PRE-PROFESSIONAL ATHLETIC TRAINING PROGRAM

Pre-Professional Athletic Training Student
POLICY AND PROCEDURE
MANUAL
(Revised July 2012)
Department of Health and Human Performance
Masters in Athletic Training/Bachelor’s in Health and Human Performance

Mission Statement
The mission of the University of Montana Undergraduate Athletic Training Program is to provide a comprehensive, progressive educational and clinical foundation to prepare the multi-skilled professional for a career in athletic training. The educational program encompasses current research and formal instruction in the prevention recognition, evaluation and rehabilitation of injuries in the physically active. Upon successful completion of this program, the student will be eligible to sit for the BOC examination.

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INTRODUCTION

Athletic training is practiced by athletic trainers, health care professionals who collaborate with physicians 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 limitations, and disabilities. Students who want to become certified athletic trainers must earn a degree from an accredited athletic training curriculum. Accredited programs include formal instruction in areas such as injury/illness prevention, first aid and emergency care, assessment of injury/illness, human anatomy and physiology, therapeutic modalities, and nutrition. Classroom learning is enhanced through clinical education experiences. More than 70 percent of certified athletic trainers hold at least a master’s degree.

The faculty and staff of the Health and Human Performance Department and the Department of Intercollegiate Athletics welcome your participation and interest in the Athletic Training Program (ATP). The program consists of a rigorous and demanding curriculum, requiring dedication and commitment. Most importantly, it is a rewarding program that presents a variety of professional career opportunities upon graduation.

The University of Montana-Missoula offers an accelerated entry level Master’s in Athletic Training housed within the Health and Human Performance Department. The program meets the standards established by the Commission on Accreditation of Athletic Training Education (CAATE). The current undergraduate Athletic Training Program is accredited by CAATE; however the Master’s in Athletic Training Program will undergo review in 2013-2014. Successful graduates possess the necessary skills to qualify for the Board of Certification examination.

The following material sets forth the requirements and various options available with respect to your professional goals. The academic advisors responsible for the Athletic Training Program will be available to assist you in any way possible to pursue this interesting and challenging professional program.

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McGill Hall 238C
Missoula MT 59812
FIRST STEPS

Your first task is to inform the academic advising chair of the Health and Human Performance Department of your interest in the Athletic Training Degree. Many times, this step will be completed during an orientation meeting. However, if you are a transfer student or fail to go through the orientation procedure, it becomes your responsibility to confer with the advising chair before you can receive academic advising. The academic advising chair will direct you to the Curriculum Director or Clinical Director to schedule an appointment time. We will provide you with the following information:

- Pre-professional class requirements
- Module requirements
- Five year plan
- Blood borne pathogen policies/requirements
- Admission policies
- Professional requirements
- Paperwork to document required observation hours

ABOUT OUR ATHLETIC TRAINING PROGRAM

The University of Montana offers an accelerated entry level Master’s in Athletic Training Program. This program allows students to take three years of pre-requisite courses and general education requirements, followed by 2 years in a professional athletic training program, including summers. Students will apply to the graduate school and the professional program spring of their third year. At the end of the 4th year, students will complete their Bachelor’s degree in Health and Human Performance with an option in Exercise Science. Students may enter the entry level Master’s in Athletic Training Program 3 different ways:

1. Students may take 3 years of pre-requisite courses and apply for admission into the graduate program for their final two years;
2. Transfer students may take pre-requisite courses elsewhere and transfer into the institution for their final two years of graduate work; or
3. Students may elect to complete a Bachelor’s degree in a related field (either at UM or elsewhere) and then apply to the Master’s in Athletic Training program for 2 years of graduate work.

Upon completion of the entry level Master’s in Athletic Training Program, students will be eligible to sit for the Board of Certification (BOC) Exam.
PRE-PROFESSIONAL REQUIREMENTS

The following pre-requisite classes or their equivalents are required to be completed before admission to the professional program (course syllabi are required if courses are not taken at UM):

- HHP 240 Care & Prevention of Athletic Injuries 2 cr
- HHP 241 Care & Prevention of Athletic Inj. (lab) 1 cr
- HHP 368 Applied Anatomy and Kinesiology 3 cr
- HHP 369 Applied Anatomy and Kinesiology (lab) 1 cr
- HHP 384 Motor Control and Learning 3 cr
- HHP 377 Exercise Physiology 3 cr
- HHP 378 Exercise Physiology (lab) 1 cr
- BIOH 201/202 Anatomy and Physiology I 4 cr
- BIOH 211/212 Anatomy and Physiology II 4 cr
- CHMY 121 General and Inorganic Chemistry 3 cr
- CHMY 123 Organic and Biological Chemistry 3 cr
- PSYX 100S Introduction to Psychology 4 cr
- PHAR 110 Use & Abuse of Drugs 3 cr
- NUTR 221 Basic Nutrition 3 cr

ADMISSION REQUIREMENTS FOR PROFESSIONAL PROGRAM

1. Students must apply and be accepted to the University of Montana’s Graduate School
   [http://www.umt.edu/grad/Apply/Applying%20for%20Admission.php#Apply](http://www.umt.edu/grad/Apply/Applying%20for%20Admission.php#Apply)
2. Students must have a minimum GPA of 3.0 for all college coursework
3. Current certification in Health Care Provider CPR/Professional Rescuer CPR and First Responder
4. Documentation of 75 hours of observation under a Certified Athletic Trainer, with at least 40 hours completed in a traditional setting such as high school or college
5. Official transcript(s) of all college coursework
6. Earned grade of C or higher in the pre-requisite courses or their equivalents listed above
7. Completion of general education requirements by the end of the 3rd academic year
8. Completion of the writing proficiency exam
9. Completion of the entrance athletic training essay
10. Submission of 3 letters of recommendation (at least one must be from a certified athletic trainer)
11. Completed applications must be submitted no later than March 1st.
ADMISSION POLICIES

Students who desire admission into the Professional Athletic Training Program must submit a formal application. This application must be submitted by the deadline (March 1st) prior to your proposed admission into the professional program.

