**Instructor Information**

**Instructor:** Meredith Decker-Hamm, PhD, LAT, ATC, PES  
**Email:** mdecker@uta.edu  
**Office Number (Teams):** 817-272-6307  
**Faculty Profile:** [https://mentis.uta.edu/explore/profile/meredith-decker](https://mentis.uta.edu/explore/profile/meredith-decker)  
**Office Hours:** By appointment; Virtual office hours will be communicated when scheduled.

**Course Information**

**Section Information:** KINE 5224-001

**Time and Place of Class Meetings:** Online; Content will mostly be delivered asynchronously. Some synchronous meetings may occur, but plenty of notice will be given so students can plan to attend. The instructor may also hold virtual office hours at a scheduled time or by appointment in which meetings may take place.

**Description of Course Content:** Didactic coursework will include all content related to athletic training, as learned in courses throughout the program. Clinical education experiences will be performed in an athletic training setting or other health care facility under the supervision of a program approved health care provider, who serves as a clinical preceptor.

**Student Learning Outcomes:** *By the completion of this course, students will be prepared to:*

1. Assess and analyze components of a question on a comprehensive exam  
2. Utilize multiple forms of test taking strategies when taking written comprehensive exams (Capstone, BOC, LAT)  
3. Increase competence in knowledge related to content in the Domains of Athletic Training, the NATA 5th Edition Educational Competencies and the 2020 CAATE Curricular Content Standards  
4. Take the Capstone, BOC, and LAT exams

**Required Textbooks and Other Course Materials:**


Materials and resources will be posted each week to enhance students' knowledge, understanding and application of each course topic.

**Technology Requirements**

Students will need to be able to access and use Canvas and Microsoft Teams. They will need to have Respondus Lockdown browser on their device for use during quizzes and exams. Students will also need a webcam to use the Respondus monitoring tool during exams.

**Grading Information**

**Course Evaluation (subject to change):**

<table>
<thead>
<tr>
<th>Clinical Requirements</th>
<th>Points Possible (60%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinical Education Hours*</td>
<td>10%</td>
</tr>
<tr>
<td>Clinical Attendance</td>
<td></td>
</tr>
<tr>
<td>Time Logs</td>
<td></td>
</tr>
<tr>
<td>Case Logs</td>
<td>10%</td>
</tr>
<tr>
<td>Clinical Performance Evaluations*</td>
<td>25%</td>
</tr>
</tbody>
</table>
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- Midterm (CP assessment) - 2.5%
- Final (CP assessment; includes Milestones) - 15%
- Clinical Proficiencies – 7.5%

| MSAT student submission of completed clinical requirements & paperwork (CPR renewal, goals, schedule agreement, CP evaluations, etc)* | 10% |
| Supplemental Education Units (SEU’s)* | 2.5% |
| Interprofessional Education (IPE) | 2.5% |

**Course Requirements:**

<table>
<thead>
<tr>
<th>Points Possible</th>
<th>(40%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignments &amp; Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>BOC Prep Book</td>
<td>10%</td>
</tr>
<tr>
<td>Capstone Exam*</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

*All items with a star must be completed to earn a course grade. If not completed by the due date, the student will earn an “I” for the course and a deduction in 5 percentage points will apply to the overall grade.*

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### Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Materials Due</th>
</tr>
</thead>
</table>
| **Weeks 1 & 2** 8/26 – 9/6 | Course Overview
Introduction to the BOC and LAT Exams
Test Taking Strategies  
**Synchronous Class Meeting 9/4 from 9-10:30am on Teams** | Study Calendar Due |
| Week 3 9/7-9/12 | Complete Self-Assessment & Pre-Test
Formulating the Study Plan | Self-Assessment Due
Pre-Test Due |
| Week 4 9/13-9/19 | BOC Review: Evidence Based Practice
BOC Review: Psychosocial Strategies & Referral | EBP Study Plan Due
PSY Study Plan Due |
| Week 5 9/20-9/26 | BOC Review: Clinical Examination & Diagnosis | |
| Week 6 9/27-10/4 | BOC Review: Clinical Examination & Diagnosis | CE Study Plan Due
Chapter 8 Due |
| Week 7 10/5-10/11 | BOC Review: Prevention & Health Promotion | PHP Study Plan Due
Chapter 7 Due |
| Week 8 10/12-10/18 | BOC Review: Acute Care | AC Study Plan Due
Chapter 9 Due |
| Week 9 10/19-10/25 | BOC Review: Therapeutic Interventions | |
| Week 10 10/26-11/1 | BOC Review: Therapeutic Interventions | TI Study Plan Due
Chapter 10 Due |
| Week 11 11/2-11/8 | BOC Review: Healthcare Admin & Professional Development | PD Study Plan Due
Chapter 11 Due |
| Week 12 11/9-11/15 | Final Review and Prep for Capstone | Practice Test 1 & 2 Due |
| Week 13 | Final Review and Prep for Capstone | |
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<table>
<thead>
<tr>
<th>11/16-11/22</th>
<th>CAPSTONE EXAM 11/20 (8am – 12pm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 14 11/23-11/29</td>
<td>Recovery Week – No Class Requirements Enjoy Thanksgiving!</td>
</tr>
<tr>
<td>Weeks 15 &amp; 16 11/30-12/8</td>
<td>Schedule a Time to Review the Capstone Exam; Revise Study Plans According to Capstone Outcomes</td>
</tr>
</tbody>
</table>

