

LINFIELD COLLEGE

Athletic Training Program (AT Program)

Administrative Policies and Procedures

2016-17

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This document is intended to serve as a reference for applicants, matriculating students, athletic training faculty and staff, approved clinical instructors, clinical instructors, and administrators. Contained herein is a comprehensive summary of the program requirements for the didactic and clinical portions of the athletic training education program sponsored by the Department of Health, Human Performance, and Athletics at Linfield College. The athletic training education program has been designed in a manner to insure that graduates are properly prepared for the role of providing primary health care for physically active individuals and injured athletes at all levels of competition.

*The students who envision a career in the allied health profession of athletic training must accept certain responsibilities beyond those associated with successful academic performance and clinical expertise. Students who matriculate in the Linfield College AT Program are expected to possess and demonstrate appropriate professional conduct throughout all phases of the educational process, and to uphold the ethical standards detailed in the **NATA Code of Professional Ethics**.*

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ATHLETIC TRAINING PROGRAM

ADMINISTRATIVE POLICIES AND PROCEDURES

MISSION STATEMENT:

The mission of the Athletic Training Program (AT Program) is to provide a comprehensive, progressive educational and clinical foundation to prepare students for a career in athletic training. The clinical settings serve as learning laboratories for students admitted into the AT Program. This program will prepare students to take the Board of Certification (BOC) examination. Upon passing, students will be qualified for entry-level careers in athletic training.

GENERAL ADMISSION REQUIREMENTS:

To apply to the Athletic Training Program, a student must complete the following steps:

- Be admitted to Linfield College and declare a major in Athletic Training
- Meet with the AT Program director to discuss the program and obtain an application
- Enroll in and/or satisfactorily complete three prerequisite courses with a grade of B or better
 - HHPA 184 Prevention and Care of Athletic Injury
 - HHPA 284 First Aid and CPR I
 - HHPA 285 First Aid and CPR II
- Complete 25 hours of clinical observation (see further details on p. 6)
- Meet the following minimum grade requirements
 - Cumulative GPA ≥ 2.3
 - Athletic Training major GPA ≥ 2.7
 - Grade of C- or better in athletic training major courses (other than HHPA 184/284/285)

APPLICATION PROCESS

Students seeking admission to the AT Program must submit the following documentation to the program director **by April 15th** of each year in order to be considered as candidates in the formal admission process. (All application materials must be typed)

1. A formal letter of interest for admission into the AT Program (cover letter).
2. A completed Linfield College AT Program admissions application.
3. An unofficial copy of current transcripts.
4. A résumé
5. Three completed reference forms.
6. Documentation (and journal) of a minimum of 25 hours of clinical observation.

7. Documentation of any other athletic training experience.
8. A completed Technical Standards document (Appendix B)
9. An essay (as described on the application form)
10. A written summary of an AT Program seminar attended

All completed applications will be evaluated by the program director. Those candidates meeting all minimum requirements will be notified by the program director of the specific timetable for the formal admission evaluation process.

FORMAL ADMISSION EVALUATION PROCESS:

The formal admission evaluation process begins on or about April 15th of each year. Along with a review of the application materials, candidates will participate in two formal interviews; one with HHPA faculty and certified athletic trainers, and the other with a group of athletic training students.

Interview with HHPA faculty and certified athletic trainers:

The interview will last approximately 20-30 minutes. Applicants will be asked questions about personal characteristics, as well as situations and injury evaluations that are relative to the field.

Interview with Athletic Training Students:

The interview will last approximately 15-20 minutes. Applicants will be asked questions about personal characteristics, as well as situations and injury evaluations that are relative to the field.

ADMISSION DECISION CRITERIA AND NOTIFICATION:

Admission to the Linfield College Athletic Training Program is based on satisfactory performance in ten different categories:

Grade point average	Written essay
References (External and ATS)	Personal interview with faculty/ATCs
HHPA 184 written exams	Personal interview with ATs
HHPA 184 practical exams	Previous athletic training experience
HHPA 284/285 written exams	Recommendation of Linfield College ATCs

Each candidate is evaluated numerically on each of these categories, and is ultimately judged as either “satisfactory” or “unsatisfactory” for admission to the AT Program (Appendix A).