A review board consisting of the Athletic Training Curriculum Director, Clinical Director, Preceptors, professional students and possibly other professionals, will evaluate each student applying for admission to the Professional Program. Formal notification of admission to the Professional Program will be made in writing and sent to the candidate prior to the pre-registration period for autumn semester.

Candidates who are NOT admitted to the program will also receive written notification of this decision. Students may be selected as alternates and if a vacancy should become available prior to spring semester, these students will be informed. Not all qualified candidates may be admitted to the professional program due to limited enrollment in clinical experiences.

The following selection criteria must be met to be considered for an interview:

1. Minimum overall GPA of 3.0. All pre-professional course requirements must have no grade lower than “C”.
2. A written statement of purpose. This shall address the following:
   a. Reasons for desiring this professional concentration.
   b. Perception of the profession
   c. Future expectations upon completion of the professional program.
   d. Past experience in athletic training.
   e. Any other important comments.
3. Submit three professional recommendations from individuals you know.
4. Complete athletic training Pre-ATP Modules.
5. Students must complete or be in the process of completing the required course work prior to application to the professional athletic training program.
6. Transfer students must:
7. Documentation of 75 hours of observation under a Certified Athletic Trainer, with at least 40 hours completed in a traditional setting such as high school or college
8. Students must meet established technical standards
9. Obtain background check and fingerprints (See Program Director)
OBSERVATION HOURS

Observation hours are designed for the purpose of exposing the students to the field of athletic training. These must be successfully completed before submitting the application for the professional program. Several personal qualities are often helpful as a student interested in pursuing athletic training as a profession. At the top of the list of desirable personal qualities is dependability. With a comprehensive athletic training program and the amount of work necessary, it is essential that you can be depended upon. Friendliness, sincerity, and integrity also rank high as desirable personal qualities. Students must get along with administrators, coaches, student-athletes, and other athletic training student’s (ATS). As you further develop your athletic training skills and gain experience, you will gradually be given more responsibility and be put in positions in which resourcefulness; initiative and common sense may be the most valuable assets.

While performing the requirements set forth, you will be working closely with a variety of health care professionals. Respect, courtesy and cooperation should characterize your relationship with all personnel. This also includes relationships with student-athletes. You must develop the ability to separate personal relationships with student-athletes from appropriate professional conduct.

CONDUCT AND RESPONSIBILITIES

Personal Appearance
Generally we ask that all athletic training students are well groomed, clean and neat in appearance at all times while on duty as an ATS (even during observation). Dress should be practical (pockets, shoes you can run in, etc.) and conform to the dress guidelines established by the athletic training facility. Female ATSs should guard against overly revealing clothing.

Guidelines are:
1. Tops should be athletic training shirts, University of Montana T-shirts, white or school colored shirts if observing on campus.
2. Khaki shorts are acceptable during early fall and late spring. NO tattered or faded blue jeans, workout sweats, or gym shorts (if observing on campus or in a high school).
3. If observing in a clinical setting, dress pants and a collared shirt or blouse are acceptable.
4. DO NOT wear flip flops, sandals, or high heels to clinical observations. A sports shoe that matches your professional attire is recommended.
5. Hats are not to be worn during clinical observations.

Generally, you should always present a professional attitude and appearance. You will witness a variety of activities and hear many conversations that are private and confidential. Remember that the activities are private in nature, and all knowledge of the health status of the student athlete must remain confidential unless advised otherwise by your supervisors.
During observation hours, you are not expected to master athletic training skills, rather, to assist or observe a Certified Athletic Trainer. It is recommended that you preview the required ATP Modules (see pages 9-12) and take them with you every time you observe in every clinical setting. If you complete the ATP Modules as you observe, you should be able to finish them all in a timely manner. The ATP modules can be completed in any setting as long as they are supervised and signed by a BOC Certified Athletic Trainer or a senior athletic training student (if observing on UM’s campus).

In order to complete observation hours to prepare for application to our program you must follow these steps:

1. Contact ATC off campus or sign up for on campus observation hours (sign up sheet located outside of McGill 235)
2. Read the Pre-Professional AT manual prior to start of observation hours (know dress code!)
3. Sign confidentiality form (see pages 7-8)
4. Complete Blood-Borne Pathogen Training (* Note this must be done on a yearly basis) (see pages 13-18)
5. Observe and complete modules (see pages 9-12)
CONFIDENTIALITY AGREEMENT - Rhinehart Athletic Training Center

Strict confidentiality of all information gained about student-athletes during a visit for health care is one of the highest priorities of the Rhinehart Athletic Training Center (RATC). It is critical that all staff and athletic training students who provide health care services, as well as students who observe or otherwise participate in educational opportunities at the RATC, honor and support this commitment to maintain strict confidentiality. Failure to do so will result in serious discipline, including possible elimination of all activity associated with the Rhinehart Athletic Training Center.

