



SAINT LOUIS UNIVERSITY
—
ATHLETIC TRAINING

**Doisy College of Health Sciences
Department of Physical Therapy and Athletic Training
Athletic Training Program**

PROGRAM HANDBOOK

Academic Year 2024-2025

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Mission of Saint Louis University

The Mission of Saint Louis University is the pursuit of truth for the greater glory of God and for the service of humanity. The University seeks excellence in the fulfillment of its corporate purposes of teaching, research, health care and service to the community. It is dedicated to leadership in the continuing quest for understanding of God's creation and for the discovery, dissemination and integration of the values, knowledge and skills required to transform society in the spirit of the Gospels. As a Catholic, Jesuit University, this pursuit is motivated by the inspiration and values of the Judeo-Christian tradition and is guided by the spiritual and intellectual ideals of the Society of Jesus.

In support of its mission, the University:

- Encourages and supports innovative scholarship and effective teaching in all fields of the arts; the humanities; the natural, health and medical sciences; the social sciences; the law; business; aviation; and technology.
- Creates an academic environment that values and promotes free, active and original intellectual inquiry among its faculty and students.
- Fosters programs that link University resources to local, national and international communities in collaborative efforts to alleviate ignorance, poverty, injustice and hunger; extend compassionate care to the ill and needy; and maintain and improve the quality of life for all persons.
- Strives continuously to seek means to build upon its Catholic, Jesuit identity and to promote activities that apply its intellectual and ethical heritage to work for the good of society as a whole.
- Welcomes students, faculty and staff from all racial, ethnic and religious backgrounds and beliefs and creates a sense of community that facilitates their development as men and women for others.
- Nurtures within its community an understanding of and commitment to the promotion of faith and justice in the spirit of the Gospels.
- Wisely allocates its resources to maintain efficiency and effectiveness in attaining its mission and goals.

University Diversity and Inclusion Vision Statement

Faithful to its values of promoting social justice and the dignity of all human beings, Saint Louis University is committed to fostering an inclusive environment that welcomes and celebrates all expressions of diversity and identity that advance the Jesuit mission of forming women and men for and with others. This commitment inspires and prepares students, faculty and staff to create communities unburdened by discrimination and oppression.

Doisy College of Health Sciences Vision & Mission Statement

Vision

Our vision is for Doisy College of Health Sciences to be one of the highest regarded colleges at the university, nationally and internationally.

Mission

Rooted in Jesuit ideals, the Doisy College of Health Sciences serves humanity through education, research and engagement.

Athletic Training Program Vision & Mission Statement

Vision

The Athletic Training Program will be recognized as a leading academic program for preparing exceptional athletic trainers, engaging in scholarship, and serving the community.

Mission

The Saint Louis University Athletic Training Program is committed to the professional preparation of skilled, compassionate and confident entry-level athletic trainers who contribute to society as clinicians, professionals, and scholars. Through the formal didactic and clinical curriculum and informal student-faculty interactions, the Program will provide a learning environment which fosters the athletic training foundational behaviors, critical thinking and reflective judgment required to function interprofessionally in the rapidly changing health care environment. The Program will build on the Jesuit educational tradition of Saint Louis University to form health care professionals of “competence, conscience and compassionate commitment”. Saint Louis University Athletic Training Program faculty, staff, students and graduates will strive to promote optimal health and wellness and advocate for their respective communities.

Philosophy

Athletic trainers are health care professionals who work to optimize activity and participation of patients and clients. Athletic training encompasses the prevention, diagnosis, and intervention of emergency, acute, and chronic medical conditions involving impairment, functional limitation, and disability. A liberal arts education is an essential and integral component of the professional preparation of an athletic trainer. The entry-level athletic trainer from Saint Louis University will recognize that each individual is a unique composite of body, mind, and spirit.

Reflective of the dynamic nature of health care, the profession of athletic training is evolving. Accordingly, the entry-level athletic trainer should recognize the diversity of practice settings and roles and continue to respond to societal needs. In order to prepare students for evidence-based practice in a variety of settings, clinical reasoning, critical thinking, and reflective judgment are modeled and embedded throughout the curriculum. Saint Louis University-educated athletic trainers will have the scientific knowledge base and clinical skills necessary to meet entry-level competency expectations. Graduates will be prepared to collaborate interprofessionally in the delivery of patient-centered athletic health care services. Graduates are expected to demonstrate the highest ethical standards in practice, exhibit cultural sensitivity, participate in professional associations, and be active in advancing knowledge and providing service in their communities.

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Program Goals

The Saint Louis University Athletic Training Program will:

1. Prepare certified athletic trainers who will be recognized as excellent entry-level professionals.
2. Promote, support, and participate in interprofessional education and practice.
3. Recruit and retain an optimal number of students who are capable of achieving excellence in academic performance, leadership, and service.
4. Recruit and retain a diverse faculty and staff that are committed to seeking excellence in teaching, scholarship, clinical practice, and service.
5. Promote and support excellence and innovation in academic and clinical teaching.
6. Promote an environment that encourages and supports faculty scholarship.
7. Promote and support clinical opportunities for faculty to enhance clinical skills, teaching, and scholarship.
8. Promote and support faculty and staff service to the University, community and profession, reflective of the mission of the University, College, and Program.
9. Promote and support the profession of athletic training in the region.

Athletic Training Program Learning Outcomes

Bachelor of Science in Exercise Science (BSES) Program Learning Outcomes

In accordance with the mission and philosophy of Saint Louis University and the Athletic Training Program, graduates will:

1. EXERCISE: Demonstrate ability to assess, prescribe, monitor, and modify exercise for healthy individuals and those with health conditions who have been screened and approved for independent exercise by a health care professional.
2. HEALTH PROMOTION: Determine strategies to improve health, promote wellness, and advocate for healthy lifestyle behaviors.
3. COMMUNICATION/ COLLABORATION: Demonstrate ability to communicate effectively with clients and health care professionals.
4. EVIDENCE-BASED PRACTICE: Demonstrate ability to find and use evidence in exercise science.

Master of Athletic Training Program Learning Outcomes

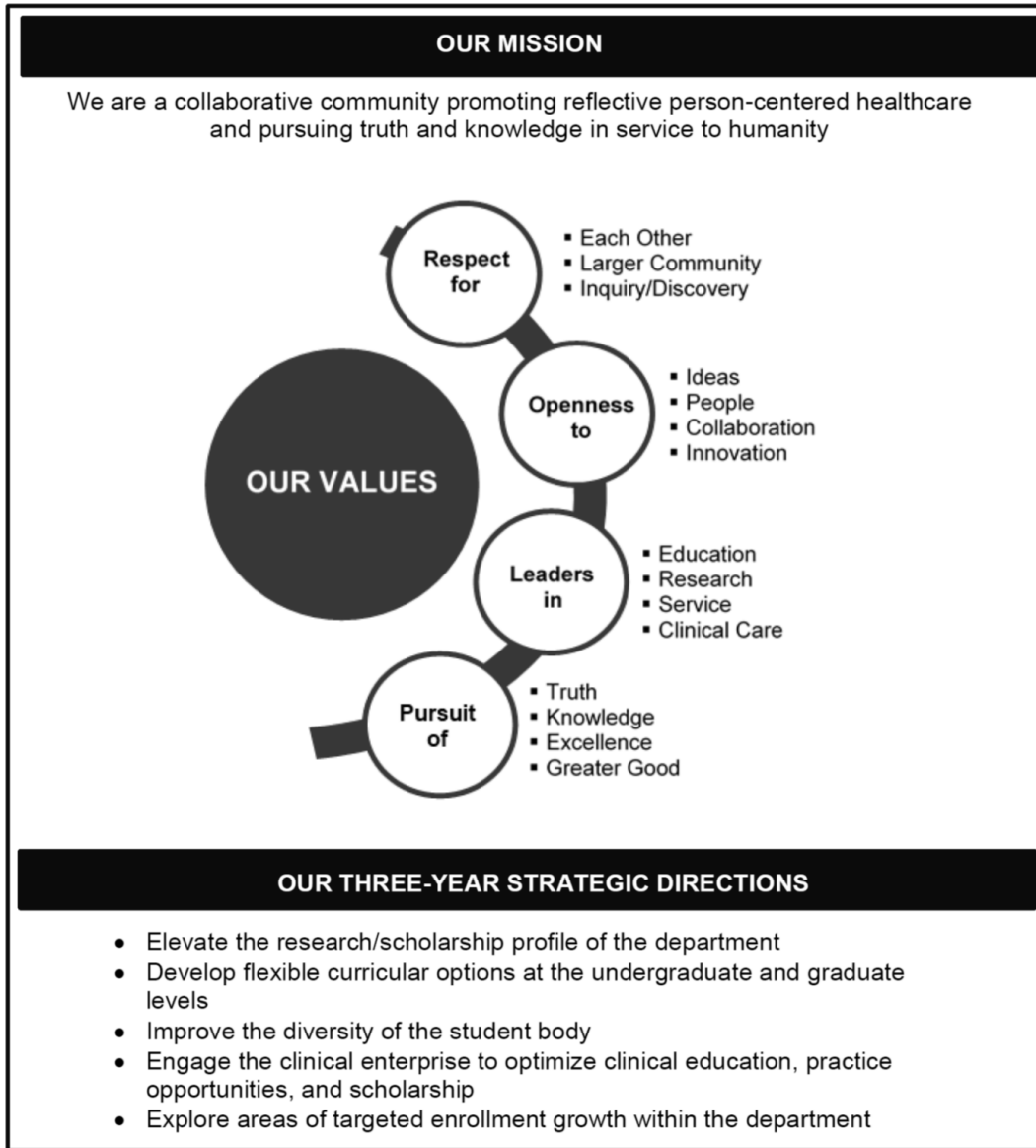
In accordance with the mission and philosophy of Saint Louis University and the Athletic Training Program, graduates will:

1. Demonstrate respect for diversity as it relates to the practice of athletic training.
2. Demonstrate effective communication strategies necessary for patient-centered care.
3. Demonstrate Interprofessional collaboration skills that advance holistic patient-centered care.
4. Employ evidence-based clinical reasoning in the practice of athletic training.
5. Demonstrate the ability to translate didactic athletic training concepts into effective clinical practice.

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Department of Physical Therapy and Athletic Training - Strategic Plan 2021-2024



Athletic Training Program Strategic Goals 2021-2024

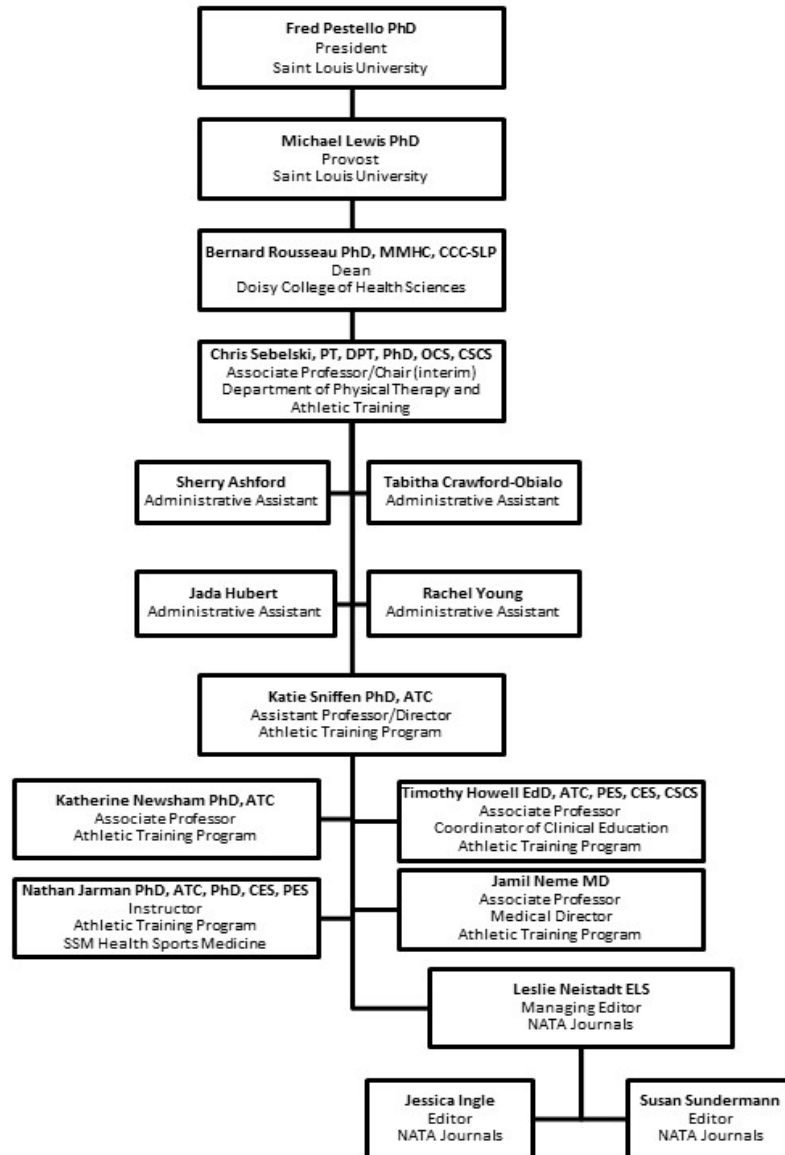
- Develop a positive, pro-active, participative program culture.
- Sustain a rigorous and comprehensive curriculum that prepares athletic trainers for contemporary and future practice.
- Increase scholarly productivity from the AT program faculty.
- Be recognized as experts in sports medicine.
- Develop innovative curricular opportunities
- Promote cultural fluency among program stakeholders.

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Organizational Chart

Organizational Chart Athletic Training Program Doisy College of Health Sciences Saint Louis University (effective August 2023)



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Program Accreditation

The SLU Athletic Training Program was initially accredited in April of 2010 by the Commission on Accreditation of Athletic Training Education (CAATE). This accreditation is a requirement for graduates to sit for the Board of Certification (BOC) examination. During the 2014-15 Academic Year the SLU AT Program was granted continuing accreditation through the 2024-25 Academic Year.

The CAATE is the agency responsible for the accreditation of 313 (as of October 2020) professional (entry-level) Athletic Training educational programs. The American Academy of Family Physicians (AAFP), The American Academy of Pediatrics (AAP), the American Orthopaedic Society for Sports Medicine (AOSSM), and the National Athletic Trainers' Association, Inc. (NATA), cooperate to sponsor the CAATE and to collaboratively develop the *Standards for Entry-Level Athletic Training Educational Programs*.

The Program Director is responsible to plan, schedule and coordinate the activities associated with continuing accreditation of the program in conjunction with the Department Chairperson and the Dean of the College. This includes planning and coordinating the self-study and site visit processes, paying the continuing accreditation fees in a timely fashion, notifying the CAATE of substantive changes in the program, and addressing issues of conditional or non-compliance within the program.

The Program Director is responsible in collaboration with the Department Chairperson and the Dean of the College for informing the University administration of problems, needs, and issues that may influence program compliance and are beyond the control of the Program and the College.

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Department Appeal of Dismissal Committee Policies and Procedures **Error! Bookmark not defined.**
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Program Curriculum

The purpose of the Graduate Professional Program in Athletic Training at Saint Louis University is to prepare athletic trainers who are general practitioners using evidence-based principles to provide patient-centered care. The student develops clinical reasoning, psychomotor, and communication skills. They also develop independent learning abilities in the cognitive, psychomotor, and affective domains. The program is designed as a professional curriculum that builds on a strong humanities, behavioral science, and natural science base.

Pre-Professional Entry

At Saint Louis University, most of the students in athletic training are admitted to the early assurance, accelerated 3+2 program can complete the program in five years including two summer sessions. After their third year, students enter the professional phase of the program. After their fourth year, students are awarded a Bachelor of Science in Exercise Science degree through the Edward and Margaret Doisy College of Health Sciences. Students who continue and successfully complete the Athletic Training Program are awarded the Master of Athletic Training degree after their fifth year.

Students who enter the early assurance, accelerated program complete their liberal arts and prerequisite courses in the first three years and the professional athletic training courses in the last two years. During their undergraduate years, students have the opportunity to develop individual interests and talents. They may complete the University's Honors program or a minor or major in academic areas such as psychology, foreign language, or philosophy. They may participate in student activities such as athletics, music and drama groups, student government, study abroad, and service projects.

Course	Title	Credits
Science		
Biol 1240 & 1245	General Biology & Principles of Biology I Lab	4
Chem 1080 & 1085	Principles of Chemistry 1 & Lab	4
CHEM 1480 & 1485	Principles of Chemistry 2 & Lab	4
PHYS 1220 & 1235	General Physics I & Lab	4
PHYS 1240 & 1255	General Physics II & Lab	4
ANAT 1000	Human Anatomy	3
PPYG 2540	Human Physiology	3
University Core: website: https://www.slu.edu/core/index.php		
CORE 1500	Cura Personalis 1: Self in Community	1
CORE 2500	Cura Personalis 2: Self in Contemplation	0
MAT 3000	Cura Personalis 3: AT Student Development II	2
CORE 1000	Ignite Seminar	2
ENGL 1900	Eloquentia Perfecta 1: Written and Visual Communication	3
CORE 1200	Eloquentia Perfecta 2: Oral and Visual Communication	3
CORE 2800	Eloquentia Perfecta 3: Creative Expression	2-3
CORE 1700	Ultimate Questions: Philosophy	3
CORE 1600	Ultimate Questions: Theology	

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CORE 3400	Ways of Thinking: Aesthetic, History and Culture	3
PHIL 2050 or HCE 2010	Ethics or Health Care Ethics	3
Mathematics		
MATH 1400	Pre-Calculus	3
Research		
STAT 1100	Statistics (satisfies CORE 3200)	3
or similar inferential statistics course as approved by Program Director		
Psychology		
PSY 1010	General Psychology	3
Upper Division	Psychology Course	3
Interprofessional Concentration		
IPE 2100	Interprofessional Collaboration and Health Care in a Global Context	3
IPE 4200	Applied Decision Making in IP Practice	3
IPE 4900	Integrative IP Practicum Experience	3
Electives		13-15

Math and Science Courses

Students will follow Math and Science course options:

- a. The MATH 1400 Pre-Calculus requirement is waived for the student who has college credit for Calculus I; has tested ready for Calculus I according to SLU's math placement test, or has met an ACT math score of 28 or higher in addition to 4 years of high school math (through the level of pre-calculus) with no math grade lower than a B.
- b. Chemistry and Physics courses must have lab components to be acceptable.
- c. CHEM 1110 & 1120 (with associated lab) may be substituted for CHEM 1083 & 1483
- d. PHYS 1310 & 1330 (with associated lab) and PHYS 1320 & 1340 may be substituted for PHYS 1220 & PHYS 1240.

Post-Baccalaureate Entry

Students who enter as post-baccalaureates complete the two-year professional phase of the program and are awarded the Master of Athletic Training degree after successfully completing the second year. Admissions requirements for post-baccalaureate students include successfully completing the following pre-requisites with a grade of C or above to ensure a similarly strong foundation in math and science.

- Biology with Lab (4 credits)
- Chemistry with Lab (4 credits)
- Physics with Lab (4 credits)
- Anatomy (3-4 credits) and Human Physiology (3-4 credits)
 - Or Anatomy & Physiology I and II (6-8 credits)
- Exercise Physiology (3 credits)
- General Psychology (3 credits)
- Statistics (3 credits)
- Medical Terminology (1-3 credits)

Plans of Study - Roadmaps

Standard Track

Year One

Fall		Credits
BIOL 1240/1245	General Biology: Information Flow and Evolution	4
CHEM 1080/1085*	Principles Of Chemistry I with Lab (satisfies CORE 3800)	4
ENGL 1900	Advanced Strategies of Rhetoric and Research (satisfies CORE 1900)	3
CORE 1500	Cura Personalis 1: Self in Community	1
XXXX	Elective	3
Credits		15

Spring		Credits
CHEM 1480/1485*	Principles Of Chemistry II with Lab	4
MAT 1000	Introduction to Athletic Training	1
MATH 1400*	Pre-Calculus	3
CORE 1000	Ignite Seminar	2
CORE 1200	Eloquentia Perfecta 2: Oral and Visual Communication	3
XXXX	Elective	3
Credits		16

Year Two

Fall		Credits
IPE 2100	Interprofessional Collaboration and Healthcare in a Global Context	3
MAT 2000	Athletic Training Student Development I	1
PHYS 1220*	General Physics I	3
PHYS 1235*	General Physics I Lab	1
PPY 2540	Human Physiology	4
PSY 1010	General Psychology (satisfies CORE 3600)	3
CORE 1700	Ultimate Questions: Philosophy	3
Credits		18

Spring		Credits
ANAT 1000	Basic Human Anatomy	3
IPE 4200	Applied Decision Making in Interprofessional Practice	3
PHYS 1240*	General Physics II	3
PHYS 1255*	General Physics II Lab	1
PSY XXXX	Upper Division Psychology Elective	3
CORE 1600	Ultimate Questions: Theology	3
CORE 2500	Cura Personalis 2: Self in Contemplation	0
Credits		16

Year Three

Fall		
STAT 1100	Introduction to Statistics	3
PHIL 2050 / HCE 1200**	Ethics / Foundations in Clinical Healthcare Ethics	3
CORE 2800	Eloquentia Perfecta 3: Creative Expression	2-3
CORE 3400	Ways of Thinking: Aesthetic, History and Culture	3
XXXX	Elective	3
	Credits	14-15

Spring		
IPE 4900	Interprofessional Community Practicum	3
MAT 3000	Athletic Training Student Development II (satisfies CORE 3500)	2
EXSC 3230	Exercise Physiology	3
ELECTIVE	Elective	3
ELECTIVE	Elective	1-3
	Credits	12-14

Year Four (1st Professional Year/PY1)

Summer		
ANAT 4000	Human Gross Anatomy	5
MAT 5010	Principles of Athletic Training	2
	Credits	7

Fall		
MAT 5125	Therapeutic Modalities	3
EXSC 5121	Clinical Biomechanics	3
MAT 5160	Aspects of Nutrition	2
MAT 5240	Musculoskeletal Assessment & Management I	4
MAT 5700	Athletic Training Clinical Practicum I	3
	Credits	15

Spring		
MAT 5250	Musculoskeletal Assessment and Management II	4
MAT 5500	Rehabilitation in Athletic Training I	4
EXSC 5241	Clinical Research and Design	2
MAT 5750	Athletic Training Clinical Practicum II	3
MAT 5800	Medical Conditions and Physical Activity	4
	Credits	17

Bachelor of Science in Exercise Science awarded upon completion of Spring Semester (minimum 130 credits)

Summer		
MAT 5900	AT Field Experience	2
	Credits	2
Year Five (2 nd Professional Year/PY2)		
Fall		
MAT 5550	Rehabilitation in Athletic Training II	4
MAT 5600	Athletic Training Administration	3
MAT 5620	Psychology of Sport and Injury	3
MAT 6010	Contemporary Clinical Practice	2
MAT 6700	Athletic Training Clinical Practicum III	4
	Credits	16
Spring		
MAT 6160	Enhancing Human Performance	3
MAT 6750	Athletic Training Clinical Practicum IV	4
MAT 6800	Seminar in Athletic Training	3
MAT 6960	Athletic Training Capstone Project	2
	Credits	12
	Total Credits	160-163

¹With permission, science and math courses can be replaced by higher level courses

Post-Baccalaureate Track

Year One

Summer		Credits
ANAT 4000	Human Gross Anatomy	5
MAT 5010	Principles of Athletic Training	2
Credits		7

Fall		Credits
MAT 5125	Therapeutic Modalities	3
EXSC 5121	Clinical Biomechanics	3
MAT 5160	Aspects of Nutrition	2
MAT 5240	Musculoskeletal Assessment & Management I	4
MAT 5700	Athletic Training Clinical Practicum I	3
Credits		15

Spring		Credits
MAT 5250	Musculoskeletal Assessment and Management II	4
MAT 5500	Rehabilitation in Athletic Training I	4
EXSC 5241	Clinical Research and Design	2
MAT 5750	Athletic Training Clinical Practicum II	3
MAT 5800	Medical Conditions and Physical Activity	4
Credits		17

Year 2

Summer		Credits
MAT 5900	AT Field Experience	2

Fall		Credits
MAT 5550	Rehabilitation in Athletic Training II	4
MAT 5600	Athletic Training Administration	3
MAT 5620	Psychology of Sport and Injury	3
MAT 6010	Contemporary Clinical Practice	2
MAT 6700	Athletic Training Clinical Practicum III	4
Credits		16

Spring		Credits
MAT 6160	Enhancing Human Performance	3
MAT 6750	Athletic Training Clinical Practicum IV	4
MAT 6800	Seminar in Athletic Training	3
MAT 6960	Athletic Training Capstone Project	2
Credits		12
Total Credits		68

Madrid and Pre-Professional Tracks

Curricular tracks to enable students to spend up to 4 semesters in Madrid, Spain or to complete the pre-requisites for Physician Assistant or Medical School programs are also available. These tracks are used internally to advise students on an individual basis.

