

ATHLETIC TRAINING

The Certified Head Athletic Trainer and certified assistant(s) are the department's designated coordinators of all medical and emergency procedures. In this role, they are responsible to work with the Director of Student Health Services, Assistant Treasurer (insurance) and contracted physicians.

1. Facility

- A. This is a co-educational facility. The Athletic Training room can be found on the lower level of the Life Sports Center. This is the only athletic training room on campus.
- B. The athletic training room serves all varsity athletic teams. It is not responsible for medical supervision or rehabilitation for P.E. classes, intramural teams, and recreational activities.
- C. There is a list of rules and regulations regarding the operations of the athletic training room. This list is posted on bulletin boards in all varsity locker rooms as well as the one outside the training room.
- D. All evaluations and modality treatments are to be done by appointment Monday-Friday. There are no weekend appointments.
- E. Routine pre-practice treatments (i.e. taping, wraps) are done on a first come basis. There is no preference to a particular sport. Preference will be given to student athletes who are preparing for a contest. During the fall semester a deli counter number system will be used. An athlete should choose a number and wait patiently for their number to be called.

2. Medical Team Coverage

Coverage for home traditional and non-traditional practices and contests will take priority over away contests.

Every attempt will be made to notify head coaches of weekly coverage assignments.

- A. Practice:
 - 1. Certified Athletic Trainer: Will be on site or be able to be reached by proper communication (i.e., portable radios or phones).
 - 2. Student 1st Aider: If available will be on site for all practices.

- B. Games:
1. Certified Athletic Trainer: Will be on site for all designated home games unless a situation occurs that warrants leaving that site.
 2. Student 1st Aider: If available will be on site for all home games of designated sports.

C. Non-Traditional:

1. Please refer to emergency procedure plan
2. Athletic Training coverage policy
3. Off-Season Injury/Illness guideline

Travel:

1. Certified athletic trainers will travel with football, men's lacrosse and wrestling to all contests.
2. Centennial Conference host institutions will provide medical coverage for all contests per conference policy.
3. A certified athletic trainer will travel to post-season/NCAA events if available

E. Visiting Teams:

1. The Athletic Training staff will provide medical coverage for visiting teams in the absence of a team representative.
In the event of an injury we will follow our emergency procedure plan.

- F. An injury reporting form is located in the athletic training kit. If no athletic training coverage is present, this form should be filled out by the coach and submitted to the Head or Assistant Athletic Trainer no later than the following day.

3. Emergency Procedures

- A. Emergency Procedure Plan: This plan is for varsity athletics, physical education classes, club sports, intramurals and recreation-sponsored activities. It is the responsibility of every coach and program director to understand these procedures and insure that support staff are prepared to implement them.
- B. Role of the Student First Aider: The role of the student 1st aider defines for coaches and the student 1st aider the role that should be assumed specifically by the student 1st aider in the event of an injury, and/or prevention, care and treatment of injuries.

4. Physical Exams/Athlete Medical Data

- A. Due to the increase in full year participation through traditional and non-traditional seasons, each sport is to provide the Athletic Training Staff with a tentative roster. This is to be supplied during May of each academic year for the following year.
- B. Pre-Physical and Physical Policy: This policy outlines who must have a pre-physical and physical and how often they must occur. The purpose for this is to coordinate these events with the Health Center. If a student-athlete does not complete his/her evaluation, they will not be able to participate until they do so. All pre-physicals will be done prior to the start of pre-season on a date setup by the Athletic Training Staff and the Director of Health Services.
- C. Documents on SportsWare On Line: These documents must be filled out and signed by all student-athletes in order to participate in a varsity sport. This must be done on an annual basis.
- D. SportsWare Health History Questionnaire: This is a web based document filled out by every student-athlete prior to initial participation. This is to be updated each subsequent year. These records are kept by the Athletic Training Staff in the athletic training room.

5. Insurance

- A. All student-athletes are covered by the College's Excess Insurance policy. All varsity student athletes must have proof of personal primary coverage in order to participate. Coaches, whether full-time, part-time or volunteer, are covered in accordance with College policy as outlined in appropriate manuals and/or Federal and state regulations. The College is enrolled in the NCAA Catastrophic Insurance plan. Coverage is available to all student participants (student managers, student athletes, student 1st aiders etc.), regardless of their role representing Muhlenberg College. The student athlete insurance policy is located on the Athletic Training website.
- B. All insurance procedures are coordinated between the Athletic Training Staff, Director of Health Services and/or Staff and Assistant Treasurer. Only regularly scheduled and supervised practices and events are covered. For bills to be covered by this policy the student athlete must also complete the insurance claim form within 180 days from the documented date of injury.

