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Introduction

Welcome to the Directed Observation Program (D.O.P) for the Athletic Training Program (“Program”) at the University of Texas at Austin. The D.O.P is a one to two semester long “pre-professional” program for students seeking admission to the Program.

While athletic training is a very valuable and rewarding undergraduate major and healthcare profession, it is not for everyone. The D.O.P is designed to give those students whom may be interested in athletic training a cursory look at the profession and UT’s Program. This will allow the student to ensure that he/she wants to pursue a career in athletic training, or a related field, and be a part of the UT Program before making a major commitment. In addition, we want new students to have time to make the transition from high school to college without the added time commitment associated with our Program. Lastly, the D.O.P allows our staff to evaluate each student in a clinical setting similar to the ones that he/she will be involved with throughout the remainder of his/her education. This gives us a good idea of whether or not the student will be able to handle the demands of the Program.

Participation in the D.O.P. is a requirement for admission to the Program unless a student is transferring from another program and meets the admission requirements for transfer students. However, students must understand that being in the D.O.P. does not ensure their admission into the Program.

In addition to reading this packet, students are to review the information on the Program website (http://www.edb.utexas.edu/education/departments/khe/undergrad/atep/atep/), including the athletic training student manual. Students should pay particular attention to the Program’s admission requirements and technical standards information.

We have tried to include all of the information that you will need to complete the D.O.P, however, if you have any questions that are not covered in this manual please feel free to contact Brian Farr, the Program Director at bfarr@mail.utexas.edu or by phone at 512-471-9885.

Good Luck and Have Fun!
Program Components
The D.O.P has three primary components: (a) directed observation hours, (b) development of clinical skills and knowledge, and (c) coursework.

A. Directed Observation Hours:
Directed Observation Students (D.O.Ss) need to obtain 50 contact hours in order to meet the Program’s admissions requirements. You will be given a schedule of bi-weekly clinical rotations for which you are to spend at least five hours per week “observing” a staff athletic trainer and his/her athletic training student (ATS) at a given clinical setting (see page 8 for an example of the rotation schedule). During this time, you will have the opportunity to observe and interact with our staff Athletic Trainers (ATs) and ATSs. It is a time to see what the profession and our program are all about. The hours that you accumulate in the athletic training room will include interacting with many of UT’s staff ATs and ATSs. Use this time wisely to ask questions, get involved, and really look at what the athletic training profession and our Program demands of you. Directed Observation Students will NOT provide athletic training services to any patients, but you may voluntarily assist with the day-to-day activities while observing. Additional opportunities (e.g. in-services, mentor meetings, LATSA meetings, etc.) to obtain contact hours will be announced throughout the semester. The bulk of the contact hours, however, are to be obtained through the actual observation rotations.

You are required to keep an accurate account of your observation hours. This is to be done on the Directed Observation Hour Log. You are to enter the date, rotation site and number of observation hours obtained. The log is to be signed by a supervisor on a daily basis. You are reminded NOT to wait until the end of the semester to fill in the log. This log must be turned in with the Program’s application materials. A copy of this log can be found on page 19 of this packet. The form may also be downloaded from the Program’s website. Please make copies of the original, as several copies will be needed to track the observation hours. Bring this form to your rotations.

While performing the observation hours, our staff ATs and ATSs will be observing and evaluating you. Scores from these evaluations are used as part of the admission criteria. You are responsible for giving your site supervisor the Directed Observation Student Evaluation Form when the rotation is completed. This form is available on-line on the Program’s website under the “forms” page. http://www.edb.utexas.edu/education/departments/khe/undergrad/atep/atep/about/forms/. The supervisor will complete the evaluation and submit the form to the Program Director or Clinical Coordinator. If you fail to give the supervisor a form, the supervisor may not submit an evaluation of you. Because the evaluation scores are considered when determining admission to the major and the Program, a D.O.S without documented evaluation scores will not fulfill the admissions requirements. It is of utmost importance that you give the site supervisor an evaluation form. As a reference, a copy of this form is included on pages 20-21 of this packet.

You are also responsible for completing a Directed Observation Clinical Site Evaluation form and submitting it to Adrienne Horton in BEL 718AD. This
form can also be found on the Program’s website at 
http://www.edb.utexas.edu/education/departments/khe/undergrad/atеп/atеп/about/forms/. As a reference, a copy of this form is included on pages 22-23 of this packet.

B. Clinical skills and knowledge:
You will find a list of basic skills and knowledge that you must learn and become proficient in performing in this packet. The skills address basic athletic training knowledge and techniques. Our course instructors, clinical instructors, and ATS will assist you in learning the skills in both a formal and informal manner. However, you are expected to take an active role in learning the information and skills, which will require some independent investigation and studying. You will not be “spoon fed”. After learning the skill, you should practice the skills until you can perform them effectively. Once you believe you are competent in the skill, you should meet with a staff AT or ATS to demonstrate proficiency and competency in performing the skill. If the evaluator deems that you are competent, the skill will be “signed-off”, meaning you have proven your competency and proficiency in that particular skill. These skills can be worked on at anytime the staff AT or ATS has some ‘down time’, however, we advise arranging times with the staff AT or ATS in advance. The skills can NOT be performed or practiced on an actual patient – you will practice and perform the skills on fellow students. Completion of the skills and knowledge list is also a requirement for admission to the Program. A list of the skills and knowledge requirements and a sign off sheet is located on pages 24-31 of this packet. Print those pages and bring them with you to your rotations.