Any information gained about a student-athlete, including the knowledge that they are receiving care at the RATC, must not be shared with anyone outside of the RATC staff. Furthermore, in encounters with student-athletes outside of the RATC, individuals should not even acknowledge that they know any privileged information unless the student-athlete initiates that conversation. This is to protect the student-athlete from unwanted intrusion.

If the athletic training student or observer has any question about what is confidential, s/he should assume information is protected until cleared by the RATC supervisor.

By signing this agreement, the athletic training student or observer acknowledges that s/he has read this agreement and will protect the confidentiality of every student-athlete.

__________________________________________
Signature of ATS or Observer                      Date

________________________________
Printed Name of ATS or Observer

__________________________________________
Signature of Supervising Certified Athletic Trainer                      Date

__________________________________________
Printed Name of Supervising Certified Athletic Trainer

TO BE FILED WITH THE HEAD CERTIFIED ATHLETIC TRAINER PRIOR TO ACTIVITY
CONFIDENTIALITY AGREEMENT - AFFILIATED CLINICAL SITES

Strict confidentiality of all information gained about student-athletes or patients during a visit for health care is one of the highest priorities. It is critical that all staff and athletic training students who provide health care services, as well as students who observe or otherwise participate in educational opportunities, honor and support this commitment to maintain strict confidentiality. Failure to do so will result in serious discipline, including possible elimination of all activity associated with The University of Montana-Missoula’s Athletic Training Program.

Any information gained about a student-athlete or patient must not be shared with anyone outside of the supervising staff. Furthermore, in encounters with student-athletes or patients outside of the high school, clinic, or other medical facility, individuals should not acknowledge that they know any privileged information unless the student-athlete or patient initiates that conversation. This is to protect the student-athlete and patient from unwanted intrusion.

If the athletic training student or observer has any question about what is confidential, s/he should assume information is protected until cleared by the supervisor.

By signing this agreement, the athletic training student or observer acknowledges that s/he has read this agreement and will protect the confidentiality of every student-athlete.

__________________________________________________________________________
Signature of ATS or Observer                                          Date
__________________________________________________________________________
Printed Name of ATS or Observer
__________________________________________________________________________
Signature of Supervising Certified Athletic Trainer                     Date
__________________________________________________________________________
Printed Name of Supervising Certified Athletic Trainer

TO BE FILED WITH THE CLINICAL SUPERVISOR PRIOR TO ACTIVITY
MODULES

The modules outlined in the following pages are to be completed while you are completing observation hours to prepare for the application process. These assignments are designed to help you better understand some of the day to day tasks that an athletic trainer is responsible for completing. In addition, discussing these assignments with staff and students will help you become actively engaged in the observation experience. Once you complete these four modules, you will submit them as part of your application to the professional program.

MODULE #1 Policies and Procedures

1. Discuss the policies and procedures of the setting in which you are observing. In your discussion, include the:
   - location of the facility,
   - primary purpose or goal of the facility (what population(s) does it serve),
   - time (dates and time of day) of operation of the facility, and
   - staff and supervisors of the facility.

2. Describe the duties and responsibilities of the supervising certified athletic trainer involved in directed observation experience.

3. Discuss daily, weekly, monthly, and yearly cleaning and maintenance responsibilities of the athletic training staff.

Discussion and Consultation

Discuss your findings with the supervising Certified Athletic Trainer or a professional athletic training student. Document your findings in the space below (brief notes are acceptable). Once you have documented your findings, have your supervising athletic trainer sign below.

Date_____________ Approved by__________________________________________

Notes on Policies and Procedures:
**MODULE #2 Medical Records**

1. Each health care facility will use a variety of medical records and forms to document injury and treatment of athletic injuries. Below are some examples of forms used in the athletic training setting. In the following space below, identify the forms used in the facility you are observing and write the purpose of the record, observe how to properly fill it out, and discuss where and for how long it is filed.

   Name of facility in which you are observing: ______________________

   Examples of Forms
   - Assumption of Risk or Informed Consent
   - Athlete’s Medical History
   - Athletic Physical Examination
   - Daily Treatment Record
   - Daily Reconditioning/Rehabilitation Record
   - Injury Report and Evaluation/SOAP

   Forms Used (List below and identify their purpose):

   Where are the forms kept (locked office, cabinet, electronic, etc) and how long are they stored for?

2. Most facilities use a SOAP note to document an injury evaluation and/or progress note on the patient. In the space below, write a SOAP note on a patient/athlete’s injury you observe. Review your SOAP note with your supervising Certified Athletic Trainer and have them approve your note by signing below.

   **SOAP NOTE:**

   Injury: ________________________________

   S: 

   O: 

   A: 

   P: 

   Date: _________ Approved by______________________________
MODULE #3 Emergency Procedures

1. Identify and discuss with your supervisor the emergency action plan for the clinical site and the procedures for addressing emergency care for the following:
   - an athlete
   - a student who is not an athlete
   - a spectator at a: football game, volleyball match, soccer match, men's basketball game, women's basketball game, and a track and field meet.