Course Descriptions

MAT 1000: Introduction to Athletic Training (1)

This course introduces students to the athletic training profession and explores the specialties and opportunities for practice. The students participate in lectures and seminars by the athletic training faculty and practitioners across practice areas, including high school, collegiate professional, private and industrial settings. The historical foundations of athletic training and the evolution of the contemporary practice of athletic training are discussed.

Pre-Requisites: None

Offered: Spring semester only

MAT 2000: Athletic Training Student Development I (1)

This course is designed to move the student from thinking about the profession of athletic training to thinking about him/herself as a future professional and a successful athletic trainer. The concept of the Jesuit Mission is expanded to include consideration of the integration of Foundational Behaviors of Professional Practice in Athletic Training. Essentials of effective career development including communication skills, critical thinking, professional networking, and cultural competence are addressed.

Pre-Requisites: MAT 1000

Offered: Fall semester only

MAT 3000: Athletic Training Student Development II (2)

This course is designed to expand pre-professional athletic training students' professional knowledge and skills. The skills developed in this course include applying appropriate prophylactic taping and wrapping techniques, wound care management, application of universal precautions, splinting, and first-aid / CPR for the professional rescuer. Students will be expected to participate in 50 hours of directed observation experiences during the semester.

Pre-Requisites: MAT 2000

Offered: Spring semester only

EXSC 3230: Exercise Physiology (3)

This course examines types of exercise, muscle physiology and training regimens to improve muscle strength, power and endurance. Cardiovascular and pulmonary responses to exercise and training regimens will be included. Concepts of obesity and its management also will be covered.

Pre-Requisites: ANAT 1000, PPY 2540

Offered: Spring semester only

EXSC 4121 - Clinical Biomechanics (3)

This course emphasizes the application of biomechanical principles to human movement. Kinematics, kinetics, mechanical properties of biological tissue, muscle actions, and joint structure and function are examined. The

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course helps prepare students to observe, describe, and discuss human movement and alignment using biomechanical terms.

Pre-requisites: [PHYS 1220](#)

EXSC 5241: Clinical Research and Design (2)

This course will introduce athletic training students to several types of clinical research designs including designs for group studies, epidemiological studies, survey research and qualitative studies. Review of literature, definition of problem and formatting design, reporting data and conclusions are presented. Interpretation of selected statistical methods will also be included.

Pre-Requisites: STAT 1100 (or equivalent)

Offered: Fall semester only

MAT 5010: Principles of Athletic Training (2)

This course establishes the role of the certified athletic trainer in the prevention, recognition and treatment of commonly encountered athletic injuries. Basic concepts of injury prevention, mechanisms of injury, injury evaluation, and acute injury management are covered. Laboratory sessions to demonstrate taping, CPR, and first aid are included.

Pre-Requisites: None

Offered: Summer semester only

MAT 5125: Therapeutic Modalities (3)

This course covers the mechanical, physiological, and therapeutic aspects of thermal and non-thermal agents used as adjunctive interventions in the management of neuromusculoskeletal injuries. This course is concerned with the physical, biological, physiological and psychological rationale for utilizing electrical and mechanical agents. The course covers the theoretical and practical knowledge of specific modalities and the integration of these treatment procedures into an overall rehabilitation plan.

Cross-listed with DPT 5125

Pre-Requisites: Physics and Chemistry (2 semesters each), MAT 5010

Offered: Fall semester only

MAT 5160: Aspects of Nutrition (3)

This course examines energy, metabolism, energy costs, associated metabolic changes, gender influences on metabolism, resting metabolic rate, and the thermal effects of food. These bioenergetics elements will be addressed specifically with regard to sport and the role of the athletic trainer in facilitating optimal athletic performance.

Pre-Requisites: MAT 3230 (or equivalent)

Offered: Spring semester only

MAT 5240: Musculoskeletal Assessment and Management I (4)

This course explores the pathokinematics of selected pathologies within upper and lower quarters of the human body, relevant examination techniques to assist in differential diagnosis, and subsequent intervention measures. Treatment procedures include emergency care, and the use of mobilization of bony and soft tissues, and other forms of active and passive exercise, both mechanical and non-mechanical, for a broad range of musculoskeletal conditions.

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Pre-Requisites: ANAT 4000; MAT 5010

Offered: Fall semester only

MAT 5250: Musculoskeletal Assessment and Management II (4)

This course covers the pathokinematics of selected pathologies within the head, cervical, thoracic and lumbar spine, and relevant examination techniques to assist in differential diagnoses and subsequent intervention measures. Treatment procedures include emergency care and the use of mobilization of bony and soft tissues, and other forms of active and passive exercise, both mechanical and non-mechanical, for a broad range of musculoskeletal conditions

Pre-Requisites: ANAT 4000; MAT 5010; MAT 5240

Offered: Spring semester only

MAT 5500: Rehabilitation in Athletic Training I (4)

This course provides a framework for the design and implementation of athletic rehabilitation programs. The emphasis in the course is the rationale of therapeutic exercise (balance, core, closed/open chain activities, plyometrics, neuromuscular control), and manual techniques (massage, joint mobilizations, muscle energy techniques) in the treatment of athletic injuries and post-surgical conditions. Rehabilitation programs are considered applying the principles of each stage of healing. Emphasis is placed on the use of clinical reasoning in the decision making process of selecting rehabilitation techniques.

Prerequisites: MAT 3230, MAT 4125, MAT 5100

Offered: Spring semester only

MAT 5550: Rehabilitation in Athletic Training II (4)

This course provides an evidence-based approach to rehabilitation of injuries and conditions associated with athletic participation. The emphasis in the course is the development of rehabilitation programs as the topics progress through common diagnoses at each body part. Surgical and non-surgical approaches to conditions and injuries will be addressed.

Prerequisites: MAT 5500

Offered: Fall semester only

MAT 5600: Athletic Training Administration (3)

This course focuses on organization and administration topics pertinent to athletic training services in professional practice. These topics include but are not limited to liability, budgeting, facility design, documentation, record keeping, drug testing, and professional ethics.

Pre-Requisites: MAT 5010

Offered: Fall semester only

MAT 5620: Psychology of Sport and Injury (3)

This course examines the effects of culture, motivation, personality, attitudes, competition and group dynamics on sport performance. In addition, the psychological effects of exercise and competition are discussed, including pathological conditions such as exercise addiction and disordered eating. This course also deals with the psychological response to injury, treatment, rehabilitation and return to participation.

Cross-listed with PSY 4730

Pre-Requisites: General Psychology (or equivalent)

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Offered: Fall semester only

MAT 5700: Athletic Training Clinical Practicum I (3)

This course is designed to provide the student with their first clinical experience in athletic training. The student will gain clinical experience in the athletic training facility under the supervision of preceptor. The focus in this experience will be familiarization with the athletic training facility environment, developing proficiency in taping/wrapping, documentation and record-keeping, and practice/game preparation.

Pre-Requisites: MAT 5010, ANAT 4000

Offered: Fall semester only

MAT 5750: Athletic Training Clinical Practicum II (3)

This is the second clinical course for the athletic training student. This course is designed to provide the student with their second clinical experience in athletic training. The student will further their clinical experience and skills in an athletic training facility under the supervision of preceptor.

Pre-Requisites: MAT 5010, MAT 4125, MAT 5700

Offered: Spring semester only

MAT 5800: Medical Conditions and Physical Activity (4)

This course is a review of responses of the body to exercise and sports with specific discussion of acute and chronic medical problems that can affect athletic performance. Medical conditions that are emphasized include asthma, diabetes, cardiac abnormalities, and viral diseases. In addition, this course covers dermatological conditions encountered in sport. Pre-Requisites: MAT 5010, Human Physiology, Chemistry (2 semesters)

Offered: Spring semester only

MAT 5900: Athletic Training Field Experience (2)

This course is designed to provide the student with a unique clinical experience in athletic training established by the student. This is an internship experience under the supervision of a preceptor of outside agency affiliated with the program.

Pre-Requisites: MAT 5700, MAT 5750

Offered: Summer semester only

MAT 6010: Contemporary Clinical Practice (2)

This course is designed to address contemporary issues in the clinical practice of athletic training with particular attention to the management of sudden illness and trauma situations.

Pre-Requisites: MAT 5250

Offered: Fall semester only

MAT 6160: Enhancing Human Performance (3)

This course is designed for students to use knowledge of anatomy, physiology, kinesiology, and coaching techniques in designing strength and conditioning programs for athletes. Consideration will be given to strategies for improving sport-specific agility, speed, power, strength, and cardiovascular/respiratory fitness.

Pre-Requisites: MAT 3230, MAT 5100, ANAT 1000 (or equivalent)

Offered: Spring semester only

MAT 6700: Athletic Training Clinical Practicum III (4)

This is the third clinical course for the athletic training student. Expanding on their prior experiences, students will gain clinical experience in the athletic training facility under the supervision of preceptor be assigned to a preceptor in a traditional athletic training setting that best reflects the students' ideal work setting after graduation. This course has an emphasis on problem solving and critical thinking skill development.

Pre-Requisites: MAT 5700, MAT 5750 and MAT 5900

Offered: Fall semester only

MAT 6750: Athletic Training Clinical Practicum IV (4)

In this final clinical experience of the clinical practicum sequence, students remain at the clinical site assigned to them the previous semester. The student will enhance their clinical experience in an athletic training facility under the supervision of preceptor. The course has an emphasis of greater involvement in the day-to-day organizational, administrative tasks, and professional development responsibilities.

Pre-Requisites: MAT 5700, MAT 5750, MAT 6700 and MAT 5900

Offered: Spring semester only

MAT 6800: Seminar in Athletic Training (3)

In this course, students will examine topics in athletic training in depth as they prepare for a transition to professional practice. Advanced topics in Athletic Training will be discussed by individuals with content expertise, through student-led discovery, and simulation projects.

Pre-Requisites: MAT 5240; MAT 5250; MAT 5300; MAT 5500; MAT 5800; or permission of instructor

Offered: Spring semester only

MAT 6960: Athletic Training Capstone Project (2)

In this capstone course in the final semester, the student will select and study a topic in athletic training. Each student selects a faculty advisor to provide guidance in planning, coordinating, conducting and presenting the project. The study can take several different forms including a literature review, a mentored research project with a faculty member, a community service project in athletic training.

Pre-Requisites: MAT 5650

Offered: Spring semester only

Curriculum Policies & Procedures

The Athletic Training Program at Saint Louis University has designed a Master of Athletic Training (MAT) curriculum with defined courses organized in an intentional sequence to prepare students to be competent entry-level athletic trainers. Students will follow the MAT Curriculum roadmap with the understanding that some courses may be exchanged from one semester to another, primarily during the pre-professional phase and less frequently during the professional phase of the curriculum.

General Academic Policies

1. Course requirements may be met by one or more of the following means:
 - a. Taking the course at SLU.
 - b. Proof of required score on a placement test in math and/or foreign language. Advanced Placement and CLEP credit is awarded per University policy (Office of Registrar).
 - c. Taking a college course in high school (1-8-1-8 or dual credit courses). Credit is articulated per University policy (Office of Registrar).
 - d. Transfer from another higher education institution.
2. Students are required to complete MAT pre-professional curriculum.
3. Students will select from Humanities, Math, and Science course options.
4. Students will follow registration procedures outlined by the SLU Registrar's Office.
5. Students must adhere to Department's Academic Eligibility Policy and Procedures to progress through the program.
6. All credit hours for the professional phase of the MAT curriculum must be taken at Saint Louis University.

Athletic Training Program Grading Scale

A:	92-100 %	C+:	78-79.99 %
A-:	90-91.99 %	C:	72-77.99 %
B+:	88-89.99 %	C-:	70-71.99 %
B:	82-87.99 %	D:	60-69.99 %
B-:	80-81.99 %	F:	Below 59.99%

Course Grade Policies

1. Pass/fail grades from any department within or outside the University are not acceptable to fulfill the requirements of the BSES and MAT curricula.
2. All MAT didactic courses are graded using the Athletic Training Program's grading scale. Exceptions to this policy include clinical practicum courses and other courses that may be approved at the discretion of the Program Director.
3. Clinical practicum courses use a grading scale of Satisfactory (S), Unsatisfactory (U) or In-Progress (IP). Criteria for this grading scale can be found in the Clinical Education Section.
4. Criteria for course grade assignments are provided in individual course syllabi.
5. A course grade (A-F scale for all courses other than clinical practicum and mastery assurance courses) must be assigned for all students in a course each semester by the University due date. Only in extenuating circumstances (e.g. personal illness or injury, family crises, not meeting clinical education

hour requirements) can an In Progress grade (IP), an X grade (final exam not taken), or no grade be reported as a course grade. Assignment of an IP, X, or no grade must be approved by the Program Director and course coordinator for the course in question.

- a. When an IP, X, or no grade is assigned, the course coordinator is responsible for submitting a change of grade form within the allowable time period as set by University policy.
 - b. The student is responsible for meeting the necessary course requirements within the allotted time allowed & confirming with the course coordinator that the course requirements have been met. The student should also confirm that the grade has been changed on the transcript.
6. Undergraduate students may repeat a course and the most recent grade of a course repeated will be counted in the Grade Point Average (GPA) while the previous grade of the course repeated will be excluded from the Grade Point Average (GPA).
- a. All grades for courses repeated will remain on the official transcript.
 - b. Students receiving financial aid are responsible for verifying with the Office of Student Financial Services whether repeating a course will affect their eligibility status.

Waived Courses Policies

1. Waived courses
 - a. Waived courses and their associated hours are not counted toward the degree.
 - b. Waived hours are recorded on the degree evaluation, but they do not show on the transcript.
2. Waived courses in the pre-professional phase of the curriculum
 - a. A maximum of 12 credit hours may be waived.
 - b. IPE courses may be waived for transfer students at discretion of the Program Director
3. Waived courses in the professional phase of the curriculum
 - a. Upon progression to the professional phase of the MAT program, students must take all courses in the professional phase of the curriculum (semesters 8-10) at Saint Louis University unless the course is waived.
 - b. A maximum number of six hours may be waived from the professional phase of the curriculum.

Procedure for Waiving a Course in the Professional Phase

1. Written requests to waive a course in the professional phase of the curriculum must be sent to the AT Program Director by the first Friday of the term at 12:00 pm CST so that the material can be reviewed and an answer given to the student prior to the University deadline for withdrawal. The deadline to drop a course without a "W" appearing on the transcript is midnight Sunday of the second week for full-semester courses.
2. All written requests to waive a required course must include documentation supporting the request. This includes, but is not limited to a course syllabus, a course schedule, and course handouts, that clearly identify the content of the course to be waived. Other materials may be requested as needed.
3. After consulting with the appropriate faculty, either the AT Program Director or the Department Chair will make the final decision whether the course will be waived.
4. Courses may not be subject to waiver if more than two years have elapsed since the course was taken.

Transfer Student Policies

1. Inter-University Transfer Students transferring without a Bachelor's Degree:

- a. The credit hours already completed will be reviewed by the Registrar’s Office at Saint Louis University and not the Program Director of the Athletic Training Program.
 - b. Undergraduates may transfer up to 64 hours of undergraduate credit from a community college.
 - c. Undergraduates may transfer additional credit hours from a 4-year college or university provided the last 30 hours of the undergraduate degree (BSES) are taken at Saint Louis University.
 - d. The student is required to take all courses in the MAT Curriculum roadmap.
 - e. Courses may be waived at the discretion of the Program Director.
2. Intra-University Transfer Students without a Bachelor’s Degree
 - a. The student is required to take all courses in the MAT Curriculum roadmap.
 - b. Courses may be waived at the discretion of the Program Director.
3. Post-Baccalaureate Transfer Student Policies
 - a. Students transferring into the professional phase of the MAT program as post-baccalaureate students must have a grade “C” or above in the following prerequisite courses.
 - i. Biology with a lab (4 credits)
 - ii. Chemistry with a lab (4 credits)
 - iii. Physics with a lab (4 credits)
 - iv. Human Anatomy (3-4 credits) and Human Physiology (3-4 credits)
 1. A full year of combined Anatomy and Physiology courses (Anatomy and Physiology I and Anatomy and Physiology II; 6-8 credits) from an accredited college or university may be accepted in place of separate anatomy and physiology courses.
 - v. Exercise Physiology (3 credits)
 - vi. General Psychology (3 credits)
 - vii. Statistics (3 credits)
 - viii. Medical Terminology (1-3 credits)
 - b. A student who transfers into the professional phase of the MAT program may petition to waive a course from the professional phase of the curriculum based on a previously taken course.
4. Transfer credits: Transfer credits will be considered using the following guidelines:
 - a. The prerequisite course for a required course may be accepted as an elective course.
 - b. Science classes older than five years are generally not accepted as transfer credit by the Athletic Training Program but may be accepted in rare cases at the discretion of the Program Director.
 - c. Non-science classes older than 10 years are generally not accepted as transfer credit but may be accepted in rare cases at the discretion of the Program Director.
 - d. The University will accept no letter grade below a “C” as transfer credits. C- is not acceptable.
 - e. Courses taken at another institution count regarding total number of course hours but are not considered in the calculation of GPA.
 - f. No more than 12 hours of transfer credit can be taken during a summer term.

Academic Eligibility Policies & Procedures

The Athletic Training (AT) Program Academic Eligibility Policy and Procedures serves as the criteria upon which decisions regarding student progression through the Athletic Training curriculum are made. This policy is designed to encourage student success in the curriculum to prepare competent entry-level athletic trainers. Students and faculty are responsible for familiarizing themselves with this policy and the associated procedures.

Definitions

1. *Phases of the AT Program:*

- a. *Pre-professional Phase:* The six academic terms beginning with the fall semester of the freshman year and ending with the spring semester of the junior year.
- b. *Professional Phase:* The six academic terms beginning with the summer prior to the senior year and ending with the spring semester of the second professional year. During this phase, students enroll in courses specifically designed to prepare them as entry-level athletic trainers.

2. *Academic Standing*

- a. *Good Standing:* A student in Good Standing is one who meets or exceeds the minimum academic eligibility standards.
- b. *Academic Jeopardy:* A student in academic jeopardy is one who meets the minimum academic eligibility standard but is in jeopardy of falling below the minimum GPA academic standard or the course grade requirements. A student in academic jeopardy:
 - i. Receives an e-mail from the Program Director indicating concern regarding their academic standing
 - ii. Is allowed to take a full-time load but is required to maintain contact with their advisor on a regular basis
- c. *Academic Probation:* A student on program academic probation is one who has not met the minimum GPA requirements academic standard, or who has not met the grade requirements.
 - i. When a student is placed on program academic probation, the student will be notified, in writing, by the Program Director. The student will be required to confirm this notification (e-mail response of confirmation is acceptable).
 - ii. A student on program academic probation is required to meet with their faculty mentor regularly during the semester. Appropriate strategies to improve academic performance will be discussed with the student.

3. *Academic Eligibility:*

- a. *Academically Eligible:* A student who is academically eligible is one who has met the program academic standards regarding GPA requirements and/or grade requirements and is allowed to enroll in any course without restriction.
- b. *Academically Ineligible:* A student on program academic probation for more than two consecutive semesters at any time during the pre-professional and professional phases or a total of any three semesters during the professional phase of the program is academically ineligible to continue in the Athletic Training Program and will be dismissed. A student who is dismissed from the Athletic Training Program but may be permitted to take certain courses in the AT Program in order to complete degree requirements for the Bachelor of Science in Exercise Science degree (BSES).

Grade Point Average Requirements

Pre-professional Phase:

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- The following are the term Grade Point Average (GPA) requirements for each semester of the pre-professional phase.

≤ 30 Credit Hours	Academic Standing	>30 credit hours
≥ 2.70	Good Standing	≥ 2.70
2.30 – 2.69	Academic Jeopardy	2.5 -- 2.69
< 2.3	Academic Probation	≤ 2.49

- Policy regarding noncompliance with Pre-Professional Phase GPA Requirements*
 - A student that does not meet the pre-professional phase GPA requirements in any semester will be placed on **program academic probation** and may not be eligible to progress full time in the Athletic Training Program.
 - The student’s course of study is determined by the Program Director in collaboration with the faculty, advisor, and student.
 - A student may come off program academic probation by improving their GPA in the following semester to that of **academic jeopardy** or **good standing**.
 - A student that does not meet the pre-professional GPA requirements for three consecutive semesters is **academically ineligible** to continue in the Athletic Training Program and will be dismissed.
 - The dismissed student may be permitted to take certain courses in the AT Program in order to complete degree requirements for the Bachelor of Science in Exercise Science degree (BSES).