C. Coursework:
Completion of the following four prerequisite courses is required for admission to the Program: (a) KIN 312K Care and Prevention of Athletic Injuries, (b) KIN 219K – Introduction to Athletic Training, (c) KIN 324K Applied Human Anatomy, and (d) CC 306M – Introduction to Medical and Scientific Terminology. Further information regarding these courses is explained in the Program’s admissions packet. In addition to the prerequisite courses, you should enroll in general education requirements for the major. These courses can be found on the left side of the Athletic Training Major degree sheet. Degree sheets can be picked up in Bellmont 1005. You are encouraged to meet with an academic advisor if you have any questions about general education requirements. Appendix A has additional information regarding the coursework that is associated with the Program.
Guidelines and Rules:

The following guidelines cover specific areas of concern regarding professional behaviors that must be followed; however it is not an all-inclusive list. Therefore, student’s behaviors and actions will be evaluated for their appropriateness as warranted. Violation of any of these guidelines and/or failure to use reasonable judgment in situations that are not specifically addressed may result in immediate expulsion from the Directed Observation Program. Inappropriate actions may be reported to the university administrators and/or legal authorities as warranted. Inappropriate actions include but are not limited to: (a) breach of patient confidentiality; (b) harassment or discrimination in any form (c) absenteeism and /or tardiness; (d) unsafe clinical practice including omission, commission, negligence, and malpractice; (e) neglect of clinical responsibilities (f) inappropriate interaction with patients, coaches, administrators, staff or faculty members (includes staff athletic trainers, educational faculty members, physicians and other medical professionals) etc. (g) or any other action that the Preceptor supervisor deems unsafe or inappropriate.

1. The Directed Observation Program is only open to UT-Austin undergraduate students. You must be a registered student to participate in the D.O.P. If your status changes, you must notify the Program Director or Clinical Education Coordinator immediately and excuse yourself from the D.O.P.

2. The Preceptor is responsible for ensuring the safety of patients at his/her site, especially those under the supervised care of ATS. In general, Directed Observation Students will NOT perform any treatments, render any care, dispense any medications, or provide opinions on injuries or care rendered. These practices are the prerogative of our physicians and licensed athletic trainers. The Texas Department of State Health Services regulates our work as athletic trainers and we must follow all standards of practice guidelines established by this agency. In rare situations (e.g. a medical emergency), you may be asked to assist our AT staff or ATS. If you are asked to assist, do only what you are specifically instructed to do. These instructions MUST come from a credentialed member of The University of Texas at Austin’s Athletic Training and Sports Medicine Staff. Know your limitations and abide by all of our directives when it comes to any health care interaction with patients. If you are not comfortable in performing a task that is requested of you, it is your responsibility to communicate this information as quickly as possible to your supervisor(s). Remember, FIRST DO NO HARM!

3. Compliance with patient confidentiality is mandatory. Athletic training is a medical profession. Athletic trainers, professional and student alike, are held to the highest of ethical and legal standards. You will also be held to these standards. One of the most important areas deals with patient confidentiality. You are NOT to discuss patient information with anyone (including coaches, other patients, administrators, press/ media, fans, scouts, friends, family, etc.) other than the healthcare providers that are directly involved with that patient’s care. Strict compliance with the Healthcare Information Privacy and Portability Act (HIPPA) is mandatory. You should keep in mind the old adage “what you hear and see here, stays here”. If you are approached by someone requesting information on an athlete, follow these steps:

   a. Remain polite
b. Inform the person that you are legally prohibited from sharing any medical information on the athlete.

c. Refer the person to your clinical instructor or staff member from UT’s Sports Medicine and Athletic Training Staff.

d. Follow up with the clinical instructor to inform him or her that the person asked you for information and that you did not provide the person with any information, but referred the person to the supervisor.

Disclosure of a patient’s information without his/her direct and informed consent is illegal and punishable by law. More about this topic will be covered in both the “Media and Social Networking Guidelines” (see page 13) and in the HIPAA training module that you are to complete (see #17).

4. You are expected to represent yourself in a mature and professional manner at all times. You must remember that Athletic Training Program and The University of Texas athletic program are highly visible and respected programs. Do not do anything to jeopardize that status or your involvement with our programs. Also, remember that you are participating in the D.O.P to learn about the athletic training profession and the Program, not to meet, befriend, or “get an in” with the student-athletes. Your interaction with athletes, coaches, and departmental staff members is expected to remain professional. Socializing with patients, student-athletes, coaches, staff, administrators, and faculty is highly discouraged.

Inappropriate interactions with patients, coaches, administrators, fellow students, staff, faculty, etc. can take many forms. The following guidelines help to identify appropriate and inappropriate interactions and offer some guidance as to working relationships, however, the information is not all-inclusive:

a. While development of a good rapport and relationship with patients is conducive to a good working and learning environment, you must be sure to keep the rapport and relationship at a professional level. Patient and staff interaction must be professional at all times so as not to undermine the patient’s confidence in the student and/or the staff. You are expected to report any problems or concerns with patients, staff, administrators, faculty, etc. especially those of a hostile nature or romantic relationship, to their Preceptor AND Program Director immediately.

b. You should be especially mindful of your social interactions with patients and staff (e.g. medical staff, coaches, administrators, etc.). Social and romantic relationships are highly discouraged. In the event that a relationship develops, you must notify the Preceptor and Program Director of the relationship as soon as the relationship begins. This is to avoid a potential conflict of interest or distraction in the clinical environment. You will be immediately removed from the clinical site if you develop an unprofessional relationship with a patient or staff member at that site. Failure to report the relationship to their Preceptor and the Program Director prior to them learning of the relationship will result in your expulsion from the D.O.P.
c. D.O. Students will typically have very limited interaction with coaches or administrators. **You are not to initiate an interaction with the coaches or administrators unless give specific directives to do so by the Preceptor.** If you interact with a coach or administrator, you are expected to maintain a cordial and professional interaction with them and act according to the guidelines set forth by the Preceptor. Details on how and when to address coaches, how to respond to questions from coaches, and how to handle potential conflicts should be addressed with the Preceptor early in the clinical education experience. At no time should a student criticize or question a coach on issues related to the coaching or managing of the team. Often times an administrator will ask questions about a patient’s injury or status, you are required to refer the administrator to the appropriate clinical supervisor. You are expected to report any problems or concerns with a coach, especially those of a hostile nature or romantic relationship, to their clinical supervisor AND Program Director immediately.

