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<td>New Mexico Athletic Trainer Practice Act</td>
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<td>University of New Mexico Sports Medicine Blood Borne Pathogens Policy</td>
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<tr>
<td>University of New Mexico Equal Opportunity Statement</td>
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<td>University of New Mexico Accommodation Statement</td>
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By signing below, I, _____________________________ indicate that I have read, understand, and agree to abide by all of the policies and requirements of the University of New Mexico Athletic Training Education Program outlined in the UNM-ATEP: Athletic Training Student Handbook. The UNM-ATEP Program Policies Annual Agreement must be renewed each year.

**Initial each line** indicating that you have read, understand, and agree to abide by each policy and requirement.

_____ I am aware of the program’s requirements for admittance, retention, progression, and graduation.

I am aware of the program’s didactic and clinical education requirements including, but not limited to:

- _____ Passed & Current Background Check (APS)
- _____ Professional Conduct Policy
- _____ Technical Standards for Program Admission and Retention
- _____ Communicable Disease Policy
- _____ University of New Mexico Sports Medicine Blood Borne Pathogens Policy
- _____ Immunization Records Review / Requirements
- _____ Professional and Academic Requirements
- _____ Clinical Education Requirements / Policies
- _____ Monetary Remuneration Policy
- _____ Therapeutic Equipment Safety Policy
- _____ Direct Supervision Policy
- _____ Travel Policy

I am specifically aware of the program’s professionalism requirements including, but not limited to:

- _____ Board of Certification Standards of Professional Practice
- _____ National Athletic Trainers’ Association Code of Ethics
- _____ New Mexico Athletic Trainer Practice Act
- _____ Professional Appearance Policy
- _____ Patient and Student Confidentiality
- _____ The Pathfinder-UNM Student Handbook

_____ I understand that violation of the UNM-ATEP policies and / or requirements carries consequences as outlined in the UNM-ATEP: Athletic Training Student Handbook.

_____ I authorize that the UNM-ATEP Faculty can provide my academic information to the Commission on Accreditation of Athletic Training Education and the Board of Certification.

_____________________________________________  _______________________
Athletic Training Student Signature / Print Last Name                      Date
The University of New Mexico Athletic Training Education Program (UNM-ATEP) is dedicated to creating and maintaining an educational program that meets the standards and guidelines set forth by the following governing bodies: Board of Certification (BOC), Commission on Accreditation of Athletic Training Education (CAATE), National Athletic Trainers’ Association Executive Committee for Education (ECE).

The University of New Mexico (UNM) grants a Bachelor of Science Degree in Athletic Training upon completion of the UNM-ATEP. Successful completion of the UNM-ATEP is achieved through the content as described below:

The BOC Role Delineation / Practice Analysis 7th Edition (2016) divides the profession into five major domains:

- Injury and Illness Prevention and Wellness Promotion
- Examination, Assessment, and Diagnosis
- Immediate and Emergency Care
- Therapeutic Intervention
- Healthcare Administration and Professional Responsibility

Athletic Training Educational Competencies 5th Edition (2011) categorized the educational curricula into eight content areas which include:

- Evidence Based Practice
- Prevention and Health Promotion
- Clinical Examination and Diagnosis
- Acute Care of Injury and Illnesses
- Therapeutic Interventions
- Psychosocial Strategies and Referral
- Healthcare Administration
- Professional Development and Responsibility

HISTORICAL OVERVIEW

Since its inception in 1969, the University of New Mexico (UNM) has offered a curriculum program in the field of athletic training. The University of New Mexico Athletic Training Education Program (UNM-ATEP) was one of the first of four ATEPs in the United States. It was established by the National Athletic Trainers’ Association (NATA) Hall of Fame Inductee, L.F. “Tow” Diehm. The program offered the courses required by the NATA and provided clinical experiences with teams within the UNM Athletic Department, as it still does today. In 1986, UNM recognized athletic training as a major within the College of Education.
MISSION STATEMENT

The mission is to provide exceptional education and prepare critical thinking professionals for a career in athletic training. Emphasis is placed upon developing skills in assessment, management, and scholarship to become life-long learners and effective healthcare providers. Graduates will provide leadership and service in society and deliver optimal healthcare.

ATHLETIC TRAINING EDUCATION PROGRAM GOALS

UNM-ATEP is dedicated to graduating students who are prepared to:

1. Demonstrate preparedness to enter the workforce as qualified healthcare providers.
2. Demonstrate the skills necessary to provide optimal healthcare to diverse patient populations.
3. Demonstrate positive leadership and professional skills with an adherence to ethical professional standards.
4. Demonstrate a fundamental understanding and application of scholarship to enhance patient care.
5. Demonstrate fundamental clinical skills and utilize best practices in patient care.
7. Demonstrate a commitment to service in the community.

ATHLETIC TRAINING EDUCATION PROGRAM OUTCOMES

The UNM-ATEP curricular outcomes are aligned with the eight (8) content areas as designated by the NATA Educational Competencies, 5th Edition. Five (5) student learning outcomes (SLOs) have been identified as key curricular assessments, they are:

1. Promote healthy lifestyle behaviors with effective education and communication to enhance wellness and minimize the risk of injury and illness.
2. Implement systematic, evidence-based examinations and assessments to formulate valid clinical diagnoses and determine patients’ plan of care.
3. Integrate best practices in immediate and emergency care for optimal outcomes.
4. Rehabilitate and recondition injuries and conditions using therapeutic interventions.
5. Demonstrate best practices in healthcare administration, evidence-based practice, and professional responsibility.
UNIVERSITY OF NEW MEXICO – BACHELOR OF SCIENCE
ATHLETIC TRAINING EDUCATION PROGRAM CURRICULUM
CURRICULAR PLAN 2019-2020 CATALOG

Student: ___________________________________ Banner # ____________________________

ADVISEMENT NOTES

UNM General Education requirements must be chosen from the acceptable list of courses from the current UNM catalog. Athletic Training Students must meet with an ATEP advisor each semester. Athletic Training students must obtain a grade of B- or better in all PRPE, PEP, HLED, and BIOL courses. A grade of C (not C-) or better is required for all other courses that count toward the 120 hour degree.

First Year

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<thead>
<tr>
<th>Course #</th>
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<th>Credits</th>
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<tr>
<td>BIOL 1140</td>
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<td>BIOL 1140L</td>
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<td>ENGL 1110</td>
<td>Composition I</td>
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<tr>
<td>ENGL 1110Y</td>
<td>Composition I: Stretch II</td>
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<td>or ENGL 1110Z</td>
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<td>College Algebra</td>
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<td>*PRPE 2110</td>
<td>Introduction to Athletic Training</td>
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<td>*PRPE 2130</td>
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Spring Semester

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<td>COMM 1130</td>
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<td>ENGL 1120</td>
<td>Composition II</td>
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<td>HLED 1113</td>
<td>First Aid and CPR</td>
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<td>*PRPE 2135</td>
<td>Athletic Training Clinical I</td>
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Second Year

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<td>Human Anatomy and Physiology I</td>
<td>3</td>
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<tr>
<td>BIOL 2210L</td>
<td>Human Anatomy and Physiology I Laboratory</td>
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<tr>
<td>MATH 1350</td>
<td>Introduction to Statistics</td>
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<td>*PRPE 2140</td>
<td>Evaluation of Athletic Injuries: Extremities</td>
<td>4</td>
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<tr>
<td>PSYC 1110</td>
<td>Introduction to Psychology</td>
<td>3</td>
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<td>UNM General Education</td>
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Spring Semester

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<td>Human Anatomy and Physiology II Laboratory</td>
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<td>Evaluation of Athletic Injuries: Trunk and Torso</td>
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<td>PRPE 2155</td>
<td>Tests and Measurements</td>
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<td>PRPE 2165</td>
<td>Kinesiology</td>
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### Third Year

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<td>PE P 326L</td>
<td>Fundamentals of Exercise Physiology</td>
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<td>PE P 374</td>
<td>Therapeutic Modalities</td>
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<td>PE P 481</td>
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#### Spring Semester

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<td>PE P 375</td>
<td>Pharmacology in Athletic Training</td>
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<td>PE P 473</td>
<td>Rehabilitation of Athletic Injuries</td>
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<td>PE P 483</td>
<td>Athletic Training Clinical III</td>
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<td>UNM Gen Ed</td>
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### Fourth Year

#### Fall Semester

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<tr>
<td>PE P 373</td>
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<td>PE P 488</td>
<td>Athletic Training Clinical IV</td>
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<td>PE P 499L</td>
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<td>UNM Gen Ed</td>
<td>Social and Behavioral Sciences</td>
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| Total      |                                           | 17      |       |

#### Spring Semester

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| Total      |                                           | 10      |       |

| Curriculum Total=120 |

* In order to maintain accreditation requirements, this course is unique to UNM and may not be replaced with a transferred course from another institution.

### Athletic Training Education Program

"Athletic trainers (ATs) are highly qualified, multi-skilled health care professionals who collaborate with physicians to provide preventative services, emergency care, clinical diagnosis, therapeutic intervention and rehabilitation of injuries and medical conditions. Athletic trainers work under the direction of a physician as prescribed by state licensure statutes."

