** LU ATP - Athletic Training Prog (with a 'scheduled only' checkbox)
- Enter a comment about the shift (optional):** (text input field)
- Clock In:** (green button)
- System Clock:** 23:24:27

Below the form, there is a section for 'Duty Hours for Student Test' with a calendar view for June 2017. The calendar shows days from Sunday to Saturday, with dates 28, 29, 30, 31, 1, 2, and 3. A 'TOTALS' column is also present.

- Click on the **"Time Tracking"** Tab → **"Time Tracking Management"** → **"Clock In/Out"** → **"Select"** appropriate options → then click on and **"Clock Out"** for all correct ATS Time Entries/Hour Logs:

The screenshot displays the E*VALUE Time Tracking Management interface. The top navigation bar includes links for Home, Evaluations, Time Tracking (highlighted), Time Logs, Learning Modules, and Reports. The main section is titled "Time Tracking Management" and contains a "Clock In/Out" form.

Clock In/Out Form:

- User:** Student Test
- Task:** LU ATS Clinical Hours
- Course/Rotation:** ATTR 321 - Clinical Education I
- Choose a Supervisor:** Coots, John
- Site:** LU ATP - Athletic Training Prog
- Enter a comment about the shift (optional):** (Empty text box)
- Buttons:** Clock Out (green), System Clock: 23:26:40

Below the form, there is a section for "Planned Duty Hours" and "Unplanned Duty Hours". The "Supervision" status is "Approved by supervisor: ✓ Requires approval by supervisor: ✗".

Calendar View:

The calendar shows the month of June 2017. The date 13th is highlighted in yellow, indicating a shift. The shift details are: LU ATS Clinical Hours, Athletic Training - ATTR 321 - Clinical.

Duty Hours for Student Test:

Day	Start	End	Hours
13	08:00	16:00	8.00
TOTAL			8.00 hours

LU ATP Clinical Preceptor E*VALUE – “Case Logs” TAB

Instructions for Completing ATS Case Logs in E*VALUE

1. Login to E*VALUE (Login Name & Password Only):

***Link*:** <https://www.e-value.net/login.cfm>

The screenshot displays the E*VALUE web application interface. At the top, the browser address bar shows the URL <https://www.e-value.net/index.cfm>. Below the browser, the E*VALUE logo is visible, along with the text "Liberty University Athletic Training Program ID:7767". A navigation bar contains several tabs: Home, Evaluations, Time Tracking, Case Logs, Learning Modules, and Reports. The "Case Logs" tab is highlighted in green, and a yellow arrow points to it. Below the navigation bar, a blue banner reads "Case Log Management". Under this banner, the heading "Case Log Management" is displayed. To the left of the main content area is a sidebar with a "Manage Case Logs" section. A yellow arrow points to the "Log New Case" link within this section. Below "Log New Case" is another link, "Review & Manage Submitted Case Logs".

Case Log Management

Manage Case Logs

- [Log New Case](#)
- [Review & Manage Submitted Case Logs](#)

2. Click on the “Case Logs” Tab → “Case Log Management” → “Begin Log New Case” → Select “Appropriate options” → then select appropriate “Coursework Competencies” AND/OR “Clinical Procedures”:
(See #3 and #4 examples below)

The screenshot shows the E*VALUE web application interface. The browser address bar displays "Secure | https://www.e-value.net/index.cfm". The navigation bar includes links for Apps, Getting Started, Suggested Sites, Web Slice Gallery, Imported From Firefox, and Login | E*. The main header features the E*VALUE logo, "a medhub product", and the text "Liberty University Athletic Training Program ID:7767". Below the header is a menu with tabs: Home, Evaluations, Time Tracking, Case Logs (highlighted with a yellow arrow), Learning Modules, and Reports. A blue banner below the menu contains the text "Case Log Management" with a yellow arrow pointing to it. The main content area is titled "Log New Case" and contains a form with the following fields: "Main" (highlighted with a yellow arrow), "Interaction Date *" (6/13/2017), "Coursework/Clinical Rotation *" (dropdown menu), "Site *" (dropdown menu), "Setting *" (dropdown menu), "Supervisor *" (dropdown menu, highlighted with a yellow arrow), "Coursework Faculty's Role *" (dropdown menu), "Clinical Preceptor Supervisor's role *" (dropdown menu), "ATS Time With Patient" (Hours: 0, Minutes: 0), "Gender of Patient *" (dropdown menu), "Age Range of Patient *" (dropdown menu), and "Notes *" (text area, highlighted with a yellow arrow).

3. Click on the “Case Logs” Tab → “Case Log Management” → “Begin Log New Case” → Select “Coursework Competency” for Didactic Lectures and Laboratories courses → Select appropriate “Course” then click on appropriate “Coursework Competencies” → Click on “Add Coursework Competency” you completed as an ATS:

The screenshot shows the E*VALUE Case Log Management interface. The top navigation bar includes tabs for Home, Evaluations, Time Tracking, Case Logs, Learning Modules, and Reports. The 'Case Logs' tab is active, and the 'Case Log Management' sub-tab is selected. The main content area is titled 'Coursework Competency'. It features a 'Group' dropdown menu set to 'All Groups' and a 'Filter' dropdown menu. Below these, there is a list of 'Coursework Competencies' with descriptions, including 'Abdominal assessments (percussion, palpation, auscultation)', 'Access, analyze, and differentiate between the essential documents of the national governing, credentialing and regulatory bodies', 'Administer and interpret fitness tests to assess a client's/patient's physical status and readiness for physical activity', 'Administer supplemental oxygen with adjuncts (eg, non-rebreather mask, nasal cannula)', 'Administer testing procedures to obtain baseline data regarding a client's/patient's level of general health', 'Analyze gait and select appropriate instruction and correction strategies to facilitate safe progression to functional gait pattern', 'Analyze the impact of immobilization, inactivity, and mobilization on the body systems', 'Anaphylactic shock: Explain the etiology and prevention guidelines associated with the leading causes of sudden death during physical activity', and 'Apply and interpret clinical outcomes to assess patient status, progress, and change using psychometrically sound outcome instruments'. A 'Select your role in the Coursework Competency' dropdown is set to 'Student - Completed in Coursework'. A 'Notes' text area is present. A green 'Add Coursework Competency' button is highlighted with a yellow arrow. Below the form is a table with columns: Primacy, Coursework Competency, Your Role, Notes, Remove, and Move.