The AT Program reserves the right to offer provisional admission on rare occasion to students who do not satisfactorily meet one or more of the above admission criteria due to extenuating or uncontrollable circumstances. Such students will have written provisions that they must adhere

to during their first semester in the AT Program. Failure to comply with the written provisions will result in the student's dismissal from the program at the conclusion of the semester.

Linfield College AT Program may admit up to 12 candidates each year, but the actual number accepted may vary with the quality of the candidate pool.

Students will be notified of acceptance or denial of admission into the AT Program by June 30th of each academic year.

Some candidates who meet all the specified requirements for admission may not be admitted due to an insufficient number of clinical opportunities and/or the need to maintain the required student to preceptor ratio. In such cases, students not admitted may apply for program admission a second time in the succeeding academic year. Also, unexpected mid-year vacancies in the AT Program may be filled by students in the previous applicant pool who have met the requirements.

CLINICAL OBSERVATION REQUIREMENT:

All students must complete three clinical observation assignments while enrolled as a student at Linfield College in order to qualify for admission to the athletic training program. Students are encouraged to fulfill this requirement during their freshman year (or the first year on campus in the case of transfer students).

To begin the clinical observation requirement, prospective students must complete the following steps:

- Attend the AT Program informational meeting or meet with the AT Program director to express an interest in and obtain an application to the program.
- Meet with the AT Program clinical education coordinator to schedule the clinical observation assignments
- Complete blood-borne pathogen training as assigned

The three clinical observation assignments are:

- 1) 25 hours of active clinical observation of the day-to-day operation of the Athletic Training staff and students. The 25 hours must be completed within a 5-week period assigned to you by the clinical education coordinator. Failure to complete the 25 hours within the assigned time will require you to start over with a newly assigned 5-week window.
- 2) Attend a minimum of one AT Program seminar.
- 3) Maintain a journal detailing your experiences.

25 Hours of Clinical Observation

The 25 hours must be completed within a 5-week period assigned to you by the clinical education coordinator. Failure to complete the 25 hours within the assigned time will necessitate that you start over with a newly assigned 5-week window. In most cases, multiple students will be assigned to the same 5-week window. (New students have scheduling priority over students who do not complete the assignment the first time and must repeat the observation.) Students will be required to observe one full afternoon of clinical activity (4-5 hours) as part of their 25-hour total. Observation is not allowed during competitions, scrimmages, or morning clinical hours.

Attend an AT Program Seminar

After meeting with both the program director and the clinical education coordinator, you will be invited to AT Program seminars. You must attend a minimum of one AT Program seminar in order to apply to the AT Program. After attending the AT Program seminar you must write a one to two page summary (typed, double-spaced) of the seminar. Your summary should include what you knew about the topic before attending, what you learned by attending and whether or not you felt this was a valuable learning experience (why or why not). Attendance at additional AT Program seminars is optional, but encouraged.

Clinical Observation Journal

Students will be required to keep a daily journal of their observation experiences, which will become part of their application to the AT Program. Journal entries should include the following:

- Date
- Location(s)
- What you observed that day
- What you learned that day
- All journal entries must be typed

After completing the 25 hours, you must write a 1 to 2 page reflection paper (typed and double-spaced) including what you learned, what you felt was valuable, what you felt was not valuable, and your impressions about your observation time. This reflection paper should be included in your journal when you submit your AT Program application.

**4-YEAR STUDENT PLAN:
Academic and Clinical Progression through the AT Program**

RECOMMENDED COURSE SEQUENCE

	Fall Semester	January Term	Spring Semester
Freshman Year	Observation HHPA 184 Prev & Care of Injury HHPA 250* Prev & Control of Disease PSYC 101* Survey of Psychology		Observation and application process BIOL 212 Human Anatomy HHPA 284 First Aid and CPR I+ HHPA 285 First Aid and CPR II
Sophomore Year	BIOL 213 Human Physiology HHPA 221 Prof. Exp. I HHPA 384 Advanced Assessment PSYC 281* Intro to Abnormal Psych.		HHPA 231 Prof. Exp. II HHPA 352 Kinesiology HHPA 280* Nutrition HHPA 297 Intro to Research
Junior Year	HHPA 321 Prof. Exp. III HHPA 376 Therapeutic Modalities HHPA 487* Internship (HS)		HHPA 331 Prof. Exp. IV HHPA 360 Physio basis exer/trng/con HHPA 375 Pathophys. & Ther. Exerc. HHPA 387 Perf. Enh. For Injured Ath.
Senior Year	HHPA 389 Topics in Athletic Training HHPA 421 Prof. Exp. V	HHPA 487* Internship (Gen. Med/Ortho)	HHPA 431 Prof. Exp. VI