- National Athletic Trainers’ Association
The University of New Mexico Undergraduate Athletic Training Program will be transitioning to a Master’s Degree over the next several years. The final undergraduate cohort was admitted in December 2019 and started program in January 2020. The undergraduate program is no longer admitting students.

**ADDITIONAL PROGRAM COSTS**

Athletic training students may incur the following additional costs:

1. Course fees - $40 - $65 for courses with laboratory components
2. Textbooks & Course materials – Approximately $300 - $400
3. Albuquerque Public School Background Check – Approximately $45 every two years
4. Caregivers Criminal History Background Check – Approximately $75
5. Apparel – Approximately $30 - $60
6. Liability Insurance – Approximately $99 for three (3) years
7. Immunizations – Required by the University of New Mexico Student Health and Counseling (SHAC); additional immunizations may be required by clinical sites
8. Travel expenses – ATS are responsible for personal travel to and from clinical sites
9. NATA Student Membership – $115 annually; not required, but recommended
10. CPR / AED and First Aid certifications – Approximately $60
The University of New Mexico Athletic Training Education Program (UNM-ATEP) is an intense program that places specific educational and clinical requirements on the students enrolled in the program. Upon enrollment into this program, students are prepared to enter a variety of athletic training employment settings by achieving the skills, competencies, and knowledge of an entry level athletic trainer. The following technical standards set forth by the UNM-ATEP define the essential qualities necessary for students who are considering admission into the program. These standards are in compliance with the Commission on Accreditation of Athletic Training Education (CAATE).

Candidates for admission and retention in UNM-ATEP must demonstrate:

1. The ability to communicate effectively with patients, colleagues, and instructors. This includes individuals of different social, cultural, and religious backgrounds
2. Students must be able to speak and comprehend the English language at a level capable of communicating in a professional manner while within the health care environment
3. Adequate postural, neuromuscular control, sensory function, and coordination to accurately, and safely perform accepted evaluation techniques
4. The mental capacity to analyze, assimilate, problem solve, and integrate concepts essential to the practice of athletic training
5. The ability to accurately and efficiently document treatments, rehabilitations, and evaluations
6. Affective skills and appropriate conduct that relate to professional education, and superior patient care
7. The capacity to maintain composure and continue to function well during periods of high stress and demands
8. The perseverance, diligence, and commitment to successfully complete the UNM-ATEP as outlined by the UNM-ATEP: Athletic Training Student Handbook.

Candidates for selection into the UNM-ATEP are required to verify that they understand and are able to meet the above technical standards, or that they believe that with certain accommodations they can meet these standards.

If a student states that he or she can meet these standards with accommodations, the UNM Accessibility Resource Center will confirm their need and will work with UNM-ATEP Faculty to identify reasonable accommodations. Accommodations must not in any way jeopardize patient and/or student safety. However, the student must be able to complete all coursework and perform the clinical competencies and proficiencies necessary for graduation from the UNM-ATEP.
Check **only one** of the boxes below and sign where indicated:

☐ I certify that I have read and understand the Technical Standards for selection and retention in UNM-ATEP. I believe to the best of my knowledge that I can meet all of these standards without accommodation. I understand, that if I am unable to meet these standards, I cannot be admitted into the program.

☐ I certify that I have read and understand the Technical Standards for selection into the UNM-ATEP. I believe to the best of my knowledge that I can meet all of these standards with certain accommodations. I will contact the UNM Accessibility Resource Center to determine what accommodations may be available to me. I understand that if I am unable to meet these standards with or without accommodation, I will not be admitted into the program.

______________________________________________
Student Signature / Print Last Name

______________________________________________
Date
The purpose of the UNM-ATEP Communicable Disease Policy is to protect the health and safety of the students enrolled in the UNM-ATEP. Healthcare personnel are at risk for exposure to infectious diseases. This policy was developed using the recommendations established by the Center for Disease Control (CDC) for health care workers (www.cdc.gov) and the National Institute for Occupational Safety and Health (OSHA) (www.osha.gov).

Athletic training students (ATS) are required to complete an annual blood-borne pathogens training prior to participating in clinical education. In addition, ATS are required to follow all Universal Precautions as set forth by:
- Center for Disease Control (CDC) (www.cdc.gov)
- National Institute for Occupational Safety and Health (OSHA) (www.osha.gov)
- University of New Mexico Student Health and Counseling (shac.unm.edu)
- University of New Mexico Sports Medicine Blood Borne Pathogens Policy (see p. 51)

Blood-borne Pathogens Guidelines:
1. Utilize proper hand washing techniques and practice good hygiene
2. Utilize Universal Precautions when exposed to blood and other potentially infectious materials
3. Dispose of biohazard waste appropriately and in accordance with the policies and procedures at each affiliated site
4. Follow the post-exposure plan for the affiliated site and / or the University of New Mexico Sports Medicine Blood Borne Pathogens Policy (see p. 51)
5. Notify the Preceptor and UNM-ATEP Faculty of any incident / exposure
   - Seek medical attention as necessary
6. Students are responsible for notifying Preceptor(s) and UNM-ATEP Faculty of any illnesses, infections or other medical reasons that may expose / infect others
7. Students may be required to provide written documentation from a physician to return to class and the affiliated site.
Athletic training students are required to complete an immunization records review annually.

Immunization requirements for UNM students in healthcare programs have been established by UNM Student Health and Counseling (SHAC). For further information, refer to the following website: shac.unm.edu/documents/immunizations-healthcare-programs.pdf

The following immunizations and tests will be reviewed by UNM SHAC and official documentation submitted to UNM-ATEP Faculty as part of the UNM-ATEP:

1. Hepatitis B three (3) dose series
2. Hepatitis B surface antibody titer
3. Measles, mumps, rubella (MMR)
4. Seasonal influenza vaccine
5. TDAP (Tetanus, diphtheria, and pertussis)
6. Varicella (Chicken pox)
7. Tuberculosis screening.

Additional immunizations and tests may be required by specific clinical education sites. For instance, seasonal influenza vaccine and tuberculosis screening.

For assistance and to schedule an immunization appointment at UNM SHAC, call (505) 277-3136.
Your signature below indicates that you have read, understand, and will adhere to the:

− University of New Mexico Athletic Training Education Program (UNM-ATEP) Communicable Disease Policy
− University of New Mexico Athletic Training Education Program (UNM-ATEP) Immunization Requirements

________________________________________________________________________

Student Signature / Print Last Name

Date
PROGRESSION AND RETENTION POLICY

In order to progress and continue in the UNM-ATEP, the Athletic Training Student must comply with the requirements below:

1. Appropriate progression through the UNM-ATEP Educational Competencies and Clinical Proficiencies Manuals, Levels I-IV
2. Completion of Athletic Training Student / Preceptor evaluations as per course syllabi
3. Maintain compliance with the current UNM-ATEP: Athletic Training Student Handbook
4. Achieve a “B-” or better in all athletic training courses and selected human anatomy and exercise science courses as indicated on the current advisement tool. If a student receives lower than a B- in any athletic training class they may not proceed through the program.
5. Maintain cumulative 2.85 GPA or better
6. Adhere to the professional standards and comply with their scope of practice as set forth by:
   - Board of Certification (BOC) Standards of Professional Practice (see p. 42)
   - Commission on Accreditation of Athletic Training Education (CAATE) Standards (caate.net/pp/standards)
   - National Athletic Trainers’ Association (NATA) Code of Ethics (see p. 46)
   - New Mexico Athletic Trainers Practice Act (see p. 48)
   - UNM-ATEP: Athletic Training Student Handbook
   - The Pathfinder-UNM Student Handbook (www.unm.edu/~pathfind/).

The following documents must be completed, signed and submitted annually:
1. ATEP Program Policies Annual Agreement
2. Blood-borne Pathogens Training
3. Immunization records review by UNM Student Health and Counseling (SHAC).

The following documents must be completed, signed, submitted, and remain current:
1. Liability insurance
2. Passed background check (APS)
3. UNM COE Field Services portal registration
4. CPR / AED for American Red Cross Basic Life Support
5. Technical Standards Signature Page.

Non-compliance with any portion of the Progression and Retention Policy will result in disciplinary action.
READMISSION POLICY

A University of New Mexico degree-seeking student, who stops attending for three or more sessions, including summer, must file an application for readmission. For further information refer to the following website: http://catalog.unm.edu/catalogs/2019-2020/admissions.html.
In accordance with the UNM policy above, any athletic training student currently in the UNM-ATEP who stops attending for three (3) or more consecutive sessions, including summer, must reapply for program admission (see p. 6. In addition to the reapplication process the student may be required to demonstrate all competencies / proficiencies associated with prior coursework.

MONETARY REMUNERATION POLICY

Athletic training students may not receive any monetary remuneration during educational experiences. Clothing, funds received for meals or travel stipends and / or monetary awards in the form of scholarships are acceptable.
PROFESSIONAL AND ACADEMIC REQUIREMENTS

Professional behavior is expected in the classroom and in the clinical setting, during all community service and volunteer projects, and any other environments associated with UNM-ATEP (to include, but not limited to: professional conferences, student organization functions, off-campus activities, all interactions with patients, etc.). Students who behave in a manner unbecoming to the values of the program and / or profession, regardless of the setting in which these behaviors occur, may be subject to adverse academic and / or professional sanctions.