2. Identify the location of emergency equipment. Some equipment to look for include:
   - spine board or other devices for transporting injured athletes from practice or an event (i.e. game, match, etc.)
   - splinting materials
   - biohazard protection, and clean-up procedures (universal precautions and/or body substance isolation).
   - crutches
   - dressings and bandages (Band-Aids, roller gauze and elastic wraps)
   - environmental monitoring devices
   - AED/Oxygen

Discussion

Discuss your findings with the supervising Certified Athletic Trainer or another professional athletic training student. In the space below, make notes of any emergency equipment present at observation site and make notes of anything you think might be missing:

Date__________ Approved by_____________________________
**MODULE #4 Summary of Observation Experience**

Write an essay (typed) about the insights you have gained during this experience concerning athletic training as a profession. Mention ideas and perceptions developed during the observation that have been strengthened and those that have been weakened. If you have completed observation hours in more than one setting, compare and contrast the experiences of each setting.

*Remember, all four modules will be submitted with your application to the professional program!!!*

**LIST OF POSSIBLE OBSERVATION SITES FOR HIGH SCHOOL/CLINIC**

The observation site you choose is your decision; however, each site may have a limit as to how many pre-athletic training students it can accommodate. The Supervisory Certified Athletic Trainer at each site has the prerogative to accept or deny any pre-athletic training student. It is recommended that each student obtain observation hours during the busy times of the year and have a consistent schedule so the supervisor (Certified Athletic Trainer) can depend on you. REMEMBER THESE REQUIRED HOURS ARE TO BE COMPLETED WELL IN ADVANCE OF THE APPLICATION DEADLINE!!!

**Big Sky High School**

3100 South Ave W.
Missoula, MT  59804  
Certified Athletic Trainer - Tori Stahl ATC  
(406) 728-2401

**Hellgate High School**

900 S. Higgins  
Missoula, MT  59801  
Certified Athletic Trainer – Lindsey Ross ATC  
(406) 728-2402

**Sentinel High School**

901 South Ave. W.  
Missoula, MT  59801  
Certified Athletic Trainer – Danyel Halko ATC  
(406) 728-2403
Communicable Disease Policy and Blood Borne Pathogen Policies and Procedures

Purpose
The purpose of this document is to create a plan to control any potential exposures of infectious diseases to students and staff in the athletic training education program.

Policy/Procedure
Vaccinations/Immunization Records:
1. All students are required to have completed or be in the process of completing Hepatitis B vaccinations prior to the start of your application to the professional program.
2. All students will have a TB test conducted on a yearly basis beginning July prior to their fourth year and repeated in July of their final fifth year.
3. All other vaccinations as required by the University for admittance to the school should be kept on file at Curry Health Center. Copies may be kept on file with your ATP physical exam.

Student with a Communicable Disease or Suspected Communicable Disease:
1. Students who report for their clinical rotation with severe respiratory infection, diarrhea, fever, sore throat, or skin lesion should report to their assigned preceptor immediately.
   a. If the condition is deemed to be a potential communicable disease the student will be dismissed from their clinical rotation for that day.
b. The Preceptor/supervisor may suggest follow-up care with Curry Health Center or personal physician for treatment and care.

c. The Clinical Director must be notified.

2. Students should communicate with their preceptor or physician to determine if it is safe to return to their clinical rotation without infecting others.

BBP/Infection Control

What are bloodborne pathogens?

Bloodborne pathogens are infectious microorganisms in human blood that can cause disease in humans. These pathogens include, but are not limited to, hepatitis B (HBV), hepatitis C (HCV) and human immunodeficiency virus (HIV). Needlesticks and other sharps-related injuries may expose workers to bloodborne pathogens. Workers in many occupations, including first aid team members, housekeeping personnel in some industries, nurses and other healthcare personnel may be at risk of exposure to bloodborne pathogens.

Athletic Participation

Decisions regarding the participation of athletes infected with bloodborne pathogens in athletic competitions should be made on an individual basis, following the standard or appropriate procedures generally followed with respect to health related participation questions and taking into account only those facets that are directly relevant to the health and rights of the athlete, the other participants in the competition, and the other constituencies with interests in the competition, the athletic program, the athletes, and the sponsoring schools or organizations.

The following are examples of factors that are appropriate in many settings to the decision-making process:

1. The current health of the athlete;
2. The nature and intensity of the athlete’s training;
3. The physiological effects of the athletic competition;
4. The potential risks of infection being transmitted;
5. The desires of the athletes; and
6. The administrative and legal needs of the competitive program.

Education of the Physically Active

In a rapidly changing medical, social, and legal environment, educational information concerning bloodborne pathogens is of particular importance. The athletic trainer should play a role with respect to the creation and dissemination of educational information that is appropriate to and particularized with respect to that athletic trainer’s position and responsibilities.

Athletic trainers who are responsible for developing educational programs with respect
to blood borne pathogens should provide appropriate information concerning:

1. The risk of transmission or infection during competition;
2. The risk of transmission or infection generally;
3. The availability of HIV testing; and
4. The availability of HBV testing and vaccinations.

Athletic trainers who have educational program responsibility should extend educational efforts to include those, such as athlete’s families and communities, who are directly or indirectly affected by the presence of bloodborne pathogens in athletic competitions.

All education activities should, of course, be limited to those within the athletic trainers’ scope of practice and competence, be within their job descriptions or other relevant roles, and be undertaken with the cooperation and/or consent of appropriate personnel, such as team physicians, coaches, athletic directors, school or institutional counsel, and school and community leaders.