*Clinical Education requirements and due dates can be found below.
As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. – Dr. Decker-Hamm

Methods of Evaluations - Course Requirement Policies:
Assignments and Quizzes: Various assignments and quizzes will be given throughout the semester that are related to BOC test prep. Assignment instructions will be given or posted with each assignment. Quizzes will be announced in advance and will require students to bring their laptops or electronic devices that are equipped with Respondus Lockdown Browser. There will be no quiz retakes if a quiz is missed, unless the absence is excused and communicated prior to the scheduled quiz. An unexcused absence or failure to communicate prior to the scheduled quiz will result in the grade of a zero.

BOC Prep Book: The Rozzi exam prep book will be submitted at various times throughout the semester (see syllabus for sections and due dates. Specific instructions for how to complete and upload will be provided in Canvas.

Study Plans: Students will be required to submit a study plan for each section of the course (as indicated on the course schedule). A study plan template will be given, but students are encouraged to design a plan according to their needs, as long as it addresses certain components indicated by the instructor.

Capstone Exam Overview: The Capstone exam is a program and graduation requirement, as well as a course requirement in KINE 5224 and 5225 (see below for breakdown in each course). It contains 8 domains that govern clinical practice for the athletic trainer, as designated by the NATA Educational Competencies and 7th edition Practice Analysis.

Domains on Capstone & Associated Faculty
1. Evidence Based Practice (EBP) – Dr. Kunkel
2. Prevention and Health Promotion (PHP) – Dr. Trowbridge
3. Clinical Examination & Diagnosis (CE) – Dr. Decker-Hamm
4. Acute Care of Injuries and Illnesses (AC) – Dr. Kunkel
5. Therapeutic Interventions (TI) – Dr. Trowbridge & Dr. Decker-Hamm
6. Psychosocial Strategies and Referral (PS) - Dr. Kunkel
7. Healthcare Administration (HA) – Dr. Annaccone
8. Professional Development and Responsibility (PD) – Dr. Annaccone

KINE 5224 Requirements
The Capstone exam will be taken during the Fall of Year 2 within the KINE 5224 course. Students must score ≥75% to have passed the exam. There will not be any rounding up of final grades on the exam. Capstone requirements continue into the Spring of Year 2, within the KINE 5225 course, and are based on the status of a passing or failing exam grade.
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KINE 5225 Requirements

**For those students that did pass the capstone exam in the Fall semester**
**Must be done before getting approval from Dr. K to take the BOC**

- Review the capstone exam
- Identify personal weaknesses, aka “themes” missed
- Create a self-analysis for all domains
  - Prioritize domains from weakest to highest
  - Include missed topics or themes
  - Identify weakness in answering questions (not content related)
- Come up with a plan of action to address these areas in need of further review
  - Submit plan to Dr. Decker-Hamm for review (the plan will be part of a grade for KINE 5225)
  - Once the plan is received, Dr. Decker-Hamm will notify Dr. K so she can approve the BOC application to be moved forward when it is submitted by each individual student

**For those students that did not pass the capstone exam in the Fall semester**

Students will have to undergo structured remediation for all domains below 75% within the Capstone exam. Students can begin remediation at the end of the Fall semester, but a majority of the remediation process will take place in the Spring semester. Approval to take the BOC will not be given until the Capstone exam is passed. The January/February BOC test window will not be available for students that did not pass the Fall Capstone exam.

For the Structured Remediation, the following steps MUST be completed in order:

1. Review the capstone exam
2. Develop a self-analysis related to your strengths and weaknesses in each domain below a 75%
   (this should not be solely focused around the capstone exam, but should encompass the whole domain)
   a. Review your self-assessment from KINE 5224
   b. Identify personal areas of weakness (themes; content; anatomy, etc...)
   c. Prioritize domains from weakest to highest. Include missed topics or themes. Identify weakness in answering different question types from the capstone (not content related).
3. Schedule an appointment with each designated faculty member for each domain below a 75%
   a. Suggest a meeting time and be prepared to meet for 30 minutes to 1 hour. (This is not a drop-in appointment).
4. Bring completed self-analysis & remediation packet
5. Complete remediation plan including study plan and plan potential remediation quiz dates with each faculty member
6. Carry out your study plan for each capstone domain
7. Schedule remediation quiz(’es) based on your readiness to complete capstone domain by passing quiz with greater than 80%. In order to take a domain quiz, you must complete any work assigned by the faculty member.
   a. If a remediation quiz is not passed, the student must reattempt the quizzes until an 80% is reached. If a quiz is not passed, the student cannot take a retake quiz any earlier than one calendar day after the failed attempt. Ultimately, the retake timeline of a quiz is at the discretion of the faculty member overseeing the domain.
8. Once the full remediation plan is completed (each domain has been passed), submit the packet to Dr. Decker-Hamm for review (the plan will be part of a grade for KINE 5225).
9. Schedule capstone retake on or before March 30th
   a. There must be at least 5 days between passing the last quiz and taking the capstone. This is done to ensure general study time for the capstone exam.
   b. Therefore, if you are still taking remediation quizzes for a capstone domain the week prior to March 30th; you MUST consider that you may not pass the quiz and you may NOT
be allowed to retake and execute a passing score on the quiz within the time frame required to arrange for a time to complete your capstone retake on or before March 30th.