Students will adhere to the professional standards and comply with their scope of practice as set forth by:

- Board of Certification (BOC) Standards of Professional Practice (see p. 42)
- Commission on Accreditation of Athletic Training Education (CAATE) Standards (caate.net/pp-standards)
- National Athletic Trainers’ Association (NATA) Code of Ethics (see p. 46)
- New Mexico Athletic Trainers Practice Act (see p. 48)
- UNM-ATEP: Athletic Training Student Handbook

Students will adhere to the UNM Academic Dishonesty policy as set forth by The Pathfinder-UNM Student Handbook (https://pathfinder.unm.edu/campus-policies/academic-dishonesty.html):

“Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet the standards. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course.

Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other University records.”

Students will adhere to the UNM-ATEP course policies as listed below:

Assignments / Examinations Policies:
Make up examinations and / or late assignments without PRIOR approval will not be accepted. This includes all educational competencies and clinical proficiencies modules. A point or percentage reduction at the ATEP faculty / instructors’ discretion will occur should the assignment be accepted.

Modules / assignments completed ONE DAY before the due date will be accepted ONLY at the discretion of the instructor.

Course Policies:
Athletic Training Students must comply by the UNM-ATEP: Athletic Training Student Handbook.
**Attendance:** Attendance is **MANDATORY.** One absence is allowed without penalty. A second absence may be made up by completing an extra assignment as determined by the instructor. Failure to complete the make-up assignment will affect the final grade for the course. Any further absences will result in further consequence as decided upon by the instructor / UNM-ATEP faculty. Two (2) late arrivals to class will be considered an unexcused absence. Further absences may result in disciplinary action in accordance with the Disciplinary Policy.

Class Preparation / Participation: Athletic Training Students are expected to be **prepared** and **participate** in class discussions and activities. Lack of preparation and participation may result in an absence.

Academic misconduct such as cheating and / or plagiarism will not be tolerated. Violations of university policy regarding academic misconduct will be dealt with according to the policy stated in The Pathfinder-UNM Student Handbook (www.unm.edu/~pathfind/).

Appropriate and professional dress is required. No hats. No under-garments may be visible during activity and / or when practicing sports medicine techniques (assessments, treatments, stretching, rehabilitation exercises, etc.). Utilize jog bras, spandex shorts, and tank tops under clothing during laboratory sessions. Improper dress may result in an absence for the class period.

**Direct Supervision is Mandatory for Clinical Education Experience.**

In accordance with the CAATE Standards for Professional Programs (July 2012), Standard 63; The program must include provision for supervised clinical education with a preceptor. Students must be directly supervised by a preceptor during the delivery of athletic training services. The preceptor must be physically present and have the ability to intervene on behalf of the athletic training student and the patient.

**No use of Cell Phones during class.** Any class disturbance because of a cell phone / pager or any other electronic devices will result in an absence. See HESS Cell Phone Policy below.

**HESS Cell Phone Policy:**
In accordance with the Dean of Student’s office, the Department of Health, Exercise and Sports Sciences will not tolerate the use of cell phones, pagers, or other electronic devices in the classroom. Using cell phones, pagers, or other electronic devices in the classroom “is disruptive student behavior that interferes with the educational process of other students or prevents faculty or staff from performing their professional responsibilities”.

**Accommodation Statement:**
Accessibility Services (Mesa Vista Hall 2021, 277-3506) provides academic support to students who have disabilities. If you think you need alternative accessible formats for undertaking and completing coursework, you should contact this service right away to assure your needs are met in a timely manner. If you need local assistance in contacting Accessibility Services, see the Bachelor and Graduate Programs office.

**Title IX Statement:**
In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the Department of Education (see pg 15 - http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: https://policy.unm.edu/university-policies/2000/2740.html
Citizenship and/or Immigration Status:
All students are welcome in this class regardless of citizenship, residency, or immigration status. Your professor will respect your privacy if you choose to disclose your status. As for all students in the class, family emergency-related absences are normally excused with reasonable notice to the professor, as noted in the attendance guidelines above. UNM as an institution has made a core commitment to the success of all our students, including members of our undocumented community. The Administration’s welcome is found on our website: http://undocumented.unm.edu/.
The UNM-ATEP requires specific professional attire, hygiene, and grooming practices. Students must maintain a professional appearance that enables them to perform their duties efficiently and safely. ATS who do not comply with appearance guidelines may be sent home from their clinical site to correct the infraction. A pattern of inappropriate dress will lead to disciplinary actions.

Clothing must provide appropriate coverage and not interfere with the performance of athletic training skills. To include, but not limited to: CPR, evaluations, stabilizations, etc.

**Acceptable Attire:**

Shirts (Cost: $10-20): UNM logo or plain t-shirt and / or polo, sweatshirt, jacket
- Shirts are to be tucked in at all times
- Must cover all undergarments

Pants / Shorts (Cost: $15-30): Khaki or black-dress pants, slacks, or shorts
- Shorts-mid-thigh / at or above the knee
- Must cover all undergarments
- Belt required
- Appropriate size (Not too tight or baggy)
- Red or black wind pants

Footwear / Shoes: Closed-toe / closed-back shoes
- Shoes appropriate for the affiliated site

Hats (optional): UNM logo
- Worn facing forward

**Unacceptable Attire:**

Shirts: Untucked shirts
- Anything other than the above list
- Clothing in poor condition

Pants / Shorts: Denim
- Athletic mesh shorts
- Pants / shorts in poor condition
- Sweatpants
- Anything other than the above list

Footwear / Shoes: Open-toe / open-back shoes
- Sandals and flip flops
- High heeled shoes

Hats: Non-UNM hat
- Hats worn in any direction other than forward
- Hats worn in classrooms
Grooming (should not interfere with the performance of clinical skills):
- Hair should be pulled back and kept out of the face
- Facial hair must be groomed
- Jewelry should be at a minimum: necklaces tucked under the shirt, rings and bracelets are discouraged
- Unacceptable jewelry include: facial / tongue jewelry, hoops / dangling jewelry, multiple ear piercings
- Covering of tattoos may be required at the discretion of the Preceptor and / or UNM-ATEP Faculty

Examination / Presentation / Professional Conference Attire:
Professional / Business Casual dress is required for all Examinations / Presentations / Professional Conferences:
- Khaki or dress pants
- Collared or Polo shirt / blouse
- Dress shoes and belt
- Appropriate grooming and jewelry as described above
A strong emphasis is placed on clinical education, which allows the Athletic Training Student (ATS) to apply theories and concepts learned in the classroom. As the ATS progresses through their clinical education, they will be challenged to:

- Enhance their understanding of the role of the athletic trainer within healthcare
- Apply classroom knowledge and theories into the clinical setting
- Become increasingly more proficient with the application of clinical skills
- Develop and implement best practices to enhance patient outcomes
- Accept increasing levels of responsibility
- Maintain ethical and professional practices at all times.

**Pre-Professional Phase:**
Pre-professional phase students complete observations at an athletic training clinical site as part of PRPE 2130, during the Fall semester. Conduct in this observation will be evaluated and utilized for making UNM-ATEP admissions decisions. Pre-professional students are required to observe and not engage in direct patient care.

**Professional Phase:**
Professional phase students will engage in assigned clinical experiences in conjunction with coursework for six (6) semesters. All clinical experiences will be evaluated and utilized for a grade in the corresponding courses with clinical education requirements. Regarding clinical education opportunities occurring beyond the academic calendar year, refer to the Note below.

**Note:** **Coordinator of Clinical Education will assign and approve all clinical education.** Clinical education opportunities may occur prior to and/or beyond the academic calendar. In order to participate in these clinical educational experiences, the ATS must meet the following requirements:

- Register for an ATEP course with a required clinical education component and must complete all course requirements as per the syllabus
- Have the following clinical prerequisites: FSP Registration / Passed & Current Background Check (APS) / Liability Insurance / BBP Training / Immunization Records Review / CPR / AED for American Red Cross Basic Life Support
- Be directly supervised by a UNM ATEP Approved Preceptor
- Be compliant with the UNM-ATEP Student Handbook

The ATS may count a maximum of ten (10) percent of the total required clinical hours for the course associated with the approved clinical education opportunity. Hours that are obtained outside the start and end dates for semester clinical education experience hours must be preapproved on an individual basis by the Coordinator of Clinical Education

**Countable Hours:**
Clinical education experiences should be educational in nature. The following activities are considered educational in the context of clinical education for the Athletic Training Program and thus may count towards clinical education experience hours:

- Providing direct patient care
- Setup/breakdown of equipment that relates to patient care (e.g. equipment for practices/competitions, etc.)
- Attending practice or competitions
- Performing preceptor assigned duties that are educational and professional in nature
The following activities are not considered clinical experiences and thus are not to be counted towards clinical education experience hours:

- Travel time to/from a venue
- Activities not supervised by a UNM ATP approved preceptor
- Time spent studying or socializing during periods of “down time” at clinical sites
- Time spent in pre/post-competition meals