The Athletic Trainer and Bloodborne Pathogens at Athletic Events

The risk of bloodborne pathogen transmission at athletic events is directly associated with contact with blood or other body fluids. Athletic trainers who have responsibility for overseeing events at which such contact is possible should use appropriate preventative measures and be prepared to administer appropriate treatment, consistent with the requirements and restrictions of their jobs and local, state, and federal law. In most cases, these measures will include:

1. Pre-event care and covering of existing wounds, cuts, and abrasions;
2. Provisions of the necessary, or usually, equipment and supplies for compliance with universal precautions, including, for example, latex gloves, biohazard containers, disinfectants, bleach solutions, antiseptics, and sharps containers.
3. Early recognition and control of bleeding athlete, including measures such as appropriate cleaning and covering procedures, or changing of blood saturated clothes;
4. Requiring all athletes to report all wounds immediately;
5. Insistence that universal precautions guidelines be followed at all times in the management of acute blood exposure;
6. Appropriate cleaning and disposal policies and producers for contaminated areas or equipment;
7. Appropriate policies with respect to the delivery of life-saving techniques in the absence of protective equipment;
8. Post-event management including, as appropriate, re-evaluation, coverage of wounds, cuts, and abrasions; and
9. Appropriate policy development, including incorporation, with necessary legal and administrative assistance, of existing OSHA and other legal guidelines and
Students in any academic, research or occupational program at The University of Montana-Missoula at risk for Bloodborne pathogen exposure are required to present documentation of serologic evidence of immunity (either by vaccination or previous infection and demonstrated by positive titer) to hepatitis B (HBV). Students who cannot meet this requirement, for personal or health reasons, must have their case reviewed by the Institutional Biohazard Committee (IBC) on an individual basis. Final approval or waiver must be granted in writing, prior to their first potential exposure to human blood or other potentially infectious materials. Records of the waiver or approval shall be kept in the students file within the department.

PROCEDURE:

1. Students who are unable to meet the requirements of documentation of immunity, for personal or health reasons must provide written documentation of the reasons, which preclude immunization, for review by the Institutional Biohazard Committee. Requires for review by the IBC must be made by the student early enough to allow resolution prior to the student’s first potential exposure to human blood or other potentially infectious materials.

2. Students who have received the HBV immunization series and remain serologically negative are strongly encouraged to be re-vaccinated. Per the Montana Department of Health and Environmental Sciences, a second complete series of HBV vaccine is recommended if anti-HBs are less than 10 mIU/ml following the immunization series. If the student remains negative after the second series, the student should be identified as a “non-responder”. Upon designation as a non-responder, the student will be informed that they may be at high risk of contracting HBV, what the potential health effects include and encouraged to initiate another series of HBV vaccine. They will need to acknowledge that this non-responder procedure has been followed in writing.

3. Students are required to present, prior to their first potential exposure to human blood or other potentially infectious materials:
   a. Documentation of serologic immunity (>10mIU/ml) or
   b. Documentation of immunization series with plan for final titer and re-vaccination or booster as indicated (see #2 above) or
   c. Documentation of completed review by the Institutional Biosafety Committee (IBC) and signed by the IBC Chairperson with statement of exemption from immunization requirement and waiver form signed by the student.
Students will not be allowed in areas or settings, which may present their first potential exposure to human blood or other potentially infectious materials without this documentation.

4. Antibody titers must be repeated every four years. If the titer is less than 10 mIU/ml a booster must be given.

EXPOSURES:
If a student has an exposure (i.e., eye, mouth, mucous membrane, non-intact skin, or potential contact with blood or potentially infectious materials) in a setting sponsored by The University, the individual department sponsoring the activity shall provide the post exposure testing for student and source individual at the department’s expense. Testing and counseling shall be done at the Curry Health Center whenever possible. Records of the exposure and follow-up shall be kept in the student’s file at the Curry Health Center.

TRAINING:
Students training shall be done on a yearly basis. The training shall include the requirements of the Bloodborne Pathogen Standard, universal precautions and The University of Montana-Missoula policy. This training is done online at http://www.umt.edu/research/complianceinfo/IBC/BBP.aspx. Once training is complete each student will complete the quiz and turn in to the Clinical Director for scoring. A scored copy will be returned to the student and another copy of this training will remain on file in the athletic training education program offices.

Hepatitis B Information

Hepatitis B virus (HBV) has long been recognized as a pathogen capable of causing a wide spectrum of infections, ranging from asymptomatic seroconversion, subacute, illness with nonspecific symptoms (nausea, fatigue), clinical hepatitis with jaundice, chronic hepatitis, to fulminant fatal hepatitis.

HBV and human immunodeficiency virus (HIV) are transmitted through blood and certain body fluids. Because the transmission of HIV is considerably less efficient than HBV, the risk of HIV infection to employees who must handle blood and other potentially infectious materials is less than for HBV infection. (HIV results in fewer seroconversions following exposure incidents).

Occupational transmission of HBV has been shown to occur via contact with blood or body fluids such as wound exudates, semen, cervical/vaginal secretions, pleural/pericardial/peritoneal fluids, saliva (dental procedures) and pathological specimens (unfixed tissues/organs). Non-occupational transmission can occur by sharing or reusing unsterilized needles and syringes, mucous membrane exposure to
blood or body fluids, and homosexual and heterosexual activity. HBV can survive in the
dried state for one week or longer and percutaneous contact with contaminated
inanimate objects may transit infection. HBV is not transmitted by the fecal oral route.

