

Lane Tech High School

Lane Tech High School is offering an Athletic Training program for students interested in Sports Medicine . This program will give students a learning experience as well as hands on practice of duties performed by an Athletic Trainer.

The high school student athletic training program shall provide a learning experience similar to the professional competencies learned while in a college athletic training program. These competencies can be divided into 6 areas of study:

- The education process (history of profession, college coursework, national and state certification/licensure process)
- Career opportunities (employment settings, sports medicine team)
- Healthcare administration (athletic training facility, hygiene/sanitation, pre-participation exams, documentation)
- Injury prevention (emergency action plan, taping, bracing, wrapping, protective equipment, stretching)
- Common sports injuries (environmental concerns, hydration, asthma, steroids/drugs/supplement use, each joint in the body)
- Modalities that are used to treat these common injuries

The student will be instructed in the content areas of:

Entry Level

- Understand brief history of profession
- Understand composition of sports medicine team
- Identify blood born pathogens and provide proper first aid wound care
- Understand environmental concerns (heat, cold, lightening, insects, air quality)
- Provide proper hydration
- Provide stretches for each body part
- Identify how to fit bracing and protective gear
- Possess the ability to fit crutches/cane and instruct on use
- Identify signs/symptoms of patient indicating immediate activation of EMS and use of AED
- Understand how to activate EMS

Intermediate

- Identify how to form and fit protective padding

Lane Tech High School

- ❑ Provide protective wrapping to shoulder, groin, quadriceps, and hamstrings under ATC supervision
- ❑ Provide taping elbow, wrist, thumb, ankle and foot under ATC supervision
- ❑ Identify how to splint all joints
- ❑ Demonstrate ability to impose an emergency action plan

Advanced

- ❑ Understand the injury evaluation process and note taking
- ❑ Perform gait analysis
- ❑ Identify proper shoe design
- ❑ Understand the mechanism of injury and treatment of common sports injuries
- ❑ Awareness of modalities and when to use each one. SAT can only administer modalities when the ATC is present
- ❑ Understand effect of steroids, drugs, and supplements
- ❑ Understand design of exercise/rehab protocol
- ❑ Understand health care administration (athletic training facility design, documentation, hygiene, budget/supply order, pre-participation exams)
- ❑ Understand national and state certification/licensure process for becoming an ATC
- ❑ Understand career options
- ❑ Awareness of professional organizations (NATA, IATA)

This program is committed to increasing the awareness, understanding and respect of the athletic training profession among the high school community.

All actions of the student athletic trainer (SAT) lie directly under the jurisdiction of the head athletic trainers or the assistant athletic trainer. Any omissions or commissions performed by the SAT in rendering first aid and/or treatment of an athletic injury/illness at or away from the high school will fall under the responsibility of the Head Athletic Trainer or the Assistant Athletic Trainers. The SAT, therefore, will not be given total control of any injury/illness situation, especially those that are life threatening or involve severe orthopedic complications. The only exception would be if CPR was needed and the student was certified in CPR. He/she would be authorized to initiate this procedure. If the head athletic trainer or assistant athletic trainers are not present, the coach will assume full responsibility for care of the injured athlete.

Lane Tech High School

Admittance Criteria

- Each prospective applicant will meet with the athletic trainer and state his/her intents and reasons why they want to be in the Student Athletic Training Program (SATP)
- Upon acceptance into the program student will be given the Student Athletic Training Handbook.
- Each prospective SAT must complete all required paperwork.
 - Parent Waiver
 - Medical History/ Family Physicians Name and Contact
 - Emergency Contact Information
 - Time Commitment Contract Signature Form
 - Athletic eligibility forms mandated by the high school
 - Possess an IHSA standard GPA of at least a 2.5 in school coursework.

Retention Criteria

- Grades and schoolwork are the first priorities in the SATP; the SAT must maintain a 2.5 GPA (un-weighted) while actively working in the athletic training room, no matter how many classes they are enrolled in.
 - SAT grades will be monitored by the athletic trainer at all four quarter grading periods.
 - Students' names will appear on the all-school athletic weekly eligibility sheets given to teachers if they are doing "D" or "F" work; students will be talked to by the Head or Assistant Athletic Trainer supervising them.
 - It is required that the SAT works a minimum of 10 hours a week.
- Reasonable time from athletic training duties and responsibilities will be granted when the SAT needs to make up or do extra work to maintain his/her GPA
- The ATSA must maintain proper and ethical behavior and professional appearance, grooming, and attitude in the Athletic Training Room, practice and game areas, and away competitions at all times.

Probation

- Violations and/or failure to meet the above retention criteria will constitute probation from the program.
 - The SAT may not participate in any event, practice, or athletic training room duty during the probation time period.