**Annual Clinical Education Due Dates**

**Clinical Education Hours**

<table>
<thead>
<tr>
<th>Reporting Period: Fall Semester</th>
<th>Due Date*</th>
<th>Reporting Period: Spring Semester</th>
<th>Due Date*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preseason/Aug 19-31</td>
<td>Sept 4</td>
<td>Winter Break Hours</td>
<td>Jan 22</td>
</tr>
<tr>
<td>Sept 1-15</td>
<td>Sept 18</td>
<td>Jan 20-31</td>
<td>Feb 5</td>
</tr>
<tr>
<td>Sept 16-30</td>
<td>Oct 2</td>
<td>Feb 1-15</td>
<td>Feb 19</td>
</tr>
<tr>
<td>Oct 1-15</td>
<td>Oct 23**</td>
<td>Feb 16-29</td>
<td>Mar 4**</td>
</tr>
<tr>
<td>Oct 16-31</td>
<td>Nov 6</td>
<td>Mar 1-15</td>
<td>Mar 25</td>
</tr>
<tr>
<td>Nov 1-15</td>
<td>Nov 20</td>
<td>Mar 16-31</td>
<td>Apr 8</td>
</tr>
<tr>
<td>Nov 16-30</td>
<td>Dec 4**</td>
<td>Apr 1-15</td>
<td>Apr 22</td>
</tr>
<tr>
<td>Dec 1-6</td>
<td>Dec 11</td>
<td>Apr 16-30</td>
<td>May 6**</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>May 13</td>
</tr>
</tbody>
</table>

*Due Dates: Hours are due no later than 8am on their due date. Due dates are the Wednesday following the closure of the respective Reporting Period. If the Wednesday due date falls within two days of the closing of the Reporting Period, hours are due the following Wednesday.

**Mid/Final Semester Evaluations** due by 8am

*Hours earned over winter break* (Dec 7-Jan 19) must be pre-approved by The Coordinator of Clinical Education

**Initial Preceptor Meeting Forms**

- **Initial Preceptor Meeting Forms** with supporting documentation (EAPs, BBP, etc.) are due to The Coordinator of Clinical Education no later than 7 days from the start of the academic semester at 8am. Hard copies of the Preceptor Meeting Forms are required, but you may email the supporting documentation to The Coordinator of Clinical Education.
  - **Fall: August 26th, 2019 at 8am.**
  - **Spring: January 27th, 2020 at 8am.**
The University of New Mexico-Athletic Training Education Program follows a strategic clinical education plan to ensure that each ATS has successfully completed clinical experiences with the following: individual and team sports, sports requiring protective equipment, patients of different sexes, non-sport and non-orthopedic patient populations. These clinical education experiences are designed to allow ATS to practice athletic training knowledge, skills, and clinical abilities and provide patient care with increasing levels of autonomy on a variety of populations. Clinical education experiences must be documented utilizing the forms indicated on course syllabi.

**Level I Athletic Training Students** –
Level I ATS complete their clinical education experience in PRPE 2135 Athletic Training Clinical I. All Level I ATS will complete one sixteen-week rotations during the Spring semester allowing them to gain experience with a preceptor within UNM Athletics. Examples of clinical education experiences for the Level I ATS include:

<table>
<thead>
<tr>
<th>Name</th>
<th>Spring Semester Rotation I (PRPE 2135 Athletic Training Clinical I)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level I ATS</td>
<td>Track &amp; Field</td>
</tr>
<tr>
<td>Level I ATS</td>
<td>Swim &amp; Dive</td>
</tr>
<tr>
<td>Level I ATS</td>
<td>Tennis</td>
</tr>
<tr>
<td>Level I ATS</td>
<td>Baseball</td>
</tr>
<tr>
<td>Level I ATS</td>
<td>Softball</td>
</tr>
<tr>
<td>Level I ATS</td>
<td>Men’s Soccer</td>
</tr>
<tr>
<td>Level I ATS</td>
<td>Women’s Soccer</td>
</tr>
</tbody>
</table>

**Level II Athletic Training Students** –
Level II ATS complete their clinical education experience in PRPE 2140 Evaluation of Athletic Injuries – Extremities and PRPE 2145 Evaluation of Athletic Injuries – Trunk & Torso. Level II ATS will complete two (2) 16-week rotations during the Fall and Spring semesters with on- or off-campus Preceptors. Examples of clinical education experiences for the Level II ATS include:

<table>
<thead>
<tr>
<th>Name</th>
<th>Fall Semester I (PRPE 2140 Evaluation of Athletic Injuries: Extremities)</th>
<th>Spring Semester 2 (PRPE 2145 Evaluation of Athletic Injuries: Trunk and Torso)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level II ATS</td>
<td>Team Sport / Football</td>
<td>Individual Sport</td>
</tr>
<tr>
<td>Level II ATS</td>
<td>Team Sport / Football</td>
<td>Individual Sport</td>
</tr>
<tr>
<td>Level II ATS</td>
<td>Individual Sport</td>
<td>Team Sport / Football</td>
</tr>
<tr>
<td>Level II ATS</td>
<td>Individual Sport</td>
<td>Team Sport / Football</td>
</tr>
</tbody>
</table>
Level III Athletic Training Students –
Level III ATS complete their clinical education experience in PE P 481 Athletic Training Clinical II and PE P 483 Athletic Training Clinical III. ATS will complete two (2) 16-week rotations during the Fall and Spring semesters with on- or off-campus Preceptors. The ATS will be exposed to non-sport patient populations and are required to get a minimum of six (6) patient encounters at one of the following clinical sites: the Emergency Department, Outpatient Clinic, Primary Care Clinic, or Performing Arts. Examples of clinical education experiences for the Level III ATS include:

<table>
<thead>
<tr>
<th>Name</th>
<th>Fall Semester I (PE P 481 Athletic Training Clinical II)</th>
<th>Spring Semester 2 (PE P 483 Athletic Training Clinical III)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level III ATS</td>
<td>Lower Extremity</td>
<td>Upper Extremity</td>
</tr>
<tr>
<td></td>
<td>Non-Sporting</td>
<td>Non-Sporting</td>
</tr>
<tr>
<td>Level III ATS</td>
<td>Lower Extremity</td>
<td>Upper Extremity</td>
</tr>
<tr>
<td></td>
<td>Non-Sporting</td>
<td>Non-Sporting</td>
</tr>
<tr>
<td>Level III ATS</td>
<td>Lower Extremity</td>
<td>Upper Extremity</td>
</tr>
<tr>
<td></td>
<td>Non-Sporting</td>
<td>Non-Sporting</td>
</tr>
<tr>
<td>Level III ATS</td>
<td>Lower Extremity</td>
<td>Upper Extremity</td>
</tr>
<tr>
<td></td>
<td>Non-Sporting</td>
<td>Non-Sporting</td>
</tr>
</tbody>
</table>

Level IV Athletic Training Students –
Level IV ATS complete their clinical education experience in PE P 488 Athletic Training Clinical IV and PE P 373 General Medical Conditions in Athletic Training. ATS will complete one (1) 16-week rotation in PE P 488 and one (1) non-orthopedic patient population rotation in PE P 373 with off-campus Preceptors. The ATS will be exposed to non-orthopedic patient populations and are required to get a minimum of six (6) patient encounters at one of the following clinical sites: the Emergency Department, Outpatient Clinic, Primary Care Clinic, or Performing Arts. Examples of clinical education experiences for the Level IV ATS include:

<table>
<thead>
<tr>
<th>Name</th>
<th>Fall Semester Rotation I (PE P 488 Athletic Training Clinical IV)</th>
<th>Fall Semester Non-Orthopedic Rotation (PE P 373 General Medical Conditions in Athletic Training)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level IV ATS</td>
<td>High School / PT Clinic</td>
<td>Non-Orthopedic (Emergency Department, Outpatient Clinic, Primary Care Clinic)</td>
</tr>
<tr>
<td>Level IV ATS</td>
<td>High School / PT Clinic</td>
<td>Non-Orthopedic (Emergency Department, Outpatient Clinic, Primary Care Clinic)</td>
</tr>
<tr>
<td>Level IV ATS</td>
<td>High School / PT Clinic</td>
<td>Non-Orthopedic (Emergency Department, Outpatient Clinic, Primary Care Clinic)</td>
</tr>
<tr>
<td>Level IV ATS</td>
<td>High School / PT Clinic</td>
<td>Non-Orthopedic (Emergency Department, Outpatient Clinic, Primary Care Clinic)</td>
</tr>
</tbody>
</table>
CLINICAL REQUIREMENTS

The ATS must complete the following to remain in athletic training courses that require clinical experience and/or PRIOR to working in any clinical setting:

1. Register with the College of Education (COE) Field Services Portal (FSP) at https://fsp.unm.edu
2. Complete and pass a background check (Albuquerque Public Schools)
   - Approximately $45 – valid for two (2) years
3. Obtain liability insurance
   - Approximately $99 for three (3) years
   - MARSH Professional Liability Insurance (https://www.proliability.com/)
4. Complete American Red Cross Basic Life Support training provided by ATEP faculty
   - Approximately $60 for two (2) years

Additional training and documentation may be required by specific clinical education sites (e.g., UNMH Clinics, Kirtland Air Force Base, etc.).