Professional Phase:

- A minimum *cumulative* GPA of 2.7 is required for pre-professional students to progress into the professional phase of the program.
 - The cumulative GPAs restart at the beginning of the summer semester prior to the senior year (the first professional year).
- The following are the term GPA requirements for each semester of the professional phase

Academic Standing	Professional Phase
Good Standing	≥ 2.70
Academic Jeopardy	2.5 -- 2.69
Academic Probation	≤ 2.49

- Policy regarding noncompliance with Professional Phase GPA Requirements*
 - A student that does not meet the professional phase GPA requirements for the first time in any semester will be placed on **program academic probation** and may not be eligible to progress full time in the Athletic Training Program.
 - The student’s course of study is determined by the Program Director in collaboration with the faculty, advisor, and student.

- c. A student that does not meet the professional GPA requirements for a total of any three semesters in the professional phase is **academically ineligible** to continue in the Athletic Training Program and will be dismissed.
- d. The dismissed student may be permitted to take certain courses in the AT Program in order to complete degree requirements for the Bachelor of Science in Exercise Science degree (BSES).

Course Grade Requirements

Pre-Professional Phase

1. A grade of "C-" or better is required in all pre-professional phase ANAT, PPY, EXSC, IPE, and MAT courses.
2. *Policy regarding noncompliance with Pre-Professional Phase grade requirements in MAT, EXSC or IPE course*
 - a. A student that does not meet the pre-professional phase grade requirements the first time in any course with the MAT, EXSC, or IPE prefix will be placed on **program academic probation** and may not be eligible to progress full-time in the Athletic Training Program.
 - b. The student may be allowed to continue in courses that do not require the prerequisite knowledge contained in the course to be repeated. A grade of "C-" or better is required to demonstrate prerequisite knowledge.
 - c. The student must rectify the academic probationary status and repeat the course(s) with a "C-" grade or better.
 - d. The student's course of study is determined by the Program Director in collaboration with the faculty, advisor, and student.
 - e. When a student receives a "D" or "F" grade, that grade is not removed from the student's transcript when the course is successfully repeated. This is consistent with Saint Louis University policy.
 - f. After a course is repeated successfully, the student remains on **program academic jeopardy** for the duration of their academic career, as a second "D" or "F" grade would render the student **academically ineligible** and subject to program dismissal.
3. *Policy regarding grade of "D" in ANAT or PPY course*
 - a. A student receiving a "D" grade for the first time in any course with the ANAT or PPY prefix will be placed on **program academic probation** for the following semester.
 - b. The student will not be required to repeat that course. Rules related to academic probation will be followed.
4. *Policy regarding grade of "F" in ANAT or PPY course*
 - a. A student receiving a "F" grade for the first time in any course with the ANAT or PPY prefix will be placed on **program academic probation** for the following semester.
 - b. The student must rectified the academic probationary status and repeat the course(s) with a "C-" grade or better.
5. *Policy regarding noncompliance with Pre-Professional Phase grade requirements in a repeated course*
 - a. A student that does not achieve a grade "C-" or better in a repeated course is **academically ineligible** to continue in the Athletic Training Program and will be dismissed.
6. *Policy regarding two or more "D" and/or "F" grades*

- a. A student receiving any combination of two or more “D” and/or “F” grades in ANAT, PPY, EXSC, IPE, or MAT courses in one semester or across multiple semesters is **academically ineligible** to continue in the Athletic Training Program and will be dismissed.

Professional Phase

1. A grade of “C” or better is required in all didactic courses in the professional phase.
2. *Policy regarding noncompliance with Professional Phase grade requirements*
 - a. A student that does not meet the professional phase grade requirements for the first time will be placed on **program academic probation** and may not be eligible to progress full time in the Athletic Training Program.
 - b. The student may be allowed to continue in courses that do not require the prerequisite knowledge contained in the course to be repeated. A grade of “C” or better is required to demonstrate prerequisite knowledge.
 - c. The student must rectified the academic probationary status and repeat the course(s) with a “C” grade or better.
 - d. The student’s course of study is determined by the Program Director in collaboration with the faculty, advisor, and student.
 - e. When a student receives a “D” or “F” grade, that grade is not removed from the student’s transcript when the course is successfully repeated. This is consistent with Saint Louis University policy.
 - f. After a course is repeated successfully, the student remains on **program academic jeopardy** for the duration of their academic career, as a second “D” or “F” grade would render the student **academically ineligible** and subject to program dismissal.
3. *Policy regarding noncompliance with Professional Phase grade requirements in a repeated course*
 - b. A student that does not achieve a grade “C” or better in a repeated course is **academically ineligible** to continue in the Athletic Training Program and will be dismissed.

Matriculation Requirements

1. *Pre-Professional Phase*
 - a. A student on academic probation for Grade Point Average Requirements *may not* be allowed to progress as a full-time student.
 - b. A student on academic probation for Grade Requirements *may not* be allowed to progress in the AT Program as a full-time student until the student has successfully repeated the course.
 - c. The student’s course of study is determined by the Program Director in collaboration with the faculty, advisor, and student.
2. *Professional Phase*
 - a. A Pre-Professional Phase student must meet the following requirement to progress to the Professional Phase of the program:
 - i. 2.7 *cumulative* GPA
 - a. Students with a 2.4-2.69 *cumulative* GPA and not on program academic probation for the two previous semesters may enroll in the summer semester of the PY1 year but must submit a petition in writing to the Program Director requesting enrollment.

- b. If the petition is granted by the Program Director, the student enters the professional phase on program academic probation.
 - ii. Completed all required prerequisite courses
 - iii. Not been on program academic probation for three consecutive semesters during the pre-professional phase
- b. In order to progress to the final three terms of the professional phase of the program (PY2 year), students must have:
 - i. A 2.7 *cumulative* GPA from the previous three terms) (PY1 year)
 - ii. A bachelor's degree
 - iii. Not been on program academic probation for all three of the previous professional phase semesters
 - iv. Successfully completed all required courses

Dropping/Adding Courses in the Professional Phase of the Program

A student who is considering a schedule change must communicate with their academic advisor and faculty mentor. As courses in the professional phase are intentionally sequenced across semesters, dropping a course may affect progression in the program. Course syllabi list prerequisite courses, and students are not allowed to register for a course if they have not completed the prerequisite course or not passed the prerequisite course with a C- grade or better.

Graduation Requirements

1. To graduate with the MAT degree the student must have:
 - a. 2.7 cumulative GPA (from the six terms of the Professional Phase of the MAT program).
 - b. Not been on program academic probation for three consecutive semesters during the pre-professional phase and professional phase of the program *OR* for a total of three semesters during the professional phase of the program.
 - c. Achieved a grade of Satisfactory (S) in all Clinical Practicum Experiences.
 - d. Completed all required prerequisite courses.

Appeal Processes

1. *Course Grade Appeal:*

If a student believes that a final grade for a course has been assigned unfairly, the student has 90 days to appeal the grade. All grade appeals must follow the steps outlined below:

- a. Student discusses with the course coordinator the concerns about the grade and reasons they believes the grade is incorrect. The course coordinator renders a decision regarding the grade appeal as the instructor of record in that course.
- b. If the dispute is not satisfactorily resolved, the student may present their concerns to the Program Director and/or Department Chair in which the course is offered. The Program Director and/or Department Chair reviews the case and renders a program decision regarding the grade appeal.
- c. If the dispute is not satisfactorily resolved at the program level, the student may present their appeal in writing to the Associate Dean of Students and Academic Affairs of the college. The Associate Dean is the final arbitrator in the grade dispute.

- d. All pre-professional junior grade appeals must be initiated within 30 days of the course grade being posted and must be resolved within 30 days of the initiation of the appeal. Please see the Saint Louis University Academic Affairs policy, graduating student exception – <https://catalog.slu.edu/academic-policies/academic-policies-procedures/grade-appeal/>
- 2. *Dismissal Appeal*
 - a. If, by policy, a student is dismissed from the AT Program because of Grade or GPA Requirement, the student has the right to appeal dismissal from the program.
 - b. If the student chooses to appeal dismissal from the Athletic Training Program because of GPA or course grade issues, the process includes:
 - a. The dismissal appeal request must be made in writing to the Committee Chairperson within two university business days following program dismissal notification.
 - b. The appeal gives the student the opportunity to explain circumstances or conditions which adversely impacted their behavior.
 - c. The appeal is heard by the Committee. The Committee makes a decision regarding the student's appeal following the Committee's policies and procedures.
 - d. The decision regarding the student's appeal is communicated to the student following the Committee's policies and procedures.
 - c. A full description of this process is available in the Appeal of Dismissal Committee Procedures document.
- 3. *Doisy College of Health Sciences Academic Grievance Policy*
 - a. An academic grievance can be filed with the DCHS Associate Dean of Student and Academic Affairs only after a student has gone through all program processes and believes that
 - 1. Policies were not followed
 - 2. The student was not informed of the policies
 - 3. No appeal was allowed
 - 4. Procedural infractions occurred
 - b. If a student believes their case meets these requirements, the process is initiated by sending a formal written letter of appeal to the Associate Dean of Student and Academic Affairs within 10 days of receiving the decision from the program. That process is detailed in the DCHS policies contained later in this section of the AT Program Handbook.

Class Attendance and Participation Policy

The faculty has the responsibility to take steps necessary to ensure students are competent and safe athletic training practitioners upon graduation. This responsibility includes ensuring that students have acquired adequate knowledge and skill to appropriately assess patient problems and determine treatment, which will effectively and efficiently resolve the problems.

Students are expected to be present for classes, give their attention to the information covered, and make maximal use of lecture and laboratory class time to discuss material with instructors and to practice skills. The faculty recognizes the extensive amount of material and the depth of knowledge expected of the students. They are willingly available to assist those students who have made an earnest attempt to understand course content. The faculty has no special obligations to students who have unexcused class absences or who clearly do not attend to the class activities.

The faculty has responsibility to present the course in an organized, clear manner that allows for comprehension by the students. In addition, examinations should be appropriate to the content covered. Students have the obligation to prepare diligently for examinations so that they can provide evidence of understanding and skill in the theory and practice of athletic training.

Faculty members establish written policies and procedures pertaining to class attendance and class work that are suitable for each course. Enforcement is the responsibility of the course coordinator. Students not adhering to course policies are subject to professional warning or probation and ultimately dismissal from the program as indicated in AT Program Policy concerning Professional Behavior.

Disability Accommodations

Students with a documented disability who wish to request academic accommodations must formally register their disability with the University. Once successfully registered, students also must notify their course instructor that they wish to use their approved accommodations in the course.

Please contact the Center for Accessibility and Disability Resources (CADR) to schedule an appointment to discuss accommodation requests and eligibility requirements. Most students on the St. Louis campus will contact CADR, located in the Student Success Center and available by email at accessibility_disability@slu.edu or by phone at 314.977.3484. Once approved, information about a student's eligibility for academic accommodations will be shared with course instructors by email from CADR and within the instructor's official course roster. Students who do not have a documented disability but who think they may have one also are encouraged to contact to CADR. Confidentiality will be observed in all inquiries.

Academic Integrity Policy

Academic integrity is honest, truthful and responsible conduct in all academic endeavors. The mission of Saint Louis University is "the pursuit of truth for the greater glory of God and for the service of humanity." Accordingly, all acts of falsehood demean and compromise the corporate endeavors of teaching, research, health care, and community service through which SLU fulfills its mission.

The University strives to prepare students for lives of personal and professional integrity, and therefore regards all breaches of academic integrity as matters of serious concern. The full University-level Academic Integrity Policy can be found on the Provost's Office website at: <https://www.slu.edu/provost/policies/academic-and-course/academic-integrity-policy.pdf>.

Additionally, each SLU College, School, and Center has its own academic integrity policies, available on their respective websites.

Student Academic Resources

Student Success Center

The Student Success Center (SSC) supports students in reaching their goals in and out of the classroom. Providing a variety of resources, the Student Success Center houses both the Center for Accessibility and Disability Resources (CADR) and Academic Support, which includes Tutoring, Supplemental Instruction, University Writing Services, and Student Success Coaching. The Student Success Center is located in the Busch Student Center, Suite 331, and students can make an appointment with any SSC resource via EAB Navigate. To learn more about the

Student Success Center and its resources, please visit: <https://www.slu.edu/life-at-slu/student-success-center/index.php>.

University Writing Services

University Writing Services offers one-on-one consultations with trained writing consultants who help with everything from brainstorming, outlining, and proposing research questions to documenting sources, revising, and implementing feedback. These consultations can take place in-person, asynchronously, or via Zoom and can be scheduled through EAB Navigate – Student. Getting feedback benefits writers at all skill levels on different writing projects (including but not limited to class assignments, conference papers, cover letters, dissertations, group projects, multimedia assignments, personal statements, senior capstone projects, short answer questions on applications, speeches, and theses). For additional information, visit <https://www.slu.edu/life-at-slu/student-success-center/academic-support/university-writing-services/index.php> or send an email to writing@slu.edu.

Student Advising and Registration

The following procedures should be followed by students for registration:

1. Meet with Professional Academic Advisor/AT Program faculty mentor:
 - a. Pre-Professional Phase of the Program: During the fall and spring semesters of the undergraduate years, each student must meet with their Athletic Training Program faculty mentor prior to meeting with their professional academic advisor to review the degree evaluation and obtain approval for registration.
 - b. Professional Phase of the Program: Meet with AT Program Director, who serves as academic advisor to all Professional Phase students and assigned Faculty Mentor at regular intervals.
2. Obtain authorization for registration.
 - a. The professional academic advisors authorize undergraduate students for online registration in Banner
 - b. Authorization includes listing the student's Banner Registration PIN
3. Register in Banner.
 - a. Undergraduate students who experience problems with registration should contact their professional academic advisor.
 - b. Students in Professional Years I and II will register when instructed by the Athletic Training Program

Professional Behavior Policy

Athletic Training is a human service profession. One of its central tenets is the value of human dignity. This value is reflected in conduct that demonstrates sensitivity to the physical and psychological well-being of others and honesty in all endeavors. The Athletic Training Program endorses the philosophy and behaviors embodied in the Mission Statement of Saint Louis University, the Board of Certification's Code of Professional Responsibility, and the Code of Ethics and Shared Professional Values of the National Athletic Trainers' Association. The Program expectations of the student's professional behaviors are based on these documents and the University, College, and Program policies and procedures.

No code of ethics or professional standards can address every possible scenario that may arise in the future. However, students are expected to conduct themselves in a manner that is consistent with the following minimal standards:

Section I: In alignment with the Board of Certification's *Code of Professional Responsibility*, SLU Athletic Training students are expected to:

Patient Care Responsibilities

- Render quality patient care regardless of patients' characteristics protected by law.
- Protect the patient from undue harm.
- Acts in the patient's best interest.
- Advocate for the patient's welfare.
- Demonstrate sound clinical judgement based on current evidence-based knowledge.
- Communicate effectively and truthfully with patients and others.
- Maintain confidentiality of patient information.
- Demonstrate respect for cultural diversity.
- Develop and maintain a relationship of trust and confidence with the patient.
- Not engage in intimate or sexual activity with a patient.
- Inform patients of any risks involved in a treatment plan.
- Not make unsupported claims about the safety or efficacy of a treatment.
- Not practice or render care while under the influence of drugs or alcohol.

Professional Responsibilities

- Practice their knowledge and skills under the supervision of a preceptor.
- Represent themselves as an Athletic Training Student in clinical practice settings.
- Students should conduct themselves personally and professionally in a manner, that reflects the shared values as they represent themselves and the Saint Louis University Athletic Training Program.
- Students shall not provide or publish false or misleading information, photography, or any other communications in any format, including social media platforms, related to athletic training that negatively reflects the profession, their preceptor, Saint Louis University (SLU), or the SLU AT Program.

Section II: In alignment with the National Athletic Trainers' Association's *Athletic Trainings Shared Professional Values*, SLU Athletic Training Students are expected to:

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Caring & Compassion

- Listen for understanding and a readiness to help.
- Focus on achieving the greatest well-being and the highest potential for others.
- Spend the time needed to provide quality care.

Integrity

- Provide truthful, accurate and relevant information.
- Abide by the rules, regulations, laws and standards of the profession.
- Use applicable professional standards and established policies and procedures when acting or making decisions.

Respect

- Engage in active listening when communicating with others.
- Acknowledge and expressing concern for others and their well-being.
- Act with the belief that the person has value.

Competence

- Think critically, demonstrating ethical sensitivity, committing to evidence-based practice, delivering quality skills and effective collaboration.
- Make sound decisions while demonstrating integrity.
- Strive for continuous quality assessment and improvement.

Accountability

- Acknowledge and accept the consequences of one's own actions.
- Adhering to laws, codes, practice acts and standards that govern professional practice.
- Assume responsibility for learning and change.

The Athletic Training Program reserves the right to pursue disciplinary action for any behavior, regardless of where it occurred, that violates these standards. Disciplinary actions include:

1. Professional Behavior Notification
2. Professional Behavior Probation
3. Dismissal

It is the responsibility of the faculty member who identifies or observes a behavior that is not congruent with program standards, or is notified by a Preceptor of such behavior to meet with the student to discuss the level of sanction.

Professional Behavior Notification:

Definition: Professional Behavior Notification is issued in situations in which the faculty member uses the professional behavior advisement process to inform the student about his or her unacceptable behavior. A pattern of unacceptable behaviors will result in a Professional Behavior Probation.

Process:

1. Meet with the student to discuss said breach of professional behavior and possible strategies to improve behavior.
2. Document meeting on the Professional Behavior Advisement Form.
3. Secure signatures from student and faculty on the completed Professional Behavior Advisement Form.
4. Allow student to respond in writing to clarify his or her perception of the situation. This response will be attached to the completed Professional Behavior Advisement Form.
5. Provide an electronic or hard copy of the completed Professional Behavior Advisement Form to the student's faculty mentor.
6. Place a hard copy of the completed Professional Behavior Advisement Form in the student's permanent file.
7. Faculty mentor is responsible for monitoring the number of Professional Behavior Advisement Forms resulting in Professional Behavior Notification. More than one Professional Behavior Notification will result in a Professional Behavior Probation being issued by the mentor.

Professional Behavior Probation:

Definition: If a student receives more than one Professional Behavior Notification, the student may be placed on Professional Behavior Probation. If the student's behavior is, in the professional judgment of the student's faculty mentor and the Program Director, of a nature which warrants probation the student will be placed on Professional Behavior Probation. Professional Behavior Probation entails the completion of certain specified activities and/or the ability to demonstrate appropriate change in the observed behaviors as designated in a written contract.

Process:

1. Student will be notified of their probationary status with a letter from the Program Director.
2. Student will be required to return a signed confirmation of this notification.
3. Program Director, appropriate faculty member/mentor, and student will discuss possible strategies to improve professional behaviors.
4. Appropriate faculty member/mentor will develop a written contract with the student for remediation.
5. Any subsequent meetings between the faculty member/mentor and the student will be documented.
6. Student may remain on Professional Behavior Probation until completion of the program.

Professional Behavior Dismissal:

Definition: A student may be subject to program dismissal for professional behavior issues due to any of the following conditions:

1. In the judgment of the student's faculty mentor and the Program Director, the student fails to comply with the terms of the Professional Behavior Probation contract.
2. The student receives another Professional Behavior Notification while on Professional Behavior Probation.

3. In the judgment of the student's faculty mentor and the Program Director, the student demonstrates a behavior that is of a serious nature including, but not limited to academic misconduct or threat of physical or emotional harm to another individual.
4. The student is involuntarily separated from the university for violations of the Community Standards contained in the Student Handbook.

Process:

1. A meeting (either in person or by telephone) will be conducted with the student, the student's faculty mentor, and the Program Director.
2. A student who is dismissed will be notified with a letter from the Program Director.
3. The student will be required to return a signed confirmation of this notification.

Appeal Process:

Definition: The student has the right to appeal dismissal from the AT Program.

Process:

1. Dismissal Appeal: If, by policy, a student is dismissed from the AT Program because of professional behavior violations, the student has the right to appeal dismissal from the program.
2. If the student chooses to appeal dismissal from the Athletic Training Program because of professional behavior violations, the process includes:
 - a. The dismissal appeal request must be made in writing to the Appeal of Dismissals Committee Chairperson within two university business days following program dismissal notification.
 - b. The appeal gives the student the opportunity to explain circumstances or conditions which adversely impacted their behavior.
 - c. The appeal is heard by the Appeal of Dismissal Committee. The Committee makes a decision regarding the student's appeal following the Committee's policies and procedures.
 - d. The decision regarding the student's appeal is communicated to the student following the Committee's policies and procedures.
 - e. A full description of this process is available in the Appeal of Dismissal Committee Procedures document.
3. Doisy College of Health Sciences Academic Grievance Policy
 - c. A grievance can be filed with the DCHS Dean only after a student has gone through all program processes and believes that
 5. Policies were not followed
 6. The student was not informed of the policies
 7. No appeal was allowed
 8. Procedural infractions occurred
 - d. If a student believes their case meets these requirements, the process is initiated by sending a formal written letter of appeal to the Dean within 10 days of receiving the decision from the program. That process is detailed in the DCHS policies contained later in this section of the AT Program Handbook.

Department Dismissal Appeals Committee Policies and Procedures

Guiding Principle: The guiding principle of the Department of Physical Therapy & Athletic Training Dismissal Appeals Committee (DAC) is to consider the best interest of the student, Saint Louis University (SLU), the physical therapy and athletic training professions, and the public in making decisions regarding student academic and/or professional behavior progression.

Fundamental Activities to Achieve Guiding Principle:

1. Provide due process for students in their respective program.
2. Determine whether student dismissal appeals are granted or denied.
3. Consider pertinent information when making determination of granting or denying appeals of dismissal from the program.
4. Establish conditions for progression in the program when a dismissal appeal is granted.
5. Monitor the compliance of a student meeting conditions of progression.

Meetings: The DAC is convened, as needed, to consider student dismissal appeals, typically, at the end of each semester. At least one other meeting occurs per academic year to review policies and procedures. Additional meetings may be called by the DAC Chairperson or at the request of the Department Administrator.

Committee Membership: The DAC is comprised of faculty members from the Department of Physical Therapy and Athletic Training. The DAC Chairperson and DAC members are appointed by the Department Administrator. Three DAC members will be present at a meeting considering a dismissal appeal and are eligible to vote in the decision regarding the appeal. A designated staff member is assigned to assist the DAC and may be present at a meeting considering a dismissal appeal at the discretion of the DAC Chairperson but does not have voting privileges.

Policy and Procedures Concerning Academic Eligibility: Refer to so named policy in Saint Louis University Athletic Training Program Handbook.