d. Professional relationships between students are a very important aspect of the Program and the clinical education experiences. Students will interact with one another on an almost daily basis. These interactions are expected to remain professional regardless of personal likes or dislikes of one another. Romantic relationships between students are highly discouraged because of the potential for breakups, which can cause conflict in the clinical setting. Students, as young adults, are expected to be able to work out problems between themselves. The Preceptors, Clinical Education Coordinator, and Program Director are available for consultation and will intervene as needed, but learning how to work with others and resolve conflicts is a very important aspect of one’s education. You are expected to report any problems or concerns with a fellow student, especially those of a hostile nature, to their Preceptor AND Program Director immediately.

e. Students at various levels in the program may be at the same clinical education site at the same time. You will often interact with one or more ATSs at the clinical site more than you interact with the Preceptor. ATSs will assist in the education and pre-professional preparation of DOSs and often times will help direct them in their observation hours. The relationship between ATSs and DOSs is to remain cordial and professional. Open criticism of fellow students, regardless of class standing, will not be tolerated. With this being said, DOSs should recognize that ATSs typically know what needs to be done in the clinical setting. DOSs should accept the direction and criticism from ATSs in a positive light. However, you should inform a Preceptor, the Clinical Education Coordinator, or the Program Director if you feel that you are being mistreated by another student.

f. Perhaps the most important relationship you will have is with the clinical staff and program faculty. While the staff and faculty typically attempt to keep the classroom and clinical environments
somewhat relaxed, it is important that you do not become too relaxed or unprofessional. You are to maintain a professional approach to your interactions with the staff and faculty. It is important to remember that the staff and faculty are not your peers. You are to show the staff and faculty an appropriate amount of respect, regardless of personal likes or dislikes. You should refrain from criticizing or openly disagreeing with a staff or faculty member’s decision or action, particularly when it concerns the care of a patient. If you have a question about a decision or action, you should approach the staff or faculty member in a respectful manner, away from others, to ask their question or voice their concern.

The staff and faculty are to maintain a professional approach to interactions with the staff and faculty. It is important to remember that the staff and faculty are not your peers. You are to show the staff and faculty an appropriate amount of respect, regardless of personal likes or dislikes. You should refrain from criticizing or openly disagreeing with a staff or faculty member’s decision or action, particularly when it concerns the care of a patient. If you have a question about a decision or action, you should approach the staff or faculty member in a respectful manner, away from others, to ask their question or voice their concern.

The above information regarding interactions and behaviors applies to all patients, staff, administrators, faculty, peers, and other healthcare professionals even if not explicitly mentioned.

5. You are to report well groomed and dressed appropriately. Proper grooming and personal hygiene are important characteristics for professionals and students alike. You are expected to maintain a neat and well-groomed appearance during all activities associated with the Program. While compliance with this request is subjective and there is room for individualism, extremes in appearance should be avoided. Your appearance must not distract from the professional image you are trying to promote, nor can it attract undo attention from those around.

The information provided in this section is to be followed unless the site supervisor specifies alternatives. Students not following the clothing/uniform guidelines will be sent home from the observation experience. Repeated violations of the guidelines will result in expulsion from the D.O.P. Students should contact the Program Director or site supervisor with any questions regarding appropriate and inappropriate attire before reporting for the clinical education experience. You should keep these requests in mind:

a. Breath should be fresh
b. Body odors should be pleasant with fragrances kept to a minimum
c. Facial hair, if kept, should be neatly trimmed and non-distracting to patients.
d. Jewelry should be kept to a minimum.
   I. Excessive jewelry can be a distraction and in some instances may hinder the students’ ability to render care (ex: rings may tear
protective gloves when treating wounds; long bracelets or necklaces may get entangled in modality or rehabilitation equipment, etc.)

II. Some coaches may have rules on whether or not their athletes may have piercings (ears, nose, tongue, eyebrow, lip, etc) in place while participating with that sport. In the event there is a team rule on piercings, you are also expected to comply with the team rules.

III. Neither the Program nor the clinical site will assume responsibility for any jewelry that is damaged, lost or stolen during the student’s clinical education experiences.

e. Do NOT make requests to team managers or coaches for clothing or gear.

f. Do not wear hats, shirts, etc. with other team’s logos or with inappropriate references (alcohol, parties, cuss words, etc).

g. Do not wear hats, shirts, etc. with Greek (i.e. fraternity/sorority) content.

h. Under garments are not to be visible at any time.

i. Bare skin of the waist, pelvis, buttocks, midriff, or trunk areas is not to be visible at any time.

j. Bring outdoor clothing as you feel appropriate – you will not be issued clothing for inclement weather.

k. All clothing is expected to be clean, wrinkle free, and void of holes or frayed edges

l. Unless the site supervisor specifies a different dress code, the items below are acceptable components of the uniform for observation experiences. Note the guidelines listed under each item.

   a. White, grey, black, or burnt orange t-shirts and collared shirts.
      i. If a logo is visible it should be a NIKE or UT logo.
      ii. Shirts should not have a low cutting v-neck.
      iii. Shirts must have sleeves.
      iv. Shirts should be tucked in.

b. Black, orange, or khaki/tan nylon “wind-breaker” type shorts and pants.
   i. If a logo is visible it should be a NIKE or UT logo.
   ii. Shorts must be at least mid-thigh in length.
   iii. Shorts and pants should be worn no lower than waist high.
   iv. Excessively tight or baggy shorts or pants are inappropriate.

c. Khaki/tan “Docker” type shorts and pants.
   i. Shorts must be at least mid-thigh in length.
   ii. Shorts and pants should be worn with a belt.
   iii. Shorts and pants should be worn no lower than waist high.
   iv. Excessively tight or baggy shorts or pants are inappropriate.
   v. “Bell-bottom” or “flared” pants are inappropriate.
   vi. Jeans are inappropriate – even tan ones.
   vii. “Cut-offs” are inappropriate.
d. White, black, grey and burnt orange sweatshirts and sweatpants.
i. If a logo is visible it should be a NIKE or UT logo.

e. White, black and burnt orange sweaters and jackets.
i. If a logo is visible it should be a NIKE or UT logo.

f. “Tennis” shoes or athletic-type shoes.
i. The preferred brand is NIKE.
ii. Sandals, including “flip-flops” and “slides” are inappropriate. “Skeleton” or “minimal” shoes are inappropriate.

g. White, burnt orange, or black baseball-style hats.
i. If a logo is visible it should be a NIKE or UT logo.
ii. Hats are not to be worn indoors.
iii. Hats are to be worn evenly on the head with the bill facing forward.

h. White, burnt orange, or black stocking caps or ear warmers.
i. If a logo is visible it should be a NIKE or UT logo.
ii. Stocking caps and ear warmers are not to be worn indoors.