*Flexibility in when course is actually taken

+Fall or spring semester, but take in the freshman year

FRESHMAN YEAR CHECKLIST

___ Enroll in prerequisite courses for AT Program admission:
HHPA 184 – Prevention and Care of Athletic Injury (Fall)
HHPA 284 – First Aid and CPR I (Fall or Spring)
HHPA 285 – First Aid and CPR II (Spring)

___ Enroll in AT major prerequisites
PSYC 101 – Survey of Psychology (Fall, January, or Spring)
BIOL 212 – Human Anatomy (Spring)

___ Enroll in AT major courses:
HHPA 250 – Prevention and Control of Disease (Fall)

___ Fill schedule with courses for the Linfield Curriculum requirements and/or courses for second major

___ Meet with the program director to obtain an application and discuss your desire for admission to the AT Program (preferably in Fall)

___ Meet with clinical education coordinator and schedule clinical observation times and complete 25 hours prior to application to AT Program

___ Complete and submit the AT Program application by April 15

SOPHOMORE YEAR CHECKLIST

- ___ Enroll in AT major prerequisites.
BIOL 213 – Human Physiology (Fall)

- ___ Enroll in athletic training major courses:
 - Fall Semester: HHPA 221 – AT Professional Experience I
HHPA 384 – Advanced Assessment of Athletic Injury
PSYC 281 – Intro. To Abnormal Psychology

 - Spring Semester: HHPA 231 - AT Professional Experience II
HHPA 280 - Nutrition (or January Term)
HHPA 352 – Kinesiology
HHPA 297 – Intro to Research in Physical Activity

- ___ Begin clinical education/field experience under the direct supervision of preceptors as assigned by the clinical education coordinator.

- ___ Continue progress on Linfield Curriculum and second major requirements

- ___ Maintain the minimum GPA requirements (≥ 2.3 cumulative; ≥ 2.7 in major)

- ___ Obtain student membership in the National Athletic Trainers' Association (NATA)
(See Policy on Professional Memberships on pg. 16 for details)

JUNIOR YEAR CHECKLIST

- ___ Enroll in athletic training major courses:
 - Fall Semester: HHPA 321 - AT Professional Experience III
HHPA 360 – Physio basis exer/trng/cond (or spring)
HHPA 376 – Therapeutic Modalities

 - Spring Semester: HHPA 331 - AT Professional Experience IV
HHPA 375 – Pathophysiology & Therapeutic Exercise
HHPA 387 – Performance Enhancement for Injured Athlete

 - HHPA 487 –Internship in AT (HS) can be done in fall, January or spring term

- ___ Continue clinical education/field experience under the direct supervision of preceptors

- ___ Continue progress on Linfield Curriculum and second major requirements

- ___ Maintain the minimum GPA requirements (≥ 2.3 cumulative; ≥ 2.7 in major)

- ___ Renew student membership in the NATA.

SENIOR YEAR CHECKLIST

- ___ Complete the athletic training major courses:
 - Fall Semester: HHPA 389 – Topics in Athletic Training
HHPA 421 - AT Professional Experience V
 - Spring Semester: HHPA 431 - AT Professional Experience VI
 - HHPA 487 –Internship in AT (Gen Med/Ortho) can be done in fall, January, or spring term
- ___ Continue clinical education/field experience under the direct supervision of preceptors
- ___ Continue progress on Linfield Curriculum and second major requirements
- ___ Maintain the minimum GPA requirements (≥ 2.3 cumulative; ≥ 2.7 in major)
- ___ Renew student membership in the NATA.

TRANSFER STUDENT INFORMATION:

Students contemplating transfer to Linfield College are encouraged to do so as soon as possible. Due to competition for the limited number of spaces in the program, no guarantees of admission can be made (to either true freshmen or transfer students).