CLINICAL EDUCATION POLICIES

Coordinator of Clinical Education will assign and approve all clinical education. An ATS will be assigned to a Preceptor associated with an UNM-ATEP affiliated site. ATS should create a plan with their Preceptor to achieve the required number of clinical hours. ATS are required to complete a minimum of 10 hours per week and a maximum of 28 hours per week*. A maximum of 8 hours per day is allowed. The required clinical hours are indicated in the appropriate course syllabus and are in compliance with University Student Employment Policy (stuemp.unm.edu/student-employment-handbook/index.html#howm).

1. ATS shall not exceed twenty-eight (28) hours per week.
2. ATS shall not exceed eight (8) hours per day.
3. ATS shall have a minimum of one day off in every seven-day period.
4. ATS must complete a minimum of ten (10) hours per week*.
5. All ATS must complete a Preceptor / ATS Meeting Form.
6. The following documents must be completed, signed and submitted annually:
   a. ATEP Program Policies Annual Agreement
   b. Blood-borne Pathogens Training
   c. Immunization records review by UNM Student Health and Counseling (SHAC)
7. The following documents must be completed, signed, submitted, and remain current:
   a. Liability insurance
   b. Passed background check (APS)
   c. UNM COE Field Services portal registration
   d. CPR / AED for American Red Cross Basic Life Support
8. Complete any training and documentation as required by specific clinical education site.
9. Clinical education opportunities may occur prior to and/or beyond the academic calendar Refer to Note (see p. 20).
10. All ATS shall perform within their scope of practice under the direct supervision of a Preceptor.
    Refer to CAATE Direct Supervision Policy (see p. 24).

*If an ATS is unable to obtain a minimum of 10 hours per week, the Preceptor and Coordinator of Clinical Education need to be notified in advance via email.
CAATE Direct Supervision Policy (Standard 63):
In accordance with the Commission on Accreditation of Athletic Training Education (CAATE), within the Standards for the Accreditation of Professional Athletic Training Programs: “Students must be directly supervised by a preceptor during the delivery of athletic training services. The preceptor must be physically present and have the ability to intervene on behalf of the athletic training student and patient” (Retrieved from ).

Clinical Education Documents & Forms

There are several documents/forms that pertain to Clinical Education that you will use throughout the Athletic Training Program. These forms are available to you from the Coordinator of Clinical Education and on Blackboard Learn site for the course in which your clinical education hours are attached.

Clinical Education Documents & Forms include:

- Initial Preceptor Meeting Form
- Preceptor Evaluation of the Student (one for each programmatic level)
- Student Evaluation of the Preceptor
- General Medical Report Form
- General Medical Encounters Spreadsheet
- Annual Clinical Education Due Dates
- Clinical Education Hours Log
Emergency Action Plans (EAPs), as well as the Communicable Disease and Blood-Borne Pathogen Policies, are to be discussed, practiced, and reviewed with each assigned Preceptor for the particular clinical site in which the Athletic Training Student is assigned.

**Transportation of an injured patient:**
In the case of a non-emergent injury requiring a referral to the UNMH Lobo Clinic and/or other healthcare facility, the ATS is not responsible for transportation. Should the ATS choose to transport a patient in their personal vehicle, the ATS is advised that they are taking on the liability for the passenger (patient) should an accident/incident occur.

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**THERAPEUTIC EQUIPMENT SAFETY POLICY**

The University of New Mexico Athletic Training Education Program adheres to the safety policies for therapeutic equipment as outlined by the manufacturer’s guidelines and on the recommendations of the local companies that perform safety-checks and/or calibrations at all clinical sites. Athletic training students should only utilize therapeutic equipment that has been appropriately calibrated and maintained in order to ensure patient and clinician safety.
The ATS is expected to respect all patients’ right to privacy. Students shall not discuss confidential patient information with anyone (including, but not limited to: press, fans, family, scouts, roommates, other students, etc.) other than the medical providers directly involved with that particular patient’s care.

Students will adhere to the professional standards and comply with their scope of practice as set forth by:

- Health Insurance Portability and Accountability Act (HIPAA)  
  (https://www.hhs.gov/hipaa/index.html)
- Family Education Rights and Privacy Act (FERPA)  

“The HIPAA Privacy Rule establishes national standards to protect individuals’ medical records and other personal health information and applies to health plans, healthcare clearinghouses, and those healthcare providers that conduct certain healthcare transactions electronically. The Rule requires appropriate safeguards to protect the privacy of personal health information, and sets limits and conditions on the uses and disclosures that may be made of such information without patient authorization” (https://www.hhs.gov/hipaa/for-professionals/privacy/index.html).

“The HIPAA Security Rule establishes national standards to protect individuals’ electronic personal health information that is created, received, used, or maintained by a covered entity. The Security Rule requires appropriate administrative, physical and technical safeguards to ensure the confidentiality, integrity, and security of electronic protected health information” (https://www.hhs.gov/hipaa/for-professionals/security/index.html).

“The Family Education Rights and Privacy Act is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.”

Additional FERPA information can be found at: https://registrar.unm.edu/privacy-rights/ferpa.html
TRAVEL POLICY

Traveling with a sports team is not a right of an Athletic Training Student (ATS). ATSs are encouraged to take advantage of travel opportunities with their preceptors. If a student is invited to travel, a written request must be placed to the Coordinator of Clinical Education no later than two business day prior to departure. The CCE will respond with an approval or denial of the request. Direct supervision as outlined by the CAATE needs to be maintained during the travel experience for all clinical education experiences. The written request must include the following information:

- Preceptor’s name
  - Preceptor must be cc on the written request to the CCE
- Location of travel
- Dates of travel
- Method of travel
- Proof of communication and approval from faculty who’s classes will be missed
  - This can include cc of the faculty on the written request to the CCE

In order to be eligible to travel the ATS must be compliant with the professional standards and scope of practice as set forth by:

- Board of Certification (BOC) Standards of Professional Practice
- Commission on Accreditation of Athletic Training Education (CAATE) Standards
- National Athletic Trainers’ Association (NATA) Code of Ethics
- New Mexico Athletic Trainers Practice Act
- UNM-ATEP: Athletic Training Student Handbook
- The Pathfinder-UNM Student Handbook

In accordance with CAATE Standard 63; “Students must be directly supervised by a preceptor during the delivery of athletic training services. The preceptor must be physically present and have the ability to intervene on behalf of the athletic training student and the patient.”
DISCIPLINARY ACTIONS

Students will adhere to the professional standards and comply with their scope of practice as set forth by:

- Board of Certification (BOC) Standards of Professional Practice
- Commission on Accreditation of Athletic Training Education (CAATE) Standards
- National Athletic Trainers’ Association (NATA) Code of Ethics
- New Mexico Athletic Trainers Practice Act
- UNM-ATEP: Athletic Training Student Handbook
- The Pathfinder-UNM Student Handbook

The following disciplinary actions have been developed in order to maintain a professional atmosphere for learning and to provide optimal healthcare. Should the student fail to comply with the above professional standards and/or their scope of practice any of the following disciplinary actions may be utilized by the UNM-ATEP Faculty:

- Meeting with UNM-ATEP Coordinator / Faculty
- Completion of an Official Correspondence letter to be placed in the ATS file
- Contract for improvement and/or compliance
- Probation status
- Referral to the Dean of Students
- Expulsion from the program

Refer to The Pathfinder-UNM Student Handbook for procedures relating to; student grievances, sexual harassment, and student employment grievances.
Introduction
The BOC Standards of Professional Practice is reviewed by the Board of Certification, Inc. (BOC) Standards Committee and recommendations are provided to the BOC Board of Directors. The BOC Standards Committee is comprised of 5 Athletic Trainer members and 1 Public member. The BOC Board of Directors approves the final document. The BOC Board of Directors includes 6 Athletic Trainer Directors, 1 Physician Director, 1 Public Director and 1 Corporate/Educational Director.

The BOC certifies Athletic Trainers (ATs) and identifies, for the public, quality healthcare professionals through a system of certification, adjudication, standards of practice and continuing competency programs. ATs are healthcare professionals who collaborate with physicians to optimize activity and participation of patients and clients. Athletic training encompasses the prevention, diagnosis and intervention of emergency, acute and chronic medical conditions involving impairment, functional limitations and disabilities.

The BOC is the only accredited certification program for Athletic Trainers in the United States. Every 5 years, the BOC must undergo review and re-accreditation by the National Commission for Certifying Agencies (NCCA). The NCCA is the accreditation body of the Institute of Credentialing Excellence.

The BOC Standards of Professional Practice consists of two sections:

I. Practice Standards
II. Code of Professional Responsibility

I. Practice Standards

Preamble
The primary purpose of the Practice Standards is to establish essential duties and obligations imposed by virtue of holding the ATC® credential. Compliance with the Practice Standards is mandatory.

The BOC does not express an opinion on the competence or warrant job performance of credential holders; however, every Athletic Trainer and applicant must agree to comply with the Practice Standards at all times.