Policy and Procedures Concerning Professional Behavior: Refer to so named policy in Saint Louis University Athletic Training Program Handbook.

Academic or Professional Behavior Appeal: If a student is dismissed from the Athletic Training Program due to academic and/or professional behavior issues, the student has the right to appeal this action. If a student is simultaneously appealing a course grade and the Academic Eligibility Policy, the course grade appeal must be resolved prior to the dismissal appeal moving to the Dismissal Appeals Committee. Refer to Course Grade Appeal Policy.

Appeal of Dismissal Committee Procedures

1. Identification of students who are ineligible to continue due to Program dismissal
The Program Director and the DAC's designated staff person review the academic eligibility data and professional behavior eligibility for all students in the pre-professional and professional phases of the Program (as described in the Policy and Procedures Concerning Academic Eligibility section). The purpose is to identify students who are subject to Program dismissal. In the event a student is identified

for program dismissal, the Program Director assumes the role of DAC Chairperson. If the Program Director identifies a conflict of interest, the Department Administrator may appoint a DAC Chairperson.

2. Student Notification

The DAC Chairperson and/or the Program Director contacts identified students, either in person or via telephone, and then sends a follow-up e-mail, notifying them of the status of the student's dismissal from the Program. As a student of Doisy College of Health Sciences, the "next steps" process is sent to the student if the student is an undergraduate student. Additionally, the written communication explains the appeal process, and is copied to the faculty mentor, Program Director, student's academic advisor (if applicable), and the DCHS Associate Dean for Student and Academic Affairs. The student is asked to acknowledge receipt of this notification by replying to the e-mail.

If known at the time of the initial e-mail notification, the student is provided with the list of DAC members who will decide their case. The student may request substitution of one (1) DAC member, including the DAC Chairperson. Depending on availability of DAC members, the request may not be honored.

3. Student Dismissal Appeal

- a. The appeal request must be made to the DAC Chair within 48 hours following notification of the eligibility issue.
- b. Students requesting an appeal must complete the Dismissal Appeal Form in advance of the committee meeting and confirm the form is received by the DAC Chairperson.
- c. The DAC Chairperson shall inform the student requesting an appeal of the date of the committee meeting and the deadline for submitting the Dismissal Appeal Form.
- d. Failure to complete and/or submit the Dismissal Appeal Form by the deadline will result in upholding the dismissal.

4. Appeal of Dismissal Committee Meeting

- a. If a DAC member believes they cannot fairly review the evidence and render a decision, that DAC member should recuse themselves from the meeting.
- b. The DAC Chairperson provides members with a copy of the student's Dismissal Appeal form.
- c. The student or their representative may not attend the DAC meeting in person. The student is requested to be available by phone during the scheduled meeting. DAC members may query the student.
 - i. Audio recordings of the meeting are not allowed.
 - ii. Legal representation during the meeting is not allowed.

5. Decision

- a. The DAC will discuss the dismissal appeal and make a majority decision regarding the dismissal appeal. Deliberations of the DAC are confidential.
- b. The DAC Chairperson will record the decision/recommendations of the DAC on the DAC Summary Form. A copy of this Form will be kept in the student's file.
 - i. If the dismissal appeal request is granted, the DAC will establish any conditions that the student must meet to maintain academic or professional behavior eligibility.

- ii. If the dismissal appeal request is denied and the student believes that stated policies and procedures were not followed, the student can file an academic grievance with the Dean of the Doisy College of Health Sciences as stipulated in the College Academic Grievance Policy.

6. Student Notification of Decision.

- a. The DAC Chairperson will call the student and inform them of the decision of the DAC.
- b. The DAC Chairperson and/or Program Director will send notification of the decision by email. A physical copy of the decision letter will be mailed to the student's permanent address as listed in Banner. This letter will be copied to the student's faculty mentor, student's academic advisor (if applicable), Department Administrator, Program Director (if applicable), DCHS Associate Dean for Student & Academic Affairs.

7. Compliance with Conditions for Progression.

- a. If the dismissal appeal request is granted, the conditions for progression and recommendations will be outlined in the decision letter.
- b. The student must meet the conditions determined by the Committee and outlined in the decision letter from the Program Director.
- c. At the end of each semester, the Committee's designated staff person and Committee Chairperson will review the students who have had their appeal granted over the past year and assess whether the students have met the conditions of their appeal.
- d. Failure to meet the conditions set in the decision letter will result in Program dismissal.

8. Faculty Notification.

- a. The Dismissal Appeals Committee Chairperson informs the faculty of the student status in a Program meeting closest to the Committee meeting date.

Last revised 06/2024

Doisy College Of Health Sciences - Academic Grievance Policy

Statement of Policy

The Doisy College of Health Sciences (DCHS) seeks to ensure that all program policies and procedures are followed and that all students are treated equitably. It is not within the scope of the grievance process to determine if a student-associated academic decision, such as program dismissal, was fair or just, only if it was arrived at in the manner dictated by department policy.

An academic grievance is an appeal by a student that may occur any time a student believes that published department policies were not followed.

A student initiates this procedure by filing a detailed, written letter of academic grievance with the Dean of the DCHS *only* after DCHS Academic Department channels have been fully exhausted. The letter of academic grievance should be received by the DCHS Associate Dean for Student and Academic Affairs (ADSAA). In cases of academic program dismissal, procedures pertaining to the filing and hearing of an Academic Grievance will be included with the e-mail and certified letter notification of dismissal. These procedures may also be obtained by contacting the ADSAA in the DCHS Office of the Dean.

During the grievance process, until the final decision by the Dean is made, the student may attend classes and practice laboratory sessions, but for liability reasons may not attend clinical rotations. The process of appealing a dismissal may overlap with the start of a new semester, and therefore result in additional financial obligations for the students. DCHS will make every reasonable effort to resolve appeals as quickly as possible. However, any financial impact obligations in the interim are the sole responsibility of the student.

The grievance procedures are not legal proceedings.

Policy Terminology

The table below is a list of the terminology used in this document along with corresponding descriptions.

TERM/ ABBREVIATION	DESCRIPTION
ADSAA	Associate Dean for Student and Academic Affairs
AGC	Academic Grievance Committee
Clinical Rotations	A general term that refers to students completing the “on-the-job” portion of their education, the specific title of which varies by discipline; also known as clinicals, fieldwork, internships, clinical experiences, clinical practicum/practica
DCHS	Doisy College of Health Sciences
Student Grievance	The packet of information prepared by the student that includes a letter and supporting documentation to the DCHS Dean

Academic Grievance Committee (AGC)

The Academic Grievance Committee (AGC) functions to facilitate the consideration of matters relating to student academic grievances.

A. Membership

Faculty

The AGC is composed of faculty members from the DCHS. Each Academic Department selects one faculty representative to serve on the AGC for a term of three years. However, in the event the Academic Department does not select a representative, the Dean's office will identify a faculty representative to serve on the committee. Committee member terms should be staggered so that there are no more than two new members per year. The AGC Committee Chair for each academic year is selected from the faculty member of the committee at its last meeting of the previous academic year who will be returning. It is recommended that the Chair be a faculty member who has served on the committee at least one year.

DCHS Administration

The DCHS ADSAA serves as a member of the AGC.

B. Membership in the Event of a Student Grievance

In the event of a student grievance, the AGC committee membership is as follows:

Faculty

All faculty members of the AGC *except* the faculty member from the DCHS Academic Department associated with a student grievance review student grievances. If the associated DCHS Academic Department is that of the AGC Chair, a temporary chair will be selected from the members to oversee the student grievance.

DCHS Administration

The DCHS Associate Dean for Student and Academic Affairs (ADSAA) is recused from participation in the AGC meetings/hearings associated with a student grievance. Administrative support from a member of the Dean's Office staff will be provided.

Students

Two students from departments not affiliated with the student grievance will be selected to review the grievance.

C. Meetings

In the event that a Student Grievance is submitted, the AGC may hold meetings and hearings as appropriate to maintain the time line to achieve an expeditious recommendation to the Dean.

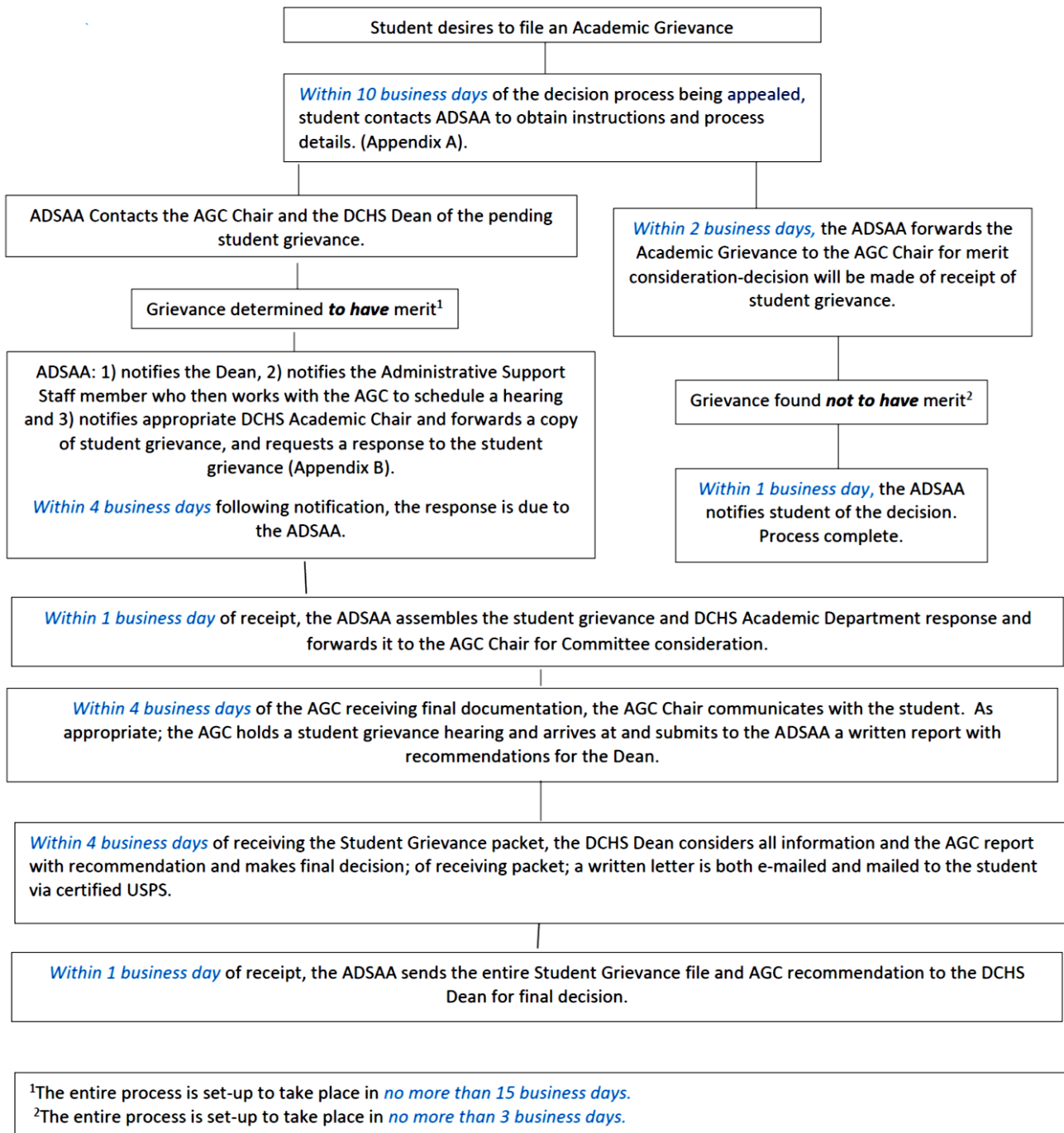
D. Scope of Review

The AGC will consider only those appeals which provide documentation that: (a) the departmental policies were not adhered to; (b) the student was not counseled concerning his/her status with respect to the policies; (c) that no appeal at the Academic Department level was allowed; (d) or that other procedural infractions occurred. It is not within the scope of the committee to determine if the dismissal decision was fair or just, only if it was arrived at in the manner prescribed by policy.

Process in the Event of a Student Grievance

1. Once a student decides to file an academic grievance, the student is referred to the ADSAA for an overview of the process and instructions for developing and submitting a student grievance, the components of which are detailed in Appendix A.
2. While the student is working on his/her grievance, the ADSAA contacts the Chair of the AGC and the DCHS Dean of the pending student grievance.
3. Once the student grievance is submitted to the ADSAA, the ADSAA forwards the information to the Chair of the AGC and together the ADSSA and AGC Chair make the determination as to whether or not the student grievance has merit.
4. If the student grievance is determined to have *no* merit, the ASDAA notifies the student and the process is concluded.
5. If the student grievance is determined to have merit, the Chair of the AGC: a. Notifies the Administrative Support Staff member who then works with the AGC members to schedule a Student Grievance Hearing.
6. If the student grievance is determined to have merit, the ADSAA:
 - a. Notifies the Dean
 - b. Notifies the corresponding DCHS Academic Department Chairman of the pending student grievance. A copy of all documents submitted by the student is given to the Chair and a request for a written DCHS Academic Department response is made and submitted to the ADSAA, the details of which are located in Appendix B.
7. Once the DCHS Academic Department response is received by the ADSAA, the ADSAA assembles all student and Academic Department documents and submits the entire packet to the Chair of the AGC for committee distribution and consideration.
8. The Chair of the AGC communicates with the student as appropriate leading up to the student grievance hearing.
9. The AGC holds a student grievance hearing followed by deliberation and arriving at a recommendation for the DCHS Dean. A written report is generated with the recommendation for the Dean and submitted to the ADSAA.
10. The ADSAA gives the DCHS Dean the AGC report for consideration
11. The DCHS Dean makes a final decision.
12. The DCHS Dean communicates the final decision to the student via e-mail and certified letter sent through the United States Post Office.

Student Grievance Process with Time Line



APPENDIX A

Required Components of a Student Grievance

Students who wish to file a grievance are encouraged to contact the Associate Dean for Student and Academic Affairs (ADSAA) for information regarding the process. Typically students are instructed to write a letter to the DCHS Dean that includes the following information:

- Student name, Banner ID number.
- Identification of the appropriate DCHS program student is enrolled in and the corresponding Academic Department associated with the grievance.
- A concise, complete description of the issue being grieved and appropriate events surrounding it.
- The relationship of the grievance to departmental policies.
- Identification of and statement including corresponding documentation that the departmental channels have been fully exhausted.
- Results of discussions/actions that took place at the department level.

APPENDIX B

Required Components of DCHS Department Response to Student Grievance

When a DCHS Academic Department is notified of a Student Grievance, development and submission of a response is required. The Academic Department response should include the following components:

- Student name, Banner ID number.
- A statement of the problem and relationship of the problem/grievance to departmental policies.
- A chronological history of events which proceeded and resulted in the departmental action which the student is grieving. This statement should include evidence that the student was provided with departmental policies, advised of deficiencies, and given sufficient opportunity to rectify them.
- A summary statement which includes a detailed description of action(s) taken and justification for those actions as supported by departmental policy.

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Faculty and Staff Responsibilities

Faculty Responsibilities

The primary function of the faculty is to provide instruction. Encompassed in instruction are a number of associated activities: course organization, selection of assignments and preparation for class, preparation of /grading exams, and provision of assistance for individual students. In addition to individual course preparation, the faculty participates in overall curriculum evaluation and revision according to changes and trends in the field of athletic training and health care.

The faculty also participates actively in student advising for the academic welfare and professional development of the students. While instruction and student development are primary concerns of the faculty, faculty are expected to function in three other areas. These areas are: research and scholarly endeavors which contribute to the body of knowledge of athletic training, clinical practice to maintain skill and currency in Athletic Training, and administrative activities that contribute to the efficient operation of the program.

The faculty members are very interested in and willing to assist students; however in order to meet all their obligations, they are encouraged to set office hours for student conferences. Students are requested to make appointments when necessary.

Administrative Staff Responsibilities

The administrative staff serves the general operation of the program and assist faculty in preparation of printed course material/correspondence, making appointments, and taking messages. Through the appropriate administrative assistant, students may make appointments with faculty members, pay fees for class packets, leave message for faculty, or when appropriate, turn in assignments.

Office Hours

The office hours of each faculty member vary. Please check in the Athletic Training Program office or contact the individual faculty member for exact office hours. Faculty and staff members may be contacted by phone, fax, or by email.

Receipt of Policies and Procedures

Each student must sign the "Receipt of Policies and Procedures" form at least once per academic year. This indicates the student's knowledge of policy location and acknowledgement of his or her responsibility to read through the policies and procedures of the Athletic Training Program.

Transportation Policy

Students must provide their own transportation to the Doisy College of Health Sciences campus and to clinical education sites. Students should be aware of and follow the University's parking regulations. See the University web page for regulations, University bus routes, and permit information. Students are expected to plan their transportation in order to arrive to class, lab or clinicals on time.

If a student has a safety concern on campus the Program of Public Safety will provide a ride. The phone number is 977-RIDE.

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[Address and Phone Updates](#)

It is the student's responsibility to update his or her phone numbers and addresses. The primary location for updating student information for the University is the Banner system. Updates can be made on Banner or through the Registrar's Office.

The Athletic Training Program also keeps a file of student names, addresses, and phone numbers. If a student's address changes during a semester, it is the student's responsibility to make changes to the information in the program office.

[Confidentiality of Records Policy](#)

Program student records are available for review by that student in accordance with federal law and University policy. The records are released to third parties only with the written consent of the student. Third parties include parents or guardians and spouses. Program faculty members and College or University officials will have access to student records as necessary for the performance of their duties. All student records are kept in locked file cabinets within a locked office suite. Students are required to complete the Student Confidentiality Agreement each year.

[Leave of Absence Policy](#)

A student may request a Leave of Absence for personal, medical or academic reasons, for a period not to exceed one year.

If the leave of absence involves leaving the Athletic Training Program for one to two semesters and remaining at Saint Louis University as a student not following the Athletic Training curriculum outline, the student must complete a Program "Leave of Absence Request Form." The form must be approved by the student's faculty mentor and the Program Director. Copies of the approved Program "Leave of Absence Request Form" will be sent to the student and the student's professional academic advisor.

If the leave of absence involves leaving Saint Louis University for one or two semesters, the student must complete the Saint Louis University Request for Leave of Absence form. The form will be sent to the student, the Registrar and the Office of Student Financial Services. For students who are receiving financial aid through SLU, the Scholarship Defer/Leave of Absence Request Form must be completed through the Office of Student Financial Services.

The student must provide written notification of their intent to return to the Athletic Training Program at least 90 days prior to the anticipated date of reentry. If a student does not provide such written notification, they will be dismissed from the program.

Students typically have a six month grace period for their Federal Stafford and Private loans. The grace period begins the day after the student ceases to enroll at least half-time. After the grace period, students will be required to make payments on the loan. Should a student utilize their grace period and then register at least half-time, repayment will begin the moment the student drops below half-time or graduates. Students are encouraged to contact the Office of Student Financial Services and their lender to discuss options.

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Course and Instructor Evaluation

Faculty and students share the responsibility and accountability for the teaching and learning experiences at Saint Louis University. Therefore students are given the opportunity to provide anonymous written feedback evaluations of individual courses and instructors in the Athletic Training Program at the end of each semester. This feedback is provided to the Program Director for purposes of future course development and individual promotion/tenure decisions.

Students are reminded that the nature of the feedback should reflect their individual perspective of the effectiveness of course and instructional methods. Comments of a more personal nature are inappropriate for this evaluation method.

Program Statistical Data

Program specific data including retention in the professional phase of the program, graduation rates and certification exam pass rates are available on request or at the AT Program Website.

Program Costs

Information regarding tuition, fees and refunds are available through the Office of Student Financial Services. Students are advised that tuition and fees may increase each year. Students in the Athletic Training Program pay package pricing for the two professional years which includes the summer semesters. Questions regarding the package pricing should be directed to the Office of Student Financial Services. Additional required costs of the program include course fees, textbooks, and travel to clinical education sites. Students are responsible for room and board arrangements while at the University and during clinical placements.

Complete description of course fees and program costs are listed on the AT Program website:

<https://www.slu.edu/programs/graduate/athletic-training-mat.php>.

Course and Supplies Fees

Some of the materials for Athletic Training courses are in the form of course packets. Packets include lecture/lab materials and other supplies. Packet/lab fees are based on the exact cost of printing and/or supplies.

Title IX Policy

Saint Louis University and its faculty are committed to supporting our students and seeking an environment that is free of bias, discrimination, and harassment. If you have encountered any form of sexual harassment, including sexual assault, stalking, domestic or dating violence, we encourage you to report this to the University. If you speak with a faculty member about an incident that involves a Title IX matter, that faculty member must notify SLU's Title IX Coordinator that you shared an experience relating to Title IX. This is true even if you ask the faculty member not to disclose the incident. The Title IX Coordinator will then be available to assist you in understanding all of your options and in connecting you with all possible resources on and off campus.

Anna Kratky is the Title IX Coordinator at Saint Louis University (DuBourg Hall, room 36; anna.kratky@slu.edu; 314-977-3886). If you wish to speak with a confidential source, you may contact the counselors at the University Counseling Center at 314-977-TALK or make an anonymous report through SLU's Integrity Hotline by calling 1-

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877-525-5669. To view SLU's policies, and for resources, please visit the following web addresses: <https://www.slu.edu/about/safety/sexual-assault-resources/index.php>.

Student Resources

Basic Needs Security

Students experiencing food insecurity, housing insecurity, and any other challenges that are impacting their personal and/or academic wellbeing are encouraged to contact the Dean of Students Office for support. Students can submit an intake form, email deanofstudents@slu.edu, or call 314-977-9378 to connect with their office. Students may also communicate directly with their instructors about any challenges they are experiencing to receive support and resource referrals.

Wellness

All students experience stressors and challenges at some point, and seeking support is beneficial. Such challenges may be the result of academic concerns (such as those related to particular assignments or content in a course), or they may be more personal in nature (such as concerns related to relationships, mental health, loss, identities, alcohol or drugs, housing or food security, or finances, among other things). If you experience these or other difficulties, please consider seeking support from the resources available to you.

- For concerns related to this course, please contact me. I am invested in your success and will support your success in the ways I can.
- Additionally, you have access to the many resources SLU provides in support of your personal wellness. You will find a list of available resources on the Well-being page of the SLU website.

If you or someone you know is experiencing a crisis: please consult the Crisis Support and Warning Signs on the University Counseling Center website.