4. Click on the “Case Logs” Tab → “Case Log Management” → “Begin Log New Case” → Select “Clinical Procedures” for Clinical Rotations → Select “Course” then click on appropriate “Add Clinical Procedure” you completed as an ATS:

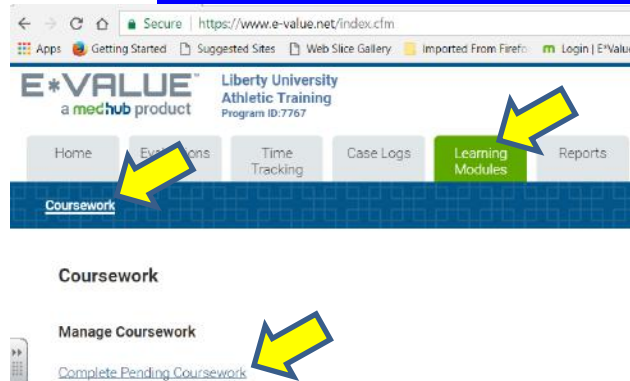
The screenshot shows the E*VALUE Case Log Management interface. The top navigation bar includes tabs for Home, Evaluations, Time Tracking, Case Logs, Learning Modules, and Reports. The 'Case Logs' tab is active, and the 'Case Log Management' sub-tab is selected. The main content area is titled 'Clinical Procedures'. It features a 'Group' dropdown menu set to 'All Groups' and a 'Filter' dropdown menu. Below these, there is a list of 'Clinical Procedures' with descriptions, including 'Abdominal Region Dx', 'Abdominal Region Tx', 'Ankle Dx', 'Ankle Tx', 'Cervical Spine Dx', 'Cervical Spine Tx', 'Elbow Dx', 'Elbow Tx', and 'Foot Dx'. A 'Select your role in the Clinical Procedure' dropdown is set to 'Student - Completed in Coursework'. A 'Clinical Procedure Duration' dropdown is set to 'Hours: 0 Minutes: 0'. A 'Notes' text area is present. A green 'Add Clinical Procedure' button is highlighted with a yellow arrow. Below the form is a table with columns: Primacy, Clinical Procedure, Your Role, Time, Notes, Remove, and Move. At the bottom, there are 'Save Record' and 'Cancel' buttons, and a note: 'Requires Coursework Competencies Only' and 'Requires Clinical Procedures Only'.

LU ATP Clinical Preceptor E*VALUE – “Learning Modules” TAB

Instructions for Completing ATS Learning Modules “Clinical Rotation Orientation Forms” in E*VALUE

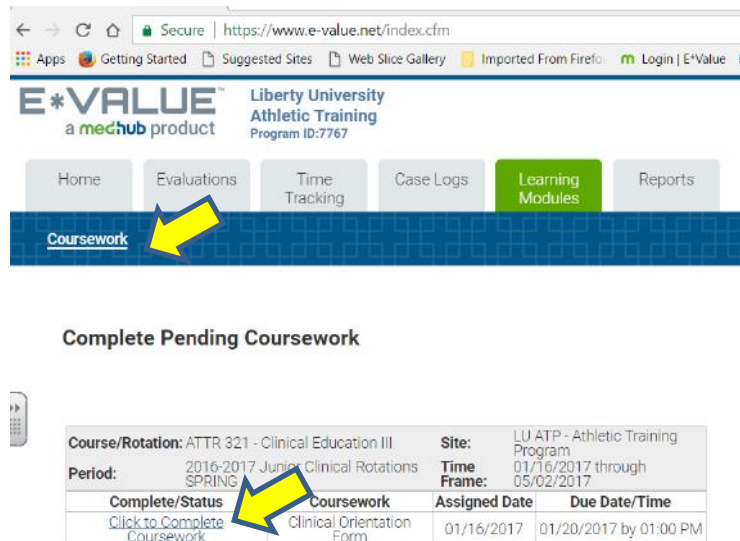
1. Login to E*VALUE (Login Name & Password Only:

***Link*:** <https://www.e-value.net/login.cfm>



2. Click on the “Learning Modules” Tab → “Coursework” → “Complete Pending Coursework” → Select and complete “Click to Complete Coursework”:

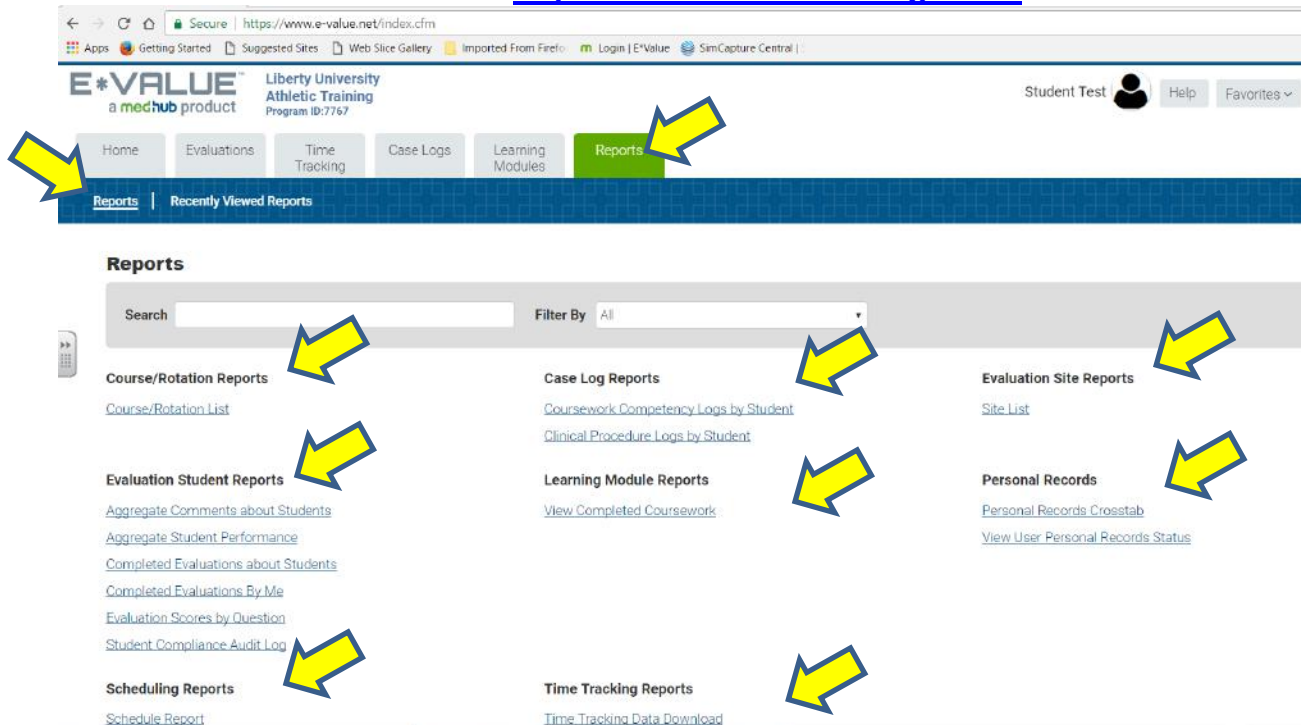
- ATS must complete their portion first and submit them to their assigned Clinical Preceptor for review and FINAL submission.
- *These forms & goals must be discussed in person by ATS & Preceptor ASAP – within the 1st week of their Clinical Rotation!***



LU ATP Clinical Preceptor E*VALUE – “Reports” TAB Instructions for Viewing Various ATS Reports from ALL Tabs in E*VALUE

1. Login to E*VALUE (Login Name & Password Only:

***Link*:** <https://www.e-value.net/login.cfm>



2. Click on the “Reports” Tab → “Reports” → Select appropriate reports that you desire to view:

****THANK YOU FOR YOUR TIME AND CONSIDERATION!!****

APPENDIX L

E*VALUE INSTRUCTIONS for CLINICAL PRECEPTORS

LU ATP Clinical Preceptor E*VALUE – Login Instructions for Clinical Preceptor LOGIN to E*VALUE

3. Login to E*VALUE (Login Name & Password Only):

Link: <https://www.e-value.net/login.cfm>

Secure | <https://www.e-value.net/login.cfm>

Apps | Getting Started | Suggested Sites | Web Slice Gallery | Imported From Firefox | Login | E*Value | SimCapture Central |

E*VALUE™
a medhub product

Username

Password

Institutional Code
Not required unless provided by Program

Login

[VISIT THE MEDHUB SITE](#) [FORGOT YOUR PASSWORD?](#)

4. View of window following successful login to E*VALUE:

Secure | <https://www.e-value.net/index.cfm>

Apps | Getting Started | Suggested Sites | Web Slice Gallery | Imported From Firefox | Login | E*Value | SimCapture Central |

E*VALUE™ Liberty University Athletic Training Program ID: 7767

Educator Test | Help | Favorites | My Account

Home | Evaluations | Time Tracking | Case Logs | Learning Modules | Reports

Home Page | Other Tasks

Welcome to E*Value

My Information

If this or any other biographic information is incorrect or missing, you can [update this information](#).

Email: jgcoots@liberty.edu

Rank: Preceptor

Roles: Educator

Urgent Tasks

No Urgent Tasks

Tasks

No Tasks

Personal Calendar

Day	Date	Event
Sunday	Jun 11	
Monday	Jun 12	
Tuesday	Jun 13	
Wednesday	Jun 14	
Thursday	Jun 15	
Friday	Jun 16	
Saturday	Jun 17	

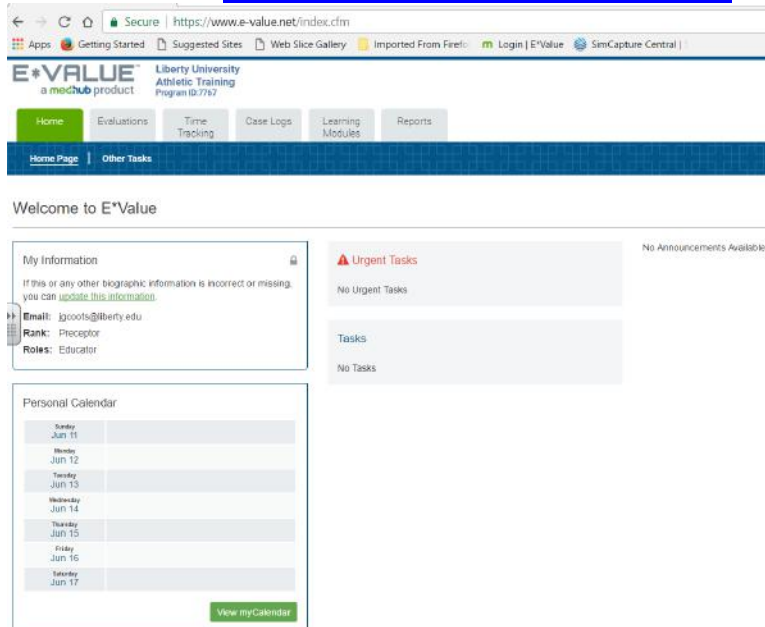
[View my Calendar](#)