Standard 1: Direction
The Athletic Trainer renders service or treatment under the direction of, or in collaboration with a physician, in accordance with their training and the state’s statutes, rules and regulations.

Standard 2: Prevention
The Athletic Trainer implements measures to prevent and/or mitigate injury, illness and long term disability.

Standard 3: Immediate Care
The Athletic Trainer provides care procedures used in acute and/or emergency situations, independent of setting.

Standard 4: Examination, Assessment and Diagnosis
The Athletic Trainer utilizes patient history and appropriate physical examination procedures to determine the patient’s impairments, diagnosis, level of function and disposition.
**Standard 5: Therapeutic Intervention**
The Athletic Trainer determines appropriate treatment, rehabilitation and/or reconditioning strategies. Intervention program objectives include long and short-term goals and an appraisal of those which the patient can realistically be expected to achieve from the program. Appropriate patient-centered outcomes assessments are utilized to document efficacy of interventions.

**Standard 6: Program Discontinuation**
The Athletic Trainer may recommend discontinuation of the intervention program at such time the patient has received optimal benefit of the program. A final assessment of the patients’ status is included in the discharge note.

**Standard 7: Organization and Administration**
The Athletic Trainer documents all procedures and services in accordance with local, state and federal laws, rules and guidelines.

**II. Code of Professional Responsibility**

**Preamble**
The Code of Professional Responsibility (Code) mandates that BOC credential holders and applicants act in a professionally responsible manner in all athletic training services and activities. The BOC requires all Athletic Trainers and applicants to comply with the Code. The BOC may discipline, revoke or take other action with regard to the application or certification of an individual that does not adhere to the Code. The Professional Practice and Discipline Guidelines and Procedures may be accessed via the BOC website, [www.bocatc.org](http://www.bocatc.org).

**Code 1: Patient Care Responsibilities**
The Athletic Trainer or applicant:
1.1 Rends quality patient care regardless of the patient’s age, gender, race, religion, disability, sexual orientation, or any other characteristic protected by law
1.2 Protects the patient from undue harm and acts always in the patient’s best interests and is an advocate for the patient’s welfare, including taking appropriate action to protect patients from healthcare providers or athletic training students who are, impaired or engaged in illegal or unethical practice
1.3 Demonstrates sound clinical judgment that is based upon current knowledge, evidence-based guidelines and the thoughtful and safe application of resources, treatments and therapies
1.4 Communicates effectively and truthfully with patients and other persons involved in the patient’s program, while maintaining privacy and confidentiality of patient information in accordance with applicable law
1.4.1 Demonstrates respect for cultural diversity and understanding of the impact of cultural and religious values
1.5 Develops and maintains a relationship of trust and confidence with the patient and/or the parent/guardian of a minor patient and does not exploit the relationship for personal or financial gain
1.6 Does not engage in intimate or sexual activity with a patient and/or the parent/guardian of a minor patient
1.7 Informs the patient and/or the parent/guardian of a minor patient of any risks involved in the treatment plan
1.7.1 Does not make unsupported claims about the safety or efficacy of treatment
Code 2: Competency
The Athletic Trainer or applicant:
2.1 Engages in lifelong, professional and continuing educational activities to promote continued competence
2.2 Complies with the most current BOC recertification policies and requirements

Code 3: Professional Responsibility
The Athletic Trainer or applicant:
3.1 Practices in accordance with the most current BOC Practice Standards
3.2 Practices in accordance with applicable local, state and/or federal rules, requirements, regulations and/or laws related to the practice of athletic training
3.3 Practices in collaboration and cooperation with others involved in a patient’s care when warranted; respecting the expertise and medico-legal responsibility of all parties
3.4 Provides athletic training services only when there is a reasonable expectation that an individual will benefit from such services
3.5 Does not misrepresent in any manner, either directly or indirectly, their skills, training, professional credentials, identity, or services or the skills, training, credentials, identity, or services of athletic training
  3.5.1 Provides only those services for which they are prepared and permitted to perform by applicable local, state and/or federal rules, requirements, regulations and/or laws related to the practice of athletic training
3.6 Does not guarantee the results of any athletic training service
3.7 Complies with all BOC exam eligibility requirements
3.8 Ensures that any information provided to the BOC in connection with exam eligibility, certification recertification or reinstatement including but not limited to, exam applications, reinstatement applications or continuing education forms, is accurate and truthful
3.9 Does not possess, use, copy, access, distribute or discuss certification exams, self-assessment and practice exams, score reports, answer sheets, certificates, certificant or applicant files, documents or other materials without proper authorization
3.10 Takes no action that leads, or may lead, to the conviction, plea of guilty or plea of nolo contendere (no contest) to any felony or to a misdemeanor related to public health, patient care, athletics or education; this includes, but is not limited to: rape; sexual abuse or misconduct; actual or threatened use of violence; the prohibited sale or distribution of controlled substances, or the possession with intent to distribute controlled substances; or improper influence of the outcome or score of an athletic contest or event
3.11 Reports any suspected or known violation of applicable local, state and/or federal rules, requirements, regulations and/or laws by him/herself and/or by another Athletic Trainer that is related to the practice of athletic training
3.12 Reports any criminal convictions (with the exception of misdemeanor traffic offenses or traffic ordinance violations that do not involve the use of alcohol or drugs) and/or professional suspension, discipline or sanction received by him/herself or by another Athletic Trainer that is related to athletic training
3.13 Cooperates with BOC investigations into alleged illegal or unethical activities. Cooperation includes, but is not limited to, providing candid, honest and timely responses to requests for information
3.14 Complies with all confidentiality and disclosure requirements of the BOC and existing law
3.15 Does not endorse or advertise products or services with the use of, or by reference to, the BOC name without proper authorization
3.16 Complies with all conditions and requirements arising from certification restrictions or
disciplinary actions taken by the BOC, including, but not limited to, conditions and requirements
contained in decision letters and consent agreements entered into pursuant to Section 4 of the
BOC Professional Practice and Discipline Guidelines and Procedures.

**Code 4: Research**
The Athletic Trainer or applicant who engages in research:
4.1 Conducts research according to accepted ethical research and reporting standards established by
public law, institutional procedures and/or the health professions
4.2 Protects the human rights and well-being of research participants
4.3 Conducts research activities intended to improve knowledge, practice, education, outcomes,
and/or public policy relative to the organization and administration of health systems and/or
healthcare delivery

**Code 5: Social Responsibility**
The Athletic Trainer or applicant:
5.1 Strives to serve the profession and the community in a manner that benefits society at large
5.2 Advocates for appropriate health care to address societal health needs and goals

**Code 6: Business Practices**
The Athletic Trainer or applicant:
6.1 Does not participate in deceptive or fraudulent business practices
6.2 Seeks remuneration only for those services rendered or supervised by an AT; does not charge for
services not rendered
   6.2.1 Provides documentation to support recorded charges
   6.2.2 Ensures all fees are commensurate with services rendered
6.3 Maintains adequate and customary professional liability insurance
6.4 Acknowledges and mitigates conflicts of interest

January 2006, Revised September 2016, Revised October 2017 (Retrieved from bocatc.org)
NATIONAL ATHLETIC TRAINERS’ ASSOCIATION (NATA)
CODE OF ETHICS

Preamble

The National Athletic Trainers’ Association Code of Ethics states the principles of ethical behavior that should be followed in the practice of athletic training. It is intended to establish and maintain high standards and professionalism for the athletic training profession. The principles do not cover every situation encountered by the practicing athletic trainer, but are representative of the spirit with which athletic trainers should make decisions. The principles are written generally; the circumstances of a situation will determine the interpretation and application of a given principle and of the Code as a whole. When a conflict exists between the Code and the law, the law prevails.

1. MEMBERS SHALL PRACTICE WITH COMPASSION, RESPECTING THE RIGHTS, WELFARE, AND DIGNITY OF OTHERS

1.1 Members shall render quality patient care regardless of the patient’s race, religion, age, sex, ethnic or national origin, disability, health status, socioeconomic status, sexual orientation, or gender identity.

1.2. Member’s duty to the patient is the first concern, and therefore members are obligated to place the welfare and long-term well-being of their patient above other groups and their own self-interest, to provide competent care in all decisions, and advocate for the best medical interest and safety of their patient at all times as delineated by professional statements and best practices.

1.3. Members shall preserve the confidentiality of privileged information and shall not release or otherwise publish in any form, including social media, such information to a third party not involved in the patient’s care without a release unless required by law.

2. MEMBERS SHALL COMPLY WITH THE LAWS AND REGULATIONS GOVERNING THE PRACTICE OF ATHLETIC TRAINING, NATIONAL ATHLETIC TRAINERS’ ASSOCIATION (NATA) MEMBERSHIP STANDARDS, AND THE NATA CODE OF ETHICS

2.1. Members shall comply with applicable local, state, federal laws, and any state athletic training practice acts.

2.2. Members shall understand and uphold all NATA Standards and the Code of Ethics.

2.3. Members shall refrain from, and report illegal or unethical practices related to athletic training.

2.4. Members shall cooperate in ethics investigations by the NATA, state professional licensing/regulatory boards, or other professional agencies governing the athletic training profession. Failure to fully cooperate in an ethics investigation is an ethical violation.