c. See results related to your completion of Capstone B
   i. *Failure to take Capstone B
   ii. **Not passing Capstone B

*Failure to retake the capstone exam on or before March 30th will result in a zero for Capstone B in KINE 5225. The consequences of a zero are quite serious as it can drop your total grade below a C in KINE 5225, which is considered a non-passing grade. If you earn a C or lower, you will need to retake KINE 5225 the next calendar year (delaying your graduation at least 1 year). In the end, a Capstone B will still need to be completed and passed that following spring if you are seeking approval to take the BOC exam.

** If you do not pass Capstone B with a score of \( \geq 75\% \), you will need to attempt Capstone C on or before the last day of spring classes (usually the first week of May). Failure to pass Capstone C with a score of \( > 75\% \), will result in a grade of an “I” for KINE 5225, which will prohibit you from walking at the spring graduation and matriculating with your classmates.

- Failure of capstone B results in you repeating the **Structured Remediation** described above. Scheduling of the capstone will still only occur after successful completion of all remediation quizzes and faculty member approval.
  - Once the capstone has been successfully completed (a score of \( \geq 75\% \)), the grade in KINE 5225 will be changed from an “I” to the letter grade the student earned and the student will be able to apply for graduation at this time. However, the ATS not be graduating with their classmates and their graduation will be delayed until August or December. Please note at this time UT-Arlington does not hold a summer ceremony. Failure to take or pass the capstone within a year will result in the grade in KINE 5225 automatically changing to an “F”, which signifies that the ATS has NOT completed the MS in Athletic Training and will not be allowed to graduate until the course is repeated in the spring of the following year.

Methods of Evaluations - Clinical Policies:
Clinical Education Hours, Attendance & Time Logs

Clinical Hours: This course requires the completion of minimum 225 clinical education hours (max 700 hours) at an approved clinical education site. The other half of these hour requirements for this semester are housed in KINE 5223.

Clinical Rotation Duration: August 26, 2020 – December 8, 2020

Minimum hour limit (weekly and semester-long): A minimum of 25 hours per week throughout the duration of the semester must be accrued by each student each week throughout the duration of the rotation. Further details of the student’s clinical schedule is agreed to by the student, Clinical Preceptor, and Clinical Education Coordinator in the Clinical Schedule Agreement document. If a student does not think they’ll get 25 hours in a week, they need to contact the CCE via email to make arrangements for other clinical experiences or gain approval from the CCE to log less than the minimum requirement for that week. Failure to complete 25 hours in a given week (without appropriate communication) will result in a 1% deduction in the grade for this requirement. Multiple point deductions may occur in conjunction with multiple violations.

All clinical hours must be completed and submitted on Typhon by Tuesday, December 8, 2020 by 11:59PM. Failure to meet the semester minimum of hours by the last day of classes will result in the
grade of an “incomplete” in the course, a deduction in 5% of the overall course grade, and will prohibit the student from progressing in the program until clinical hours are completed.

*Maximum hour limit (weekly and semester long)*: Students are responsible for monitoring their hours and should alert the CCE if/when they are within 100 hours of reaching the maximum number of hours for the semester.

There are no maximum weekly hours, however if a student or an instructor identifies that a student is experiencing academic struggles in a course, the student's clinical schedule may be altered. The CCE and PD will help to determine the adjusted schedule. An agreement will be drafted by the CCE to determine the minimum hours, weekly schedule, etc. to ensure student success in the course(s).

**Clinical Attendance:** Attendance at a clinical rotation is mandatory during the “work week” (Monday-Friday). Each student's schedule will vary depending on their clinical assignment. Absences at a clinical site will be treated in the same way as they are for missing class.

"Excused" absences are at the discretion of the CP and the CCE, and include, but are not limited to jury duty, an illness (accompanied by a doctor's note), military service, and family emergencies. Any other absence, or those that are not deemed “excused” by the CP, will be considered personal absences. Each student is limited to (2) personal absences per semester. If a personal absence or approved excused absence causes a student to be below the 25-hour minimum for that week, no deductions in the grade will occur as long as the CCE was informed of the absence.