Absence Policy

Lane Tech High School

- Attendance in the athletic training room, practices, and at sports events will be tracked
- A reasonable amount of excused absences will be allowed. Students are expected to call the athletic training Room (voice mail) when they know they will be absent on a weekend or a day off from school.
- Dismissal from the staff due to absences is as follows:
 - Three unexcused absences.

Discipline Policy

- This policy is the high school's Athletic Code. The ATC will determine what kind of behavioral problem can invoke the Discipline Policy.
- If an SAT shows disrespect, insubordination, or has to be disciplined by a coach or sponsor, they will automatically receive discipline measures.
- Dismissal from the Athletic Training Program will be dependent upon the ATC.

Duties and Responsibilities

- Daily Duties
 - Restock the drawers and counters with supplies as designated by the Head or Assistant Athletic Trainer.
 - Roll up laundered elastic wraps and ankle wraps and put them away daily.
 - Check Hydrocollator water levels.
 - Make ice cups for the freezer.
 - Make ice bags/cups as needed for treatments.
 - Clean the outside and surrounding area (and sink) of the ice machine.
 - No food or drink is allowed in the refrigerator/ice machine.
 - Keep a watchful eye on all tape supplies each day.
 - The Daily Treatment Log must be filled out on all athletes receiving treatments in the Athletic Training Room.
- Practice coverage
 - Check the medical kit and restock if necessary.
 - Proceed to the assigned practice site approximately 5 minutes after all athletes have left the athletic training room.
 - Once checked out, SAT is responsible for the radio on the field/floor. NO use by non-staff members is allowed; it is not a toy or "phone." When given the radio, use only on the appropriate channel to the athletic training room. Do not play around with the sets or SAT will be responsible for their repair, damage, or lost cost.

Lane Tech High School

- Golf cart driving is to the discretion of the ATC.
- Be prepared and alert to what is going on at practice.
- Be stationed at a central location near the assigned squad level site.
- Perform minor first aid, taping, wrapping, and bandaging techniques to the best of your abilities, when needed under ATC supervision.
- Summon the ATC for those injuries you deem moderate to severe or cannot handle.
 - ❖ If the injured athlete is conscious and ambulatory, call the ATC for the golf cart and escort him/her to the Athletic Training Room.
 - ❖ If the injured athlete complains of pain or numbness in the neck or spine or is unconscious, DO NOT MOVE HIM/HER and call in to the ATC for EMS request. Initiate CPR if warranted. You may be asked to make the 911 call so familiarize yourself with your location.
- You may do your homework during practice, but be alert for possible injury situations.
- Report ALL injury occurrences (even if the athlete does not come into the Athletic Training Room on your request) to the ATC. Be sure to record all pertinent information about the athlete and his/her injury/illness.
- Athletic Training Room
 - Keep the athletic training room clean, and demand the athletes do the same.
 - Meet the athlete and show an interest in the athlete - don't just yell out instructions.
 - Do not sit or place your feet on the office desk, cabinets, counters, or treatment tables.
 - No spiked or cleated shoes of any type are to be worn in the athletic training room unless there is an emergency situation.
 - No horseplay or foul language at any times.
 - No one is allowed to use the office phone without permission of the ATC.
 - All athletic treatments must be recorded in the Daily Treatment Log.
- Game coverage
 - Be alert to the action on the field.
 - Do not play with the athletic equipment or balls, do not allow injured athletes to play with sports medicine equipment on the sidelines.

Lane Tech High School

- During an injury/illness situation, remain calm and reassuring to the athlete. Follow the appropriate first aid and transportation procedures you've been trained to do and notify the ATC for all injuries.
- Offer your services to opposing teams when needed.

Appearance

- Hygiene
 - Your hair is to be clean and well groomed, wear deodorant.
- Dress Code
 - Training staff shirts (if available) can be worn during work hours but **MUST** be worn for all games.
 - School shirts/t-shirts can be worn on non competition days.
 - School hats may be worn outside only.
 - No crop tops (females) or muscle shirts (males).
 - No ripped pants or short shorts.
 - Sneakers
 - Store an extra set of dry clothes; rain gear and shoes to wear in the rain; and a heavy sweatshirt or coat.

Travel

- Return all equipment to the athletic training room after being on the road.
- Empty and clean all coolers and bottles. Leave open to dry.
- Equipment list for away games:
 - Football:
 - ❖ Fully stocked medical kit
 - ❖ Splints.
 - ❖ Crutches.
 - ❖ Ice.
 - ❖ Water coolers.
 - ❖ 2 racks of 6 water bottles.
 - ❖ Gatorade powder packets (if decided by ATC)
 - ❖ Battery operated hand held screwdriver for helmet removal.
 - ❖ Padding and box of miscellaneous padding/braces.
 - ❖ If rain is in the forecast bring garbage bags/poncho to cover up and protect equipment.
 - All other sports

Lane Tech High School

- ❖ Prepared first aid medical kits.
 - Make sure team kits are stocked.
- ❖ Transportation to and from away athletic contests are with the team bus. No transportation will be available with high school staff in their personal vehicles.
- ❖ Travel will be with assigned teams only.