Linfield College athletic training program admission requirements are the same for transfer students as any other student. A transfer student will need to complete a minimum of 25 hours of clinical observation and the prerequisite courses (HHPA 184, 284, & 285) before submitting an application to the program.

Transfer students who wish to transfer a required athletic training course or courses from another institution will need to submit proof that all competencies taught in those courses at Linfield College were met. The Program Director will evaluate the transfer course(s) to determine if program standards are met.

A minimum of three years of study will be required for transfer students to meet all program requirements, regardless of class standing and number of credits completed prior to transfer. Transfer students will take the didactic program recommended for freshmen and sophomores on a four-year plan during their first year at Linfield. Transfer students will apply to the athletic training program by April 15th during their first year. Once admitted to the program, the students will be required to complete the didactic and clinical portions of the program before graduation.

TRANSFER STUDENT PLAN
Academic and Clinical Progression through the AT Program

RECOMMENDED COURSE SEQUENCE

	Fall Semester	January Term	Spring Semester
First Year	Observation BIOL 212 Human Anatomy HHPA 184 Prev & Care of Injury HHPA 250* Prev & Control of Disease PSYC 101 Survey of Psychology		Observation & application process BIOL 213 Human Physiology HHPA 284 First Aid and CPR I* HHPA 285 First Aid and CPR II HHPA 297 Intro to Research HHPA 280* Nutrition
Second Year	HHPA 221 Prof. Exp. I HHPA 352 Kinesiology HHPA 384 Advanced Assessment HHPA 376 Therapeutic Modalities PSYC 281* Intro to Abnormal Psych.		HHPA 231 Prof. Exp. II HHPA 360 Physio basis exer/trng/cond HHPA 375 Pathophys. & Ther. Ex. HHPA 387 Perf. Enh. For Injured Athlete
Third Year	HHPA 321 Prof. Exp. III HHPA 389 Topics in Athletic Training HHPA 421 Prof. Exp. V HHPA 487* Internship (HS)	HHPA 487* Internship (Gen Med/Ortho)	HHPA 331 Prof. Exp. IV HHPA 431 Prof. Exp. VI

*Flexibility in when course is actually taken

*Taken fall or spring but take in first year

FIRST YEAR CHECKLIST

___ Enroll in prerequisite courses for ATEP admission:

- HHPA 184 – Prevention and Care of Athletic Injury (Fall)
- HHPA 284 – First Aid and CPR I (Fall or Spring)
- HHPA 285 – First Aid and CPR II (Spring)

___ Enroll in AT major prerequisites.

- BIOL 212 – Human Anatomy (Fall)
- BIOL 213 – Human Physiology (Spring)
- PSYC 101 – Survey of Psychology (Fall, January or Spring)

___ Enroll in athletic training major courses:

- HHPA 250 – Prevention & Control of Disease (Fall)
- HHPA 280 – Nutrition (Spring)
- HHPA 297 – Intro to Research in Physical Activity (Spring)

___ Fill schedule with courses for the Linfield Curriculum requirements and/or courses for second major

___ Meet with the program director to obtain an application and discuss your desire for admission to the AT Program (preferably in Fall)

___ Schedule clinical observation times and complete 25 hours prior to application to AT Program

___ Complete and submit the AT Program application by April 15

SECOND YEAR CHECKLIST

___ Enroll in athletic training major courses:

Fall Semester: HHPA 221 – AT Professional Experience I

HHPA 352 - Kinesiology

HHPA 376 – Therapeutic Modalities

HHPA 384 – Advanced Assessment of Athletic Injury

PSYC 281 – Intro to Abnormal Psychology

Spring Semester: HHPA 231 - AT Professional Experience II

HHPA 360 – Phys basis exer/trng/cond

HHPA 375 – Pathophysiology and Therapeutic Exercise

HHPA 387 - Performance Enhancement for the Injured Athlete

___ Begin clinical education/field experience under the direct supervision of preceptors as assigned by the clinical education coordinator.