ALL absences on required clinical days that are both excused and personal, must be logged (1) as a day off time log on Typhon (see logging off days policy below), as well as (2) using the ‘MSAT Student Clinical Absence’ form. The exception to this policy is for attending class – when absent for a class, please only log an off day. The form will not be needed for that particular instance of an absence. The form should be submitted no less than 48 hours prior to the absence (unless an unexpected medical or family emergency arise). If a medical injury or illness occurs, the form should still be submitted when possible and an appropriate doctor's note must be provided to the CP and CCE. The note must be signed by the healthcare provider treating the student and must include the student's name, date of treatment, condition being treated/reason for absence, and all necessary contact information for the clinic and healthcare provider. If a long-term medical illness or injury arises that will result in a prolonged period of absences, more than a day, a doctor’s note will need to be provided to the CCE explaining the length of time the student is expected to be absent.

Loss of points will be due to: a student exceeds (2) personal absences; a student does not communicate with the CP and CCE about an absence prior to 48 hours; and other violations of this policy. For each violation to the clinical attendance policy, a student will lose ½% of this section of the clinical grade, up to a maximum of 5%. Multiple offenses may result in a Digression Report.

Students are able to attend other clinical sites to gain clinical hours, but it should not interfere with the schedule of the student's current assigned clinical site. Hours that are obtained at another clinical affiliated site, other than the one a student is directly assigned to, need to be approved by the CCE with written or email verification. Hours not approved by the CCE are subject to being removed from the student’s log and not counted towards that week or semester total.

**Time Logs:** Each student is to record his or her daily hours using the Typhon software. Hours must be recorded within 7 days of completion. Students who fail to log hours on required clinical days will
receive a deduction in ½% for this requirement for each day that is not logged up to a maximum of 5%. Falsifying clinical hour entries will result in disciplinary action.

Logging “Off Days”:
As indicated in the Clinical Attendance Policy above, students must submit the Typhon form when absent from the clinical site on a required clinical day. In addition, students must log “off” days in their time logs on Typhon when missing a required day (immersion days and Fridays). For each day off that is not approved by the CCE and/or not logged in Typhon, students will receive ½% deduction from the course grade, up to a maximum of 5%.

Case Logs
Students are required to maintain a complete log of all patients they encounter at a site in which they partially or fully participated in patient care. Each student is to record his or her daily patient encounters using the Typhon software. Case logs must be recorded within 7 days of completion. Students must log a minimum of 24 case logs in a week (Monday-Sunday), with only 12 required in shorter weeks (i.e. week of Thanksgiving). If a student does not think they’ll get 24 case logs in a week, they need to contact the CCE via email or Teams to make arrangements for other clinical experiences. Group encounters will only count as 1 case log. Failure to do so will result in a deduction in ½% for this requirement for each violation. Falsifying case log entries will result in disciplinary action.

Clinical Performance Evaluations
Midterm and Final Evaluations: The grades associated with these evaluations will be determined by the Clinical Preceptor, based off of the MSAT students’ performance at the clinical site.

Clinical Proficiencies: Each student is required to complete clinical proficiencies each semester that coincides with information instructed on in previous semesters. If students have proficiencies to complete from the previous semester, those will need to be completed by this deadline as well. This document is to be completed and submitted by 12pm on the last day of classes and is submitted with a paper copy. An overall grade of for each proficiency will be given, but the total of those grades for all required CIPs will go towards the final grade for Proficiencies. If a student receives a score below an 80% on a proficiency, he or she will have to remediate that proficiency in the following semester. Failure to complete any proficiencies will result in an “Incomplete” in the course until the skills are completed and a 5% deduction in overall course grade.

MSAT Student Submission of Completed Clinical Requirements & Paperwork
Clinical Schedule Agreement: An agreement is to be submitted at the start of each new rotation within one week of the start date of the clinical rotation. This agreement binds the student to a rough weekly schedule and minimum weekly hour requirement. A specific schedule will be made and maintained through the full-time immersion period. Failure to comply with either of these requirements will result in a ½% deduction in this grade for each offense, along with possible disciplinary action. In addition, submission of the schedule agreement after the due date will result in a 2% deduction in the course grade for this requirement.

Clinical Orientation Checklist: Per CAATE standards, orientations must occur before students can encounter patients at the site. This checklist must be submitted on Typhon BEFORE the first day of a student’s clinical rotation. Virtual meetings are acceptable to complete this checklist as long as all
components of the form are covered. Failure to do so may result in a delayed start at the clinical site and this will result in a $\frac{1}{2}\%$ deduction in the course grade for this requirement.

Clinical Education Documentation & Requirements (Evaluations, Goals, etc): All documentation is to be submitted on Typhon or to the CCE in a timely manner. Documentation that is submitted late will result in a $\frac{1}{2}\%$ deduction in the course grade for this requirement. Multiple late submissions may result in further disciplinary actions.