300,000 persons are infected with Hepatitis B each year in the United States. 50,000
become ill and jaundiced while 10,000 are hospitalized. Annually, 250 people die from
Hepatitis B infection. Health officials estimated that 750,000 to 100,000 carriers of the
virus live in this country. Chronic carries often have no symptoms and can be identified
only by having a blood test. Hepatitis B infection is a major cause of acute and chronic
hepatitis cirrhosis and primary liver cancer that is 12-300 times higher than that of
other persons. An estimated 4,000 persons die each year from Hepatitis B related
cirrhosis and more than 800 die from Hepatitis B related liver cancer.

There is no specific treatment and no known cure for Hepatitis B. Therapy is directed
toward relieving symptoms and making the patient more comfortable. While most
patients recover, Hepatitis B can be very serious and even fatal.

OSHA now recommends that employees with reasonable anticipated occupational
exposure, regardless of how often the exposure may occur be vaccinated for Hepatitis
B.

**UMATEP Guidelines for Prevention and Management of Communicable Diseases:**

1. Every student must be properly vaccinated with documentation on file (TB and
   Hep B)
2. **Every student** must complete Bloodborne Pathogen training on a yearly basis
   (prior to observation). To Complete Bloodborne Pathogen Training, please visit
   the following website and read through the presentation:
   [http://www.umt.edu/research/complianceinfo/IBC/BBP.aspx](http://www.umt.edu/research/complianceinfo/IBC/BBP.aspx)
   After students read through the presentation, the BBP Quiz on this webpage
   should be completed and turned into the Clinical Director/Program Director via
   email or to McGill 238 for scoring ([valerie.moody@umontana.edu](mailto:valerie.moody@umontana.edu)).
3. Students must use Universal Precautions and good hygiene at all times.
4. If there has been potential exposure to a communicable disease or BBP, the
   student must immediately notify the Preceptor and Clinical Director and the
   exposure incident form should be completed.
5. If a student becomes ill, students are encouraged to self-isolate and to seek
   medical treatment from either Curry Health Center or personal physician. In
   some cases, documentation may be required for return to clinical rotations.
6. Students should communicate medical absences from clinical rotations to the
   Clinical Director and their respective Preceptor as soon as possible.
## FIVE YEAR ACADEMIC PLAN

<table>
<thead>
<tr>
<th>Course</th>
<th>Course name</th>
<th>Restrictions and/or Prerequisites</th>
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</thead>
<tbody>
<tr>
<td><strong>Fall First Year</strong></td>
<td>Pre-Professional ATEP</td>
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</tr>
<tr>
<td>HHP 181 or HHP 226</td>
<td>Foundations HHP or Basic Exer Prescrip</td>
<td>If last names start with A-L take HHP 181, M-Z take HHP 226</td>
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<tr>
<td>CHMY 121</td>
<td>Intro to General Chemistry</td>
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<tr>
<td>COMM111 or WRIT101</td>
<td>Public Speaking or College Writing I</td>
<td>If last names start with A-L take WRIT 101, M-Z take COMM 111</td>
</tr>
<tr>
<td>M 121 or M 151</td>
<td>College Algebra or PreCalculus</td>
<td>If PrePT, take M 151 or M 121 and M 122</td>
</tr>
<tr>
<td>BIOH 112</td>
<td>Human Form and Function I</td>
<td>Prereq for BIOH 365</td>
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<td>PrePT must take BIOH112 fall or BIOH113 spring or BIOB 160 spring</td>
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<tr>
<td><strong>Spring First Year</strong></td>
<td>Pre-Professional ATEP</td>
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<tr>
<td>HHP 181 or HHP 226</td>
<td>Foundations HHP or Basic Exer Prescrip</td>
<td>If last names start with M-Z take HHP 181, A-L take HHP 226</td>
</tr>
<tr>
<td>NUTR 221N</td>
<td>Basic Human Nutrition</td>
<td>Prereq CHMY 121</td>
</tr>
<tr>
<td>BIOH 113 or BIOB 160</td>
<td>Human Form &amp; FuncI or Diversity of Life</td>
<td>Only take if didn’t take BIOH 112</td>
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<tr>
<td>CHMY 123 and CHMY 124</td>
<td>Intro to Organic &amp; Biochem and Lab</td>
<td>(PrePT must take the lab, CHMY 124)</td>
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<td>Public Speaking or College Writing I</td>
<td>If last names start with M-Z take WRIT 101, A-L take COMM 111</td>
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<tr>
<td>M 122 or Gen Ed</td>
<td>College Trigonometry or Gen Ed</td>
<td>If took M 151, take Gen Ed select only from L, H, Y, or X perspective</td>
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<tr>
<td><strong>Fall Second Year</strong></td>
<td>Pre-Professional ATEP</td>
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<tr>
<td>PSYX 100</td>
<td>Intro to Psychology</td>
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<tr>
<td>BIOH 201 and 202 or BIOH 365</td>
<td>Human Anat and Phys I/Lecture &amp; Lab Human AP I for Health Profns</td>
<td>(held off campus at the College of Technology) BIOH 365 prereqs BIOH 112 or BIOH 113 or BIOB 160 and CHMY 121</td>
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<tr>
<td>WRIT 222</td>
<td>Technical Approach to Writing</td>
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<td>Gen Ed- take two Gen Ed classes</td>
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<td>Select only from L, H, Y or X General Education perspectives</td>
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<td>Pre-Professional ATEP</td>
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<tr>
<td>BIOH 211 and 212 or BIOH 370</td>
<td>Human Anat and Phys II/Lecture &amp; Lab Human AP II for Health Profns</td>
<td>Must take Human Anat and Phys I/Lecture &amp; Lab before II Must take Human AP I for Health Profns before II</td>
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<tr>
<td>HHP 384</td>
<td>Motor Control &amp; Learning</td>
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<tr>
<td>BIOM 250</td>
<td>Microbiology for Health Sciences</td>
<td>Offered spring only</td>
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<tr>
<td>Gen Ed- take two Gen Ed classes</td>
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<td>Select only from L, H, Y or X General Education perspectives</td>
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<tr>
<td>STAT 216, PSYX 222, or HHP 486</td>
<td>Statistics course</td>
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<td><strong>Fall Third Year</strong></td>
<td>Pre-Professional ATEP</td>
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<tr>
<td>PHSX 205 and 206</td>
<td>College Physics I and Lab</td>
<td>Prereq M 122 or 151</td>
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<tr>
<td>HHP 377 and HHP 378</td>
<td>Physiology of Exercise and Lab</td>
<td>Prereq Anatomy and Physiology, HHP 226</td>
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<tr>
<td>HHP 240 and HHP 241</td>
<td>Prev and Care of Athletic Inj and Lab</td>
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<tr>
<td>HHP 368 and HHP 369</td>
<td>App Anat &amp; Kinesiology lecture and lab</td>
<td>Prerequisite Anatomy and Physiology</td>
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<td><strong>Spring Third Year</strong></td>
<td>Pre-Professional ATEP</td>
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<tr>
<td>HHP 288 and HHP 289</td>
<td>Emergency Medical Responder/CPR &amp; Lab</td>
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<tr>
<td>PHSX 207 and 208</td>
<td>College Physics II and Lab</td>
<td>Prereq PHSX 205</td>
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<td>HHP 475E</td>
<td>Leg Eth Issues Hlth Ex Pro</td>
<td>Pre req junior standing</td>
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<td>HHP 460</td>
<td>Biomechanics</td>
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<tr>
<td>PHAR 110</td>
<td>Use &amp; Abuse of Drugs</td>
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*Submit Application to the Professional Program by March 1st as well as UM Graduate School

