

Dorsey High School Athletic Training and Sports Medicine Club: Sports Medicine Student Aide Policies and Contract Application

Objective of the Dorsey High School Athletic Training and Sports Medicine Club:

The health and safety of our student athletes is our priority and we will provide the best possible care for all our student athlete's injuries, returning them to sport participation as quickly and safely as possible. We will do our best to be accessible to every athletic team, athlete, and coach whenever possible and to maintain the athletic training facility with the equipment and supplies necessary to provide proper care for athletic injuries. We will do our part in maintaining a safe environment for athletic practice and competition concerning both the condition of the field or venue and weather contingencies. We continuously strive to find new and effective treatments, rehabilitation techniques, conditioning techniques, and knowledge related to the needs and goals of our athletic program. Finally, we want the athletic training facility to be a positive environment where each student feels welcome and comfortable.

Objective of the Athletic Training and Sports Medicine Student Aide Program:

The program was designed to create an environment where students can observe and gain experience in the field of Sports Medicine. Student aides will gain knowledge of anatomy and physiology, relate injuries to the demands of sport, assist with immediate care of injuries once proper skills are obtained, observe and understand rehabilitation techniques while assisting athletes with basic rehabilitation exercises, assist with the applications of modalities and understand the effectiveness of each, and assist with general athletic training procedures during games and practices. The goal of the program, is to prepare our student aides for future education and professional responsibility in the healthcare profession.

Expectations and Policies for the Student Aide:

1) In order to participate in the Athletic Training and Sports Medicine Club, you must accomplish the following:

a. Complete and submit a team health emergency form

i. If you already have one on file with the Athletic Department from participating in another sport, please turn in a copy.

b. Complete and submit the bottom of this Policies form.

c. 1 recommendation letter from a teacher or administrator

2) Roles and Responsibilities:

- a. The student's role is to help complete everyday tasks pertaining to Athletic Training while learning sports medicine concepts. In the training room, you will be expected to help expedite the process by keeping track of who comes in and out of the training room for treatment and evaluation.
- b. Students will have the opportunity to learn skills in emergency management, concussion management, and injury prevention and management.

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- c. Under the supervision of the Certified Athletic Trainer, students will have the opportunity to perform basic taping techniques (ankle, wrist, thumb) and help carry out treatment protocols by applying ice/heat, assisting in therapeutic exercise, and massage treatment as directed by the AT.
- d. Other expectations of the student aid include daily maintenance of the athletic training room and equipment, and set up for games and practices.
- e. Student Aides can **NOT** give Tylenol, Advil, or any form of medication to the athletes. It is **ILLEGAL**. If you are caught handing out medication to an athlete, it will be thrown out, and you will be terminated from the program.
- f. Student Aides **CANNOT** share any information regarding an athlete's injury through text message, social media, or verbally say anything to anyone. The Athletic Training room is a health care facility and any athlete who is evaluated and treated by the Athletic Trainer or Doctor is protected under privacy acts (HIPPA). If you are caught sharing private health information you will be written up and you will not be able to attend practices or games the following week.
- g. Student aides will abide by and enforce all athletic training room rules and behave in a professional manner. Remember you are representing Team HEAL and the ATSMC.
- h. Student aides must maintain current CPR/First Aid/AED certification. This will be provided by the Sports Medicine Staff. Before this is completed, a student aide will not be unsupervised on any athletic field for a practice or a competition.
- i. Expectations and education of the student aides are guided by the NATA position statement on proper supervision of High School Athletic Training Student Aides. (See attached document)
- j. Address physicians, coaches, athletic directors, and officials respectfully. No first names.
- k. No conversing with athletes on the sidelines, unless they have asked for medical attention. They need to focus, you are not there to be a distraction.

3) Attendance:

- a. Student aides are expected to commit to 2-3 days per week. This must include at least one scheduled competition.
- b. A schedule of assigned days will be established at the beginning of the season. You are required to be in the Athletic Training Room the full day of your assigned day, and are responsible for attending any athletic event (ex: soccer/VB/FB game) that occurs on that day.
- c. Student aides are expected to be on time after school on days committed. If a student is going to miss a commitment, they must call or text the athletic trainer to notify them.