**Forms due at the start of a rotation:**
- Clinical Orientation Checklist – due BEFORE the first day of the clinical rotation
- Clinical Schedule Agreement & Clinical Rotation Goals – due within one calendar week of the first day of the clinical rotation

Midterm Evaluation Due Dates (by 11:59pm on the designated day):
Friday, October 16, 2020

Final Evaluation Due Dates (by 11:59pm on the designated day): due by the last day of an assigned rotation. The final rotation in the spring semester will have a due date of the last day of classes.
- Forms due:
  - Final Evaluation of Clinical Preceptor
  - Clinical Assignment Evaluation

**CP’s will have the same due dates as their assigned student(s)**

CPR Renewal, BBP Training, Clinical Liability Insurance, etc: These requirements are the responsibility of the MSAT student. The student will not be able to attend the clinical site if these requirements are not completed and this will result in a $\frac{1}{2}\%$ deduction in the course grade for this requirement.

Incomplete Paperwork: Students are expected to turn-in fully completed paperwork (schedule agreements, orientation checklists, CIPs, etc). If paperwork is not complete upon submission, the instructor will return to the student for completion and a $\frac{1}{2}\%$ grade deduction will occur.

Student/Clinical Preceptor Assignments:
MSAT students must submit midterm and final evaluations on ALL CP’s listed alongside their name below. Clinical Assignment Evaluations will be completed at the end of a rotation for each clinical site listed below:

<table>
<thead>
<tr>
<th>MSAT Student</th>
<th>Clinical Assignments</th>
<th>Clinical Preceptors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lizbeth Alvarez Roldan</td>
<td>Lancaster ISD</td>
<td>Jordan Hart, Brad Gaida, Eva Conway, Tabitha Hutchinson</td>
</tr>
<tr>
<td>Josh Bell</td>
<td>Trinity HS</td>
<td>Trina Hughes, John Brunett</td>
</tr>
<tr>
<td>Baylie Benge</td>
<td>UTA Baseball</td>
<td>Jarod Lenahan</td>
</tr>
<tr>
<td>Paola Cabrera</td>
<td>Newman Smith HS</td>
<td>Shaketha Pierce</td>
</tr>
<tr>
<td>Victoria Ekeocha</td>
<td>SMU Football</td>
<td>JJ Bonk, Jared Contreras, Steve Plourde</td>
</tr>
<tr>
<td>Cheng-I (Johnson) Lin</td>
<td>UTA Volleyball &amp; Women's Golf</td>
<td>Gina Giammanco</td>
</tr>
<tr>
<td>Nancy Paredes</td>
<td>UTA Women's Basketball</td>
<td>Tasha Koontz</td>
</tr>
<tr>
<td>Alan Rodriguez</td>
<td>UTA Track &amp; Field</td>
<td>Lauren Jordan; Sam Lauman</td>
</tr>
<tr>
<td>Taelar Smith</td>
<td>DeSoto HS</td>
<td>Bao Duong, David Young</td>
</tr>
</tbody>
</table>
**Supplemental Education Units (SEU's):** There are a variety of continuing education opportunities offered each semester through the Department of Kinesiology, the Athletic Training Education Program, Texas Health Sports Medicine, Children’s Health, NATA, and many other sports medicine institutions or organizations. You are expected to obtain a minimum of 5 contact hours of continuing education outside of scheduled class activities. Opportunities will be posted as they are developed. These continuing education hours must be documented on the SEU Documentation Form found on Typhon. Note: Documentation verifying your attendance must be attached to the SEU Documentation Form (i.e. CEU certificate, registration confirmation for a large conference, or a signed blank SEU form if a certificate is not available). All SEU’s require proof of purchase or attendance to count as credit towards the 5 total SEU’s needed in a semester. All SEU’s may be completed online. The SEU form/cover sheet and the associated attachments must be submitted by the last scheduled day of the clinical course. It is unacceptable to miss class to attend an SEU. If this occurs, the student will receive a ‘zero’ for the requirement. In these cases, no additional SEUs will be counted toward the course grade. A ½% deduction in the course grade will result for every day the form is late, up to a maximum of 2.5% from the total grade. The SEU breakdown is as follows:

1 SEU:
- Any 1-2-hour lecture/talk on or off campus
- Networking provided by the ATP (i.e. Airport pick-ups of NATA leaders)
- MSAT Interview Committee (1 SEU per day of attendance)

2 SEU’s:
- Any full day SEU event - multiple lectures/talks (i.e. one day of the DFW Symposium)

3 SEU’s:
- Attending a multi-day conference (i.e. SWATA Competency Workshop, DFW Symposium)

**Interprofessional Education (IPE)**
All students will participate in an IPE workshop, during which they will have the opportunity to work with students from several other health and healthcare professions – physical therapy, physician assistant, medicine (MD and DO), nursing, social work, public health, and healthcare administration. This workshop will take place virtually via UNT Health Science Center in Fort Worth on the afternoon of either October 28th or November 4th. Please keep both of these afternoons (1:00-5:00pm) open as you will be assigned a time slot. Students are expected to be dressed appropriately (business casual). There will be pre-work due before attending the workshop and a post-workshop reflection due by the end of the day on Friday of the week students attend the workshop. All materials will be provided on the MSAT IPE Canvas organization.