Visiting Teams

- Introduce yourself to the visiting team's coach, athletic trainer and athletic training students whenever possible. Explain the facilities and the supplies/equipment open to them. Water and ice sources are always available.
- Assist the visiting team when requested.

Body Fluid and Blood Borne Pathogen Procedures

- It is recommended that SAT's receive the Hepatitis B vaccine.
- It is required that SAT's go through instruction and obtain competency in what the blood borne pathogens are and their danger to human health.
- It is required that SAT's obtain instruction in and follow the universal precautions for protection when dealing with blood or any body fluid.
- Non-latex rubber gloves will be worn at all times when dealing with body fluids.
- The gloves should be changed with each new patient.
- Always follow proper hand washing techniques after dealing with blood
- All body fluid soiled objects like gloves, bandages, towels, etc. must be discarded of by being placed in red biohazard plastic bags.
- Place all sharps (needles, razor blades, etc.) contaminated with bodily fluids in the red hard biohazard plastic container.
- All surfaces contaminated with bodily fluid must be wiped up and disinfected.

Miscellaneous

- Keep all books, notebooks, backpacks, coats, etc. in your locker or against the wall on the floor in the corner of the athletic training room away from all treatment areas.
- Do not ever leave a practice or contest area without first checking for safety hazards, injuries and gain permission of the ATC.
- NEVER AT ANY TIME give out information to anyone (friends, family, acquaintances, athlete's teammates, staff not directly involved with the individual athletically, press, TV, radio, etc.) regarding the health and status of the athlete. It is a VIOLATION OF THE HEALTH INSURANCE PORTABILITY ACCOUNTABLE ACT (HIPAA)!

Upon completion of the program the SAT should know the following:

- Human Anatomy
 - Name and describe the major bones and joints in the body.
 - Name and locate the major muscles in the body.
- First Aid and Safety
 - Know and be able to perform the R.I.C.E. principle
 - Define, describe the signs and symptoms, and perform the correct first aid and/or demonstrate preventative measures for each of the following conditions:
 - ❖ Wounds
 - ❖ Sprains
 - ❖ Strains
 - ❖ Contusions
 - ❖ Shock
 - ❖ CPR emergencies
 - ❖ Concussion
 - ❖ Head and face lacerations or incisions
 - ❖ Cauliflower ear
 - ❖ Conjunctivitis “pink eye”
 - ❖ Stinger/burner
 - ❖ Epistaxis (nosebleed)
 - ❖ Hyperextension injuries
 - ❖ Dislocation
 - Fingers
 - Patella
 - ❖ Subluxations
 - ❖ Hip pointer
 - ❖ Bursitis
 - Elbow
 - Patella
 - ❖ Shin “splints” (medial tibial stress syndrome)
 - ❖ Osgood-Schlatter’s disease
 - ❖ Plantar fasciitis
 - ❖ Plantar warts
 - ❖ Athlete’s foot

Lane Tech High School

- ❖ Blister care
- ❖ Hyperventilation
- ❖ Asthmatic attacks
- ❖ Cold Emergencies
- ❖ Hypo
- ❖ Insect bites/stings
- ❖ Burns
- ❖ Calluses
- ❖ Heat Emergencies

Explain why and how the following treatments (both initial and follow-up) are used:

- Ice packs, compression, elevation and support (R.I.C.E.)
- Ice massage
- Hydrocollator packs
- Paraffin bath
- Contrast bath
- Cryostretching (cryotherapy)
- Exercise units
 - Ankle weights and hand weights
 - Therabands
 - Swiss balls
 - Balance pad
 - Dumbbells
 - Ankle machine

At regular intervals a review of anatomy, first aid and treatments will be made with the SAT when actual or real-life situations do not permit performance of the skills. A mock drill or testing period will occur at the discretion of the athletic trainer.

ATHLETIC TRAINING SKILL COMPETENCIES

- Adhesive Strapping (Taping) or wrapping of the following:
 - Great Toe sprain (hyperextension or hyperflexion)
 - Buddy taping
 - Longitudinal arch sprain
 - Transverse arch sprain
 - Heel basket-weave
 - Ankle taping
 - Achilles tendon
 - Knee medial/lateral instability sprain
 - Knee/Elbow hyperextension
 - Wrist
 - Thumb sprain
 - Finger sprain
 - Palm blisters/rips
- Bandaging and Dressings
 - Blisters with Second Skin
 - Lacerations, Incisions and Abrasions
 - Punctures
- Protective and Supportive Devices
- Transportation and Transfer
 - One-man carry/pick-up
 - Two-man carry/pick-up
 - Crutch use

Student Athletic Training
Discipline Behavioral Conference

Student Name: _____

Date: _____ Time: _____

How did you earn this conference?