### Summer Fourth Year  Professional ATEP
- ATEP 534 Athletic Training Techniques

### Fall Fourth Year  Professional ATEP
- ATEP 542 Assessment of Lower Extremities
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<td>ATEP 566</td>
<td>Therapeutic Modalities</td>
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<td>ATEP 540</td>
<td>Clinical Practicum in Ath Train I</td>
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<td>ATEP 569</td>
<td>Clinical Anatomy Lab</td>
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<td>HHP 520</td>
<td>Educational Research</td>
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<td>HHP 450</td>
<td>Analytical &amp; Comm Tech</td>
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**Spring Fourth Year Professional ATEP**

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<td>NUTR 411</td>
<td>Nutrition for Sport &amp; Exercise</td>
<td>Prereq HHP 377/378 and junior standing</td>
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<tr>
<td>ATEP 572</td>
<td>Therapeutic Exercise</td>
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<td>ATEP 544</td>
<td>Assessment of Upper Extremities</td>
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<td>ATEP 541</td>
<td>Clinical Practicum in Ath Train II</td>
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<td>HHP 485</td>
<td>Theories of Hlth Behav &amp; Couns</td>
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*Completion of Bachelor’s Degree in HHP with Emphasis in Exercise Science

**Spring Fourth Year Professional ATEP**

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<td>HHP 699/599</td>
<td>Thesis/Professional Paper</td>
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<td>ATEP 550</td>
<td>Adv. Clinical Practicum in Ath Train I</td>
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**Fall Fifth Year Professional ATEP**

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<td>ATEP 578</td>
<td>Leadership in Athletic Training</td>
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<td>HHP 479</td>
<td>Topics in Sports Medicine</td>
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<tr>
<td>ATEP 551</td>
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**Spring Fifth Year Professional ATEP**

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**PROFESSIONAL REQUIREMENTS**

As a student associated with the Athletic Training Education Program you must . . .

- enroll as a full-time student (some exceptions allowed as approved by Program Director).
- accumulate a minimum of 1000 clinical hours over the course of two years.
- maintain a cumulative grade point average of 3.00 or higher.
- achieve a “C” or better in all Athletic Training Core courses.
- achieve satisfactory evaluations in each Clinical Phase before progressing.
- successfully complete coursework in the sequence indicated by the program of study unless approved by Athletic Training Program Director.
- abide by the Code of Ethics of the University and those established by the National Athletic Trainers’ Association.
- obtain Hepatitis B vaccination or sign a waiver prior to clinical experiences.
- show proof of passing a medical physical exam from an approved physician.
- maintain CPR and First-aid certification.