2.5. Members must not file, or encourage others to file, a frivolous ethics complaint with any organization or entity governing the athletic training profession such that the complaint is unfounded or willfully ignore facts that would disprove the allegation(s) in the complaint.

2.6. Members shall refrain from substance and alcohol abuse. For any member involved in an ethics proceeding with NATA and who, as part of that proceeding is seeking rehabilitation for substance or alcohol dependency, documentation of the completion of rehabilitation must be provided to the NATA Committee on Professional Ethics as a requisite to complete a NATA membership reinstatement or suspension process.
3. MEMBERS SHALL MAINTAIN AND PROMOTE HIGH STANDARDS IN THEIR PROVISION OF SERVICES

3.1. Members shall not misrepresent, 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 through education or experience and which are allowed by the applicable state athletic training practice acts and other applicable regulations for athletic trainers.

3.3. Members shall provide services, make referrals, and seek compensation only for those services that are necessary and are in the best interest of the patient as delineated by professional statements and best practices.

3.4. Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge and shall complete such educational requirements necessary to continue to qualify as athletic trainers under the applicable state athletic training practice acts.

3.5. Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.

3.6. Members who are researchers or educators must maintain and promote ethical conduct in research and educational activities.

4. MEMBERS SHALL NOT ENGAGE IN CONDUCT THAT COULD BE CONSTRUED AS A CONFLICT OF INTEREST, REFLECTS NEGATIVELY ON THE ATHLETIC TRAINING PROFESSION, OR JEOPARDIZES A PATIENT’S HEALTH AND WELL-BEING.

4.1. Members should conduct themselves personally and professionally in a manner that does not compromise their professional responsibilities or the practice of athletic training.

4.2. All NATA members, whether current or past, shall not use the NATA logo in the endorsement of products or services, or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.

4.3. Members shall not place financial gain above the patient’s welfare and shall not participate in any arrangement that exploits the patient.

4.4. Members shall not, through direct or indirect means, use information obtained in the course of the practice of athletic training to try and influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.

4.5. Members shall not provide or publish false or misleading information, photography, or any other communications in any media format, including on any social media platform, related to athletic training that negatively reflects the profession, other members of the NATA, NATA officers, and the NATA office.

“The Athletic Trainers Practice Board licenses athletic trainers and ensures protection of the public from unprofessional, improper, incompetent and unlawful practice of athletic training.”
(http://www.rld.state.nm.us/boards/Athletic_Trainers.aspx)

The following are excerpts from the New Mexico Athletic Trainer Practice Act. For additional information, refer to the website cited above.

Title 16, Chapter 3, Part 2

16.3.2.1 ISSUING AGENCY: Regulation and Licensing Department New Mexico Athletic Trainers Practice Board Post Office Box 25101, Santa Fe, New Mexico 87504

16.3.2.2 SCOPE: All individuals who wish to practice the profession of athletic training in the State of New Mexico.

16.3.2.8 SCOPE OF PRACTICE: In the absence of specific direction in the act or these regulations as to standards of practice, the standards of practice established by the National Athletic Trainers Association and the New Mexico Athletic Trainers Association shall serve as guidelines.

A. The current Competencies in Athletic Training issued by the NATA or its successor organization are adopted as establishing the standard of practice and the authorized use of exercise and physical modalities by persons licensed under these regulations.

Information for obtaining a copy of the Competencies in Athletic Training may be obtained by calling or writing the Board office.

B. The athletic trainer shall maintain the name and address of the licensed physician and standing orders or protocols which are currently established for the trainer's practice. These records must be provided upon the request of the board or their designee.

C. The athletic trainer shall maintain records which shall include:

(1) documentation in accordance with Section Subsection B or 16.3.2.8 NMAC;
(2) prescription for treatment of post surgical conditions from the athlete's surgeon; and
(3) consent for athlete's participation and for services in the event of illness or injury.
(4) Athlete's case records which shall be confidential and consistent with the NATA’s or its successor organization’s current code of ethics.

Title 16, Chapter 3, Part 4

16.3.4.8 APPLICANTS FOR LICENSURE: As an athletic trainer must possess the following qualifications and provide the required documentation with the application.

A. Application for licensure shall be made on forms prescribed by the board.

(1) Completed application signed, dated and notarized.
(2) Applications must be accompanied by the required fee, which shall be non-refundable.
(3) Education requirements: holds a baccalaureate degree.
(4) Current NATA-BOC or show proof of three part exam registration through NATA-BOC.
(5) Current competence in cardiopulmonary resuscitation (CPR) and; use of automated electrical defibrillator units (AED).
B. Documentation required for licensure:
   (1) completed application;
   (2) one hundred twenty five ($125.00) application fee (non-refundable);
   (4) proof of current NATA-BOC certification;
   (5) proof of current competence in CPR and; use of AED;
   (6) demonstrates professional competence by satisfactorily passing the New Mexico jurisprudenc examination; and
   (7) demonstrates professional competency by satisfactorily passing the NATA examination.
C. Applicants who are not NATA certified shall apply to take the NATABOC or its successor organization’s exam or other exams offered by the board as demonstration of professional competence. Successful completion of either exam is a requirement for licensure.
D. Each applicant must, in addition to the other requirements, pass an examination on the New Mexico laws and regulations pertaining to the practice of athletic training before an initial license may be issued (jurisprudence examination).

(Retrieved from http://164.64.110.239/nmac/parts/title16/16.003.0002.htm)

SENATE BILL 0221
AN ACT RELATING TO SPORTS MEDICINE; AMENDING THE ATHLETIC TRAINER PRACTICE ACT; PROVIDING ADDITIONAL DEFINITIONS; AMENDING THE SCOPE OF PRACTICE.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF NEW MEXICO: SECTION 1. Section 61-14D-3 NMSA 1978 (being Laws 1993, Chapter 325, Section 3) is amended to read: "61-14D-3. DEFINITIONS.--As used in the Athletic Trainer Practice Act:
   A. "athlete" means a person trained to participate in exercise requiring physical agility and stamina;
   B. "athletic trainer" means a person who, with the advice and consent of a licensed physician, practices the treatment, prevention, care and rehabilitation of injuries incurred by athletes;
   C. "board" means the athletic trainer practice board;
   D. "clinical assessment" means obtaining a history of an athletic injury, inspection and palpation of an injured part and associated structures and performance of testing techniques related to stability and function to determine the extent of an injury;
   E. "department" means the regulation and licensing department;
   F. "district" means an area having the same boundaries as a congressional district in the state;
   G. "emergency care" means the application of first aid, determination of whether an injury is life-threatening and referral to an appropriately licensed health care provider if an injury requires further definitive care or the injury or condition is outside an athletic trainer's scope of practice;
   H. "licensed physician" means a chiropractor, osteopath or physician licensed pursuant to Article 4, 6 or 10 of Chapter 61 NMSA 1978;
   I. "preventive services" means treatment of injuries through pre-activity screening and evaluation, educational programs, application of commercial products, use of protective equipment and physical conditioning and reconditioning programs; and
J. "therapeutic intervention and rehabilitation" means treatment of injuries through the application of exercise, the use of physical modalities such as heat, light, sound, cold, electricity or mechanical devices, therapeutic activities, preventive services and standard reassessment techniques and procedures in accordance with established, written athletic training service plans and upon the order or protocol of a licensed physician."

SECTION 2. Section 61-14D-6 NMSA 1978 (being Laws 1993, Chapter 325, Section 6) is amended to read:

"61-14D-6. SCOPE OF PRACTICE.--The practice of athletic training includes preventive services, emergency care, clinical assessment, therapeutic intervention and rehabilitation of injuries and medical conditions of athletes. Athletic trainers act as allied medical providers through collaboration with licensed physicians, pursuant to the written prescription, standing order or protocol of a licensed physician."

(Retrieved from: https://www.nmlegis.gov/Sessions/17%20Regular/final/SB0221.pdf)
University of New Mexico Sports Medicine Blood Borne Pathogens policy

The sports medicine department adheres to the practice of “Universal Precautions” as outlined by O.S.H.A (Occupational Safety and Health Administration). This is necessary to ensure that all necessary procedures are taken to minimize health risks to patients, staff, and visitors. This standard applies to all athletic department members (facility personnel, coaches, managers, strength and conditioning staff, and the athletic training staff) who, under normal daily tasks, may anticipate contact with blood and other potentially infectious material containing organisms such as HIV, HBV, and HBC. Athletic training staff members include the head athletic trainer, assistant athletic trainers, graduate assistant athletic trainers and athletic trainer students participating in the pre-clinical and clinical components of the athletic training education program.

IDENTIFICATION OF RISK TASKS
A. Injury/Illness Management
   1. Management of open wounds
   2. Management of open fractures and dislocations
   3. Blister Care
   4. CPR
   5. Rescue Breathing

B. Environmental Management
   1. Soiled laundry and linens
   2. Cleaning surfaces in work areas
   3. Disposal of all Bio-hazardous waste

Universal Precautions require all staff members working in the athletic training facility to treat all patients’ blood and other potentially infectious material (OPIM) as though it is infected with HIV, HBV, HBC or other blood borne pathogens. Universal precautions and infection control must be practiced at all times to minimize the chance of exposure to HIV, HBV, and HBC.