___ Continue progress on Linfield Curriculum and second major requirements

___ Maintain the minimum GPA requirements (≥ 2.3 cumulative; ≥ 2.7 in major)

___ Obtain student membership in the National Athletic Trainers' Association (NATA)
(See Policy on Professional Memberships on pg. 16 for details)

THIRD YEAR CHECKLIST

___ Complete the athletic training major courses:

Fall Semester: HHPA 321 - AT Professional Experience III

HHPA 389 – Topics in Athletic Training

HHPA 421 - AT Professional Experience V

HHPA 487 – Internship in AT (High School)

January Term: HHPA 487 – Internship in AT (Gen Med/Ortho)

Spring Semester: HHPA 331 - AT Professional Experience IV

HHPA 431 - AT Professional Experience VI

___ Continue clinical education/field experience under the direct supervision of preceptors

___ Continue progress on Linfield Curriculum and second major requirements

___ Maintain the minimum GPA requirements (≥ 2.3 cumulative; ≥ 2.7 in major)

___ Renew student membership in the NATA.

CLINICAL EXPERIENCES IN ATHLETIC TRAINING:

Students admitted into the Athletic Training Program (AT Program) are required to complete a 6-course clinical experience sequence where clinical skills will be formally evaluated.

- HHP 221: Professional Experience I
- HHP 231: Professional Experience II
- HHP 321: Professional Experience III
- HHP 331: Professional Experience IV
- HHP 421: Professional Experience V
- HHP 431: Professional Experience VI

As part of each Professional Experience course, the athletic training student will be required to complete clinical experiences as assigned by the clinical education coordinator.

Each athletic training student will be formally instructed and evaluated on all athletic training skills in a required major course (classroom or laboratory setting) to demonstrate initial competence in a skill before s/he can utilize that skill on patients/athletes. After demonstration of initial competence, the athletic training students will then be allowed to synthesize and integrate these approved clinical skills under the supervision of a preceptor into the decision-making environment of their clinical experience.

The clinical experience is a requirement for each of the six professional experience courses and the two internship courses. The minimal clinical experience guidelines are stated below and in the course syllabi; however, the student must continue to participate in clinical experience until they have met the stated objectives of their professional experience course. Students are encouraged to gain experience beyond the minimum guidelines, as this will further aid their development, help prepare them for the BOC examination and ultimately an entry-level athletic training position.

The clinical experience expectations as part of courses HHP 221, 231, 321, 331, 421 and 431 are: **HHP 221, 231, 321, 331**

All students will be scheduled for an average of 6 hours of clinical experience per week. Students will be evaluated by the preceptor at the assigned site and granted credit for their time if their participation was satisfactory (see evaluation criteria below). All students must complete 90 hours of satisfactory clinical experience. If a student is evaluated as having unsatisfactory participation in any portion of their clinical experience, he/she must work with the preceptor to reschedule that time and be reevaluated until a satisfactory mark is achieved.

HHP 421 and 431

All students will be scheduled for an average of 9 hours of clinical experience per week. Students will be evaluated by the preceptor at the assigned site and granted credit for their time if their participation was satisfactory (see evaluation criteria below). All students must complete 135 hours of satisfactory clinical experience. If a student is evaluated as having unsatisfactory participation in any portion of their clinical experience, he/she must work with the preceptor to reschedule that time and be reevaluated until a satisfactory mark is achieved.

Evaluation of Clinical Experience

Satisfactory = student demonstrated proficiency of the material for which they are responsible *and* demonstrated appropriate professional behaviors.

Unsatisfactory = student either did not demonstrate proficiency of the material for which they are responsible *and/or* did not demonstrate appropriate professional behaviors.

The two internship courses required in the athletic training major also contain a clinical experience element. The clinical expectations of those internships are outlined in the respective syllabi and conform to the campus policy for assigning internship credit.

Clinical Rotation

Once admitted to the AT Program, students will be placed on a rotation schedule for a portion of their first semester. They will spend two weeks with each team in season, as well as two weeks in the treatment center, under the supervision of the appropriate preceptor.

Preceptor Assignments

After the initial rotation, athletic training students will be assigned to preceptors. Each athletic training student will receive upper extremity, lower extremity, equipment-intensive and general medical experience with both genders.

Off-Campus Rotations (Internships):

Athletic training students participate in two off-campus clinical rotations incorporated within the two sections of HHP 487 - Internship in Athletic Training (High School and General Medical). The internships occur during the junior or senior year.