In the spirit of *cura personalis*, the University sees your academic success as connected to your health and well-being and provides resources to support your holistic wellness

Safety Policy and Procedures

Safety Policy

The Athletic Training Program is dedicated to ensure the safety of the students. Safety is a collaborative effort by the faculty and students. Students must adhere to course policies regarding safety as well as the following issues as related to safety in the classroom and lab:

1. All biomedical equipment undergoes annual safety inspection by a qualified biomedical engineer. Students are required to report any machines that are malfunctioning so that the instructor can tag and report the malfunctioning item to the biomedical engineer. Malfunctioning items are not used until repaired by the biomedical engineer and approved for use.
2. Unsafe behavior both in and out of class/lab will not be tolerated. Students who demonstrate unsafe or disruptive behaviors may be asked to leave the class/lab and may be subject to disciplinary action.
3. Students are required to dress in attire which does not interfere with academic activity. Students should refer to each course syllabus to determine the appropriate attire for a specific academic activity.

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4. Students must report any unusual medical occurrences that happen in the lab and clinical sessions such as rashes, mottling, difficulty breathing, etc. An Accident Report will be completed. Any occurrences which result in personal injury will require follow-up at the Student Health Center.
5. It is the responsibility of the student to report relevant health information if it results in the student not being able to perform an activity. At the discretion of the faculty member, a written note from a physician may be required outlining activity precautions and guidelines. Student “practitioners” should ask for consent and be knowledgeable regarding contraindications and precautions for procedures. Student “patients” should be proactive in protecting themselves and others. Courses may require lab consent forms.
6. Students are required to keep classroom/lab traffic areas free of personal belongings. Traffic areas also should be clear of unnecessary equipment, supplies, electrical cords, water spills, and so on. Students are expected to clean up their area after a procedure is completed.
7. Students will be instructed on the proper storage of lotions, gels, adhesives, and other topical agents to minimize contamination, drying or premature aging of the substance. It is the responsibility of the student to notify the Office of Disability Services and the instructor of allergies or reactions to these products.
8. In order to provide an optimal learning environment which is safe, clean, and comfortable, students are expected to participate in routine lab cleaning procedures following the completion of each lab. Cleaning procedures are supervised by the instructor. Procedures are posted in each of the labs and performed by students at the completion of each lab. Lab clean-up assignments are determined by the instructor. Cleaning solutions are stored in the lab with labels. Center for Disease Control guidelines are utilized regarding the dilution of cleaning material. MSDS forms for hazardous chemicals are available in each lab.
9. “Universal Precautions” is an approach to infection control. According to the concept of Universal Precautions, all human blood and certain human body fluids are treated as if known to be infectious for bloodborne pathogens. Gloves and masks are available for use to clean up any bodily fluids that may contaminate equipment or supplies.

Course Specific Safety Policy

A major tenet of all health care practice is "do no harm." This includes safety for the patient/client, provider, and potential caregiver. Students should be mindful of safe practices in classroom and laboratory settings.

The labs are designed for students to develop psychomotor skill in performing tests/measures and interventions, and to practice clinical reasoning strategies in making clinical decisions. Students will role-play both as patients and clinicians and are responsible for assuring the highest attention to safety in all activities. Students are responsible for informing the course coordinator of any issues that may affect their participation in lab activities. Students will be asked to sign a consent form that indicates their awareness of the responsibilities and risks of participation in the labs.

Emergency Procedures

To ensure the safety of the Athletic Training Program’s students, faculty and visitors, the Department of Public Safety (DPS) and Risk Management have established a Saint Louis University Emergency Response Guide which can be accessed at <https://www.slu.edu/about/safety/index.php>. A copy of the Saint Louis University Emergency Response Guide can be found in each of the classrooms/labs. This Guide outlines basic emergency procedures as well as telephone

numbers/addresses for serious emergencies. The labs also contain first aid kits, stethoscopes, and blood pressure cuffs. If a serious or life threatening injury or illness occurs first dial 911 and then call DPS at 977-3000. The ambulance response address for the Allied Health Professions Building is 3404 Rutger Street.

Closings/Inclement Weather Policy

The Department of Physical Therapy and Athletic Training will follow University decisions regarding closing and inclement weather. The University has an Emergency Notification System designed to communicate information to students, faculty and staff. More information is available on the [SLU Department of Public Safety and Emergency Preparedness website](#).

Communicable Disease Policy

Students enrolled in the Athletic Training Program must be aware of the possibility of being exposed to communicable diseases. If a student is exposed to a communicable disease in any setting (home, school, community, clinical site) during the period in which they are enrolled in a clinical experience, they must immediately report the exposure to their Preceptor, Coordinator of Clinical Education and Program Director. The Preceptor, Coordinator of Clinical Education or Program Director will consult with the appropriate health care professional(s) and determine what action should be taken. The student will be excused immediately from their clinical experience until the current state of the student's health is determined.

When a student is exposed to a communicable disease they must consult with a physician or nurse practitioner before continuing in their clinical experience. The outcome of the consultation will determine when the student may return to their clinical experience and the student must bring documentation from the physician or nurse practitioner to the Preceptor and Coordinator of Clinical Education.

Student Time Commitment Policy

The Saint Louis University Master of Athletic Training Program recognizes the demands placed on students to complete both the didactic and clinical education requirements of the professional program. The AT Program follows university and department guidelines regarding alignment of graduate course credits with the calculation of contact hours to ensure both didactic and clinical practicum courses accurately reflect the time commitments of these components, and subsequently, are appropriately distributed across semesters. Contact hours are to be expressly stated in course syllabi.

The following guidelines are used to calculate contact hours:

Definitions:

- **Contact hours:** student contact hours
 - Final or last exam, competencies, and lab practical exams are not included in contact hours
- **Classroom hours:** all lecture hours, recorded Panopto lectures replacing in class lecture hours, and all exam hours except for the final or last exam
 - 50 class minutes = 1 classroom hour
 - 75 class minutes = 1.5 classroom hours
- **Lab hours:** (total lab minutes/60) / 3
- **Distance learning hours:** includes online courses with all content via distance learning or courses with some content via distance learning

- Courses with all content via distance learning:
 - 1 credit = 15 distance learning hours
 - 2 credits = 30 distance learning hours
- Courses with some content via distance learning (estimate of the time students are spending in the distance learning activity):
 - 50 minutes = 1 distance learning hour
 - 75 minutes = 1.5 distance learning hours
- **Clinical education hours:** 1 credit = 120 clinical education hours
- **Other hours:** inclusion of independent study activities (e.g., modules, tutorials) in “other hours” is left to the discretion of the course coordinator
 - Calculated the same as classroom or lab hours depending on the independent study activity

Calculation of Total Contact Hours:

Total Contact Hours = Classroom hours + Lab hours + Distance learning hours + Clinical Education hours + Other hours

Total contact hours should equal number of contact hours allotted for the credit hours +/- 5%

Contact Hours Allotted per Credit Hour:

All courses except Clinical Education courses:

- 1 credit hour = 15 contact hours (14.25 to 15.75 contact hours)
- 2 credit hours = 30 contact hours (28.5 to 31.5 contact hours)
- 3 credit hours = 45 contact hours (42.75 to 47.25 contact hours)
- 4 credit hours = 60 contact hours (57 to 63 contact hours)

Clinical Education Courses:

- 1 credit hour = 120 contact hours

Application to AT Program Clinical Education Requirements

Athletic training students enroll in Clinical Practicum courses five of six semesters in the professional phase of the program to allocate appropriate time to their clinical education requirements. Below is the allocation of classroom and clinical education contact hours for all five clinical practicum experiences. In addition to the clinical education requirements, students meet regularly with the Clinical Education Coordinator for didactic learning. Classroom hours increase in the second year to account for increased time demands preparing for the Board of Certification exam.

Term	Practicum Course	Credit Hours	Classroom Hours	Clinical Education Hours
Fall PY1	MAT 5700	3	15 hrs/term = 1 cr	240 hrs/term = 2 cr
Spring PY1	MAT 5750	3	15 hrs/term = 1 cr	240 hrs/term = 2 cr
Summer PY2	MAT 5900	2	15 hrs/term = 1 cr	120 hrs/term = 1 cr
Fall PY2	MAT 6700	4	30 hrs/term = 2 cr	240 hrs/term = 2 cr
Spring PY2	MAT 6750	4	30 hrs/term = 2 cr	240 hrs/term = 2 cr

Employment Policy

While the faculty recognizes the importance of employment for the student's financial welfare, the student's primary responsibility is to his or her academic career. This responsibility includes a priority given to appropriate and timely class attendance and completion of course assignments. Employment responsibilities are to be considered secondary. Employment in settings involving athletic health care may constitute a violation of CAATE and/or professional practice standards. The student is responsible for ensuring employment responsibilities are in accordance with academic and professional policies to avoid professional behavior sanctions.

Classroom Policies

Classroom Civility

To ensure an optimal learning environment the student must be an active participant in the educational endeavor. The behaviors of the student impact not only his or her own learning, but the learning of their peers. In order to facilitate an optimal learning environment, students will observe the following:

1. Treat others with respect in all situations.
2. Embrace the diversity of others.
3. Respect differing views shared by students or instructors in classroom and laboratory settings.
4. Do not talk during instructor-led portion of class or on-site/off-site labs unless directed by the instructor.
5. Turn off cell phones: no cell phone sending or receiving of text or voice messages.
6. Utilize computers only for class-related activities.
7. Arrive on time prepared for class or on-site/off-site labs.
8. Return promptly from scheduled breaks.
9. Participate actively in classroom and lab experiences (e.g. ask questions, offer ideas, work with a variety of classmates, etc.)
10. Demonstrate responsibility by notifying the course coordinator, in advance, of any unusual situation that results in tardiness or absence from a classroom or on-site/off-site lab session.
11. Demonstrate responsibility for missed classroom or on-site/off-site lab experiences, e.g., meet with instructor, get notes from and meet with classmates, or consult Blackboard.
12. Practice Athletic Training skills with multiple partners in lab sessions.
13. Dress appropriately for classroom and on-site/off-site lab sessions.

Class Cancellation Policy

The Athletic Training Program follows the University class cancellation policy for all class and laboratory sessions. The policy can be found at <https://www.slu.edu/human-resources-home/emergency-operations-and-closure-policy> or students can call (314) 977-SNOW (977-7669) for up-to-date information on the status of classes during any emergency situation. In the event of an individual class cancellation, a good faith effort will be made to contact students via Saint Louis University e-mail.

The cancellation of academic courses due to an emergency situation (i.e. weather conditions, power outages) will result in the cancellation of clinical experience for that day, unless approved by the Coordinator of Clinical Education.

Smoking and Eating

Smoking is prohibited at Saint Louis University. Absolutely no food, drinks or water are allowed in the Doisy College of Health Sciences student lab. No food is allowed in the auditorium, but water in a spill-proof container is permissible. Food and drinks in spill-proof containers are allowed in the other classrooms unless otherwise specified by the course coordinator or instructor.

Program Complaint Policy

This policy for addressing program complaints does not include any complaints for which there is an established University, College, or Program policy or procedure, such as grade appeals, academic dismissal appeals, or allegations of racial, sexual, or gender harassment. These matters are covered in the Athletic Training Student Handbook, the University Student Conduct Policies, or through the Office of Diversity and Affirmative Action. Program complaints are recognized as an opportunity for program improvement and should be expressed with this end in mind. There are two levels of addressing a program complaint, informal and formal. Both of these methods are described below.

The complainant is first urged to resolve the concern/complaint informally, if possible, by contacting the party(s) involved (e.g. course coordinator, faculty member, Program Director, Coordinator of Clinical Education, classmate etc.) to discuss the issue. In this case, there is no written documentation of the complaint.

If the concern/complaint cannot be satisfactorily addressed in this manner, the complainant is asked to file a formal complaint with the Program Director to seek resolution of the issue. All formal complaints must be received in writing and must be signed. The Program Director will bring together the involved parties and seek resolution of the issue. The resolution decision will be communicated to all parties in writing. The Program Director will maintain a file of all formal Program Complaints.

Should the complainant not be satisfied with the resolution of the issue at the Program level, an appeal can be made to the Dean of the College. The appeal should state with specificity the facts giving rise to the complaint, the names of persons who have knowledge of the events surrounding the complaint, and the relief sought. It should be signed by the student or other party filing the appeal. All parties to the process will seek to maintain the confidentiality of the process; however, it is recognized that circumstance may compel further disclosure to other persons, particularly if the facts implicate possible violations of law, University policy, or foreseeable risk of harm to any person.

The written complaint shall be filed with the Dean within twenty (20) working days after receiving the complaint resolution letter from the Program Director. Upon receipt of the appeal, the Dean shall review the complaint and convene a meeting of interested parties. The Dean shall evaluate the merits of the complaint and recommend a course of action.

Student Honors, Awards, and Scholarships

Students in the Athletic Training Program may be eligible for honors and awards to recognize outstanding performance. Selection of award recipients is made based on the established criteria for each award. The decisions of the selection committees are made with great care and consideration, and are not appealable.

Honors Societies

Alpha Sigma Nu: Jesuit Honor Society

1. Eligibility: SLU students (minimum Junior standing) with a 3.6 GPA and 60 hours of credit (30 must be from a Jesuit University) are invited to apply.
2. Selection: AT Program Awards Committee provides Dean's Office with candidates for nominations. The Dean selects nominees for Alpha Sigma Nu which are then submitted to the President of the University for his approbation.
3. Criteria: 3 criteria for nominations are: high scholastic achievement (undergraduate cumulative GPA = 3.6), loyalty, and service.
4. Award Announcement: New members are inducted in a ceremony in April.

Alpha Eta Honor Society: National Allied Health Honor Society

1. Eligibility: Graduating Senior (BSES) or MAT student
2. Nominating Committee: AT Program in Awards Committee
3. Criteria:
 - a. Baccalaureate:
 - i. Enrolled in senior year of BSES
 - ii. Overall scholarship average of 3.5 or better (out of 4.0) while enrolled in the program.
 - iii. Capacity for leadership and achievement in their chosen allied health field.
 - iv. Recommended by members through a nominating committee and approved by the Dean of DCHS.
 - v. Membership shall approximate 20% of the graduating class of a specified program. All programs regardless of size, shall have the right to nominate at least one candidate.
 - b. Graduate:
 - i. Enrolled in final year of MAT program
 - ii. Overall scholarship average of 3.8 or better (out of 4.0)
 - c. Evidence of leadership and service (SLU or greater community)
 - i. Transfer Students: The University rule is that transfer students must have completed a minimum of 30 hours at Saint Louis University to be eligible for Alpha Eta nomination.
4. Award Announcement: Annual DCHS Fall Alpha Eta Awards Ceremony

Alpha Iota Chapter, Iota Tau Alpha: National Athletic Training Education Honor Society

1. The Purpose of Iota Tau Alpha Athletic Training Education Honor Society is the promotion and encouragement of scholarly activity in athletic training and the recognition of outstanding achievement among students enrolled in athletic training education programs. Iota Tau Alpha activities shall be designed to stimulate interest, scholarly attainment, and investigation in Athletic Training Education, and to promote the dissemination of information among students of Athletic Training Education.
2. Eligibility:
 - a. Regular members shall:
 - i. Have completed at least 3 semesters of academic work toward the athletic training degree,
 - ii. Have a minimum cumulative grade point average of 3.5,
 - iii. Be in good standing according to their program retention criteria.
 - b. Graduate members shall:

- i. Be a graduate student currently enrolled in the AT Program.
3. Selection Committee: Iota Tau Alpha Executive Board
4. Recognition: Iota Tau Alpha Initiation Ceremony in Spring Semester

Awards

Doisy College of Health Sciences (DCHS) Alumni Association Graduating Students of the Year Award

1. Eligibility: one graduating senior, one graduating post-baccalaureate student. Each of the 7 departments in DCHS can nominate one student in each category.
2. Selection Committee: DCHS Alumni Association
3. Criteria:
 - a. Grade Point Average: 3.5 or above cumulative grade point average
 - b. Participation in activities and organizations
 - c. Professional competence
 - d. Intellectual and cultural pursuits
 - e. Jesuit philosophy essay
4. Award Announcement: May DCHS Pre-Commencement Ceremony

Academic Excellence Award

1. Eligibility: Graduating MAT students
2. Selection Committee: AT Program Awards Committee
3. Criteria: Highest GPA in AT Program Professional Phase coursework.
4. Award Announcement: May MAT Celebration Ceremony

Community Service Award

1. Eligibility: Graduating MAT students
2. Selection Committee: AT Program Awards Committee
3. Criteria: Significant participation in community service through entire academic career. Nominated by students (including self), faculty or staff.
4. Award Announcement: May MAT Celebration Ceremony

Professional Service Award

1. Eligibility: Graduating MAT students
2. Selection Committee: AT Program Awards Committee
3. Criteria: Significant participation in service to the profession through entire academic career. Nominated by faculty or staff.
4. Award Announcement: May MAT Celebration Ceremony

Clinical Excellence Award

1. Eligibility: Graduating MAT students
2. Selection Committee: AT Program Awards Committee
3. Criteria: Excellence in clinical performance. Nominated by faculty, staff or preceptor.
4. Award Announcement: May MAT Celebration Ceremony

Scholarships

Saint Louis University Clarence "Bob" Bauman Endowed Scholarship in Athletic Training

1. Eligibility: MAT students entering second professional year.
2. Selection Committee: AT Program Awards Committee

3. Criteria: Cumulative GPA of 3.60 or greater out of 4.00, resume, personal statement and two professional references.
4. Award Announcement: Prior to fall semester of second professional year
5. Recognition: Iota Tau Alpha Initiation Ceremony in conjunction with the Speaker's Series Event in Spring Semester

Saint Louis University Brandi Burgett Memorial Award and Scholarship

1. Eligibility: MAT students entering second professional year.
2. Selection Committee: AT Program Awards Committee
3. Criteria: Resume, personal statement and two professional references.
4. Award Announcement: Prior to fall semester of second professional year
5. Recognition: Iota Tau Alpha Initiation Ceremony in conjunction with the Speaker's Series Event in Spring Semester

Information on external scholarships available to AT students is available on the AT Program web site

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Clinical Education Requirements and Procedures

Technical Standards Certification Form

- a. Certifies student's ability to meet the physical demands of the program.
- b. Completed at physical exam appointment

Authorization to Release Information Form

Students must sign an authorization form to release information (i.e., phone number, social security number, immunization and PPD records, background check, and attendance records for HIPAA and OSHA education) to the institutions where they are scheduled for clinical education.

Physical Examination and Health Record

In order to meet the requirements for clinical sites, proof of a current physical examination must be submitted prior to clinical rotations. The physical examination packet includes a health history, physical examination results, and immunization records including Hepatitis B vaccination and a 2-step TB skin test. It is the student's responsibility to arrange an appointment with his/her physician and return a completed Student Health Record to the Coordinator of Clinical Education. In subsequent semesters, the medical information required may vary depending on the requirements of a student's clinical site. All students are required to obtain an annual TB test during the professional phase of the program. Students with positive TB skin test results will be required to complete an annual systems review with the Student Health nurse at SLU. Once clinical assignments are announced, each student is responsible to review the site's requirements and meet any additional requirements of the site. Failure to complete all requirements of the Athletic Training Program and the clinical site will result in a delay in the start of the clinical experience.

Requirements:

1. Personal Health History Form (student signature)
2. Physical Examination Form (physician signature)
3. 2-step TB (health professional signature)
4. Measles, Mumps, and Rubella Immunity Report
5. Hepatitis B (at least the completion of the 1st dose or the refusal)
6. Health Insurance Reporting Form (copy of front and back and student signature)

Emergency Cardiac Care (ECC)

Athletic Training Students must have American Red Cross (or equivalent) certification in CPR/AED for the Professional Rescuer prior to their first clinical practicum. Equivalent certifications may be accepted upon review of course outline by Athletic Training Program Director. CPR/AED certification must be current throughout a student's enrollment in the AT Program. On-line CPR/AED certifications are not acceptable. It is the student's responsibility to complete, pay for, and provide documentation of this certification to the Coordinator of Clinical Education. Students with expired certifications will not be allowed to participate in clinical practice.

Procedures:

1. Complete CPR/AED Certification for the Professional Rescuer through American Red Cross (or equivalent)

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2. Provide copies of the front and back of cards (including student's signature) prior to August 1 of each year

Bloodborne Pathogens Training Certificate

Athletic Training Students must have bloodborne pathogens training prior to their first clinical practicum. Bloodborne pathogen training is required each year and is available as an online module and quiz through Skillsoft. The Coordinator of Clinical Education will provide instructions to the students for how to access the module. Each student will complete the bloodborne pathogen training prior to the first clinical experience and the certificate that is generated when the quiz is finished must be uploaded into the students record package in E*Value prior to the student going out to first clinical site.

Procedures:

1. Complete online training module for Bloodborne Pathogens
2. Upload the certificate of completion into E*Value with name and date included.

Criminal Background Check

A majority of the Doisy College of Health Science's Clinical Experience sites mandate that criminal background checks (CBC) be performed on all persons having any opportunity for patient/client interaction. This includes employees and volunteers, as well as students. A CBC revealing a conviction for certain crimes could result in a ban from participation in clinical experiences and thus prevent graduation. Therefore, every student in the Doisy College of Health Sciences whose academic program requires her/him to participate in clinical experiences in an affiliate institution is required to undergo the level of CBC required by their major department.

Criminal background checks for SLU Athletic Training students are conducted by CastleBranch.

The timing of a CBC will be in concert with the student's department or school policies. A single negative check does NOT preclude the requirement of additional checks at a future time. Students should be aware that any affirmative results from a CBC could restrict ability to participate in a clinical experience and therefore restrict ability to complete degree requirements. In addition, the lack of an acceptable report on a CBC could bar the student from sitting for licensure examinations and thus from practice in certain professions.

In the event that a student's CBC is reported "affirmatively" the student will have the opportunity to contest the report by requesting an additional CBC. The rationale and policy governing the repetition of an allegedly erroneous CBC is found in the federal Fair Credit Reporting Act (FCRA). In the event that an affirmative report is confirmed the compliance officer will notify the designated program official and the student. The designated program official will subsequently inform the department chair who will notify the Dean of the Doisy College of Health Sciences. This policy is included in the appendix.

Procedures:

1. Schedule appointment online through [CastleBranchSLU website](#)

Drug Screening

Drug screening may be required prior to the start of a clinical experience depending on the individual requirements of clinical sites. Students assigned to a clinical site which requires the verification of a negative drug screen prior to the start of a clinical experience must complete this test through the Saint Louis University Office of Student Health. Students are responsible for the cost of the drug screen.

Procedures:

1. Schedule appointment online through [CastleBranchSLU website](#)

HIPAA (Health Insurance Portability & Accountability Act) Quiz

Athletic Training Students must have HIPAA training prior to their first clinical practicum. HIPAA training is required each year and is available as an online module and quiz through Skillsoft. The Coordinator of Clinical Education will provide instructions to the students for how to access the module. Each student will complete the HIPAA training prior to the first clinical experience and the certificate that is generated when the quiz is finished must be uploaded into the students record package in E*Value prior to the student going out to first clinical site.