No Announcements Available

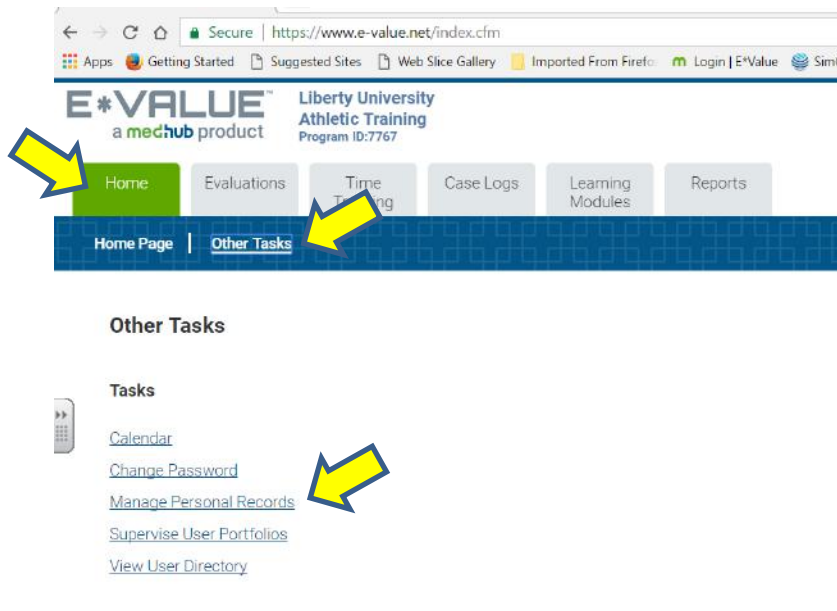
LU ATP Clinical Preceptor E*VALUE – “Home” TAB Instructions for uploading required Personal Records Requirements, Forms, & Documentation into E*VALUE

5. Login to E*VALUE (Login Name & Password Only):

Link: <https://www.e-value.net/login.cfm>



6. Click on the “Home” Tab → “Other Task” → “Manage Personal Records”



7. Click on the “Home” Tab → “Other Task” → “Manage Personal Records” → then click green “Edit” next to the requirement you need to update and download /attach you documentation:

Manage Personal Records

Personal Records Log

5 of 10 requirements completed

Type	Event Date	Name	Expiration Date	Requirement	Status	
Certifications						
Basic Life Support (BLS) for Healthcare Providers				Ongoing	Not Met	Edit
NATA Board of Certification		BCC Certification #		Ongoing	N/A	Edit
NPI #		NPI #		One-time	Not Met	Edit
State License		VA License #		Not required	N/A	Edit
Other						
Biographical Data Sheet		US ATP Clinical Preceptor and Site Demographics Consent Form		Ongoing	Not Met	Edit
Emergency Preparedness		Emergency Action Plan(s) Document (EAP)		Ongoing	Not Met	Edit
NATA Membership		NATA Membership #		Ongoing	N/A	Edit
Preceptor Training	Aug 3, 2016	US ATP Annual Preceptor Training	Aug 3, 2017	Ongoing	Met	Edit
Site Requirement Documents		OSATE Therapeutic Equipment Table (TEST EDUGATOR)		Not required	N/A	Edit
VITAE form		VITA FORM A-1 & Resume		Ongoing	Not Met	Edit

Add ad hoc entry

Type: "choose type" Event Date: 06/13/2017 Name: Note text Expiration Date: Requirement: "requirement" Status: "choose status" [Add](#)

- a. View of the Window Screen after clicking on and opening up each edit box – Arrow pointing to the “Add attachment” – (Click again for attaching multiple Documents/PDF/etc.) *MAKE SURE to “SAVE”!!

Manage Personal Records

Personal Records Log

5 of 10 requirements completed

Type	Event Date	Name	Expiration Date	Requirement	Status	
Certifications						
Basic Life Support (BLS) for Healthcare Providers				Ongoing	Not Met	Edit
NATA Board of Certification		BCC Certification #		Ongoing	N/A	Edit
NPI #		NPI #		One-time	Not Met	Edit
State License		VA License #		Not required	N/A	Edit
Other						
Biographical Data Sheet		US ATP Clinical Preceptor and Site Demographics Consent Form		Ongoing	Not Met	Edit
Emergency Preparedness		Emergency Action Plan(s) Document (EAP)		Ongoing	Not Met	Edit
NATA Membership		NATA Membership #		Ongoing	N/A	Edit
Preceptor Training	06/03/2016	US ATP Annual Preceptor Training	2017/08/03/17	Ongoing	Met	Edit
Site Requirement Documents		OSATE Therapeutic Equipment Table (TEST EDUGATOR)		Not required	N/A	Edit
VITAE form		VITA FORM A-1 & Resume		Ongoing	Not Met	Edit

Add ad hoc entry

Type: "choose type" Event Date: 06/13/2017 Name: Note text Expiration Date: Requirement: "requirement" Status: "choose status" [Add](#)

8. Requesting LU ATP Clinical Preceptors to update required items and upload appropriate documentation into E*VALUE *(10 Required Items)*:

- a. **CPR (Basic Life Support (BLS) for Healthcare Providers) Certification:**
 - i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name organization type exp date” (last day of expiring month)
 - iii. **Example:** “Coots John AHA BLS exp 2018 06 30”
 - iv. **Note box:** Enter “AHA BLS Certification”
- b. **BOC (Board of Certification):**
 - i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name BOC exp date”
 - iii. **Example:** “Coots John BOC exp 2019 12 31”
 - iv. **Note box:** Enter “BOC Certification # _____”
- c. **NPI #:**
 - i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name NPI Number Documentation”
 - iii. **Example:** “Coots John NPI Number Documentation”
 - iv. **Note box:** Enter “NPI # _____”
- d. **State License #:**
 - i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name State exp date”
 - iii. **Example:** “Coots John VA License exp 2019 04 30”
 - iv. **Note box:** Enter “License # _____”
- e. **Biographical Data Sheet: LU ATP Clinical Preceptor Annual Demographic Form:**
(SEE ATTACHED FORM)
 - i. Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - ii. Scan, Save, and Upload/Add Attachment of supporting document as: “year last name first name Clinical Preceptor Demographic Contact Form”
 - iii. **Example:** “2017-2018 Coots John Clinical Preceptor Demographic Contact Form”
 - iv. **Note box:** Enter “LU ATP Clinical Preceptor and Site Demographic Contact Form”

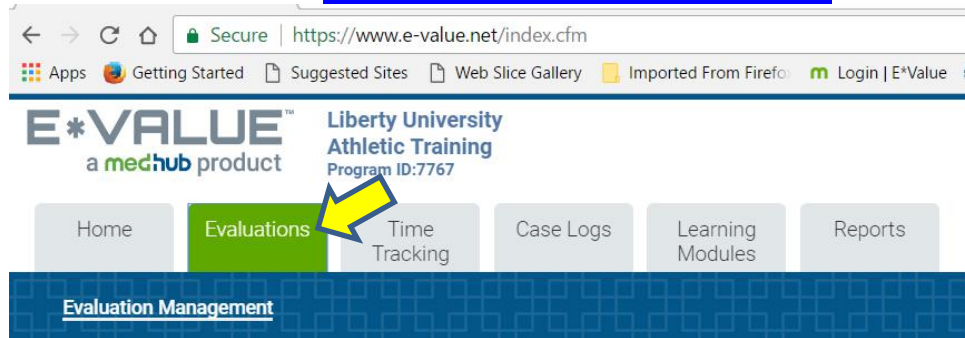
- f. **Emergency Preparedness (Emergency Action Plan):**
- Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name Clinical Site name date”
 - Example:** “Coots John LU ATP Lab 2017 8 15”
 - Note box:** Enter “Emergency Action Plan(s) Document (EAP)”
- g. **NATA Membership:**
- Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name NATA exp date”
 - Example:** “Coots John NATA exp 2016 12 31”
 - Note box:** Enter “Membership # _____”
- h. **Preceptor Annual Training:**
- Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - No attachment is needed!** → I will have your signature on the LU ATP Clinical Preceptor Annual Training Documentation Verification Form
 - No Note box entry is needed!**
- i. **Site Requirement Document (CAATE Therapeutic-Equipment-Table):**
- Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - Scan, Save, and Upload/Add Attachment of supporting document as: “Clinical Site name date uploaded”
 - Example:** “2017-2018 Therapeutic-Equip LU ATP”
 - Note box:** Enter “CAATE Therapeutic-Equipment-Table (LU ATP LAB)”
- j. **VITAE Form & Current Resume:** *(SEE ATTACHED FORM)*
- Enter Appropriate “Event Date” *(Expiration Date, Requirement, and Status will automatically update)*
 - Scan, Save, and Upload/Add Attachment of supporting document as: “last name first name Vita Form date SIGNED”
 - Example #1:** “Coots John Vita Form 2016 07 01 SIGNED” &
 - Example #2:** “Coots John Resume 2016 08 01”
 - Note box:** Enter “VITA Form A-1 & Resume”
-

LU ATP Clinical Preceptor E*VALUE – “Evaluation” TAB

Instructions for Completing ATS Evaluations in E*VALUE

3. Login to E*VALUE (Login Name & Password Only:

***Link*:** <https://www.e-value.net/login.cfm>



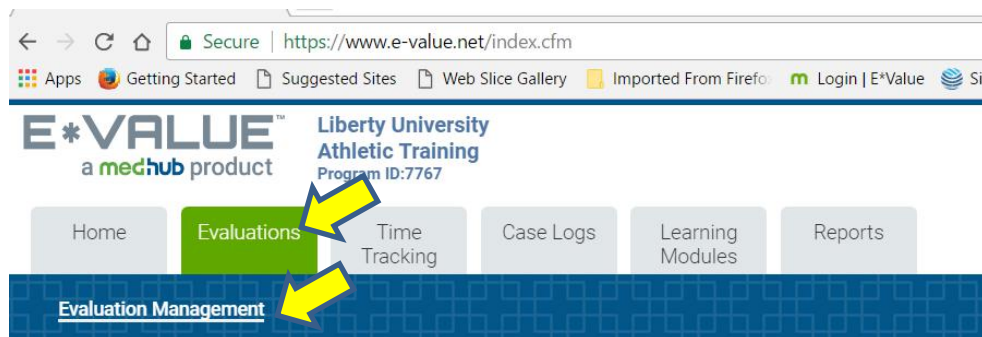
Evaluation Management

Manage Evaluations



[Complete Pending Evaluations](#)

4. Click on the “Evaluations” Tab → “Evaluation Management” → “Complete Pending Evaluations” → then click on and complete appropriate ATS Clinical Rotation Evaluations (Mid & Final):



Complete Pending Evaluations

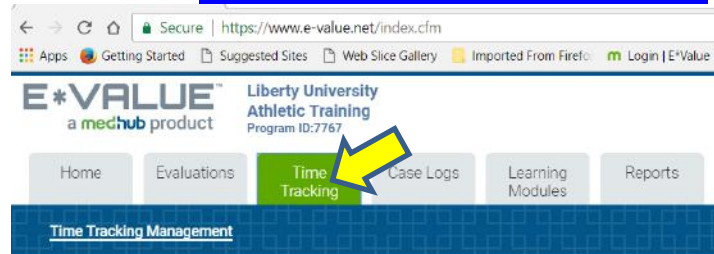


You have no evaluations to complete at this time.