**Virtual Clinic & Standardized Patient Assessments**
Students will participate in a collaborative virtual athletic training clinic that incorporates telemedicine and simulation to enhance student’s patient-centered care, clinical reasoning and clinical decision-making skills. This clinic will take place throughout the semester and will be associated with various
assignments that will be posted on Canvas as they become available. Assignments must be submitted on Canvas by the deadline to receive full credit. More information will be detailed on Canvas as the virtual clinic becomes available.

**Course & Program Policies**

**Submission of Course Materials**

Any course work submitted during class time or another course’s scheduled time will result in the grade of a zero for that assignment, quiz, etc. Doing class work in other courses is unacceptable.

All course materials should be completed independently unless indicated as a group assignment by the course instructors. Any suspected collusion or cheating on a course requirement will be reported to the Office of Student Conduct for review, which may be accompanied by a grade change and/or disciplinary actions.

Late submissions – No late submissions will be accepted, unless arranged in advance with the instructor.

Incomplete Assignments/Submissions – It is expected that all assignments are completed according to the instructions. Failure to complete the assignment according to the instructions, will result in the grade of a zero for that assignment. *Note: For assignments with multiple sections or for assignments graded with a rubric, the instructor will determine if the submission is worthy of partial or no credit.*

Complete/Incomplete Assignments – At the discretion of the instructor, certain assignments may be graded using the Complete/Incomplete grading system. Assignments submitted on time and in accordance with the assignment instructions, will be given a Complete grade. Those assignments which do not meet these standards, unless otherwise discussed with the instructor, will be given an Incomplete grade. No partial credit will be awarded.

Early submission for instructor feedback – Students are encouraged to communicate with the instructor regarding general feedback on assignments prior to the due date. The decision whether to provide feedback is at the instructor’s discretion. Any student wishing to submit an assignment for review, **must first seek permission to do so from the instructor and second, submit the draft via email or Teams chat, no later than 3 days prior to the due date.** Assignments spanning the entire semester may be submitted twice (2) for review, with a minimum of 14 days between submission. Smaller assignments may be submitted only once.

**Expectations for Out-of-Class Study**

A general rule of thumb is that for every credit hour earned, a student should spend 2-3 hours per week working outside of class for classes which meet face-to-face. Hence, a 3-credit course might have a minimum expectation of 6-9 hours of reading, study, etc. Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 6 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

In an online environment, the same principle holds true. For every 1 credit hour of direct contact, a student might have a minimum expectation of 2-3 hours per week of indirect content. For the purposes of this class, direct content is defined as reviewing posted videos, articles, external resources, ppts,
discussion boards, attending guest presentation, live sessions, etc. Indirect contact includes reading assignments, completion of class assignments, preparing for exam/quiz, etc.

**Student Expectations in an Online Environment**

- Be involved and active in your course.
- Be highly motivated and disciplined.
- Check the course homepage, calendar and assignment page, the course syllabus, your UTA email, the course discussion board, and Microsoft Teams several times a week.
- Post the required comments and responses to the discussion board for your course.
- Keep up with your assignments and online quizzes/exams (as applicable) and manage your time well. These quizzes test your knowledge and comprehension of the new content.
- Participate actively in class discussions.
- Practice "Netiquette" ([http://www.albion.com/netiquette/corerules.html](http://www.albion.com/netiquette/corerules.html)) in discussion board postings and emails. Be polite and respectful. Use good grammar and correct spelling. Don't write in all caps (it feels like you're shouting) and sign your name.
- Meet the course deadlines. The courses are not self-paced.
- Be honest and original. Plagiarism will not be tolerated in any online course. View the Plagiarism Policy.

**The Do's and Don'ts for success:**

- Do set aside a specific time during the day for this course--the best time that fits your schedule.
- Use this time for preparation and for participation (reading, studying, posting messages, completing assignments, taking quizzes).
- Do check in and contribute to the class several times a week. By doing this you will keep engaged, on-track, and moving steadily toward your goal!
- Do remember there are people here to help you to be successful in online learning.
- Don’t put off the work! You need to keep up so you can more effectively participate in group and class discussions.
- Don’t be afraid to ask questions. There are probably several others who are wondering the same thing.

**Academic Digressions**

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels. An academic digression report will be completed if key assessments (quiz averages, tests, practicals, OSCEs, etc) fall below 75%. These academic digression reports will be completed by the instructor, reviewed with the students, and filed with the Program Director. Academic digressions are not meant to be punishment, but are to make the student aware of academic deficits in the AT program.

**Grade Grievances**

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. For graduate courses, see [Graduate Grading Policies](#). For student complaints, see [Student Complaints](#).

**Institution Information**

UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the [Institutional](#)
KINE 5224-001: Athletic Training Clinical V  
Fall 2020

**Information** page (https://resources.uta.edu/provost/course-related-info/institutional-policies.php) which includes the following policies among others:

- Drop Policy
- Disability Accommodations
- Title IX Policy
- Academic Integrity
- Student Feedback Survey
- Final Exam Schedule

**Additional Information**

**Mandatory Face Covering Policy**
All students and instructional staff are required to wear facial coverings while they are on campus, inside buildings and classrooms. Students that fail to comply with the facial covering requirement will be asked to leave the class session. If students need masks, they may obtain them at the Central Library, the E.H. Hereford University Center’s front desk or in their department. Students who refuse to wear a facial covering in class will be asked to leave the session by the instructor, and, if the student refuses to leave, they may be reported to UTA’s Office of Student Conduct.