Procedures:

1. Complete online training module for HIPAA
2. Upload the certificate of completion into E*Value with name and date included.

Liability Insurance Verification

1. Liability Insurance is provided through a University-wide policy.
2. Risk Management will provide a certificate of insurance for the program each year.

Medical Health Insurance

Students must have current medical health insurance during their enrollment at Saint Louis University. Students must provide a current copy of their medical health insurance card for their Clinical Education Student Health File.

Procedures:

1. Upload a copy of medical insurance card (front and back) into E*Value

Liability Insurance

Students are covered by Saint Louis University malpractice insurance for all forms of clinical practice. Students receive a Letter of Indemnity annually during the Professional Phase of the program outlining the coverage of the malpractice insurance. Students must return an electronic receipt of the Letter of Indemnity.

Clinical Education Policies

Transportation for Clinical Education Policy

Students are responsible for their own transportation to/from all clinical experiences. Whenever possible, students without cars are placed at facilities that are 1) close to their housing, 2) available via public transportation, 3) on a route so the student could carpool with other students from Saint Louis University.

Saint Louis University provides the opportunity for carpool situations. It is up to the individual students involved to make arrangements for carpools or any other means of transportation to the clinical site. It is asked that all students consider fairness in carpool situations, by sharing the driving responsibilities or cost of gas as well as being on time for the carpool.

Extra Benefits at Clinical Site Policy

Athletic Training Students may be given opportunities at certain clinical rotations above and beyond the program requirements. These opportunities are viewed as privileges and can be revoked at any time at the discretion of the Preceptor. Any misuse of resources at the affiliated site is grounds for disciplinary actions and possible dismissal from the rotation or the program.

School Cancellations at Clinical Education Site Policy

If school and/or student activities are cancelled at the affiliated site due to weather or some other condition, the ATS should not be required to travel to the affiliated site. If conditions clear, the ATS has the option to attend practices, etc. at the affiliated site, but cannot be required to attend.

Clinical Education Dress Policies

Clinical Sites Where a Uniform is Utilized

1. A Saint Louis University ID Badge is required at all affiliated sites.
2. Coordinate type of dress with the Preceptor, if apparel is issued by the affiliated site, that apparel is required.
3. Shirts must have a collar or a neckline that covers the student's collar bones and should be the appropriate length to cover the student's torso.
4. Shoes must be functionally appropriate for the type of dress. In most cases athletic shoes are recommended.
5. Dress shoes must have a closed low heel with a closed toe and must have a nonskid sole.

Clinical Sites where a standard uniform is not utilized:

1. Saint Louis University ID badge is required at all affiliated sites.
2. Students may choose clothes appropriate for the situation.
3. Blue jeans are NOT acceptable for male or female students at ANY site under ANY circumstances.

General Appearance Guidelines

1. If working outdoors, changes in weather should be anticipated. The student should come prepared for abrupt changes in heat or cold and in rain or snow.
2. Saint Louis University ID badge - should be worn for activities related to clinical experiences or academic labs held in clinical environments
3. Hairstyle should be conservative.
 - a. Hair should not interfere with clinical practice.
 - b. If the ATS has questions regarding this, please consult the Preceptor.
4. Jewelry, make-up and accessories should be kept basic.
 - a. Students should have a watch with a second hand (digital watches are not acceptable unless seconds can easily be measures).
 - b. Fingernails should be kept short and safe for patient care.
 - c. Perfume/cologne should be used very sparingly or not at all.
 - d. If the ATS has questions regarding this, please consult the Preceptor.
5. The student may be asked to leave a clinical site if the dress code is being violated. Additional breaches of this policy may result in the student receiving a Professional Behavior Warning.

Clinical Education Evaluation

Clinical Education Evaluation Plan

1. The Preceptor will evaluate students placed at the clinical site using E*Value at the midpoint (formative) and end (summative) of each clinical education experience.
2. The evaluation tools were designed to provide a uniform and consistent instrument to measure ATS performance for all levels of their clinical education experience.
3. All evaluations pertaining to clinical experience are to be completed through E*Value.

Clinical Education Site Visits

1. The CCE will conduct at least two visits per full semester clinical education rotation for each student.
 - a. The first visit should be scheduled with the Preceptor prior to the midpoint of each clinical education experience.
 - b. The CCE or an appointed representative of the CCE will make such contacts. A representative for the CCE may be one of the academic athletic training faculty members.
 - c. The second visit will not be formally scheduled with either the student or the Preceptor.
2. The CCE and/or representative is responsible for the following:
 - a. Meeting with the student at their assigned clinical site to discuss:
 - i. Types of learning experiences (diagnosis seen, treatment techniques observed and practiced, evaluation techniques observed and practiced, and other specific learning experiences, populations treated).
 - ii. Type and frequency of interaction with the Preceptor.
 - b. Meeting with the Preceptor to discuss:
 - i. The student comments about the clinical education experience (types of learning activities and degree/type of supervision).
 - ii. The strengths of the student's performance.
 - iii. The weaknesses of the student's performance.
 - iv. If problem(s) are identified the CCE should discuss possible solution(s) to the problem(s) with the Preceptor and the student.
 - v. Documenting the contact using the AT Program Clinical Education Report Forms.
3. The Preceptor is responsible for:
 - a. Approval of the ATS clinical experience hours on E*Value, including the date, time and nature of the experience.
 - b. Completion of the mid-rotation evaluation form of the ATS performance PRIOR to the arrival of the CCE or representative using E*Value.
 - c. Meeting with the CCE or representative to discuss:
 - i. The strengths and weaknesses of the ATS performance.
 - ii. The thoroughness and effectiveness of the ATS academic preparation for the clinical education experience.
4. The ATS is responsible for:
 - a. Informal assessment of their clinical learning experience PRIOR to the CCE or representative's arrival.
 - b. Meeting with the CCE to discuss:

- i. Types of learning experiences (diagnosis seen, treatment techniques observed and practiced, evaluation techniques observed and practiced, and other specific learning experiences, populations treated).
 - ii. Type and frequency of interaction with the Preceptor.
 - iii. Their own performance (strengths versus weaknesses).
5. If problem(s) are determined, the CCE should discuss possible solution(s) to the problem(s) with the Preceptor and the ATS.

ATS Evaluation of Clinical Education Experiences

1. ATS evaluation of the clinical education experience is used to assist the development of the clinical educational site, and to provide information for other students.
2. The evaluation form is to be completed by each ATS during the final weeks of each clinical education experience.
3. The evaluation forms are completed on E*Value and can be accessed by the CCE.

Grading Clinical Education Experience

1. The grading for the clinical practicum courses includes Satisfactory (S), Unsatisfactory (U) or In-Progress (IP). To obtain credit for a clinical practicum course, the ATS must complete:
 - a. All the objectives for the course as described in the clinical practicum course syllabus.
 - b. All assignments for the course
 - c. All the required evaluations for the course through E*Value.
2. Students must earn at least 75% of all available clinical practicum course points to receive a “S” grade. If a student does not meet this course requirement by the end of the semester, the student will receive a U for the Clinical Practicum Experience.
 - a. Satisfactory: 75% and above (minimum of 75 percentage points)
 - b. Unsatisfactory: 74% and below (less than 75 percentage points)
3. If the student receives a U grade, the student will meet with the CCE and the PD prior to the next clinical education experience to determine the most appropriate form of remediation, at which point the grade will be changed to IP. The student must meet the requirements of the remediation plan in order for the IP grade to be changed to an S grade. Successful completion of all clinical education experiences is required for students to be eligible for graduation with a MAT degree.

ATS Clinical Education Withdrawal Policy

ATS withdrawal from a clinical educational site may occur for the following reasons:

1. *Unsatisfactory student clinical performance:* According to the clinical education site, the ATS behaves or exhibits characteristics that are detrimental to the clinical site in carrying out its health care responsibilities. If the CCE is not available the request should be made to the PD. The PD and/or CCE will respond to the request within two working days.
2. *Unsatisfactory clinical education experience:* If the clinical educational experience does not meet the needs of the ATS, does not meet CAATE standards, or there is knowledge of unsafe or unethical patient care at the affiliated site, the ATS will be withdrawn. The CCE will contact the PD and will discuss the rationale for the necessity of student withdrawal from the affiliated site. The CCE will contact the Preceptor and will discuss the rationale for the necessity of ATS withdrawal from the affiliated site.

3. *Unsatisfactory student academic performance:*

- a. If the academic progress being made by the ATS is unsatisfactory, the ATS will be withdrawn from their clinical practicum rotation.
- b. The CCE will contact the Preceptor and will discuss the rationale for the necessity of ATS withdrawal from the affiliated site.

Contacting the Athletic Training Program

Any ATS or Preceptor may call the CCE or the PD for any of the following reasons:

1. To report student illness or absence (it is the student's responsibility to inform the school)
2. To confirm policies/procedures of the clinical education program with the Coordinator of Clinical Education
3. To ask for any forms or information that the site did not receive,
4. To discuss with the Coordinator of Clinical Education any problems or potential problems that are occurring during the clinical rotation
5. To check with academic faculty regarding subject matter taught
6. To discuss any other matter with a member of the Coordinator of Clinical Education or academic faculty regarding clinical education or the curriculum at Saint Louis University

Athletic Training Program Phone: 314-977-8561.

CCE Emergency Contact Number: 636-222-7917 (Use this number evenings, weekends and holidays to speak to the Coordinator of Clinical Education for urgent situations.)

Athletic Training Program Fax: 314-977-6988

Appendices

Saint Louis University Information Guide1

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Athletic Training Program Forms

- Notification of Policies Form
- Student Confidentiality Agreement
- Authorization to Release Information
- Hepatitis B Report
- MMR Report
- Student Health Record
- TB Test Report
- Technical Standards Policy
- Technical Standards Document
- Technical Standards Certification
- Doisy College of Health Sciences Criminal Background Check Policy
- Doisy College of Health Sciences Drug Screening Policy
- Missouri AT Advisory Board Presentation - Statement of Understanding
- Consent for Photo/Media Release
- Professional Behavior Advisement Form
- NATA Code of Ethics
- SLU Letter of Indemnity

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Saint Louis University Information Guide

Click on any of the links below to locate SLU information on the following topics:

Academic Advisors – Student Success Center

Monteleone Hall Student Number: 314-977-8992

Responsible for the academic orientation and academic advising of freshmen, transfer students, and all undergraduate students within the Doisy College of Health Sciences.

Academic Calendar: <https://www.slu.edu/registrar/calendars/index.php>

This is the schedule of the Academic year. It includes information about first day of classes, dates of final examinations, University holidays, etc.

Billiken Shuttle Buses

Provides free transportation on campus via four shuttle bus routes (Frost Loop, Frost/HSC, Parks, and an Evening Shuttle). For schedule, location of bus stops, and other information students can contact Transportation Services at **314-977-7128** or pick up a bus schedule at the Information Center in **Ehrhart Hall, First Floor**

Cashier Office

DuBourg Hall Rm. 04 314-977-2405

Produces billing statements and accepts payments from students.

Campus Ministry

Wuller Hall (Loyola Center) 314-977-2425

Encourages students to grow in their own faith and to find support for that growth within the University community. It offers a variety of programs and opportunities for faith development. Campus ministers are available to meet personally with students.

Career Services

BSC Suite 331 314-977-2828

Career Services can assist the student in deciding on a major that fits the student's talents and interests. Students can look for a job through Career Services. Students can stop by or make an appointment with a career counselor. Through Career Services, students can discover up-to-date information on career exploration, job search tips, job fairs, and on-campus recruiting and job postings.

Center for Accessibility and Disability Resources (CADR)

(located within Student Success Center)

BSC 331 314-977-3484

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Provides accommodation in the classroom for students with documented physical and learning disabilities.

Class Cancellation and University Closure

314-977-7669 (314-977-SNOW)

Students can access up-to-date information on the status of classes during any emergency situation.

Computer Labs

General use computer labs are available in the following locations. Students should call each lab for hours of operation.

Students must present a SLU I.D. for access to all computer labs.

McDonnell-Douglas Hall (Rm. 2030) – 314-977-1669

Pius Library (near the information desk)

Medical School Library

Cross Cultural Center 314-977-2805

Provides a welcoming setting to immerse students in cross cultural experiences, events and programs.

Department of Public Safety 314-977-3000

This University department provides for the safety and security of all students, staff, and faculty on campus. Rides are available on campus at 314-977-RIDE.

Honors Program

Verhaegen Hall Rm. 117 314-977-3951

Provides special opportunities to intensify intellectual and cultural interest for its participants. Coordinates special events, provides curricular planning, and distributes the Honors newsletter.

Housing & Residential Life

The Student Village Apartments - Building B 314-977-2811

Coordinates housing assignments in 11 residence halls and apartments on campus. Provides programming opportunities for residents. Supervises Paraprofessional and Professional staff within the residence halls.

Information Technology Services

E-mail: helpdesk@slu.edu

Busch Student Center Rm. 137 314-977-4000

Provides assistance with computer and information technology.

International Services

Des Peres Hall, Room 102 314-977-2318

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Offers orientation, immigration advising, Visa/passport information, Peer/Host Family Programs and social/cultural activities for international students and scholars.

Instructional Media Center

Xavier Annex Rm. 103 314-977-2919

Supports technology use through Circulation, Production and "Do-it-Yourself" Lab. Offers most basic media material needed for class projects.

Office of Institutional Equity and Diversity

DuBourg Hall Room 219 314-977-3838

Preprofessional Health Studies

Verhaegen Hall (VH) Rm. 314 314-977-2840

Assists students with curricular program planning, mediating admissions requirements, and application processes to medical and professional health schools (medical, dental, veterinary).

Pre-Law Program

Verhaegen Hall Rm. 117b 314-977-2908

Assists with curriculum designing and advising regarding law school admissions. Conducts quarterly LSAT "prep" courses, moderates the Pre-Law Fraternity, distributes the Advocate, and sponsors various related activities.

***Pre-Law Scholars Program is available to qualified incoming freshmen.

Sexual Harassment Policy

Policy addressing sexual harassment.

SLU Catalog

<https://catalog.slu.edu>

Student Conduct Policies

BSC Room 313 314-977-7280

Student conduct policies apply to all students' behavior on campus. It is important that students review these policies and comply with them.

Student Financial Services

E-mail: sfs@slu.edu

DuBourg Hall Rm. 121 314-977-2350

The staff will answer questions or concerns about financial aid eligibility. The staff will do everything possible to assist students and their families in affording SLU and addressing their scholarship and financial aid questions.

Student Health Center

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Marchetti Towers East 314-977-2323

Counseling Center: provides assistance with: managing stress/anxiety, relationships or roommate problems, making important personal life decisions, alcohol use concerns, etc. Students should call to arrange a confidential appointment with a counselor.

Student Health: offers services of a physician, nurse, physical therapist or medical assistant for students. Includes lab tests, immunizations, allergy injections, physical therapy, physical exams, gynecological services, wellness programs, etc. Appointments are encouraged. ***State Law mandates that an updated immunization record must be on file at the Student Health Center.

**Center for Service and Community Engagement
Busch Student Center (BSC) Rm. 319 314-977-2805**

Center for Leadership & Community Service

Students can contribute their time, talents and skills to the world around them. The Center for Leadership and Community Services can assist in identifying volunteer opportunities, service projects and coordinating academic credit options.

Student Involvement Center:

Want to get involved in student organizations on campus? Information on fraternities, sororities, student governing boards, programming boards, media organizations and special interest groups.

Student Success Center

Medical Center, SON 114 314-977-8992
BSC, Suite 331 314-977-3484

Provides students with a “one-stop-shop” for academic and personal success: Offices include: Career Services, Major Exploration Advising Office, Center for Accessibility and Disability Resources (CADR)

Study Abroad Programs

Des Peres Hall Rm. 102 314-977-2309

This office assists students in their plans to study abroad. This includes study abroad at the Saint Louis University Madrid Campus.

Madrid Campus: <http://spain.slu.edu>

Testing Centers

Beracha Hall, 3721 Laclede Avenue, Room 103 314-977-2963

Provides opportunities for students to take GRE, TOEFL, CLEP, MAT and CBASE exams.

University Libraries

<https://www.slu.edu/index.php>

Libraries of the University, which include Pius Library, Omer Poos Law Library, Health Services Center Library, and Vatican Film Library. Services include: classroom library presentations, orientation tours, on-line search service (fee may be assessed), CD-ROM databases, Research Assistance Program and library guides. Computer/media labs also on-site.

University Registrar

DuBourg Hall Rm. 22

314-977-2269

Responsible for registration, recording of students' academic progress, transcript distribution, enrollment certification, veterans' certification, graduation and the publication of class schedules and catalogs.

Links to Publicly Available Information

Standards	Information	Location	Link
23A	Academic dishonesty policy	Provost Website	https://www.slu.edu/provost/policies/academic-and-course.php
23B	Grievance policy - University Level	Provost Website	https://www.slu.edu/provost/student-complaints.php
23B	Grievance policy - College Level	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
23C, 24L	Matriculation requirements	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
23C, 24L	Matriculation requirements	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
23D, 24M	Nondiscrimination policies - Title IX Policy	Title IX Office Webpage	https://www.slu.edu/about/safety/sexual-assault-resources/
23D, 24M	Nondiscrimination policies - Classroom Civility Policy	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
23E	Policies for student withdrawal and refund of tuition and fees	Financial Aid Office Webpage	https://www.slu.edu/financial-aid/paying-your-bill/refunds.php
23F, 24Q	Technical standards or essential functions	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
23F, 24Q	Technical standards or essential functions	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24A	Academic calendars	Registrar Webpage	https://www.slu.edu/registrar/calendars/index.php
24B	Academic curriculum and course sequence	AT Program Catalog Page	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24C, 28	Admissions process (including prerequisite courses)	University Catalog	https://catalog.slu.edu/academic-policies/office-admission/graduate/
24C, 28	Admissions process (including prerequisite courses)	AT Program Catalog Page	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24D	All costs associated with the program, including (but not limited to) tuition, fees,	Financial Aid Office Webpage	https://www.slu.edu/financial-aid/tuition-and-costs/

	refund policies, travel costs, and clothing		
24D	All costs associated with the program, including (but not limited to) tuition, fees, refund policies, travel costs, and clothing	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24D	All costs associated with the program, including (but not limited to) tuition, fees, refund policies, travel costs, and clothing	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24E	Catalogs	University Catalog	https://catalog.slu.edu/
24F	Criminal background check policies	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24F	Criminal background check policies	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24G	Degree requirements	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24G	Degree requirements	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24H	Financial aid	Financial Aid Office Webpage	https://www.slu.edu/financial-aid/
24I	Grade policies	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24I	Grade policies	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24J	Immunization requirements	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24J	Immunization requirements	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24K	Information about athletic training and supplemental clinical experiences, including travel expectations to clinical sites	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php

24K	Information about athletic training and supplemental clinical experiences, including travel expectations to clinical sites	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24N	Procedures governing the award of available funding for scholarships	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24N	Procedures governing the award of available funding for scholarships	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24O	Program mission, goals, and expected outcomes	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24O	Program mission, goals, and expected outcomes	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
24P	Recruitment and admissions information, including admissions criteria, policies regarding transfer of credit, and any special considerations used in the process	University Catalog	https://catalog.slu.edu/academic-policies/office-admission/graduate/
24P	Recruitment and admissions information, including admissions criteria, policies regarding transfer of credit, and any special considerations used in the process	AT Program Handbook Program Webpage	https://www.slu.edu/doisy/degrees/graduate/athletic-training/athletic-training-mat.php
24P	Recruitment and admissions information, including admissions criteria, policies regarding transfer of credit, and any special considerations used in the process	AT Program Handbook Catalog Webpage	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/
28	Admission criteria	AT Program Catalog Page	https://catalog.slu.edu/colleges-schools/health-sciences/physical-therapy-athletic-training/athletic-training-program/



SAINT LOUIS UNIVERSITY

ATHLETIC TRAINING

**Doisy College of Health Sciences
Athletic Training Program**

Student Notification of Policies

I have been informed about the policies outlined in the Athletic Training Program Handbook.

I acknowledge it is my responsibility to be familiar with and follow the policies presented in the Athletic Training Program Handbook.

I acknowledge policies may change during my time in the Athletic Training Program and that it is the responsibility of the Program faculty to inform me of those changes.

Date _____

Print Name _____

Signature _____



SAINT LOUIS UNIVERSITY

ATHLETIC TRAINING

**Doisy College of Health Sciences
Athletic Training Program**

Student Confidentiality Agreement

I have been asked by the Athletic Training Program at Saint Louis University to abide by the Program Handbook and the Professional Standards as they relate to maintaining the confidentiality of all information. I understand the Athletic Training Program requires annual Health Insurance Portability and Accountability Act training.

I agree to maintain confidentiality of all information, data, and the like in electronic, paper, or verbal form that is considered by the Athletic Training Program to be private and confidential. Information that is considered confidential includes but is not limited to: test/quiz scores, laboratory practical results, health information, criminal background check results, and transcripts. I agree not to reveal, disclose, disseminate, or otherwise allow any other person(s) to gain access, directly, or indirectly, to confidential information.

By signing below I acknowledge that I will be subject to disciplinary action if I violate this confidentiality agreement. I am declaring my commitment to uphold and maintain confidentiality.

Print Name _____

Signature _____



SAINT LOUIS UNIVERSITY

ATHLETIC TRAINING

**Doisy College of Health Sciences
Athletic Training Program**

Authorization to Release Information

I acknowledge I am / will be scheduled for clinical experiences outside of Saint Louis University. The clinical sites where I am / will be scheduled for clinical experiences may require that the Saint Louis University Athletic Training Program release my phone number, social security number, immunizations, criminal background check results, HIPAA and OSHA compliance records prior to beginning my experiences at a site.

Therefore, I authorize the Coordinator of Clinical Education for the Athletic Training Program to release the above information if requested.

This permission extends for the duration of my enrollment as a student at Saint Louis University in the Athletic Training Program. I understand that I may withdraw this permission by notifying the Coordinator of Clinical Education in writing. However, withdrawing permission of this authorization will not affect information that has already been released.

I understand that withdrawing my permission to release information may prevent my placement at clinical sites and ultimately prevent my completion of the Athletic Training Program at Saint Louis University.

Lastly, I understand that the information disclosed pursuant to this authorization, may be subject to re-disclosure by the recipient institutions and may no longer be protected by Federal regulations.