HHP 487 – Internship in Athletic Training (High School)

Athletic training students will be assigned to the high school rotation in either their junior or senior year. A minimum of three academic credits is required. However, students are allowed to take a maximum of five credits of HHP 487. (One credit = 45 contact hours)
Note: There may be a small fee to cover the cost of background checks prior to this internship. This cost will be the student's responsibility. (Avg. estimated cost = \$20)

HHP 487 – Internship in Athletic Training (General Medical/Orthopedics)

Athletic training students will choose to participate in this internship in either their junior or senior year. This internship will take place at several medical facilities, including Willamette Orthopedic Group, West Hills Healthcare Clinic, and Willamette Valley Medical Center. A minimum of one academic credit is required. However, students are allowed to take a maximum of five credits of HHP 487. (One credit = 45 contact hours)

Travel Cost Obligation

The costs of travel to and from the off-campus rotation sites will be incurred by the athletic training student. (Average estimated cost is \$160.00 but will vary based on gas prices, mpg of vehicle used and site of internship.)

POLICY ON ATHLETIC TRAINING STUDENT PARTICIPATION IN SPORTS

Students in the athletic training program are encouraged to take advantage of the many opportunities available at Linfield College, including intercollegiate athletics. The ATS must be aware that it will take proactive planning to complete the clinical education/experience required to graduate from the AT Program and participate in sports.

Athletic training students who participate on an athletic team will participate in clinical experience during their competitive season. If student is participating as an athlete in practices or competitions, the student cannot also be considered to be participating in clinical education/field experience during that same timeframe. As part of the academic major, clinical experience assignments will take precedence over athletic practices. The clinical education coordinator will communicate with coaches in trying to optimize the clinical experience schedule.

Due to the demands of the clinical experience, an athletic training student assigned to a preceptor may not be able to participate in the nontraditional segment of the season for his/her competitive athletic team. The student-athlete can work with the clinical education coordinator so that s/he can maximize opportunity to participate in portions of the nontraditional season, but it is expected that the clinical experience assignment will be given priority during the nontraditional season.

POLICY ON STUDY ABROAD

Linfield College offers many opportunities for students to study abroad during January term or for a full semester. The AT Program recognizes the benefit of studying abroad and supports students who wish to participate in those programs.

Due to the rigor of the athletic training program and course sequencing, it is challenging to study abroad during the fall or spring semesters. Students who desire a full semester abroad should speak with their academic advisor, the AT Program director, and the Clinical Education Coordinator as early as possible to develop an academic plan. Those students choosing to study abroad for a full semester may find that summer courses are necessary in order to complete the curriculum in four years.

POLICY ON PROFESSIONAL MEMBERSHIPS

All athletic training students in the AT Program are required to be members of the National Athletic Trainers' Association (NATA). Annual dues provide national (NATA), district (NWATA), and state (OATS) membership. Application for membership can be made online or applications can be downloaded from the NATA website (www.nata.org).

Athletic training students experiencing financial hardship in meeting the membership requirement may apply for a dues scholarship available through the HHPA department. An ATS may receive the dues scholarship only one time during his/her Linfield career.

LINFIELD COLLEGE AT PROGRAM PERSONNEL

Health, Human Performance, and Athletics Department Chair:

Garry Killgore, PhD Professor, PhD – Oregon State University, 2003; MS – Oregon State University, 1989; BS – Oregon State University, 1983; at Linfield College since 1989.

Athletic Training Education Program Faculty:

Deborah Canepa, PhD Professor, PhD – Oregon Health Sciences University; BS – Eastern Mennonite College; at Linfield College since 1983.

Sarah Coste, PhD Assistant Professor, PhD – Oregon Health Sciences University, 1997; MS – Oregon Health Sciences University, 1993; BA – Linfield College, 1990; at Linfield College since 2005.

Robyn Dreibelbis, DO Medical Director, DO – College of Osteopathic Medicine of the Pacific, 1995; affiliated with Linfield College since 1999.

Duane Duey, MS, ATC Head Athletic Trainer, MS – Midwestern State University, 1995; BS – Western Oregon University, 1993; at Linfield College since 2013.

Dawn Graff-Haight, PhD Professor, PhD - Oregon State University, 1987; MS - University of Wisconsin - Lacrosse, 1981; BS - University of Wisconsin - Lacrosse, 1973; at Linfield College since 1996.