HIV, HBV, HBC and other blood borne pathogens can be present in the following:
   1. Body fluids, which include saliva, vaginal secretions, cerebral spinal fluid, synovial, pleural, peritoneal, pericardial, and amniotic fluids, and any other body fluid containing visible blood.

Revised August 2015
2. Unfixed tissues and/or organs, other than skin
3. Blood, which is the primary concern with exposure and transmission of HIV, HBV, and HBC in the occupational setting.

**UNIVERSAL PRECAUTION PROCEDURES:**
1. Gloves represent the most common form of a protective barrier against contamination.
   a. Gloves should be worn whenever the possibility of exposure to blood or other fluids exists.
   b. Gloves must be used when touching blood, body fluids, mucous membranes, or non-contact skin of all patients. This also includes handling items or surfaces soiled with blood or other body fluids.
   c. Gloves MUST be changed after contact with each procedure and disposed of in the appropriate Biohazard container. This also applies in the event of a defective, ripped or torn glove.
   d. Any cut, laceration, abrasion, or cracked/damaged skin on the athletic trainer should be covered with the appropriate bandage prior to treating patients.
   e. **GLOVES ARE NOT A SUBSTITUTE FOR HAND WASHING.**

Hands and other skin surfaces should be washed and decontaminated immediately after contact with each patient. Hands should be washed in soap and warm water for a period of 30 seconds. Disposable towelettes or instant hand sanitizing lotions should be used if access to soap and water is not immediately available (example: while on the athletic fields). Hands should be washed as soon as access to soap and water is possible.

3. Mucous areas (mouth, nose, etc.) should be rinsed for the decontamination immediately after exposure occurs. The incident should be reported following the proper procedures outlined later.

4. **Mouth pipetting or suctioning of blood or other potentially infectious material is forbidden.**

5. Personal Protective Equipment is appropriate in the anticipation of splattering or splashing of blood. Although this is not a common occurrence, these items are located in the UNMH clinic within the Tow Diehm Athletic Training facility.

6. Each athletic training kit shall have a CPR mask with one-way valve, gloves, disposable towelettes or instant hand sanitizing lotions for decontamination, and a red bio-hazard waste bag. These items should be inspected prior to practices or athletic events and replaced if necessary. Broken/damaged equipment should be reported to the appropriate supervisor.

7. Sharp items (scalpels, needles, etc.) must be handled with extreme caution to prevent accidental injury or exposure. After use, these items should be placed in puncture resistant containers for proper disposal. Sharps containers are located in each athletic training room.
University of New Mexico Sports Medicine Blood Borne Pathogens policy

8. Broken glass contaminated with blood or other potentially infectious material should be swept up with a dust pan and broom. Gloves must be worn to minimize accidental injury; NO ATTEMPT should be made to pick up pieces with hands for disposal. Broken glass contaminated with blood should be deposited into the sharps container.

9. All procedures involving blood or other potentially infectious material must be performed in such a manner to minimize splashing, spraying, splattering or generation of droplets.

10. Application of lip balm, cosmetics, and contact lenses is prohibited in the athletic training facility to prevent/minimize potential risk.

11. Food or beverage consumption is prohibited in all areas of the athletic training facility. Storage of food is not allowed in the ice machines, shelves, cabinets, or counter tops where other potentially infectious materials are present.

12. Accidental injuries or exposure to blood or other potentially infectious materials should be reported to the supervising athletic trainer immediately. All accidents will be reviewed by the infection control committee and are confidential.

BIO-HAZARDOUS WASTE AND ENVIRONMENTAL CONTROL:
1. Bio-hazardous waste bags and containers that are damaged or full should be removed from the athletic training facility. All full waste containers are picked up bi-weekly.
   NOTE: All bio-hazardous waste & sharps containers are marked with the universal BIOHAZARD symbol for proper identification. These containers should be evaluated on a monthly basis for cracks, leaks, or defects.

2. All work surfaces must be cleaned immediately after treatment is provided to the patient; this also includes blood spills. An approved biohazard product such as Clorox Anywhere, bleach and water solution at a 1:10 ratio or isopropyl alcohol must be used.

3. Disposable materials contaminated with blood or other body fluids should be handled with gloves and placed in the appropriate container marked BIO-HAZARD. Waste containers and bags must be present at all practices or events.

4. Linens and towels with potentially infected materials must be separated from regular laundry. These items should be placed in a red plastic bag and marked BIO-HAZARD. This bag is then sealed and taken to the equipment room for appropriate sanitization.

5. Whirlpools, if exposed to blood or other potentially infectious materials, must be drained and cleaned immediately after use. The interior surface should be sterilized with the appropriate decontaminate solution and rinsed. Regular cleaning procedure is followed. GLOVES MUST BE WORN.

Revised August 2015
6. Floor spills should be covered with absorbent materials; using gloves, the appropriate disinfectant is applied. Manufacturer’s directions should be followed for proper use. The area should be mopped to remove disinfectant; rinse the mop with clean water and wash area as necessary.

7. Modality equipment should be cleaned and sterilized if contact with blood or other potentially infectious material is suspected. Electrode pads, sound heads, wiring, etc. should be cleaned following manufacturer’s instructions to prevent further exposure. Athletic training facility policy requires the use of an anti-bacterial gauze pads as a protective barrier for all electrodes.

8. Non-disposable sharps, tweezers, etc. should be cleaned and scrubbed with warm water and soap, dried, and re-packed in the sterilization pack after contamination with blood or other potentially infectious materials. These items will be sent to UNMH for sterilization.

ACCIDENTAL EXPOSURE:
1. Accidental exposure to blood or other potentially infectious materials should be reported to the supervising athletic trainer immediately. Information regarding the individual and nature of the incident is strictly confidential. This will be kept in a locked file for a thirty-year period.

2. Arrangements will be made for appropriate testing and treatment through the Head Athletic Trainer
UNIVERSITY OF NEW MEXICO
EQUAL EDUCATION OPPORTUNITY STATEMENT

The University of New Mexico is committed to providing equal educational opportunity and forbids unlawful discrimination and / or harassment on the basis of without regard to race, color, religion, national origin, ancestry, physical or mental disability, pregnancy, age, sex, sexual preference, gender identify, spousal affiliation, veteran status, genetic information, or other characteristics protected by applicable law. Equal educational opportunity includes: admission, recruitment, academic endeavors, extra-curricular programs and activities, housing, health and insurance services, and athletics. In keeping with this policy of equal educational opportunity, the University is committed to creating and maintaining an atmosphere free from all forms of harassment. (University of New Mexico (UNM) Catalog 2018-2019 (catalog.unm.edu/catalogs/2018-2019/policies.html)).

UNIVERSITY OF NEW MEXICO ACCOMODATION STATEMENT

Accessibility Services (Mesa Vista Hall 2021, 277-3506) provides academic support to students who have disabilities. If you think you need alternative accessible formats for undertaking and completing coursework, you should contact this service right away to assure your needs are met in a timely manner. If you need local assistance in contacting Accessibility Services, see the Bachelor and Graduate Programs office.
By signing below, I, _____________________________ indicate that I have read, understand, and agree to abide by all of the policies and requirements of the University of New Mexico Athletic Training Education Program outlined in the UNM-ATEP: Athletic Training Student Handbook. The UNM-ATEP Program Policies Annual Agreement must be renewed each year.

**Initial each line** indicating that you have read, understand, and agree to abide by each policy and requirement.

_____ I am aware of the program’s requirements for admittance, retention, progression, and graduation.

I am aware of the program’s didactic and clinical education requirements including, but not limited to:

- _____ Passed & Current Background Check (APS)
- _____ Professional Conduct Policy
- _____ Technical Standards for Program Admission and Retention
- _____ Communicable Disease Policy
- _____ University of New Mexico Sports Medicine Blood Borne Pathogens Policy
- _____ Immunization Records Review / Requirements
- _____ Professional and Academic Requirements
- _____ Clinical Education Requirements / Policies
- _____ Monetary Remuneration Policy
- _____ Therapeutic Equipment Safety Policy
- _____ Direct Supervision Policy
- _____ Travel Policy

I am specifically aware of the program’s professionalism requirements including, but not limited to:

- _____ Board of Certification Standards of Professional Practice
- _____ National Athletic Trainers’ Association Code of Ethics
- _____ New Mexico Athletic Trainer Practice Act
- _____ Professional Appearance Policy
- _____ Patient and Student Confidentiality
- _____ The Pathfinder-UNM Student Handbook

_____ I understand that violation of the UNM-ATEP policies and / or requirements carries consequences as outlined in the UNM-ATEP: Athletic Training Student Handbook.

_____ I authorize that the UNM-ATEP Faculty can provide my academic information to the Commission on Accreditation of Athletic Training Education and the Board of Certification.

_____________________________________________ ______________________
Athletic Training Student Signature / Print Last Name Date