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- d. **Communication is imperative.** The more you communicate with me, the more I will try and work with your conflicts. If you are not able to make one of your scheduled days/events, you must call/text/email me **at least 24 hours in advance**, and find a replacement to cover your shift, just like a job.
 - i. 310-462-0751
 - ii. alejandra.jaime@lausd.net

4) Academics:

- a. Academics will always come first. If a student is unable to **maintain a GPA of 2.75** the student aide will be dismissed until the next grading period or until grades are improved.

5) Dress Code

- a. Non-event days in the ATR:
 - i. Athletic attire in good taste (athletic pants, Dorsey t-shirts/sweatshirts) and Team HEAL shirt.
- b. Volleyball/Soccer games:
 - i. Black athletic pants (no sweat pants) or khakis (shorts are allowed, must be of 5 inches in length for females), and a Dorsey Sports Medicine shirt.
- c. Football games (V/JV/F) and Track/Cross Country Invitational:
 - i. Dorsey Sports Medicine polo with khaki pants, capris, or shorts.
- d. Additional Dress Code regulations:
 - i. Tennis shoes must be worn at all times.
 - ii. Sleeveless shirts, dresses, or large jewelry are NOT permitted.
- e. If you fail to abide by the dress code, you will be written up, and possibly be asked to change or leave.

6) Consequences

- a. You are responsible for the consequences of your actions. The Athletic Training Room is a health care facility and your actions must be taken seriously. If you fail to abide by the rules and expectations, or are written up three times within four weeks, you can be terminated from the Athletic Training Student Aide Program.

The overall goal is to make this a positive and educational learning experience for students, while working as a team. Please sign below to acknowledge that you have read and understand the rules, policies, expectations, and consequences for acting as a Student Aide.

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Daily Athletic Training Room Responsibilities:

Part of making sure our athletes are healthy is maintaining a clean and organized athletic training room. The following needs to be done or checked at the end of every day. A checklist will be kept on the cork board in the athletic training room.

- Make sure rehab equipment is put away neatly and organized.
- Wipe down treatment tables and surfaces with Clorox wipes or Clear Gear.
- Empty any coolers that were used and set them upside down on a table to dry.
- Rinse well and wipe out any cooler that were used for anything other than water and clean the outsides if muddy or sticky.
- Soak any used water bottles and caps in the sink with warm water and soap.
- Empty and plug in any mini-water boys to charge.
- Empty the Game Ready and set it to dry.
- Make sure all radios are accounted for and charged.
- Restock taping stations and drawers as necessary.
- Add water to hydrocollater as necessary.
- Make heel and lace pads as needed.
- Make ice cups as needed.
- Alert the athletic trainer if you notice anything that needs repair or if there is a large item that needs to be restocked.

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Letter to Parents:

Dear Parent or guardian,

We are excited to have your son or daughter apply to become a member of our Athletic Training and Sports Medicine Club. We feel this is a great opportunity for students to gain exposure to a professional health care setting while creating friendships and having fun. It is important to us that you are aware of all that your son or daughter will be involved in as part of this club both because we want you to know what a great opportunity it is and because of the after school, Saturday, and late night commitments. It is also possible that your son or daughter will travel with us to an away event if they choose to and they have your permission. This will be addressed when those opportunities arise. School and personal vehicles will be driven in these events and the students will always be under our direct supervision.

Please read through this contract with your son or daughter and if you have any questions, don't hesitate to call me at 310-462-0751. If you would like more information on our sponsor and non-profit Team HEAL, you may visit www.teamheal.org. Once you are aware of all that is involved in this program, please sign below and return to Dr. Merriman.

Thank you! We are looking forward to a great year!

Dr. Alejandra Merriman, DAT, ATC, CES
Team HEAL Athletic Trainer
310-462-0751
alejandra.jaime@lausd.net

Student Name (Please Print)

Student Signature

Parent/Guardian Name (Please Print)

Parent/Guardian Signature