Students proceed through the program in cohorts and are required to complete all the required courses each semester with a grade of “C” or better in order to progress to the next semester. Students who do not complete the requirements will be placed on probation and must re-take the course. Failure to attain a “C” or better the second time will result in the student being dismissed from the program. Students must maintain a
3.0 GPA overall or will be placed on probation in the program. Two consecutive semesters on probation may result in the student being dismissed from the program.

TECHNICAL STANDARDS

THE UNIVERSITY OF MONTANA
TECHNICAL STANDARDS FOR ATHLETIC TRAINING

Part 1   History and Rationale
The landmark Americans with Disabilities Act of 1990, P.L. 101 336 ("ADA" or "the Act"), enacted on July 26, 1990, provides comprehensive civil rights protections to qualified individuals with disabilities. The ADA was modeled after Section 504 of the Rehabilitation Act of 1973, which marked the beginning of equal opportunity for persons with disabilities. As amended, Section 504 "prohibits all programs or activities receiving federal financial assistance from discrimination against individuals with disabilities who are 'otherwise qualified' to participate in those programs." With respect to post secondary educational services, an "otherwise qualified" individual is a person with a disability "who meets the academic and technical standards requisite to admission or participation in the recipient’s education program or activity."

Under the Americans with Disabilities Act, Title II and Title III are applicable to students with disabilities and their requests for accommodations. Title II covers state colleges and universities. Title III pertains to private educational institutions; it prohibits discrimination based on disability in places of "public accommodation," including undergraduate and postgraduate schools.

Given the intent of Section 504 and the ADA, the development of standards of practice for a profession, and the establishment of essential requirements to the student’s program of study, or directly related to licensing requirements, is allowable under these laws. In applying Section 504 regulations, which require individuals to meet the "academic and technical standards for admission," the Supreme Court has stated that physical qualifications could lawfully be considered "technical standard(s) for admission."

Institutions may not, however, exclude an "otherwise qualified" applicant or student merely because of a disability, if the institution can reasonably modify its program or facilities to accommodate the applicant or student with a disability. However, an institution need not provide accommodations or modify its program of study or facilities such that (a) would "fundamentally alter" and/or (b) place an "undue burden on" the educational program or academic requirements and technical standards which are essential to the program of study.
Part 2 Use of the Guidelines
The following Guidelines embody the physical, cognitive, and attitudinal abilities an Entry Level Athletic Trainer must be able to demonstrate in order to function in a broad variety of clinical situations; and to render a wide spectrum of care to athletes and individuals engaged in physical activity. The Guidelines serve to recognize abilities essential to the development of these entry Level abilities. Further, the Guidelines reflect the necessary and required skills and abilities identified for the Entry Level Athletic Trainer as detailed in the NATA Athletic Training Educational Competencies and the BOC, Inc., Role Delineation Study.

Institutions and programs should use these Guidelines as a reference point in the development of specific requirements, “technical standards,” for admission to, and completion of, their educational program. Requirements should be objective, measurable, and should be applied to student admission to the program.

Institutions and programs should provide their students with the applicable technical standards in a timely fashion. This could be prior to admission to the institution (for those programs that admit students directly to the program) or soon after the student has entered the institution (for those programs that admit students through a secondary admission process).

While technical standards should be applied to student admission to the institution and/or program, some programs may, additionally, apply technical standards as the student moves through the program, and/or use technical standards as a measure of the student's attainment of criteria for graduation.

Entry Level Athletic Training Programs must contact and work with their institution's ADA Compliance Officer, Office of Affirmative Action, or appropriate institutional office in the development and implementation of technical standards specific to their institution. This document is only intended as a guide or reference point for the development and implementation of technical standards. The ADA Compliance Officer (or appropriate person) at your institution is a valuable resource in the development and implementation of technical standards. It is strongly encouraged that programs not develop and implement technical standards without this important advice and counsel.

THE UNIVERSITY OF MONTANA
ATHLETIC TRAINING EDUCATION PROGRAM
TECHNICAL STANDARDS FOR ADMISSION

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

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

Candidates for selection to the ATP must demonstrate:
1. The aptitude to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm;
2. Sufficient postural and neuromuscular control, sensory function, and ability to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients;
3. The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively.
4. The ability to record the physical examination results and a treatment plan clearly and accurately;
5. The capacity to maintain composure and continue to function well during periods of high stress;
6. The perseverance, diligence and commitment to complete the athletic training education program as outlined and sequenced;
7. Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations;
8. Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.
9. The ability to meet the needs of current Commission on Accreditation of Allied Health Education Programs (CAATE) academic competencies and proficiencies.

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

The department of Health and Human Performance and the Athletic Training Program conforms to the disability policies of The University of Montana. A student requiring
assistance with the technical or physical portions of this course should contact the instructor or the Disability Services for Students (DSS) located in Lommasson Center 154, (406) 243-2243 (Voice/Text)

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

Signature of Applicant __________________________ Date ____________________

Please Print Name __________________________

Signature of Physician________________________ Date______________________

Please Print Name____________________________


# OBSERVATION HOUR LOG

Complete the following hour log for each clinical site in which you observe. Upon completion of hours, have your supervising Certified Athletic Trainer sign the bottom of this form. This will be turned in with your application to the professional program.

**NAME ____________________ Student ID # __________________________**

## INDICATE CLINICAL EXPERIENCE AND HOURS DAILY

<table>
<thead>
<tr>
<th>Day</th>
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