6. Harassment and/or discrimination, of any kind, will not be tolerated. This includes actions against peers, patients, staff, administrators, faculty, etc. Types of harassment and discrimination include, but are not limited to, inappropriate actions or comments based on the patient’s sex/gender, sexual preference, race/ethnicity, religion, and the patient’s sport or status. The following are links to the University’s policies on harassment:

7. You are required to comply with the laws, rules and regulations set forth by the Texas Department of State Health Services and its Advisory Board of Athletic Trainers. Please go to the Department’s and Board’s website at: http://www.dshs.state.tx.us/at/default.shtm for specific information.

8. You must also abide by the NATA’s Code of Ethics which can be found at http://www.nata.org/sites/default/files/code_of_ethics.pdf

9. No cell phone use, including texting, is allowed during scheduled observation times!

10. Recognize that our staff and students have a job to do. Caring for the athletes is their first priority. There will be times when the staff and students go about their jobs without paying much attention to you – this cannot be avoided. You should observe their
activities and ask questions at an appropriate time. Also, keep in mind that you will not be privileged to or involved with everything. If you are asked to leave a situation, do not take it personally, the staff and students still have a job to do.

11. You are responsible for arranging the days and times of your rotations. You will be given a schedule of rotations to follow. Do NOT veer from this schedule without permission. You should call the contact person listed for that rotation the week prior to your rotation with them to make arrangements. **Do not show up without making prior arrangements.** Show up on the days you scheduled and be on time to your rotations. If you will be late or unable to show up, you MUST inform the supervisor of that site in advance.

12. You are to report for a minimum of five (5) hours per week. You may report for more hours with the permission of the clinical supervisor. Try to make arrangements to see practice or game prep, practice or game coverage, and post practice or game situations to get a good feel for what occurs. It is not the number of hours that you put in that is important, but what you do during those hours. Note that not all rotations allow D.O.S to attend/observe games.

13. Absenteeism and tardiness will not be tolerated. This includes punctuality and attendance for classes, in-services, directed observation experiences, meetings, appointment, etc. Students must notify the appropriate supervisor or instructor of any absences and tardiness. This should be in a timely manner, preferably prior to their occurrence.

14. It will be up to you to get involved with learning and making this a good experience. Our staff will help you learn and attempt to provide a sound educational experience, but they will NOT take you by the hand and lead you around. We are looking for students that want to learn and experience as much as possible. Remember this is a time for us to evaluate you. Do not be passive in your experience! However, keep in mind that you are NOT to provide any athletic training or medical services without being specifically instructed to do so by a member of the UT medical staff (see item #2).

15. You will be given a list of skills and knowledge items to complete. It is up to you to seek out assistance in learning and mastering these. Completion of these skills is part of the admissions criteria.

16. You are responsible for meeting all admissions criteria, completing all admissions forms, and submitting the materials before the due dates.

17. If, at anytime, you are uncomfortable with a situation, please report that to the supervisor of your rotation or to Brian Farr immediately.

18. If you decide that you are no longer interested in athletic training or our program, please inform Brian Farr.

19. **Prior** to beginning your observation hours, you are required to complete four on-line training modules, CW 121 Sexual Harassment, CW 122 A Safe Workplace, CW 500 General HIPAA Privacy Training, and OH 218 Bloodborne Pathogens.

For OH 218:
Go to http://www.utexas.edu/safety/ehs/train/
Click on the link for “OH 218 Bloodborne Pathogens Online Training”
Click “OH 218 is available online (EID required)”
Enter your info
Click on “click here to start the course”
Complete the module and take the quiz at the end – be sure you see a page that states that you have completed the module. PRINT THAT PAGE and submit a copy.

For CW 121, 122, and 500:
Go to http://www.utexas.edu/compliance/training/
Click “LOG IN to the Compliance Training System” near the top of the page.
You’ll need to enter your UT EID and password when prompted.
A list of modules should appear under “optional training modules”. If not, click the small box after “optional modules available” and a list of modules will appear.
Select CW 500.
Click “view presentation”.
Complete the module and take the quiz at the end – be sure you see a page that reads “Congratulations (name)! You have successfully completed the review!” PRINT THAT PAGE and keep for your records.
Do the same for CW 121 and CW 122.
  o In the event that CW 122 does not appear under “optional training modules”, click on the link of one of the modules that you have already taken. When the information page appears go to the URL listed in the address bar and move your cursor to the right until you come to the end of the address which shows the 'course number' (e.g. CW121). Enter the course number 122 in the last 3 digits. This should take you to the online module. If any other module does not appear under “optional training modules” just follow the steps above, but insert that course number instead of 122.
When you have completed all three modules, go to your “compliance training profile” page – you may have to click on the “View Your Profile” link on the left side of the page.
Click the small box after “modules completed”. Be sure CW500, CW 121 and CW 122 appear.
Print that page, showing that you completed CW 500, CW 121 and CW 122, and submit a copy.
Media and Social Networking Guidelines

Directed Observation Students may interact with patients, student-athletes, coaches, administrators, and staff members during the students’ observation hours. This provides the DO Student with unique opportunities to obtain confidential and privileged information. The University of Texas at Austin (UT-Austin) Athletic Training Program (ATP) expects professional interactions between DO Students and patients, student-athletes, coaches, administrators, and staff.

In maintaining this professional interaction and conduct, students shall

1. Refrain from sharing any materials, including but not limited to, voice recordings, photographs, text images, video, or personal statements through social networking media\(^1\), text message, or electronic mail related to:
   a. Patient diagnosis, medical care, prognosis, and/or status
      i. Any disclosure of information is in violation of HIPAA guidelines
   b. Privileged and/or confidential information\(^2\) regarding a patient, athlete, coach, team, administrator, or staff member.