- C. Coaches of all sports will have access to their student athlete's pertinent information via online data services. It is essential that all student-athletes have updated insurance information returned on the proper forms and a copy of both the front and back of their insurance cards to the Athletic Training office.

6. Injury / Rehabilitation Protocols

A. Reporting Injuries:

All injuries / illnesses are to be reported to the Athletic Training Staff. Injuries are to be reported as soon as they occur or as soon as possible. In the event of an injury during practice and or competition the Muhlenberg College Emergency Action Plan is to be followed.

B. Treatment and Rehabilitation of Injuries:

Any injury or illness directly related to athletic participation that incurred during team travel, during supervised practice, during scheduled games, or while conditioning for a particular sport during the NCAA defined season will be treated in the Athletic Training Room at Muhlenberg College. In the event we do not have the ability to adequately treat and or rehabilitate an injury we will refer the individual to the proper facility.

C. Injury Treatment and Rehabilitation Protocols

The Muhlenberg College Athletic Training Staff will follow injury treatment / rehabilitation protocols set by the Team Physicians, will be under their guided supervision and direction, and will be given flexibility to function under the scope of their professional standards and state practice act. When there are questions as to specific injuries and or treatment protocols the Athletic Training Staff will clarify these questions with the Team Physicians.

7. Physician Contact

- A. The Muhlenberg College Athletic Training Staff will meet with the Team Physician/Physicians as deemed necessary by either party to evaluate and discuss currently injured and or rehabilitating athletes. The Team Physician/Physicians will hold a weekly clinic in the Muhlenberg College Athletic Training Room. When questions arise between these meetings, the Team Physicians will be available via telephone/electronic communication for consultation.

8. Medical Referrals

- A. All medical referrals are to be made by the college's designated health care personnel on an individual basis unless in an emergency situation.

9. Medical Clearance

- A. All student athletes receiving medical attention from a licensed health care professional regardless of injury or illness, must provide the Athletic Training staff with a signed note from the attending health care professional indicating the specific injury or illness and the athlete's eligibility for athletic participation. Medical clearance must be obtained prior to the student athlete's return to athletic participation.
- B. Medical clearance for the student athlete to return to activity is the responsibility of the team physician, certified athletic trainer, and/or member of the Health Center staff.
- C. The Muhlenberg College team physician or Muhlenberg College designated representative is the authority in determining if a student athlete is medically eligible to participate in the Muhlenberg College athletics program.

10. Miscellaneous Medical Information

- A. The Athletic Training department's required pre-participation forms are located on the college's website under "Sports Medicine".
- B. The Muhlenberg College Athletic Training department adheres to the policies and recommendations of the current NCAA Sports Medicine Handbook. Please refer to this handbook found on the NCAA website for updated NCAA guidelines regarding medical issues. The following are some of the guidelines found in the handbook.

Lightning Safety: NCAA Guideline 1d

Emergency Care and Coverage: NCAA Guideline 1c

Prevention of Heat Illness: NCAA Guideline 2c

Nutrition and Athletic Performance: NCAA Guideline 2f

Dietary Supplements and Banned Substances: NCAA Guideline 2g

Cold Stress: NCAA Guideline 2b

- C. 1st Aid/CPR Certification: All required department staff must participate in the appropriate 1st Aid /CPR/AED program.
- D. Lifeguard Certification: All lifeguards working in the LSC swim pool must be trained and certified in accordance with guidelines outlined in the Lifeguard Manual kept by the Aquatics Director.
- E. Intramural/Recreation Waiver: All students must sign an "Intramural/Recreation Waiver" form before participation in intramural/recreational programming is permitted. This form is to be kept in their medical records in the Health Center.
- F. Department of Safety Emergency Response Manual: This manual relates to major emergencies, such as fire, explosion, etc.

- G. Non-Athletic Injury Response Procedure: Please see procedure in "Department of Safety Emergency Response Manual".
- H. Occupational Exposure to Bloodborne Pathogens Exposure Control Plan.
- I. Muhlenberg College Cold Exposure Guidelines: Please see appendices and on the Sports Medicine website.