**Cell Phones and Other Technology:** The use of cell phones and text messaging are strictly forbidden during class time, except when their use is part of a learning activity. The use of cell phones and other disruptive behaviors may result in dismissal from the class, resulting in an unexcused absence. Technology use in the classroom must be for the sole purpose of enhancing the teaching and learning process. Laptops used for taking notes and iPods used to record class discussions are examples of technology that would be appropriate to use during class. Cell phones used for talking and texting during class are examples of inappropriate use of technology during class time.

**Professionalism:** Professionalism includes the following: punctuality, no cell phone use, and appropriate communications (e.g. e-mail, phone, etc.). Students should arrive before class begins and leave only after the instructor has dismissed the class. Cell phones should be turned off and put away during the entirety of class, except in cases in which they are being used for learning activities. Appropriate communications (e-mail, phone, etc.) include using salutations and appropriate grammar, language, and tone in e-mail and personal communications.

**Proper terminology** – Using proper athletic training terminology helps eliminate confusion or inconsistencies when explaining the AT’s role in health care. It is important for students to develop a habit of using proper terminology, therefore students are expected to do so when speaking and writing about athletic training. The use of “trainer”, “training room”, or similar phrases in course work will not be accepted and will result in a 1-point deduction on the assignment for each. Shortening “athletic trainer” to AT is acceptable. Refer to the NATA for proper athletic training terminology.

**MSAT Retention Criteria**
MSAT students’ academic and clinical progress will be closely monitored each semester. In order to remain in the MSAT program, students must:

1. Maintain a cumulative GPA of 3.0 or higher.
2. Maintain a 3.0 GPA or higher in athletic training core courses.
3. Students may not earn a “C” grade or lower in any required course containing AT education
cOMPETENCIES. Students who earn a grade of “C” or lower in any required course must meet with their
academic advisor and petition to continue in the MSAT Program.
   a. Any student who fails to meet the retention criteria will be placed on probation in the MSAT
      program. If standards are not met by the end of the probationary period, the student will be
      dismissed from the program.
   b. If allowed to repeat a course, the student must earn a grade of B or higher in order to remain in the
      program. Students will not be allowed to continue in the program until the course is repeated with a
      grade of a B or higher. For example, if a student earns a “C” in a course only offered in the fall
      semester, he/she must wait until the course is offered again (the next fall) before proceeding in the
      program.
   c. Failure to repeat the course, or earn a grade of “B” or better, will result in dismissal from the
      program.
   d. Students who do not gain good academic standing with the program in the semester following
      completion of the probation semester will be academically dismissed.
   e. A student who has been dismissed for failure to maintain a GPA 3.0 may petition the AT Faculty
      Committee to continue in the program. See section below concerning petitions*.

   including but not limited to: the university’s academic integrity policies, the NATA Code of Ethics, the
   BOC’s Standards of Practice, course syllabi, to the MSAT Policies and Procedures Manual, and to
   policies/regulations established at each assigned clinical site. Students with three professional
   conduct/digression reports may be suspended or dismissed from the program. If students have a history
   of professional conduct or behavior issues, with a written record of conduct warning or digression
   reports, and earn a “C” in a course, the student will be required to meet with the faculty to determine if
   the student can continue.

*Petitions to Continue in the MSAT Program
Students who wish to submit a petition to continue in the MSAT Program must meet with their Academic
Advisor. During that meeting, students should be prepared to discuss how/why plans to regain good academic
standing during the probation semester were not successful and develop a specific plan for improvement. The
student is responsible for submitting the petition to the MSAT program director.
The student’s petition to continue in the MSAT program will be reviewed by the Athletic Training faculty
committee. If the committee agrees to approve the student’s petition to continue, the Academic Advisor will
work with the student to review/revise the student’s degree plan and assist with clearing the student for
enrollment.

Academic Integrity

Academic Integrity and Scholastic Dishonesty
The University of Texas at Arlington strives to uphold and support standards of personal honesty and integrity
for all students consistent with the goals of a community of scholars and students seeking knowledge and
responsibility. Furthermore, it is the policy of the University to enforce these standards through fair and
objective procedures governing instances of alleged dishonesty, cheating, and other academic/non-academic
misconduct.

What is Academic Integrity?
Academic integrity is defined as being in firm adherence to a code or standard of values. It is a commitment on
the part of the students, faculty and staff, even in the face of adversity, to five fundamental values:

- Honesty
- Truth
- Fairness
"From these values flow principles of behavior that enable academic communities to translate ideals into action" (The Center for Academic Integrity, 1999). Unfortunately, when these ideals are not translated to each and every one in the academic community, academic dishonesty is inevitable.