2. Refrain from sharing any information addressed above directly or indirectly with or in public media\(^3\).

The ATP respects the individual’s rights to use social networks and other digital media in his/her private, individual capacity. In so doing, ATP recommends that students be mindful of the following:

- Be careful what you post! Anything posted online or via other digital methods is available for anyone in the world to see; regardless of for whom it was intended.
- Be aware of posting information, photos, or other items that could embarrass you or your family.
- Students are trusted with confidential information relating to patients, student-athletes, coaches, administrators, staff members, teams, Department of Intercollegiate Athletics, UT-Austin, and other clinical education sites; do not post or discuss any confidential information.
- Be aware that what you post may affect your image and the image of the ATP.
- Remember that potential employers, internship supervisors, graduate programs and scholarship committees may search social media and other sites to in reviewing a candidate or applicant.

Through their clinical education experiences, students may also come into contact with patients, student-athletes, and student aids that are minors. Students should refrain from interacting with patients, student-athletes, and student aids that are minors, socially and/or through social networking media, text messages, or electronic mail. This applies even if the student is not or no longer providing healthcare for the minor.

Failure to abide by these guidelines may result in the student being placed on probation, being suspended, or being disenrolled from the Program. Certain violations may also be reported to appropriate university administrators and/or legal authorities.
Refers to social network sites such as Facebook, Myspace, Friendstar, Xanga, Twitter, Bebo, Snapchat and any other or new digital platforms and similar distribution mechanisms.

Refers to any information that the student obtains, hears, or sees during his/her interactions with patients, athletes, coaches, teams, administrators, and staff members in the clinical education setting (i.e. practices, competitions, workouts, travel, meetings, treatment/rehabilitation sessions, appointments, etc.).

Refers to technologies used to communicate messages (dissemination of fact, opinion, and entertainment) to the public or select members including print outlets (e.g. newspapers, book, magazines, posters, flyers, etc.), traditional public and commercial broadcasts (e.g. TV, film, radio), digital methods (e.g. Internet, e-mail, social networks, podcasts, chatrooms, blogs, etc.) and any new other or new platforms and distribution mechanisms.
**ROTATION SCHEDULE:**
This is a sample of the rotational schedule, your name will be placed in one of the slots and that will become your rotation for the rest of the year. EACH ROTATION WILL LAST FOR 2 WEEKS

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</table>

SAMPLE FORM – actual form will be e-mailed to you
**CONTACT NAMES & NUMBERS:**
These are the supervisors that you will need to contact in relation to your rotation. It is up to you to set up a schedule with them and you must do it prior to the start of each new rotation.

<table>
<thead>
<tr>
<th>Sport / Rotation</th>
<th>Supervisor</th>
<th>Contact Info</th>
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<tbody>
<tr>
<td>FB</td>
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<td>Men’s Basketball</td>
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<tr>
<td>ROW</td>
<td>Women’s Rowing</td>
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</table>
FREQUENTLY ASKED QUESTIONS:

*Does everyone have to do a year of directed observation hours?*

No. Students who have had at least 50 hours of athletic training experience at the college or university level may, at the Program Admissions Committee’s or Program Director’s recommendation, skip the D.O.P and be admitted to the Program. The 50 hours must have been performed under a BOC certified (ATC) or state licensed (LAT) athletic trainer. In this case, the student is placed on a probationary status until all requirements for admission to the program have been fulfilled. Prior experience does NOT guarantee waiver of the D.O.P or admission to the Program. Please see the program’s admissions packet for full details or speak with the Program Director.

*What if I am going through the rotations and do not get my 5 hours in that week due to conflicts?*

Every effort should be made to obtain five hours per week. However, if you are unable to do so because of unavoidable conflicts, you can make them up in the next week’s rotations or at some other time in the rotation schedule. Please be sure to contact your supervisor to inform them of the conflicts ahead of time. You will need to get prior approval from your site supervisor to work extra or “make-up” hours.

*What are the requirements for admission in to the Program?*

Please see the Program’s website at [http://www.edb.utexas.edu/education/departments/khe/undergrad/atep/atep/](http://www.edb.utexas.edu/education/departments/khe/undergrad/atep/atep/) for full details on the admission’s process and requirements.

*What happens after my year as a directed observation student?*

In May, the D.O. students should apply for admission to the Program. Admission is competitive and limited. Admission is based on criteria that include your GPA, staff evaluations, completion of the competencies, grades in the prerequisite courses, and completing at least 50 hours of directed observation. For full details on program admissions, students should see the information on admissions on the Program’s website [http://www.edb.utexas.edu/education/departments/khe/undergrad/atep/atep/](http://www.edb.utexas.edu/education/departments/khe/undergrad/atep/atep/) or speak with an academic advisor or the Program Director.

The admissions process is competitive. Therefore, **not every directed observation student is admitted to the Program.** If admitted to the Program, students will be placed with a clinical instructor in a clinical rotation (UT sports team, high school, sports medicine clinic, etc.). From that point on, as long as the student meets the program’s standards, he / she continues taking classes and performing clinical rotations to prepare for graduation and the national certification and/or state licensure exam. Once admitted, students should expect an increase in their time commitment. Fulfilling the clinical rotation assignment must be a high priority for the student to successfully complete the program’s
requirements. In addition to the increased time demands, the clinical and professional expectations and demands placed on the student increase dramatically. Students should note that the Athletic Training major / Program requirements are set up for a four-year process. This cannot be shortened. Upper division and transfer students should be especially mindful of this time requirement.

What happens if I do not get accepted?
If a student is not accepted after their D.O. year he / she has three options. One option is to continue to take the classes required for the Program with the permission of the Program Director, continue as a D.O. student and reapply to the program the following year. The second option is to enroll in courses outside of the Program / athletic training major, continue as a D.O. student and reapply to the program the following year. Students not admitted to the Program are NOT permitted to perform clinical rotations. The third option is to transfer majors. Students not admitted after two attempts will not be allowed to repeat the D.O. Program nor will an additional application for admission be reviewed.