Student Signature

Date



**Doisy College of Health Sciences
Athletic Training Program**

Hepatitis B Vaccination Form

Student Name (please print) _____

Please have physician's office fill out the following or attach procedural documentation:

Date of 1st dose

Date of 2nd dose

Date of 3rd dose

Health Care Professionals Signature

Date

Physician's Office or Clinic Address: _____

Physician's Office or Clinic Phone Number: _____

Refusal for Hepatitis B Vaccine

I acknowledge and understand that due to my clinical experiences exposures to blood or other potentially infectious materials that I may be at risk of acquiring Hepatitis B Virus (HBV) infection. I willingly decline the Hepatitis B Vaccine at this time. I further acknowledge that by declining this vaccine I will continue to be at risk of acquiring Hepatitis B.

Student Signature

Date



**Doisy College of Health Sciences
Athletic Training Program**

Measles, Mumps, and Rubella (MMR) Immunity Report

Student Name (PLEASE PRINT) _____

If received the MMR vaccine, complete SECTION A and leave SECTION B blank.

If did not receive the MMR vaccine, complete SECTION B and leave SECTION A blank.

SECTION A: MMR VACCINATION Must have both doses. _____ Date First Dose _____ Date Second Dose (must be at least 28 days after first dose)		
SECTION B(1): RUBELLA IMMUNITY REPORT Check the one that is proof. <i>A history of the disease will not be acceptable.</i> _____ Documented Rubella Vaccination _____ Vaccine _____ Date _____ Documented Rubella Immunity: Laboratory evidence of immunity will be accepted as follows: Serology by HAI to measles of 1:16 or positive immunofluorescence to Measles Virion of 1:8 or higher. _____ Test Type _____ Date _____ Reaction		
SECTION B(2): RUBEOLA IMMUNITY REPORT Check the one that is proof _____ Born before 1/1/57 _____ Documented Rubeola Vaccination _____ Vaccine _____ Date _____ Documented Rubeola Immunity _____ Test Type _____ Date _____ Reaction		

Nurse's or Physician's Signature _____ Date

Physician or Clinic Address: _____

Physician or Clinic Phone Number: _____



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Doisy College of Health Sciences Athletic Training Program

Student Health Record

INSTRUCTIONS: PLEASE PRINT--USE PEN OR TYPE. PLEASE READ CAREFULLY!

A Student Health Record is required for all students enrolled in the Athletic Training Program. This will become part of your confidential health record while enrolled in Saint Louis University Doisy College of Health Sciences and will be kept in your clinical education folder.

This information is desired in the event you should experience any health problems while you are a student and to fulfill the health and safety requirements of our clinical education sites. It has no bearing on your academic work. Therefore, do not hesitate to record all previous or present illnesses or symptoms.

- Please complete the Personal Health History form **yourself**.
- Have a physician complete the Physical Examination form. **Note: Be sure both sides are completed and the signature is given.**
- Have your **physician fill out and sign** forms for TB, MMR, and Hepatitis B **or attach proof** of immunization or lab evidence of immunity
- The Technical Standards Certification Statement also requires a **physician signature**.
- If you have not started and are planning to start, or have started the Hep B vaccination series, you only need to fill out the *Hep B Vaccination* form for the vaccinations you have already received. Please turn in documentation as you receive further vaccinations.
- Fill out the Refusal Of Hepatitis B Vaccine form **if you choose not to get vaccinated for Hepatitis B**. This may eliminate the possibility of your being assigned to clinical education sites that require this vaccination.
- Complete the Health Insurance Report form, including a copy of the front and back of your insurance card.
- Make copies of all of these forms and place the originals in your Clinical Education Handbook. You will need your originals to make copies for your clinical sites. (The Clinical Education Team will not be making copies of these forms for you for your clinicals.) **Never give a clinical site your originals.**

PUT ORIGINALS OF YOUR FORMS IN YOUR CLINICAL EDUCATION NOTEBOOK

PLEASE RETURN THE COPIES OF THE FORMS TO:

*Clinical Coordinator
Athletic Training Program
Saint Louis University
3437 Caroline Street
St. Louis, MO 63104*



SAINT LOUIS UNIVERSITY

—
ATHLETIC TRAINING



**Doisy College of Health Sciences
Athletic Training Program**

Personal Health History

Name: _____
(Last) (First) (Middle) Date

Banner Identification Number: _____ Age: _____

Place of Birth: _____ Date of Birth: _____

Is there a family history of any of the following conditions (please check all that apply)

- Diabetes Cancer Seizures
Heart Trouble High Blood Pressure

List in reverse chronological order any serious injury, illness, or surgeries that you have had.

List any known allergies:

Please list any medications you are currently taking regularly

Are you currently being treated for any health condition (if yes please explain):

Describe any health condition or diagnosis which may require accommodations during clinical experiences due to a physical, psychological or learning disability.



Have you had either the clinical illness or immunization against the following:

Disease	Immunization 1 st Dose	Immunization 2 nd Dose	Immunization 3 rd Dose	Date of Illness	Lab Test Proving Immunity
Regular Measles (rubeola) (MMR)					
Hard Measles (rubella) (MMR)					
Mumps (MMR)					
Chicken Pox					
Hepatitis B					
Covid-19					

Student Signature

Date



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**Doisy College of Health Sciences
Athletic Training Program**

**Physical Examination Form
To be completed by Health Care Provider**

Students name _____ Date _____

Sex	Height	Weight	Pulse	O2 Sat	BP

Has student been your patient _____ >1 Year _____ <1 Year _____ this is their first visit

History: Does the student present with any serious illnesses, injuries, psychological concerns? If so please describe: _____

Does the student present with abnormalities of any of the following systems:

SHEENT	No / Yes	Genitourinary	No / Yes
Respiratory	No / Yes	Musculoskeletal	No / Yes
Cardiovascular	No / Yes	Metabolic / Endocrine	No / Yes
Gastrointestinal	No / Yes	Neurological	No / Yes

If so please describe: _____

To your knowledge is this student currently under treatment for any medical or psychological condition? If so please describe: _____

Healthcare provider's Name _____

Healthcare provider's Signature _____

Date _____



**Doisy College of Health Sciences
Athletic Training Program**

2 Step TB Skin Test Immunity Report

Please note: This test cannot be a self-read test. It must be an intradural type test.

Student Name (please print) _____

TUBERCULIN Test type: _____

Step One:

Date Given: _____

Date Read: _____

Reaction: _____

Nurse or Physician's Signature

Date

Step Two: This test must be given at least two weeks after the first test

Date Given: _____

Date Read: _____

Reaction: _____

Health Care Providers Signature

Date

Physician's Office or Clinic Address: _____

Physician's Office or Clinic Phone Number: _____

**Saint Louis University
Athletic Training Program**

TECHNICAL STANDARDS POLICY FOR ATHLETIC TRAINING STUDENTS

Athletic Training Students must be able to perform certain mental, physical, and other tasks that are essential in providing care for their patients. These requirements are outlined in the Program's ***Technical Standards for Athletic Training Students***.

After being admitted to the program, Athletic Training students must submit a signed certification statement stating that they believe that they can meet these standards with or without accommodation. The student's statement is also confirmed through a physical examination by a licensed healthcare provider of the student's choosing who also signs a statement on the form (Physician, PA, or Advanced Nurse Practitioner).

The certification form must be on file before beginning the courses or clinical experiences of program. If a student believes they may require accommodation(s) in order to meet these requirements, they must have their need for accommodation validated through the Saint Louis University's Disability Services Office. The office can be contacted at:

Disability Services Office
Busch Student Center-Student Success Center
20 North Grand Blvd., Suite 331
St. Louis, MO 63103

Website: <http://www.slu.edu/x24491.xml>
Telephone: (314) 977-3484, Fax: (314) 977-3486, TTY: (314) 977-3499

This office works jointly with the student and the Athletic Training Education Program to explore accommodation options.

Accommodation may not be possible in some cases.

1. Any student who cannot meet each of the Technical Standards with or without accommodation can not be enrolled in the Athletic Training Education Program.
2. Students requesting accommodations must have their need for accommodation validated through the Office of Disability Services.
3. Requests for accommodation are not used prejudicially against students.
4. Students are responsible for informing their instructors about needs for accommodation for classroom or clinical education courses.
5. Accommodation requests must be made in a timely fashion in order to permit adequate time to arrange the accommodation. It may not be possible to provide some accommodations on short notice.



**Doisy College of Health Sciences
Athletic Training Program**

Technical Standards for SLU Athletic Training Students

Certified Athletic Trainers are medical professionals who are experts in injury prevention, assessment, diagnosis, treatment, and rehabilitation, particularly in the orthopedic and musculoskeletal disciplines. Athletic Trainers provide care to athletes and other patients in a variety of settings and situations. The Athletic Training Program at Saint Louis University offers an entry-level program in athletic training.

The program is rigorous and intense and places specific requirements and demands on students enrolled in the program. Athletic trainers and athletic training students must possess certain mental, physical, and other abilities that are essential in providing care for their patients. These abilities are in five categories to meet the essential functional program requirements. Those essential functions pertain to observation, communication, motor, intellectual, and social abilities.

The following essential functional program requirements must be met by all students after acceptance into the SLU Athletic Training Program. In the event that a student is unable, or becomes unable to fulfill these technical standards with or without reasonable accommodation, the student cannot remain enrolled in the program.

Athletic training students must demonstrate:

1. The ability to perform appropriate, effective, and complete physical examinations and treatments including the safe and efficient use of equipment and materials: this includes but is not limited to the ability to convey and set up equipment for clinical or on-field use, to reach in a timely fashion injured athletes who are down on athletic fields, to assess their condition where they lie, to perform appropriate emergency procedures, to fully participate in patient extrication and transport, to perform appropriate therapeutic and prophylactic procedures, and to demonstrate rehabilitative exercises.
2. The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds and in stressful and emergency situations: this includes but is not limited to the ability to establish rapport with patients and communicate judgements and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice.
3. The ability to record physical examination results, treatment plans, patient notes and outcomes clearly and accurately.



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4. The ability to assimilate, analyze, synthesize, integrate concepts and problem solve that form the basis for making diagnosis, therapeutic judgements, and distinguish deviations from the norm.
5. The ability to maintain composure and continue to function well during emergency situations and periods of high stress.
6. The ability to adjust to changing situations and uncertainty in clinical situations.
7. The ability to develop professional values, ethics, appropriate demeanor and rapport that are essential for professional education and quality patient care.



Student Technical Standards Verification Statement:

After reading the Technical Standards for SLU Athletic Training students above. Please select one of the options below:

_____ I certify that I have read and understand the Technical Standards for SLU Athletic Training students and believe, to the best of my knowledge, that **I meet each of the standards listed without accommodation**. I also understand that if I am unable to meet these standards with or without accommodation I cannot continue to be enrolled in the Athletic Training Program.

_____ I certify that I have read and understand the Technical Standards for SLU Athletic Training students and believe, to the best of my knowledge, that **I meet each of the standards listed with accommodation**. I will work with the Coordinator of Clinical Education for accommodations pertaining to clinical placements and associated clinical experiences. I will work with the Disabilities Services Office to have my need for accommodation validated for didactic courses. I also understand that if I am unable to meet these standards with or without accommodation I cannot continue to be enrolled in the Athletic Training Program.

Student Signature

Date

Verification by Healthcare Provider: Please select one of the options below:

_____ I certify that I have examined the student named above and that I found no obvious conditions that would prevent their meeting the physical portion (standards 1-4) of the Technical Standard for Athletic Training Students outlined on this form.

_____ I certify that I have examined the student named above and that I **have** found conditions that might prevent their meeting the physical portion (standards 1-4) of the Technical Standard for Athletic Training Students outlined on this form. I recommend that the student contact the University's Disabilities Service Office to discuss accommodation options.

List conditions: _____

Healthcare Provider Signature

Date

**The Doisy College of Health Sciences
Policy and Procedure following a Confirmed Affirmative
Criminal Background Check**

**Final
Approval Date: February 9, 2007**

Purpose:

The Doisy College of Health Sciences is affiliated with a variety of organizations to provide our students with clinical experiences in actual practice settings. Students and faculty are bound by certain requirements mandated by these institutions and their accrediting bodies to maintain these collaborative arrangements. This policy is implemented to meet one such requirement.

Definitions:

The following definitions are presented for the purpose of this document:

Clinical Experiences: This term is used in reference to all coursework that occurs in a practice setting.

Affirmative Criminal Background Check: This term refers to any confirmed finding of a prior conviction on a criminal background check that may preclude a student's participation at an affiliate site.

An exhaustive list of disqualifying crimes does not exist at this time. The following are examples of criminal offenses that would prohibit clinical experiences at some facilities and might impede curricular completion: (terms are those used in Missouri criminal codes)

- a. Offenses against the Person (murder, manslaughter, assault, harassment, kidnapping, child abduction, elder abuse, invasion of privacy)
- b. Sexual Offenses (rape, child molestation, sexual misconduct)
- c. Robbery, Arson, Burglary, and Related Offenses (robbery, arson, tampering, property damage, trespass).

Background Information:

A majority of the Doisy College of Health Science's Clinical Experience sites mandate that criminal background checks (CBC) be performed on all persons having any opportunity for patient/client interaction. This includes employees and volunteers, as well as students. A CBC revealing a conviction for certain crimes could result in a ban from participation in clinical experiences and thus prevent graduation. Therefore, every student in the Doisy College of Health Sciences whose academic program requires her/him to participate in clinical experiences in an affiliate institution will be required to undergo the level of CBC required by their major department.

The Office of the Registrar has a detailed policy that outlines the procedure for obtaining a CBC through the university. Please refer to the registrar's

office (Felicia Echols at 977-6636) or your department for a copy of this policy.

The timing of a CBC will be in concert with the student's department or school policies. A single negative check does NOT preclude the requirement of additional checks at a future time. Students should be aware that any affirmative results from a CBC could restrict ability to participate in a clinical experience and therefore restrict ability to complete degree requirements. In addition, the lack of an acceptable report on a CBC could bar the student from sitting for licensure examinations and thus from practice in certain professions.

In the event that a student's CBC is reported "affirmatively" the student will have the opportunity to contest the report by requesting an additional CBC. The rationale and policy governing the repetition of an allegedly erroneous CBC is found in the federal Fair Credit Reporting Act (FCRA). In the event that an affirmative report is confirmed the compliance officer will notify the designated program official and the student. The designated program official will subsequently inform the department chair who will notify the Dean of the College of Health Sciences.

Procedure:

In the event of a confirmed affirmative CBC the following procedure will be enforced:

1. A student who has an affirmative CBC will receive a report from the compliance officer and one will be sent to his/her respective program official. The official will then notify the department chair who will notify the Dean of the Doisy College.
2. The student's CBC information will be provided to all of his/her prospective clinical affiliates whose contractual relationship with the university requires such disclosure. In certain cases it will be necessary for the program official to informally contact affiliating institutions to determine if an affirmative CBC will exclude the student from the site. When possible this contact will be made without disclosing the identity of the student. Official CBC reports to clinical affiliates will only be released through Saint Louis University's Office of the Registrar. The affiliate sites have the ultimate right of acceptance or refusal of the student.
3. If a student is reported to have an affirmative CBC, program officials must take the opportunity at that point to counsel the student again on the meaning of an affirmative report and how it will impact current and future progression in the respective program as well as their future professional practice.

4. A student refused by a proposed clinical affiliate should be aware that he/she will not be allowed to complete the assigned practicum at that site. This may result in a delay or failure to complete remaining clinical experiences and ultimately the program of study.

5. If a student is accepted by the initial affiliate site regardless of the affirmative CBC, the student may participate at the facility. Each subsequent affiliating institution that requires students to provide a CBC, however, will also have the right of refusal. In case of subsequent refusals, item number 4 above will apply.

6. The fact that an affiliate refuses a student placement due to an affirmative CBC will be relayed to the student by the program official during an advising session. The student's case would then go through the department's normal review process for students who are subject to some form of disciplinary action. In most cases of this sort, the student will be considered unable to complete program requirements and will be required to withdraw from the major. This does not constitute a dismissal from Saint Louis University.

7. If a student did not disclose a criminal history on his/her application for the CBC, and is found to have such a record, the appropriate program official will be notified of the falsification by the compliance officer in the Registrar's Office. If the inconsistency is due to a prior conviction that should have been removed from the student's record (and the student can produce documentation confirming it should have been removed from the record prior to the CBC), no further action will be taken. If, however, it is found that the falsification was deliberate and intentional, it will be College policy that the student will go through their department's normal review process for students who are subject to some form of disciplinary action. In most cases of this sort, the student will be considered unable to complete program requirements and will be required to withdraw from the College. This does not constitute a dismissal from Saint Louis University.

Doisy College of Health Sciences Drug Screening Policy

**Final Policy
May 2005**

The Doisy College of Health Sciences is committed to maintaining a safe, healthful, and efficient learning environment, which enhances the welfare of our employees, students, patients, and visitors. We therefore strictly prohibit the use of illegal substances by our students. This concurs with the University's Drug and Alcohol abuse prevention policies that govern the actions of both its students and employees.

While Saint Louis University does not require drug testing of their students, an increasing number of our clinical affiliates do as a matter of individual institutional policy.

Therefore, in accord with the university's position on drug abuse and as a direct result of certain individual institutional policies of our clinical affiliates any College of Health Sciences students whose curriculum and clinical placement mandates such are required to undergo drug screening prior to being assigned to their clinical rotations.

If the clinical affiliate requires that the university assure students have satisfactorily passed a drug screen, these screening procedures will be performed by Saint Louis University's Student Health Department. Students will be responsible for any charges related to the drug screen. If the screening test results are not conclusive, then the student's specimen sample must be sent to another facility for additional testing (i.e. confirmatory laboratory testing). While no additional specimen will be required an additional cost will be incurred for the confirmatory test.

The confirmatory test may result in the student being contacted by an independent physician, Medical Review Officer (MRO), who has been charged with interpreting test results. This would be the appropriate time for the student to produce documentation of current prescription medication that could influence the test results. This contact will not occur in all cases but students should be aware it is a possibility and should be ready to supply additional information if requested at that time. Students can facilitate the overall process by providing copies of prescription medications to the Student Health Department at the time they present for their urine test. Students are not required to disclose information related to prescribed medicine to their department/school faculty or staff.

A single negative drug screen does not preclude the requirement of additional screens at future clinical placements. The need for additional drug screens will be based on clinical affiliate requirements. Any student removed from a clinical affiliation based on the results of a drug screen will be subject to the process outlined in this policy.

The current procedure for Doisy College of Health Sciences students needing to obtain a drug screen is as follows:

1. Students will fill out an authorization form at the school or department level for the release of student information. This will include the release of their name and department/school to student health for drug screening and the release of screen results if required by clinical affiliates.
2. Students may have drug screens performed by a local employer or through the athletic department. Any such screens must meet the screening criteria (i.e. screen for the drugs required by Saint Louis University's Student Health). In addition the employer or the athletic department must be willing to forward test results directly to Student Health for their records.
3. In all other cases, students must go to the Student Health Department at Marchetti Towers (East) with their SLU picture identification badge. Initial screening tests will be performed on site.
4. Students fill out required student health paper work and provide a urine sample on site for testing. If confirmatory testing is not required (i.e. the sample is clearly negative in the screening procedure), a negative report will be sent to a confidential fax located in the Dean's area for the departments or in the School of Nursing for all nursing students. Subsequently the report will be sent to the appropriate department chairperson or school director. No further action is required.
5. If confirmatory laboratory testing is required (i.e. the test site requires additional clarification), the sample is sent to an independent laboratory. This will require 48 to 72 hours to obtain the results and may require that the student be contacted for additional information by the MRO charged with interpreting the confirmatory test. This may require students to produce documentation of prescription medication that could influence the test results. **The student must respond to the MRO in a timely manner (within 5 days of the MRO's inquiry) or the test will be reported as positive.** The lab confirmatory test will have an additional charge. If this confirmatory test is reported to the department or school as negative no further action is required.
6. If the lab confirmatory test is positive the department chair or school director or their designee will receive a copy of the report. Student Health will then directly refer the student to Counseling Services for an evaluation and a treatment plan will be outlined. Implementation and follow through on the treatment plan are required, including signing all requested consent forms and releases. Failure to fully comply with the treatment plan will be reported to the student's department chair or school director. **Any student with a positive drug screen will be subject to a delay in clinical placement and face the potential for ultimate dismissal from the program.**

7. Upon receiving the results of the counseling evaluation and treatment plan, the department chair or school director will decide if a student may continue in the program. Students judged eligible to continue in the program will be required to submit to another drug test. This test must be negative or the student is subject to immediate dismissal from the program. Any student that has tested positive for illegal drugs may be subject to a random drug screen at any time during the remainder of their academic career at Saint Louis University's College of Health Sciences.

8. Any student dismissed as a result of this policy has a right to appeal. The appeal will follow the guidelines and procedures outlined by their respective department or school.

9. For additional information on the drug screening policy and how it is applied to your program of study please contact the faculty member in your department or school that coordinates field experiences.

Student Signature

Student Name – Printed

Date

**Saint Louis University
Athletic Training Program**

Missouri Athletic Training Advisory Board Presentation

Statement of Understanding

Name: _____ Student ___ Faculty

I have viewed the presentation made by the Missouri Athletic Training Advisory Board and I understand the athletic training licensure laws in the State of Missouri. I also understand that I need to contact the Board if I need clarification in any aspect of the law.

I agree that I must notify the Saint Louis University Clinical Education Coordinator or Program Director if I am put in a situation that may result in a violation of state law.

Signed _____ Date _____

Witness signature: _____

Consent for Photo/Promotional Release

For adequate consideration, the receipt and sufficiency of which is hereby acknowledged, I, the undersigned, authorize Saint Louis University and its affiliates, as well as its trustees, directors, officers, agents, and employees (hereinafter collectively referred to as SLU), and/or SLU authorized representatives of magazines, newspapers, periodicals, radio, television, Web and other news and educational media:

1. To obtain my background information, whether general or educational;
2. To record my participation and/or appearance in or at any event, location and the like on videotape, audio tape, film, photograph electronic imagery or any other medium; and/or
3. To use my name, likeness, and/or voice in connection with the information and recordings identified above.

I also authorize SLU, and/or SLU authorized representatives of magazines, newspapers, periodicals, radio, television, Web and other news and educational media to duplicate, distribute, use and/or publish, in whole or in part, without restrictions or limitations, and in all mediums, including, but not limited to, magazines, newspapers, periodicals, radio, television, the World Wide Web, and other news and educational media, the information and recordings identified in above.

I further expressly release SLU and the authorized representatives of magazines, newspapers, periodicals, radio, television, Web and other news and educational media from any and all claims, demands, liabilities, actions, causes of action, suits, and costs whatsoever that I/we may have against any of them in connection with the recording, duplication, distribution, use, and/or publication of the information and/or recordings identified above.

Please sign after printed name.