Katie Hickman, MS, ATC Instructional Associate/ Certified Athletic Trainer, MS – Bridgewater State University; BS – University of Oregon; at Linfield College since 2013.

Gregor Hill, MS, ATC Assistant Professor/Certified Athletic Trainer/Clinical Education Coordinator, MS – Oregon State University, 2006; BA - Linfield College, 1997; at Linfield College since 2000.

Laura Kenow, PhD, ATC Associate Professor/Certified Athletic Trainer/AT Program Director, PhD – University of Minnesota, 2014; MS - University of Arizona, 1992; BA - Gustavus Adolphus College, 1988; at Linfield College since 1992.

Garry Killgore, PhD Professor; Department Chair, PhD – Oregon State University, 2003; MS – Oregon State University, 1989; BS – Oregon State University, 1983; at Linfield College since 1989.

Tara M. Lepp, MS, ATC Professor, MS - University of Oregon, 1982; BS - CSU Chico, 1980; at Linfield College since 1982.

Janet Peterson, DrPH Associate Professor, DrPH – Loma Linda University, 2002; MA – CSU, Northridge, 1997; BS – University of Southern California, 1991; at Linfield College since 2003.

Tanya Tompkins, PhD Professor, PhD – UCLA, 2002; MA – UCLA, 1995; BA – University of Colorado – Boulder, 1994; at Linfield College since 2002.

APPENDIX A

CANDIDATE EVALUATION FORM
ATHLETIC TRAINING PROGRAM

Meets min. GPA requirements (2.3 cum. GPA, 2.7 GPA in AT major)	_____
Enrolled in or completed prerequisite courses (HHP 184, 284, 285)	_____
Cover letter	_____
Completed admissions application	_____
Unofficial copy of transcript	_____
Resume'	_____
Three recommendation forms	_____
Observation journal and reflection	_____
Signed technical standards document	_____
Essay	_____
AT Program seminar summary	_____

**CANDIDATE EVALUATION FORM
ATHLETIC TRAINING PROGRAM**

Name of candidate _____

Rate the candidate on a scale of 1 to 5 (lowest to highest)

	Date Eval. 1	Date Eval. 2
Academic progress (GPA) <i>will be scored from transcripts cum Major</i>		
Written essay (content, spelling, grammar)		
References average score; deduct one point on ref. form if any reservations		
Interview with HHPA reps (total points ÷ 10)		
Interview with ATS's (total points ÷ 10)		
Performance on HHP 184 written quizzes & exams (% ÷ 20)		
Performance on HHP 184 practical exam (% ÷ 20)		
Performance on HHP 284/285 written quizzes & exams (% ÷ 20)		
Previous athletic training experience (weighted rating 0.5X) 5 points if ≥ 50 hrs.; total hrs. ÷ 10 if < 50 hrs.		
Linfield College ATC recommendation (weighted rating 2X) 5 = wholeheartedly recommend, 4 = strongly recommend, 3 = recommend, 2 = recommend with some reservation, 1 = recommend with strong reservations, 0 = do not recommend		
TOTAL		

Name of Evaluator _____

APPENDIX B

LINFIELD COLLEGE AT PROGRAM
TECHNICAL STANDARDS

TECHNICAL STANDARDS FOR ADMISSION

Linfield College

Athletic Training Program

The Athletic Training Program at Linfield College is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program. An objective of this program is to prepare graduates to enter a variety of employment settings and to render care to a wide spectrum of individuals engaged in physical activity. The technical standards set forth by the Athletic Training Program establish the essential qualities considered necessary for students admitted to this program to achieve the knowledge, skills, and competencies of an entry-level athletic trainer, as well as meet the expectations of the program's accrediting agency, Commission on Accreditation of Athletic Training Education (CAATE). The following abilities and expectations must be met by all students admitted to the Athletic Training Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted into the program.

Compliance with the program's technical standards does not guarantee a student's eligibility for the BOC certification exam.

Candidates for selection to the Athletic Training Program must demonstrate:

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

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

Students claiming a disability must submit to the director of learning support services a diagnosis of their condition and its attendant educational implications that is no more than five years old and that follows established professional guidelines for assessment and accommodation of the disability in question. Students should consult the College disability policy for further information. The director of learning support services will evaluate a student who states he/she could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws.