Which classes should I take during my directed observation year?
Students should meet with an academic advisor to receive a list of classes that are needed for the program. Students are encouraged to take a variety of general education courses during their D.O. year. Students should note that KIN 219K – Introduction to Athletic Training, KIN 312K Care and Prevention of Athletic Injuries, CC 306M Introduction to Medical Terminology and KIN 324K - Applied Human Anatomy are prerequisite courses for admission. Although it cannot always be done, students should attempt to take classes that will be finished by 1:00pm so they can participate in their D.O. rotations.

What about scholarships, stipends, or awards?
There are no monies specifically for D.O.S or ATS. Students are encouraged to seek financial aid counseling as needed. There are many “general” scholarships for which students are encouraged to apply. Contact the financial aid office for more information.

Is the UT Program accredited?
Yes. The Program is accreditation by CAATE through the 2021-22 school year.

** Please note that the information provided is a basic explanation of the D.O. program. Please see the Program Director for additional information or with questions.
### Directed Observation Student Hour Log

<table>
<thead>
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<th>Date (mo/day/year)</th>
<th>Observation Site</th>
<th>Hours</th>
<th>Supervisor's Signature</th>
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**TOTAL:**
The University of Texas at Austin  
Athletic Training Program  
Directed Observation Student Evaluation Form

Students Name_________________________Rotation Site & Dates_________________

Please rate the student in each category and make appropriate comments in the space provided on the back of the form.

NA = not applicable  1= poor / strongly disagree  2= below avg / disagree  3= average  
4= above avg / agree  5= outstanding / strongly agree

- **Attendance:** 1 2 3 4 5 NA
  Student reported on the agreed upon days and was punctual. Made a good effort to fulfill the 5 hr minimum requirement

- **Professional Appearance** 1 2 3 4 5 NA
  Student displays appropriate, neat attire and was well groomed

- **Initiative to learn** 1 2 3 4 5 NA
  Student seeks out and takes advantage of learning opportunities. Inquisitive

- **Involvement** 1 2 3 4 5 NA
  Student gets involved at the appropriate level

- **Interest level** 1 2 3 4 5 NA
  Student has a genuine interest in the program and athletic training field

- **Ethical conduct** 1 2 3 4 5 NA
  Acts as a pre-professional. Maintains professional relationship with others during rotations.

- **Cooperation** 1 2 3 4 5 NA
  Maintains a friendly atmosphere and develops a good rapport with athletes, coaches, ATSSs., ATs. Works well with peers. Is willing to help.
Rate this student’s potential for successful completion of The Program 1 2 3 4 5 NA

Rate this student’s potential to be an asset to our Program 1 2 3 4 5 NA

Do you believe this student can meet the Program’s Technical Standards? (if “no”, explain below) YES =5 NO =0

Total Score _______

Comments: (comments are required for scores of 1, 2, or NA)

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

Clinical Supervisor__________________________ Date___________________
The University of Texas at Austin  
Athletic Training Program  
Directed Observation Site Evaluation

Rotation Site________________Site Coordinator_______________________Date_______

Please rate the your experience, in the following categories, at this Directed Observation rotation site. Your comments are confidential and used only to improve the program.

<table>
<thead>
<tr>
<th>Question</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>NA</th>
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<tbody>
<tr>
<td>Interaction with staff athletic trainer</td>
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<tr>
<td>Interaction with student athletic trainer</td>
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<td>Ease in contacting and arranging times with this site’s coordinator</td>
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<td>Value of this experience as an educational opportunity</td>
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<td>The amount of material you learned or were taught by the staff or student athletic trainer</td>
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<td>Did the staff athletic trainer attempt to educate you?</td>
<td>YES</td>
<td>NO</td>
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<td>Did the student athletic trainer attempt to educate you?</td>
<td>YES</td>
<td>NO</td>
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<td>Did you cover any of your competencies?</td>
<td>YES</td>
<td>NO</td>
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<td>What was your favorite part of this rotation rotation?</td>
<td>__________________________________________________________________________</td>
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D.O. Policies & Procedures  
What was your least favorite part of this rotation?
_____________________________________________________________________
_____________________________________________________________________

Please rate your overall experience at this site. 1 2 3 4 5
⇒ If your overall experience was a 1 or 2 please make comments below.
⇒ Please provide comments or suggestions on what things could be improved on to make this a better experience and learning atmosphere for future directed observation students.

Comments:_____________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

If you would like to discuss this experience with the Program Director or Clinical Education Coordinator please write your name and phone number below.

Student’s Signature__________________________________________Date________________
1. Review and discuss the Emergency Action Plan (EAP) with the supervisor at each of your assigned clinical sites.

2. Discuss the Athletic Training Room Policies and Procedures at each of your assigned clinical sites:
   - What are the staff member’s and student’s responsibilities?
   - What are the typical working hours of the staff member or student?
   - What are the proper channels to go through to refer an athlete to a physician?
   - What are the proper procedures for checking out equipment or supplies?
   - What are the proper procedures for distributing OTC medications?

3. Scavenger hunt with location of supplies at each of your assigned clinical sites:
   - EAP
   - Basic first aid supplies
   - Braces, ace wraps, tape
   - AED
   - OTC’s
   - Slings
   - Splints
   - Knee immobilizer
   - Finger splint
   - BP cuff
   - Stethoscope
   - Thermometer
   - Crutches

4. Review practice set-up at each of your assigned clinical sites

5. Preventative ankle tape: with prewrap and 1 1/2 “ cotton white cotton tape
   a. Standard prewrap and 1 1/2” cotton tape: w/ 2-3 anchors, 3 stirrups, 3 horseshoes, 1 pr heel-locks high/front, 1pr heel-locks low/back, 1 figure 8, closing strips
   b. Standard technique above w/ elastikon continuous heel-locks/ figure 8
   c. Standard technique above w/ elastikon split diamond
   d. Standard technique above w/ moleskin stirrups
   e. Standard technique above w/ Powerflex instead of prewrap and cotton tape
6. Arch tape support
   a. No. 1 W/ pad support (pg 223 Principles of Athletic Training 15th ed)
   b. No. 2 “X” technique (pg 224 Principles of Athletic Training 15th ed)
   c. No. 3 “X teardrop” technique (pg 224 Principles of Athletic Training 15th ed)
   d. No. 4 Fan technique (pg 225 Principles of Athletic Training 15th ed)
   e. LowDye technique (pg 225 Principles of Athletic Training 15th ed)