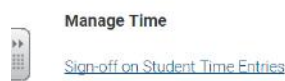
LU ATP Clinical Preceptor E*VALUE – “Time Tracking” TAB Instructions for Verifying ATS Time Entries/Hour Logs in E*VALUE

4. Login to E*VALUE (Login Name & Password Only):

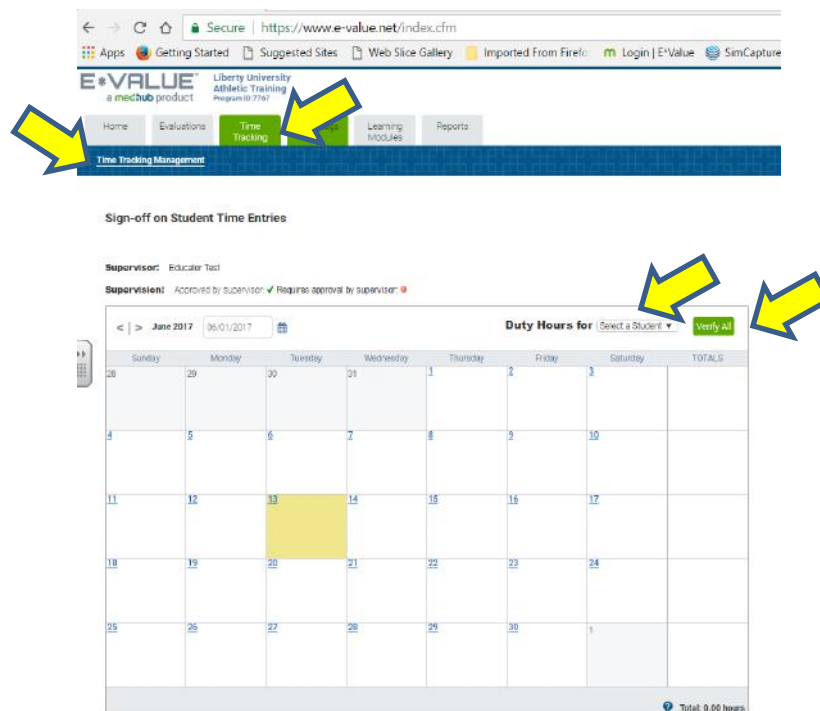
Link: <https://www.e-value.net/login.cfm>



Time Tracking Management



5. Click on the “Time Tracking” Tab → “Time Tracking Management” → “Sign-Off on Student Time Entries” → “Select a Student” → then click on and “Verify” each all correct ATS Time Entries/Hour Logs:

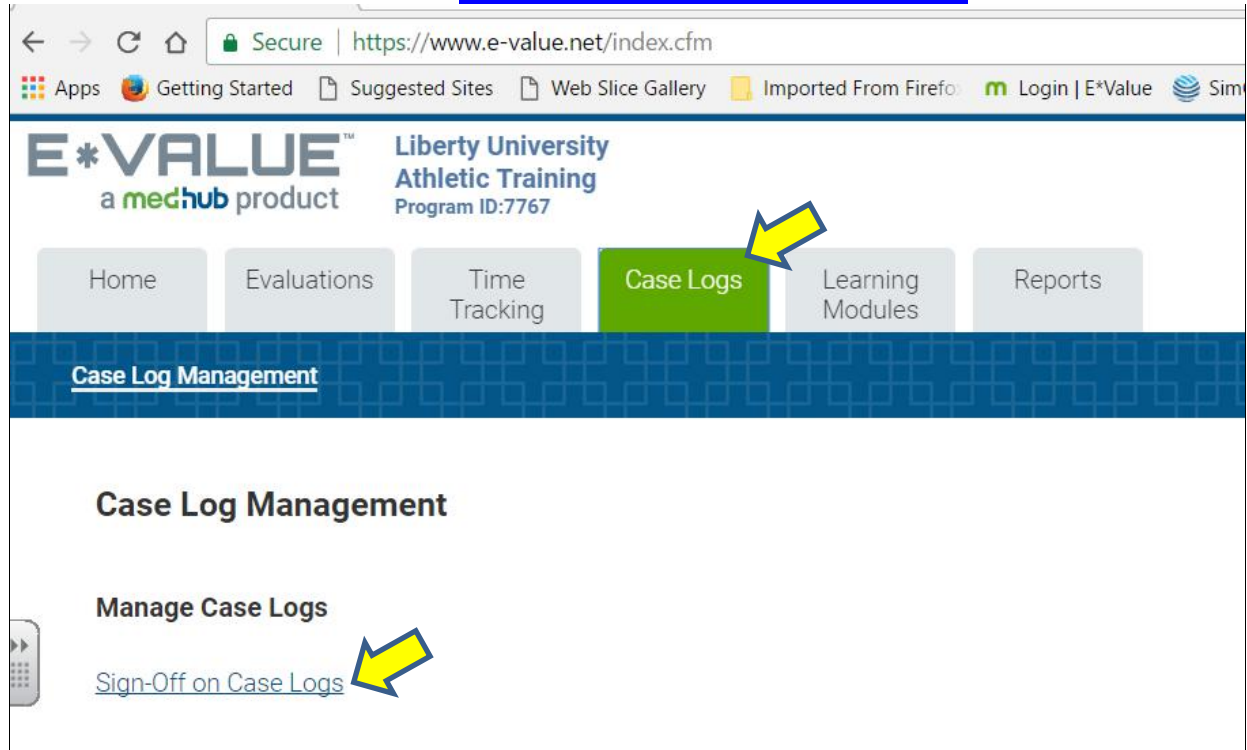


LU ATP Clinical Preceptor E*VALUE – “Case Logs” TAB

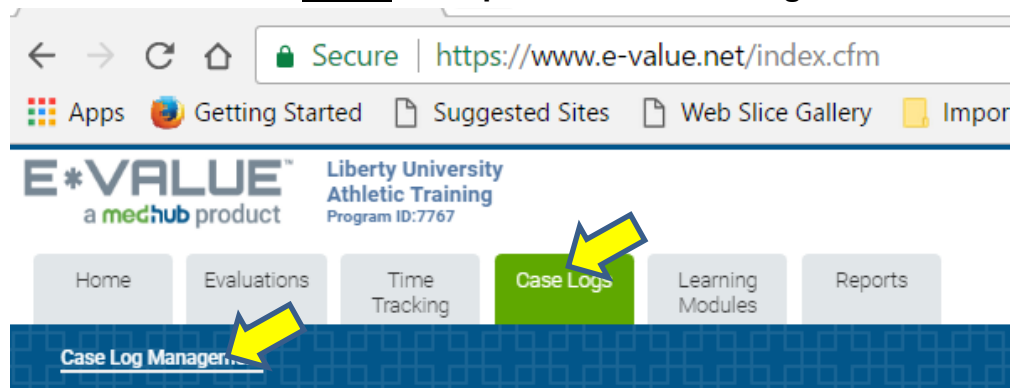
Instructions for Verifying ATS Case Logs in E*VALUE

5. Login to E*VALUE (Login Name & Password Only:

***Link*:** <https://www.e-value.net/login.cfm>



6. Click on the “**Case Logs**” Tab → “**Case Log Management**” → “**Sign-Off on Case Logs**” → Select “**Clinical Procedure**” → Select a Student “**User**” then click on and “**Verify**” completed ATS Case Logs:



Sign-Off on Case Logs

Review: ☐ Clinical Procedure ☐ Coursework Competencies ☒ Both

Start Date: 03/13/2017

End Date: 06/13/2017

Site: {All Sites} ▼

Course/Rotation Group: {All Course/Rotation Groups} ▼

Course/Rotation Filter: {Active Courses/Rotations} ▼ **Filter** ?

Course/Rotation: {All Courses/Rotations} ▼

Clinical Procedure Group: {Select a Clinical Procedure Group} ▼

Clinical Procedures: {All Clinical Procedures} ▲
Abdominal Region Dx
Abdominal Region Tx
Ankle Dx
Ankle Tx ▼

Coursework Competency Group: {All Active Coursework Competencies} ▼

Coursework Competencies: {All Coursework Competencies} ▲
Abdominal assessments (percussion, palpation, auscultation): Use standard techniques
...and procedures for the clinical examination
...of common injuries, conditions, illnesses ▼

Rank: {All Ranks} ▼

Search: {Active & Post-Active} ▼ **Search**

Users: {All Users} ▼

Status: {All Statuses} ▼

Sort List By: Supervisor Name, Date Ascending, User Name ▼

Available Fields: Setting
Coursework Faculty's Role
ATS Time With Patient
Gender of Patient
Age Range of Patient ▼

Selected Fields: ▲
▼

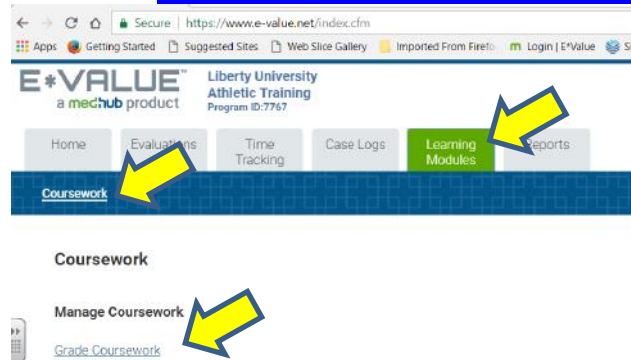
Next

LU ATP Clinical Preceptor E*VALUE – “Learning Modules” TAB

Instructions for Completing ATS Learning Modules “Clinical Rotation Orientation Forms” in E*VALUE

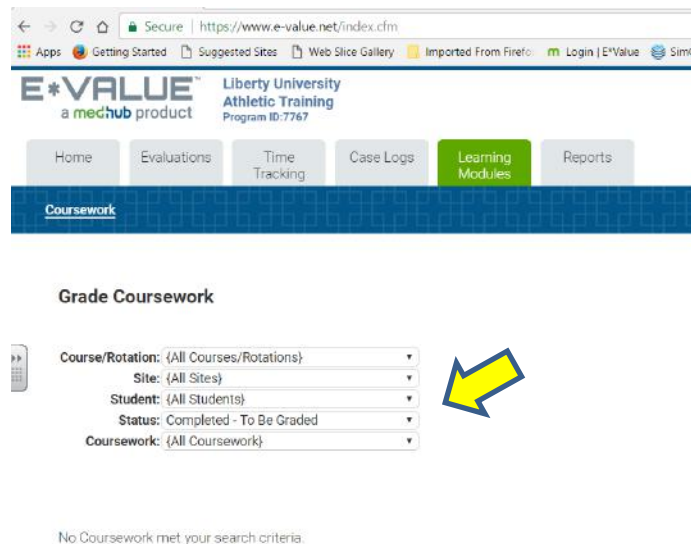
3. Login to E*VALUE (Login Name & Password Only):