Name: _____

Address: _____

Telephone: _____

Signature: _____

Parent/ Guardian Signature (if under 18): _____

Witness Signature: _____

Date: _____

Description/Event: _____



SAINT LOUIS UNIVERSITY

ATHLETIC TRAINING

**Doisy College of Health Sciences
Athletic Training Program**

Statement of Understanding

I am acknowledging that I have viewed the presentation created by the Missouri Athletic Training Advisory Board. After viewing the presentation, I understand the athletic training laws in the state of Missouri. Additionally, I understand that I need to contact the Board of Healing Arts for the State of Missouri if I have any questions pertaining to legal practice of athletic training in the state of Missouri.

I attest that I will notify the Coordinator of Clinical Education for the Athletic Training Program if I am put in a position that may result in violation of the legal practice of athletic training.

Date _____

Print Name _____

Signature _____



SAINT LOUIS UNIVERSITY

ATHLETIC TRAINING

**Doisy College of Health Sciences
Athletic Training Program**

Consent for Photo / Promotional Release

For adequate consideration, the receipt and sufficiency of which is hereby acknowledged, I, the undersigned, authorize Saint Louis University and its affiliates, as well as its trustees, directors, officers, agents, and employees (hereinafter collectively referred to as SLU), and/or SLU authorized representatives of magazines, newspapers, periodicals, radio, television, web and other news and education media:

1. To obtain my background information, whether general or educational;
2. To record my participation and/or appearance in or at any event, location and the like on video, audio, photograph, electronic imagery or any other medium; and/or
3. To use my name, likeness, and or voice in connection with the information and recordings identified above.

I also authorize SLU, and/or SLU authorized representatives of magazines, newspapers, periodicals, radio, television, web and other news and education media to duplicate, distribute, use and/or publish, in whole, or in part without restrictions or limitations, and in all mediums, including, but not limited to, magazines, newspapers, periodicals, radio, television, web and other news and education media the information and recordings identified above.

I further expressly release SLU and the Authorized representatives of x magazines, newspapers, periodicals, radio, television, web and other news and education media from any, and all claims, demands, liabilities, actions, causes of action, suits, costs whatsoever that I/we may have against any of them in connection with the recording, duplication, distribution, use, and/or publication of the information and recordings identified above.

Student name: _____

Address: _____

Cell Phone Number: _____

Student Signature: _____

Date: _____



SAINT LOUIS UNIVERSITY

ATHLETIC TRAINING

**Doisy College of Health Sciences
Athletic Training Program
Professional Behavior Advisement Form**

Student Name: _____ Reporter Name: _____

Class Year: Freshman Sophomore Junior PYI PY II

Location of the Incident: _____ Date of Incident: _____

Reporter Role: Mentor Faculty Member Student Preceptor

Please check the corresponding boxes below in the corresponding areas that you feel the SLU Athletic Training Student **Did Not** meet the Minimal expectations:

Section I: In alignment with the Board of Certification's *Code of Professional Responsibility*, SLU Athletic Training students are expected to:

Patient Care Responsibilities

- Render quality patient care regardless of patients' characteristic protected by law.
- Protect the patient from undue harm.
- Acts in the patient's best interest.
- Advocate for the patient's welfare.
- Demonstrate sound clinical judgement based on current evidence-based knowledge.
- Communicate effectively and truthfully with patients and others.
- Maintain confidentiality of patient information.
- Demonstrate respect for cultural diversity.
- Develop and maintains a relationship of trust and confidence with the patient.
- Not engage in intimate or sexual activity with a patient.
- Inform patients of any risks involved in a treatment plan.
- Not make unsupported claims about the safety or efficacy of a treatment.
- Not practice or render care while under the influence of drugs or alcohol.

Professional Responsibilities

- Practice their knowledge and skills under the supervision of a preceptor.
- Represent themselves as an Athletic Training Student in clinical practice settings.
- Conduct themselves personally and professionally in a manner, that reflects the shared values as they represent themselves and the Saint Louis University Athletic Training Program.
- Refrain from providing or publishing false or misleading information, photography, or any other communications in any format, including social media platforms, related to athletic training that negatively reflects the profession, their preceptor, Saint Louis University (SLU), or the SLU AT Program.



Section II: In alignment with the National Athletic Trainers' Association's *Athletic Trainings Shared Professional Values*, SLU Athletic Training Students are expected to:

CARING & COMPASSION

- Listen for understanding and a readiness to help.
- Focus on achieving the greatest well-being and the highest potential for others.
- Spend the time needed to provide quality care.

INTEGRITY

- Provide truthful, accurate and relevant information.
- Abide by the rules, regulations, laws and standards of the profession.
- Use applicable professional standards and established policies and procedures when acting or making decisions.

RESPECT

- Engage in active listening when communicating with others.
- Acknowledge and expressing concern for others and their well-being.
- Act with the belief that the person has value.

COMPETENCE

- Think critically, demonstrating ethical sensitivity, committing to evidence-based practice, delivering quality skills and effective collaboration.
- Make sound decisions while demonstrating integrity.
- Strive for continuous quality assessment and improvement.

ACCOUNTABILITY

- Acknowledge and accept the consequences of one's own actions.
- Adhering to laws, codes, practice acts and standards that govern professional practice.
- Assume responsibility for learning and change.



Descriptive narrative by the reporter of omitted or committed professional behavior(s):

Recommended strategies for improvement / correction of the reported professional behavior(s):

Student Response:

Level of Sanction:

- No Sanction
- Professional Behavior Warning #1 ___ #2 ___
- Professional Behavior Probation
- Dismissal

(The determination of the level of sanction will be determined by the appropriate signee's below)

Student Signature: _____ Date: _____

Reporter Signature: _____ Date: _____

Faculty Signature: _____ Date: _____

Program Director Signature: _____ Date: _____



CODE OF ETHICS

Including Shared Professional Values

Revised May 2022

National Athletic Trainers' Association
1620 Valwood Parkway, Suite 115
Carrollton, TX 75006
214-637-6282

Preamble

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

The National Athletic Trainers' Association respects and values diversity amongst its members and patients served. Our members work respectfully and effectively with diverse patient populations in varied healthcare environments. The NATA prohibits discrimination based on race, ethnicity, color, national origin, citizenship status, religion (creed), sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, military status, family/parental status, income and socioeconomic status, political beliefs, or reprisal or retaliation for prior civil rights activity, or other unlawful basis, in any program or activity conducted or funded by the NATA (VATA, 2020).

Important Professional Values (PV) shared by the NATA membership include: 1) Caring & Compassion, 2) Integrity, 3) Respect, 4) Competence, and 5) Accountability. These shared PV underpin the NATA Code of Ethics, motivate honorable interpersonal behaviors, and conduct in member's interactions with all persons.

The Appendix to the Code of Ethics reveals a definition and sample behaviors for each shared PV.

PRINCIPLE 1. IN THE ROLE OF AN ATHLETIC TRAINER, MEMBERS SHALL PRACTICE WITH COMPASSION, RESPECTING THE RIGHTS, WELL-BEING, AND DIGNITY OF OTHERS

(PRINCIPLE 1 is associated with the PV of Respect, Caring & Compassion, and Competence.)

- 1.1 Members shall act in a respectful and appropriate manner to all persons regardless of race, religion, age, sex, ethnic or national origin, disability, health status, socioeconomic status, sexual orientation, or gender identity and expression.
- 1.2 Member's duty to the patient is the first concern, and therefore members are obligated to place the well-being and long-term well-being of their patient above other stakeholders to provide competent care in all decisions, and advocate for the best medical interest and safety of their patient as delineated by professional statements and best practices.
- 1.3 Members shall preserve the confidentiality of privileged information and shall not release or otherwise publish in any form, including social media, such information to a third party not involved in the patient's care without a release unless required by law.

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

(PRINCIPLE 2 is associated with the PV of Accountability.)

- 2.1. Members shall comply with applicable local, state, federal laws, and any state athletic training practice acts.
- 2.2. Members shall understand and uphold all NATA Standards and the Code of Ethics.
- 2.3. Members shall refrain from, and report illegal or unethical practices related to athletic training.
- 2.4. Members shall cooperate in ethics investigations by the NATA, state professional licensing/regulatory boards, or other professional agencies governing the athletic training profession. Failure to fully cooperate in an ethics investigation is an ethical violation.

- 2.5. Members must not file, or encourage others to file, a frivolous ethics complaint with any organization or entity governing the athletic training profession such that the complaint is unfounded or willfully ignore facts that would disprove the allegation(s) in the complaint.
- 2.6. Members shall refrain from substance and alcohol abuse. For any member involved in an ethics proceeding with NATA and who, as part of that proceeding is seeking rehabilitation for substance or alcohol dependency, documentation of the completion of rehabilitation must be provided to the NATA Committee on Professional Ethics as a requisite to complete a NATA membership reinstatement or suspension process.

PRINCIPLE 3. MEMBERS SHALL MAINTAIN AND PROMOTE HIGH STANDARDS IN THEIR PROVISION OF SERVICES

(PRINCIPLE 3 is associated with the PV of Caring & Compassion, Accountability.)

- 3.1. Members shall not misrepresent, either directly or indirectly, their skills, training, professional credentials, identity, or services.
- 3.2. Members shall provide only those services for which they are qualified through education or experience and which are allowed by the applicable state athletic training practice acts and other applicable regulations for athletic trainers.
- 3.3. Members shall provide services, make referrals, and seek compensation only for those services that are necessary and are in the best interest of the patient as delineated by professional statements and best practices.
- 3.4. Members shall recognize the need for continuing education and participate in educational activities that enhance their skills and knowledge and shall complete such educational requirements necessary to continue to qualify as athletic trainers under the applicable state athletic training practice acts.
- 3.5. Members shall educate those whom they supervise in the practice of athletic training about the Code of Ethics and stress the importance of adherence.
- 3.6. Members who are researchers or educators must maintain and promote ethical conduct in research and educational activities.

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

(PRINCIPLE 4 is associated with the PV of Respect.)

- 4.1. Members should conduct themselves personally and professionally in a manner, that reflects the shared professional values, that does not compromise their professional responsibilities or the practice of athletic training.
- 4.2. All NATA members, whether current or past, shall not use the NATA logo or AT logo in the endorsement of products or services, or exploit their affiliation with the NATA in a manner that reflects badly upon the profession.
- 4.3. Members shall not place financial gain above the patient's well-being and shall not participate in any arrangement that exploits the patient.
- 4.4. Members shall not, through direct or indirect means, use information obtained in the course of the practice of athletic training to try and influence the score or outcome of an athletic event, or attempt to induce financial gain through gambling.
- 4.5. Members shall not provide or publish false or misleading information, photography, or any other communications in any media format, including on any social media platform, related to athletic training that negatively reflects the profession, other members of the NATA, NATA officers, and the NATA office.

Athletic Training's Shared Professional Values

Established from research conducted by the NATA Professional Responsibility in Athletic Training Committee in 2020, the following are the five shared professional values of athletic training.

Caring & Compassion is an intense concern and desire to help improve the welfare of another.

Sample behaviors include:

- 1) Listening for understanding and a readiness to help.
- 2) Focusing on achieving the greatest well-being and the highest potential for others.
- 3) Spending the time needed to provide quality care.

Integrity is a commitment that is internally motivated by an unyielding desire to do what is honest and right.

Sample behaviors include:

- 1) Providing truthful, accurate and relevant information.
- 2) Abiding by the rules, regulations, laws and standards of the profession.
- 3) Using applicable professional standards and established policies and procedures when taking action or making decisions.

Respect is the act of imparting genuine and unconditional appreciation and value for all persons.

Sample behaviors include:

- 1) Engaging in active listening when communicating with others.
- 2) Acknowledging and expressing concern for others and their well-being.
- 3) Acting in light of the belief that the person has value.

Competence is the ability to perform a task effectively with desirable outcomes.

Sample behaviors include:

- 1) Thinking critically, demonstrating ethical sensitivity, committing to evidence-based practice, delivering quality skills and effective collaboration.
- 2) Making sound decisions while demonstrating integrity.
- 3) Ongoing continuous quality assessment and improvement.

Accountability is a willingness to be responsible for and answerable to one's own actions.

Sample behaviors include:

- 1) Acknowledging and accepting the consequences of one's own actions.
- 2) Adhering to laws, codes, practice acts and standards that govern professional practice.
- 3) Assuming responsibility for learning and change.

SAINT LOUIS UNIVERSITY

HEALTH PROFESSIONAL LETTER OF INDEMNITY

July 1, 2016 – June 30, 2017

1. NATURE AND EXTENT OF PROTECTION

- a. This protection is a voluntary undertaking by Saint Louis University, subject to the terms and limits set forth herein, to pay on behalf of those protected, all sums those protected may become legally obligated to pay as compensatory damages because of injury or death to any person arising out of the rendering of, or failure to render, health care services. The “sums” referred to in the preceding sentence shall include payment of judgments, settlements, attorneys’ fees, investigative fees, witness fees and other similar litigation expenses.
- b. Health professional liability protection is afforded to Saint Louis University employees and duly registered students of Saint Louis University at the Saint Louis University Medical Center for occurrences during the performance of health care related duties for, or under the auspices or direction of Saint Louis University, or during the performance by them of other health care activities with the permission or approval of Saint Louis University by and through the Dean of the School of Medicine or his/her designee.
 - i. As used herein, the term “employee” refers to full-time and part-time salaried faculty members of the various departments and schools of the Saint Louis University Medical Center, voluntary faculty members when serving under the direction and authorization of the appropriate dean, and any other person employed by Saint Louis University to render or assist in health care.
 - ii. As used herein, the term “student” means students at the Saint Louis University Medical Center and includes residents, interns, medical students, graduate students, fellows, undergraduate students or any other person in student status as designated in writing by the Dean of the School of Medicine of Saint Louis University or his/her designee.
 - iii. The sole person authorized to grant the “permission or approval” referred to in Paragraph b is the Dean of the School of Medicine of Saint Louis University or his/her designee and the “permission or approval” shall be stated in writing except when the health care services of the employee or student are those customarily or regularly engaged in by persons employed or enrolled in Saint Louis University at the Saint Louis University Medical Center.

- c. Protection is afforded to each protected individual for professional services rendered as emergency aid in a “Good Samaritan” capacity.
- d. Protection is provided under this agreement to any person performing volunteer health services without remuneration, on or off the University’s premises, only if their participation has been approved in advance and in writing by the Dean of the School of Medicine of Saint Louis University, or his/her designee, upon recommendation of the appropriate Department Chairperson.
- e. Full-time faculty members on sabbatical or other leave shall be covered only if they are receiving University salary during the period of leave, and only if their participation in providing health services has been approved in advance and in writing by the Dean of the School of Medicine of Saint Louis University, or his/her designee, and only if no remuneration other than salary from Saint Louis University is received by the faculty member for the performance of health care services.
- f. The protection provided hereunder shall be applicable only with respect to health care services rendered by the person seeking protection while such person is acting as an employee, student or protected person within the meaning of this document and during the time this document is effective, and only to the extent provided by this document. If these conditions are met, the protection here rendered is effective regardless of the status of the person seeking protection at the time a claim is asserted or any loss is settled or paid.
- g. Persons covered under this agreement may carry, or be entitled to the benefit of, other liability coverage. When there is other indemnity or insurance covering professional liability which would be available to the person seeking to be protected hereunder if this document and its protection did not exist, then the protection provided hereunder, including the defense of claims and suits against protected employees or students, shall be limited to the excess over and above such other indemnity or insurance and shall be void and inapplicable to the extent of such other indemnity protection or insurance. This is true regardless of any “other insurance” or similar language in such other indemnity or insurance agreements. For the protection of this document to be applicable as excess protection, the person covered by other indemnity or policy of insurance shall take all necessary measures to enforce the coverage provided by such other sources. If for any reason the protection here provided be deemed or held to be on a contributing basis with other indemnity, protection or insurance, such contribution shall be on an equal basis with such other protection, and shall in no event be based on any ratio involving policy, coverage or indemnity limits.

2. EXCLUSIONS

This protection does not apply:

- a. To bodily injury and/or psychological injury to any employee of Saint Louis University arising out of, and in the course and scope of, his/her employment by Saint Louis University;
- b. To any obligation for which Saint Louis University or any insurance company as insurer of the person affected may be held liable under any Workers' Compensation, unemployment compensation, disability benefits law, or under any similar law;
- c. To injury or damage resulting from the acts or omissions of an employee or student while intoxicated, under the improper influence of drugs or narcotics, or engaged in a criminal act, or to harm willfully or intentionally caused, provided that this exclusion shall not be a bar to protection for any other employee or student against whom a claim is made as the result of such acts or omissions, unless said other employee or student participating in the providing of health services knew or should reasonably have been expected to know that the services performed, or to be performed, by another person providing services, were subject to the terms of this exclusion;
- d. To property damage to property owned, occupied or used by, rented to, or in the care, custody or control of, or over which physical control is being exercised for any purpose, by Saint Louis University, its employees or students;
- e. To any employment relationship with an employer other than Saint Louis University or any self-employment situation furnishing health care services, unless the protection of this document has been extended in writing, in advance, by the Dean of the School of Medicine of Saint Louis University or his/her designee;
- f. To any injury, claim, expense, demand, settlement, suit, judgment or damages involving undue familiarity, sexual intimacy, sexual misconduct or assault concomitant therewith;
- g. To statutory or other fines;
- h. To injury or damage resulting from acts or omissions of any employee or student that are contrary to law;
- i. To injury or damage resulting from acts or omissions of any employee or student that exceed or go beyond the scope of the written permission or approval previously granted by the Dean of the School of Medicine of Saint Louis University, or his/her designee, unless such acts or omissions

occur during the providing of emergency aid in a “Good Samaritan” capacity.

- j. To claims or suits that are not promptly disclosed and reported in the manner provided in Section 3 of this document;
- k. To any claim, suit, liability, expenses, demands, settlements or judgments for which coverage has been contractually assumed by another insurance plan or an entity other than Saint Louis University.

3. PROTECTED PERSONS’ DUTIES IN THE EVENT OF OCCURRENCE, CLAIM OR SUIT

- a. Upon becoming aware of any actual or alleged injury or incident with the potential for later giving rise to a claim, or upon receipt of a notice of a claim or suit to which this protection applies, the involved employee or student must notify the Office of the General Counsel of the actual or alleged injury or incident, including particulars sufficient to identify the protected person and any reasonably obtainable information with respect to the time, place and circumstances thereof, and the names and addresses of the injured person and of any available witnesses. These notices may be provided either by accessing the online incident reporting link at slucareincident.slu.edu, by calling in to the incident reporting line at 314-977-8778, or by hand-delivering said notification to the Senior Associate General Counsel in the General Counsel’s Medical Center Office at 3556 Caroline Mall, Caroline Building, Room C-307. Such notices shall be made or delivered within 48 hours of the involved employee or student becoming aware of the incident, injury or claim. These notices are prepared in anticipation of litigation, for the use of our attorneys, and are intended to be privileged attorney-client communication prepared for the purpose of seeking legal advice. If any other policy of insurance or other indemnification is applicable to any of the persons providing health care who were involved in the reported incident, the report should indicate the name of the provider of other coverage, their address and the amount of coverage.

4. ASSIGNMENT OF PROTECTION

- a. The interest hereunder of a protected person is not assignable. If the protected person should die or be adjudged incompetent, this coverage will inure to the benefit of the protected person’s legal representative with respect to liability previously incurred and covered by this document.

5. DEFENSE AND SETTLEMENT OF CLAIMS AND SUITS

- a. Saint Louis University shall, through counsel and personnel of its choice, defend claims and suits against the protected person, even if one or more of the allegations of the claim or suit are groundless, false or fraudulent.

- b. Saint Louis University and its attorneys may offer counsel with respect to claims for punitive or exemplary damages without voiding other provisions of this document and without incurring liability to pay any judgment or claim for or on account of punitive or exemplary damages.
- c. As a condition of coverage under this agreement, all protected persons hereby assign their right to waive any conflicts of interest, with respect to the retention of counsel, to Saint Louis University. This assignment shall become null and void to the extent a claim involves allegations outside the scope of protection provided hereunder.
- d. Saint Louis University may settle any claim or suit brought against any protected person, as it deems proper. Any protected person may be consulted prior to settlement to determine their views concerning compromise. However, Saint Louis University, through its authorized representatives, shall ultimately determine whether settlement shall occur and at what amount and the decision shall be final.
- e. All protected persons, as a condition for the protection afforded, shall be required to cooperate fully with Saint Louis University and its designated counsel and personnel in processing and defending any claims or suits directed against any protected person or against Saint Louis University as a result of the activity of the protected person.

6. EFFECTIVE DATES

- a. Subject to all terms and conditions contained herein, this Letter of Indemnity covers protected persons for claims or suits arising from health care services rendered July 1, 2016 through June 30, 2017 irrespective of the date a claim for damages or lawsuit is first presented to the protected person or Saint Louis University. Claims and suits presented February 28, 1998 and after, but related to health care services rendered prior to February 28, 1998, will be governed by the Letter of Indemnity in effect at the time of the subject health care service.

7. LIMIT OF FINANCIAL LIABILITY

- a. The extent of protection provided by Saint Louis University for any one occurrence is \$2,000,000, inclusive of allocated claims adjustment expenses and irrespective of the number of protected persons potentially liable for any one occurrence. This \$2,000,000 per occurrence limit is applicable to each and every occurrence during the effective period, regardless of the number of occurrences or the aggregate amount of claims paid during the effective period.
- b. In addition to the levels of protection provided by this Letter of Indemnity, Saint Louis University has purchased, on behalf of the institution and on

behalf of all protected persons, excess professional liability insurance having a combined aggregate limit of \$25,000,000 for the effective period. Any coverage provided by the excess insurance policies described above is subject to each policy's respective terms and conditions.

8. **AMENDMENT AND MODIFICATION**

- a. The terms of this document can be amended or modified by Saint Louis University as it deems necessary and changes shall be expressed in writing. Such changes shall be sent to Saint Louis University employees and duly registered students of Saint Louis University at the Saint Louis University Medical Center. Such changes shall be prospective only, unless otherwise expressly provided in writing. Only the Dean of the School of Medicine of Saint Louis University or his/her designee has the authority to grant exceptions to the terms of this document, and any exceptions granted must be in writing.

9. **TERMINATION**

- a. This voluntary protection program outlined herein will remain in force through June 30, 2017. It may, at the option of Saint Louis University, be terminated and replaced, in whole or in part, by a modified or different voluntary protection program or a policy or policies of insurance or reinsurance with limits of liability as selected by the University.
- b. This voluntary protection program may be terminated by Saint Louis University at its discretion upon thirty (30) days notice to those protected hereunder.

July 01, 2016

Philip O. Alderson, MD
Dean, School of Medicine