7. Turf toe:
   a. Strap and anchors (pg 227 Principles of Athletic Training 15th ed)
   b. Figure 8/ spica (pg 225-6 Principles of Athletic Training 15th ed)
   c. Combination of both

8. Achilles tape support:
   a. Low version (pg 230-1 Principles of Athletic Training 15th ed)
   b. High version (bringing tape up to superior calf/inferior popliteal fossa)

9. Wrist support:
   a. No. 1 Basic circles (pg 235-6 Principles of Athletic Training 15th ed)
   b. No. 2 “X” strips with figure 8/ spica (pg 236 Principles of Athletic Training 15th ed)

10. Thumb:
    a. Figure 8/ spica (pg 237 Principles of Athletic Training 15th ed)
    b. Figure 8 w/ C-strips
    c. Combination w/ wrist

11. Compression wraps
    a. Ankle w/o horseshoe (pg 213-4 Principles of Athletic Training 15th ed)
    b. Ankle w/ horseshoe
    c. Lower leg (pg 214 Principles of Athletic Training 15th ed)
    d. Knee
    e. Quad/ hamstring
    f. Elbow (pg 216-5 Principles of Athletic Training 15th ed)
    g. Wrist/ hand (pg 217 Principles of Athletic Training 15th ed)

12. Spica wraps
    b. Shoulder – stability
    e. Hip – abductor
    f. Hip – extensors

13. Set up a R.I.C.E. treatment and discuss the purpose and importance of R.I.C.E.
14. Demonstrate assisted stretching for:
   a. Hamstrings
   b. Quadriceps
   c. Hip Flexors (rectus vs. psoas)
   d. Gastrocnemius
   e. Soleus
   f. Adductors
   g. Abductors
   h. I.T. Band
   i. Lumbar Extensors
   j. Wrist extensors
   k. Wrist flexors
   l. Biceps
   m. Triceps
   n. Pec Major
   o. Latissimus Dorsi
   p. Upper Trapezius
   **Include contract relax techniques for each

15. Application of splints:
   a. Vacuum splints
   b. SAM splint

16. Crutch fitting and instruction
   a. 4 point gait
   b. 3 point gait
   c. going up stairs
   d. going down stairs

17. Shoulder Sling fitting

18. Sizing and application of finger splints

19. Blister care:
   a. Closed
   b. Open
   c. Pad for practice

20. Measuring athlete’s temperature
   a. Electronic thermometer
   b. Tympanic thermometer

21. Discuss and demonstrate how to determine presence of A.B.C’s
22. Detecting and measuring pulses
   a. Radial
   b. Carotid
   c. Posterior Tibial
   d. Dorsalis Pedis

23. Stationary bike set-up
   a. Correct height for cardiovascular
   b. Emphasize ROM for knee
   c. Emphasize ROM for hip

24. Set-up and instruct use of Stairmaster

25. Set-up and instruct use of UBE
   a. Cardio
   b. Trunk ROM
   c. Shoulder ROM

26. Set-up and instruct use of Alter G

27. Set-up and instruct use of Treadmill

28. Set-up and instruct use of Quadmill

29. Set-up and instruct use of Hydroworks pools
   a. Moncrief-Neuhaus
   b. North End Zone or Cooley

30. Set-up and instruct use of warm whirlpool

31. Set-up and instruct use of cold whirlpool
Name: ______________________________

Directed Observation Student Clinical Skills Check-off Sheet

<table>
<thead>
<tr>
<th>Skill Number</th>
<th>Staff/ATS Signature</th>
<th>Date</th>
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<td>Site: 1, 2, 3, 4</td>
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The University of Texas at Austin
Athletic Training Program
Directed Observation Program
Acknowledgement of Policies and Procedures

By signing below, you certify that you:

1. have read and fully understand the information provided in this packet.

2. recognize that the guidelines and rules list (pages 5-14) is not all-inclusive and that your actions will be evaluated for their appropriateness as warranted.

3. agree to follow the guidelines and understand that failure to follow the guidelines will result in immediate dismissal from the Directed Observation Program.

4. understand that your participation in this program is voluntary and may be terminated at the discretion of the Athletic Training Program faculty and/or staff.

______________________________
Print Name

______________________________
Signature       Date

KEEP THIS COPY FOR YOUR RECORDS!
By signing below, you certify that you:

1. have read and fully understand the information provided in this packet.

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___________________________________________
Print Name

___________________________________________
Signature Date

Sign & Return This Copy
Appendix A: Suggested Course Sequence

Note:
1) **Courses underlined and in BOLD must be taken in the semester listed**, unless transfer credit is accepted.
2) Courses not underlined or in bold are suggestions for the semester.
3) Prerequisite: courses listed are prerequisites for this course*
   *prerequisite courses change periodically and may not be accurately listed below at all times. It is the student’s responsibility to know the prerequisite courses for each course. See the Undergraduate Catalog or Course Schedule for information.
4) (if the course is a prerequisite for another course or the Program, it is stated in the parentheses)

Freshman / 1st Year:
Fall

M 305G – Preparation for Calculus or Calculus (M 408C or K)
   Prerequisite 305G: appropriate score on ALEKS placement exam
   Prerequisite 408: appropriate score on ALEKS placement exam
   (prereq for PHY & CH which are prereq for other courses)

CC 306M – Intro to Medical and Scientific Terminology*
   (prereq for Program)
   *or in spring semester

BIO 309D – The Human Body

KIN 312K – Care and Prevention of Athletic Injuries*
   (prereq for Program)
   *or in spring semester