***Link*:** <https://www.e-value.net/login.cfm>



4. Click on the “Learning Modules” Tab → “Coursework” → “Grade Coursework” → Select appropriate options on the drop down selection arrows and complete “Clinical Rotation Orientation Forms”:

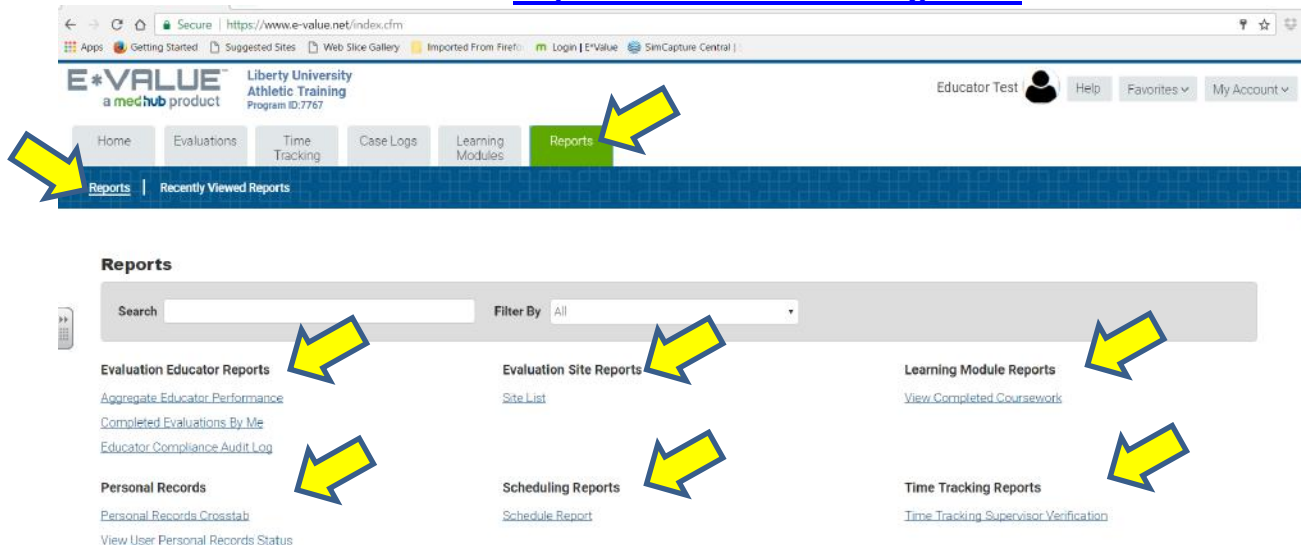
- ATS must complete their portion first and submit them to their assigned Clinical Preceptor for review and FINAL submission.
- *These forms & goals must be discussed in person by ATS & Preceptor ASAP – within the 1st week of their Clinical Rotation!***



LU ATP Clinical Preceptor E*VALUE – “Reports” TAB Instructions for Viewing Various ATS Reports from ALL Tabs in E*VALUE

3. Login to E*VALUE (Login Name & Password Only:

Link: <https://www.e-value.net/login.cfm>



4. Click on the “Reports” Tab → “Reports” → Select appropriate reports that you desire to view:

****THANK YOU FOR YOUR TIME AND CONSIDERATION!!****

APPENDIX M

**ATHLETIC TRAINING PROGRAM
REMEDICATION POLICY/PLAN FORM**

**LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
REMEDATION POLICY/PLAN FORM**

LU ATP ATS: _____ **Course: ATTR** _____

Exam/OSCE: _____

Description of Issue that needs remediation:

Remediation

Scheduled Remediation Review Time: _____

Remediation Reassessment/Tool: _____

Expected Remediation Completion Date: _____

Academic Progress (list current courses & coinciding

Clinical Progress:

Current total of clinical experience hours: _____

Required # of hours /semester: _____

Number of hours remaining to meet the minimum number of required hours: _____

Signatures confirming agreement of remediation plan.

Student

Date

Faculty Signature

Date

Signatures confirming completion of remediation

Student

Date

Faculty Signature

Date

LIBERTY UNIVERSITY ATHLETIC TRAINING PROGRAM
Athletic Training Program Handbook Signature Page

Please **initial** in each line to verify your understanding of the following policies. If you have any questions concerning the following policies please refrain from initially until your questions have been answered.

_____ Health & Safety Policy, Communicable Disease Policy, Injury and Illness Policy (p. 28)

_____ Social Media & Sexual Harassment Policy (p. 47 & 48)

_____ Confidentiality, HIPAA, FERPA Training Policy (p. 92-98)

_____ Acceptable Patient Interaction Policy, ATS Direct Supervision, Policy Remediation policy (p. 93, 103, 26, 341)

_____ OSHA clinical practice regulations & BBP Training Policy (p. 123-129)

_____ BBP Post-Exposure Plan (p.127-129)

I, _____, acknowledge receipt of the Liberty University ATS Handbook. I have received and read the handbook and understand its contents fully. I understand that I am expected to follow the rules and regulations of the Liberty University Athletic Training Education Program outlined in this document. If I don't uphold the expectations, rules, and responsibilities outlined in this handbook, I understand it will jeopardize my status in Liberty University's Athletic Training Program.

LU ATP ATS Signature: _____ **Date:** ____/____/20____

(Printed Name): _____

***Please initial, sign, and return this page as well as any additional pages requiring signatures within this ATP Handbook to the Program Director and/or Clinical Coordinator through the appropriate application.**