What Constitutes Scholastic Dishonesty?
Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, and collusion on an examination or an assignment being offered for credit. Each student is accountable for work submitted for credit, including group projects.

Cheating
- Copying another's test or assignment
- Communication with another during an exam or assignment (i.e. written, oral or otherwise)
- Giving or seeking aid from another when not permitted by the instructor
- Possessing or using unauthorized materials during the test
- Buying, using, stealing, transporting, or soliciting a test, draft of a test, or answer key

Plagiarism
- Using someone else's work in your assignment without appropriate acknowledgement
- Making slight variations in the language and then failing to give credit to the source

Collusion
- Without authorization, collaborating with another when preparing an assignment

University of Texas at Arlington Honor Code
"I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence. I promise that I will submit only work that I personally create or that I contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code."

Source: http://www.uta.edu/conduct/academic-integrity/

The Athletic Training Program take academic integrity very seriously. Any student who is found to have participated in scholastic dishonesty as defined above will receive an automatic zero on the assignment, written exam, practical exam or quiz and will be reported to UTA Office of Student Conduct. In addition, no make-ups of the work will be allowed.

Attendance
At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator of student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, As the instructor of this course, I expect students to be in attendance for each class meeting. The course attendance policy is provided below. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report must the last date a student attended their class based on
Evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas. This date is reported to the Department of Education for federal financial aid recipients.

**Emergency Exit Procedures**
Should we experience an emergency event that requires evacuation of the building, students should exit the room and move toward the nearest exit, which is located in the hallway leading to PEB 202. When exiting the building during an emergency, do not take an elevator but use the stairwells instead. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

Students should also subscribe to the MavAlert system that will send information in case of an emergency to their cell phones or email accounts. Anyone can subscribe at [Emergency Communication System](https://www.mavalert.uta.edu).

**Library Information**

**Librarian to Contact:**
Peace Ossom-Williamson. Each academic unit has access to [Librarians by Academic Subject](https://libguides.uta.edu/librarians) that can assist students with research projects, tutorials on plagiarism and citation references as well as support with databases and course reserves.

Peace Ossom-Williamson, 817-272-6208, [peace@uta.edu](mailto:peace@uta.edu)
Athletic Training library guide: [https://libguides.uta.edu/athletictraining](https://libguides.uta.edu/athletictraining)

**Research or General Library Help**
Ask for Help
- [Academic Plaza Consultation Services](https://library.uta.edu/academic-plaza)
- [Ask Us](https://ask.uta.edu/)
- [Research Coaches](https://libguides.uta.edu/researchcoach)

**Resources**
- [Library Tutorials](https://library.uta.edu/how-to)
- [Subject and Course Research Guides](https://libguides.uta.edu)
- [Librarians by Subject](https://library.uta.edu/subject-librarians)
- [A to Z List of Library Databases](https://libguides.uta.edu/az.php)
- [Course Reserves](https://uta.summon.serialssolutions.com/#!/course_reserves)
- [Study Room Reservations](https://openroom.uta.edu/)

**Emergency Phone Numbers**
In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381
Stop. Think. Protect Yourself. You Have Choices.

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. This graphic provides each member of the UTA community with information and options for responding to an active threat. These options are not chronological, but are designed to address dynamic situations. Assess the situation (your location, the location of the threat, type of threat, etc.), identify and weigh your options, develop a plan of action and commit to it.

### YOUR OPTIONS TO AN ACTIVE

#### You Have Choices!

<table>
<thead>
<tr>
<th>AVOID</th>
<th>DENY</th>
<th>DEFEND</th>
</tr>
</thead>
</table>
| • AVOID the situation. Stay away from the area and campus.  
  • If you can safely leave the area, RUN.  
  • Get others to leave the area, if possible.  
  • Prevent others from entering the area.  
| • Know your exit and escape options.  
  • If in a parking lot, get to your car and leave.  
  • If in an unaffected area, stay where you are.  
  • When you are safe, call UTA PD at 817.272.3003 or 911 with information you have.  
| If you can’t leave the area safely, DENY or slow entry to the intruder:  
  • Lock/barricade doors with heavy items.  
  • Turn off lights/projectors/equipment.  
  • Close blinds and block windows.  
  • Stay away from doors and windows.  
| • Silence phones and **remain quiet**. Don’t let your phone give you away.  
  • HIDE and take cover to protect yourself.  
  • Be prepared to run or defend yourself.  
| If you can’t AVOID or DENY entry to the intruder, DEFEND your location:  
  • As a last resort, FIGHT for your life.  
  • Use physical force and any weapons available - fire extinguishers, books, chairs, belts, umbrellas, pens/scissors, hot coffee/drinks, trash cans, etc.  
| • Use the element of surprise.  
  • Work together as a team. Develop a plan. Commit to your actions. Your life depends on it.  
  • Be aggressive, loud, and determined in your actions.  

Follow ALL instructions.

Additional information for active threat and other emergency situations can be found through the links below:

https://police.uta.edu/crime-prevention/active-shooter-resources.php  
https://police.uta.edu/emergency-management/index.php