Why is this conference necessary?

What can I do to help you get this situation under control?

What can YOU do to get control of this situation before parents are called?

What happens next if you cannot solve this problem?

What specific behaviors will I observe from you in the future?

Student Signature: _____

Athletic Trainer's Signature: _____, ATC

Student Athletic Trainer Information Sheet
(Print Clearly)

Name: _____

Address: _____

City/State: _____ Zip: _____

Birth date: _____ Age: _____

Class: _____ ID#: _____

Home phone: _____ Cell phone: _____

Email: _____

Parent's Names: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Person to contact in case of emergency: _____

Phone: _____

Family Doctor: _____

City/State: _____ Phone: _____

Past Medical History (As taken from the IHSA physical form) please explain)	Yes	No (If yes,
1. Presently taking medication (including birth control pills)	_____	_____
2. Allergic to medicine, food, bee stings?	_____	_____
3. Wears any appliances – glasses, contact lenses?	_____	_____
4. History of braces, chipped teeth, bridges?	_____	_____
5. Has ongoing medical problem?	_____	_____
6. Had serious or significant illness in past?	_____	_____
7. Any past surgical operations, accidents, non-sports or related injuries?	_____	_____
8. Any past injuries directly related to sports?	_____	_____
9. Any hospitalizations not explained above?	_____	_____
10. Any known deformities (i.e. Curvature of back, heart problems, one kidney, blindness in one eye, one testicle, etc.)?	_____	_____
11. Any serious family illness (i.e. Diabetes, bleeding disorders, heart attack before age 50, etc.)?	_____	_____
12. Any fainting or dizziness while exercising?	_____	_____
13. Any loss of consciousness, concussion or head injury?	_____	_____
14. Last tetanus shot	_____	Date _____

Lane Tech High School

Review of systems (Please check if you have any problems with any of the following areas of the body)

- Skin
- Ears
- Nose
- Mouth/Throat
- Nutrition, Weight control
- Neck
- Lungs
- Heart
- Abdomen
- Back
- Urination, Bowel control
- Genital (including menstrual for women)
- Shoulders, Arms, Hands
- Hips, Legs, Feet
- Muscles – Strength, Feeling
- Mental, Emotional
- Fatigue
- Other: What?

I certify that the above information is correct to the best of my knowledge

Student Signature _____

Parent/Guardian Signature

Parental/Legal Guardian Liability Waiver:

I _____parent/legal guardian of _____
allow my child to participate in this voluntary after school program. I have read and understand all the information outlining it. I have had the opportunity to ask questions and all have been answered to my satisfaction. If medical treatment is necessary I agree to allow the certified athletic trainer or any other certified and licensed medical personnel to examine my child within each person's scope of practice and secure immediate medical transport if required prior to my notification.

Signature

Date

Student Athletic Trainer
Program Time Commitment
Contract Form

I, _____, understand that being a Student Athletic Trainer (SAT) demands time, commitment, and punctuality to my assigned sport and/or athletic training duties.

I agree to fulfill these responsibilities to the best of my ability for the sport and season that I have been assigned to by the Certified Athletic Trainer.

I understand that I could be dismissed from the program if I do not comply with this contract and the guidelines stated in the Student Athletic Training Handbook.

Athletic Training Student Aid

Date

Certified Athletic Trainer

Date

Lane Tech High School

Possible Disciplinary Actions

Chemical Use/Possession:

First offense	Temporary suspension from the program.
Second offense	Suspension from the program for a year.
Third offense	Suspension from the program unless appealed with documentation of successful rehabilitation.

Tobacco Products Use/Possession:

First offense	Temporary suspension from the program.
Second offense	Suspension from the program for a year.
Third offense	Suspension from the program unless appealed.

Lane Tech High School

NATA Code of Ethics

September 28, 2005

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.

Principle 1:

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

- 1.1 Members shall not discriminate against any legally protected class.
- 1.2 Members shall be committed to providing competent care.
- 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 without a release unless 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 abide by all National Athletic Trainers' Association standards, rules and regulations.
- 2.3 Members shall report illegal or unethical practices related 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 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 their practice acts and other pertinent regulation.

Lane Tech High School

- 3.3 Members shall provide services, make referrals, and seek compensation only for those services that are necessary.
- 3.4 Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge.
- 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 should maintain and promote ethical conduct in research and educational activities.

Principle 4:

Members shall not engage in conduct that could be construed as a conflict of interest or that reflects negatively on the profession.

- 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 National Athletic Trainers' Association current or past volunteer leaders 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 to influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.