Spring

**KIN 219K – Introduction to Athletic Training**
   Prerequisite: Permission of Instructor
   (prereq for Program)

KIN 324K – Applied Human Anatomy*
   Prerequisite: none
   (prereq for Program)
   * or in fall semester

CH 301 – Principles of Chemistry 1
   Prerequisite: M 408
   (prereq for BIO 311C)
Sophomore / 2nd Year:

Fall

**KIN 341 – Therapeutic Modalities in Athletic Training**
Prerequisite: KIN 219K, BIO 301L or BIO 311C

**KIN 140C – Practicum in Athletic Training**
Prerequisite: admission to PROGRAM

Prerequisite: M 305G or high school trigonometry, registration or credit in PHY 102M
(prereq for KIN 320 Applied Biomechanics of Human Mvt & KIN 326K Biomech Analysis of Movement)

PHY 102M – Laboratory for PHY 302K
Prerequisite: credit or registration for PHY 302K
(prereq for KIN 320 Applied Biomechanics of Human Mvt & KIN 326K Biomech Analysis of Movement)

BIO 301L – Molecules to Organisms or BIO 311C Intro Biology I
Prerequisite 301L: none
Prerequisite 311C: CH 301 or concurrent enrollment
(prereq for BIO 311D)

Spring

**KIN 343 – Clinical Evaluation of Athletic Injuries: Upper Body**
(prereq for KIN 344 – Adv Ath Trng: Therap Ex / Rehab)

**KIN 342 – Clinical Evaluation of Athletic Injuries: Lower Body**
(prereq for KIN 344 – Adv Ath Trng: Therap Ex / Rehab)

**KIN 326K – Kinesiology: Biomechanical Analysis of Movement OR KIN 320 Applied Biomechanics of Human Movement**
Prerequisite: KIN 324K, PH 302K, PH 102M

**KIN 140D – Practicum in Athletic Training**
Prerequisite: admission to Program

CH 302 – Principles of Chemistry II
Prerequisite: CH 301, M 408
Junior / 3rd Year:

Fall

**KIN 344 – Therapeutic Exercise and Rehabilitation – Lower Body**
Prerequisite: KIN 219K, KIN 324K, KIN 3343 Eval Upper, KIN 342 Eval Lower, concurrent enrollment in KIN 344U

**KIN 344U – Therapeutic Exercise and Rehabilitation – Upper Body**
Prerequisite: KIN 219K, KIN 324K, KIN 3343 Eval Upper, KIN 342 Eval Lower, concurrent enrollment in KIN 344

**KIN 363 – Theory and Practice in Strength Training**
Prerequisite: Permission of Instructor

**KIN 325K – Physiology of Exercise**
Prerequisite: KIN 324K or Human Physiology Course

**KIN 140E – Practicum in Athletic Training**
Prerequisite: admission to Program

Spring

**KIN 345 – General Medical Conditions in Athletic Training**
Prerequisite: KIN 219K, KIN 324K, Permission of Instructor

**KIN 140F – Practicum in Athletic Training**
Prerequisite: admission to Program

Senior / 4th Year:

Fall

**KIN 346- Athletic Training Program Administration**
Prerequisite: Permission of Instructor

**KIN 330E – Sports Nutrition OR NTR 306 Introductory Nutrition**
Prerequisite KIN 330E: CH 314 or Human Physiology
Prerequisite NTR 306: none

**KIN 140G – Practicum in Athletic Training**
Prerequisite: admission to Program

Spring

**KIN 140 J – Practicum in Athletic Training**
Prerequisite: admission to Program
** It is suggested that students needing KIN electives, fulfill the requirement by enrolling in one or more of the following courses:

- KIN 310 – Physiological Basis of Conditioning
- KIN 311K – Sport Psychology
- KIN 315 – Motor Learning
- KIN 321M – Motor Development and Performance
- KIN 226 – Advanced Weight Training
- KIN 336 – Neuromuscular Control
- KIN 338 – Motor Development and Assessment
- KIN 361 – Coaching Theory and Principles I
- KIN 362 – Coaching Theory and Principles II
- KIN 373 – Evaluation and Research Design
- KIN 376 – Measurement in Kinesiology

All students should note that the following courses must be taken at The University of Texas at Austin (UT). Transfer courses will not be accepted as replacements.

- KIN 219K – Introduction to Athletic Training
- KIN 312K – Care and Prevention of Athletic Injuries
- KIN 341 – Therapeutic Modalities in Athletic Training
- KIN 342 – Clinical Evaluation of Athletic Injuries in the Lower Body
- KIN 343 – Clinical Evaluation of Athletic Injuries in the Upper Body
- KIN 344 – Therapeutic Exercise & Rehabilitation – Lower Body
- KIN 344U – Therapeutic Exercise & Rehabilitation – Upper Body
- KIN 345 – Topics in Athletic Training
- KIN 346 – Athletic Training Program Administration

Students interested in substituting previous coursework for the following courses must contact the Program Director and provide a detailed course syllabus and description of the course to be used in place of the UT course.

- KIN 320 – Applied Biomechanics of Human Movement
- KIN 324K – Applied Human Anatomy
- KIN 325K – Physiology of Exercise
- KIN 326K – Kinesiology: Biomechanical Analysis of Movement or KIN 320 Applied Biomechanics of Human Movement
- KIN 330E – Sports Nutrition or NTR 306 Introductory Nutrition
- BIO 309D – The Human Body
- CC 306M – Introduction to Medical and Scientific Terminology
- BIO 301L – Molecules to Organisms
- BIO 211 – Introductory Biology: Cell Biology
- BIO 212 – Introductory Biology: Genetics and Evolution

  ✓ substitution of these courses is handled on a case by case basis
decisions on whether or not the course(s) can be substituted will be made by the Program Director, who may or may not consult with the UT instructor of the equivalent course and the instructor of the course that the student is trying to use as a replacement to determine if the course content matches.

students should note that in the event that the Program Director, with or without consultation, determines that the student’s previous course is not appropriate to substitute for the UT course the student must enroll in the UT course.

substituting for courses that are not mentioned in the above sections (i.e. M 305G, GOV 301L, E 316K, etc.) is up to the discretion of UT academic advisors.