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

Student Statement

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

Signature of Applicant

Date

Alternative Statement for Students Requesting Accommodations.

I certify that I have read and understand the technical standards of selection listed above and I believe to the best of my knowledge that I can meet each of these standards with certain accommodations. I will contact the director of learning support services to determine what accommodations may be available. I understand that if I am unable to meet these standards with or without accommodations, I will not be admitted into the program.

Signature of Applicant

Date

APPENDIX C

SUGGESTED ACADEMIC PLANS FOR
ATHLETIC TRAINING/HUMAN PERFORMANCE DOUBLE MAJORS

**POSSIBLE 4-YEAR STUDENT PLAN:
Double Majors in Athletic Training and Human Performance - EXSc**

	Fall Semester	Jan Term	Spring Semester
Freshman	HHPA 184 (3) HHPA 250 (3) HHPA 183 (1) INQS (4) (<i>LC1</i>) <i>LC 3</i> (4)	PSYC 101 (4) <i>LC2</i>	HHPA 284 (2) HHPA 285 (1) BIOL 212 (4) MATH 170 (5) <i>LC4</i> (4)
Sophomore	BIOL 213 (4) HHPA 384 (4) HHPA 221 (2) BIOL 210 (4) MATH 140 (3)	<i>LC5</i>	HHPA 231 (2) HHPA 352 (2) HHPA 280 (3)* (<i>LC6</i>) HHPA 297 (3) (<i>LC8</i>) BIOL 211 (4) <i>LC9</i> (4)
Junior	HHPA 321 (2) HHPA 376 (3) HHPA 487 – HS (3) PHYS 210 (5) HHPA 452 (3)	<i>LC9</i>	HHPA 331 (2) HHPA 375 (3) HHPA 387 (2) HHPA 360 (4) PSYC 281 (4) HHPA 342 (2)
Senior	HHPA 421 (3) HHPA 389 (2) HHPA 350 (3) CHEM 210 (4) HHPA 440 (2) HHPA 442 (1) HHPA IS/Thesis (3)	<i>LC10</i> HHPA 487 –GM (1)	HHPA 431 (3) CHEM 211 (4) HHPA 482 (4) HHPA 445 (4)

*could be reversed if suggested course is closed

Italics indicate suggested places to complete LC coursework

Suggestions: Taking BIOL 210/211 sequence during summer will reduce credit load in sophomore year
 Taking CHEM 210/211 sequence during summer will reduce credit load in senior year
 Taking LC courses during summer or online will decrease credits loads per semester

POSSIBLE 4-YEAR STUDENT PLAN:

Double Majors in Athletic Training and Human Performance – PA/F

	Fall Semester	Jan Term	Spring Semester
Freshman	HHPA 184 (3) HHPA 250 (3) HHPA 183 (1) INQS (4) (<i>LC1</i>) <i>LC3 (4)</i>	PSYC 101 (4) <i>LC2</i>	HHPA 284 (2) HHPA 285 (1) BIOL 212 (4) EDUC 150 (3) HHPA 286 (4) HHPA 165 (2)
Sophomore	BIOL 213 (4) HHPA 384 (4) HHPA 221 (2) PSYC 281 (4)* HHPA 261 (3)*	<i>LC5</i>	HHPA 231 (2) HHPA 352 (2) HHPA 280 (3) (<i>LC4</i>) HHPA 297 (3) (<i>LC6</i>) HHPA 262 (3)*
Junior	HHPA 321 (2) HHPA 376 (3) HHPA 487 – HS (3) HHPA 452 (3) HHPA 395 (3)	<i>LC7</i>	HHPA 331 (2) HHPA 375 (3) HHPA 387 (2) HHPA 360 (4) HHPA 342 (2) HHPA 263 (3)
Senior	HHPA 421 (3) HHPA 389 (2) HHPA 350 (3) HHPA 440 (2) HHPA 442 (1) <i>LC 8 (4)</i>	<i>LC9</i> HHPA 487 –GM (1)	HHPA 431 (3) HHPA 482 (4) HHPA 445 (4) <i>LC10 (4)</i>

*Take PSYC 281 in the semester opposite either HHPA 261 or 262

Italics indicate suggested places to complete LC coursework

Need 3 credits of internship for Human Performance major