

BIRMINGHAM SOUTHERN COLLEGE

SCHOLAR-ATHLETE ATHLETIC TRAINING HANDBOOK

MISSION STATEMENT

The Birmingham-Southern College athletic training department is responsible for the care and well being of all BSC scholar-athletes. Athlete has been defined as any student participating in a BSC Athletic department activity. This program shall be responsible for directing the total health needs of the intercollegiate athlete.

BSC's Athletic Training program administers sports medicine services to all BSC athletes participating in athletics sanctioned by the NCAA. Services to be delivered will fall under the following domains: (a) prevention of athletic injuries, (b) evaluation and treatment of athletic injuries, (c) rehabilitation and reconditioning of athletic injuries, (d) documentation of athletic injuries and rehabilitation, and (e) continuing education of athletic training staff members.

The athletic training staff will maintain an excellent standard of care for all athletes at Birmingham Southern College. To accomplish this, the athletic training staff will remain up to date with current standards of practice, including current evaluation, treatment and rehabilitation protocols in conjunction with the ongoing research conducted by the National Athletic Trainer's Association. We will remain committed to the continuous improvement of the education, clinical skill development, and equipment used in the delivery of these services. This mission will be upheld to assure BSC's athletes the highest standard of care in the country.

TRAINING ROOM RULES

The athletic training room is a medical facility and should be considered as such by all persons entering the room. It is an extension of a doctor's office, not the locker room. Student-athletes should have a specific purpose for being in the athletic training room. It is not a place for gossip, negativity, or a rumor mill. It is a place for medical evaluation, treatment, rehabilitation, and consultation. Please keep the following general guidelines in mind while in the athletic training room.

1. Do not enter the office unless told to do so by the athletic training staff.
2. Wear proper attire for treatment. (guys must have on shirts)
3. No Hats on in Building.
4. Clothing should be BSC Issued or of neutral colors. Anyone wearing another schools clothing will be asked to change or turn the article inside out before they will be treated.
5. Be respectful with conversations. **NO PROFANITY**, discriminatory speech, or rude conversations will be tolerated.
6. Do not mess with any equipment in the athletic training room.
7. Do not open any cabinets or drawers without permission of the athletic training staff.
8. If you make a mess, clean it up.

9. Do not open the refrigerator.
10. Only enter the athletic training room if you are being treated, doing rehab, or have a question for one of the staff members.
11. Be on time for treatments, rehabs and appointments. If unable to make the appointment please call us in advance so that we can inform the proper facilities of the cancellation.
12. Absolutely no tobacco products will be allowed in the training room or by the taping table and rehab area.
13. Do not remove towels from the training room.
14. Do not remove tape in the training room.
15. No food or drinks in the athletic training room.
16. Absolutely no cell phone use in the athletic training room.
17. No shoes or cleats on treatment or taping tables.

STAFF

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HOURS OF OPERATION

While school is in session the training room will be open form 8:15 AM to 4:45 PM from Monday thru Friday. When school is not in session or on days when the college is closed the training room will be open on a sports coverage basis. If there are any changes to the hours of operation they will be posted on the front door of the training room.

MEDICAL EXPENSES

The Birmingham-Southern College Athletic Training Department will cover all costs of all medical bills resulting from participation in any BSC sanctioned practice, game, or event. However, the following medical expenses will not be covered:

- Medical bills associated with any appointment or procedure where the scholar-athlete did not receive approval for physician visit or medical procedure.
- Medical bills associated with any appointment or procedure where the scholar-athlete did not get a referral form from his/her supervising athletic trainer.
- Medical bills not associated with an injury or illness resulting from participation in any BSC sanctioned practice, game, or event.
- Medical bills that are due to an illness not directly caused by participation in any BSC sanctioned practice, game, or event.
- Medical bills that are from injuries that accrue after an athlete has completed his/her last in season competition of his/her last year of eligibility or the athlete quits or is terminated from the team.

An athlete has 3 months from the last in season competition of his/her last year of eligibility to report any injuries or problems that are resulting from participation in any BSC sanctioned practice, game, or event to the athletic training staff. If it is not reported by this time BSC will not be responsible for any costs accrued due to treatments of injury.

INJURIES

All injuries/illnesses are to be reported to the athletic training room immediately upon occurrence or immediately the morning following occurrence by 11:00 AM. It is your responsibility as a student-athlete to inform the athletic training staff as soon as possible of any and all injuries or illnesses regardless if it was incurred during a BSC sanctioned practice or game. If you become injured it is your responsibility to attend all scheduled rehabilitative sessions **ON TIME**. It is your responsibility to inform the athletic training staff if you will not be able to attend a scheduled rehabilitative session. It is your responsibility to make your schedule available to the athletic training staff so that the staff can schedule any medical services needed. It is your responsibility to attend all scheduled medical services (Doctor/Dentist visits, Physical Therapy, Testing, Surgery, etc.) pertaining to your injury. It is your responsibility to inform the athletic training staff if you will not be able to attend a scheduled medical service in a timely fashion before the scheduled start time. If you become injured, it is your responsibility to report to the athletic training room before and after every practice for treatment. If you become injured, it is your responsibility to continue to attend all team practices meetings, games, and functions unless otherwise informed. Treatment and/or rehabilitation **WILL NOT** be scheduled during practice or meeting times. It is your responsibility to continue to meet with the athletic training staff until informed otherwise by the athletic training staff. If a

student-athlete becomes injured through sanctioned participation or play with Birmingham-Southern College Athletic Department or team, the student-athlete's injury should be evaluated and documented by a member of the athletic training staff as soon as possible. The Athletic Department assumes no financial responsibility or legal responsibility for any injury or condition that occurs outside of practice or competition on a BSC athletic team. This will allow us to maintain a prompt and high level of care.

PHYSICIAN REFERRALS

A staff member must approve and schedule all physician referrals for scholar-athletes. It is our policy to accompany all athletes to appointments when possible. In order to attend any appointment with or without a staff athletic trainer you must obtain a referral form from your supervising athletic trainer. If you choose to not get this form from your supervising athletic trainer then BSC will not be responsible for any costs that accrue for that appointment. This is for all appointments, athletic related and non athletic related. All athletes are required to see our network of physicians, unless allowed to leave our network by the Head Athletic Trainer. The Athletic Training Department is not financially responsible for general illnesses not directly related to athletic participation such as cough, cold, flu, etc. However, the Athletic Training Department will assist you with a referral to student health services or a primary care physician at your expense. In emergencies, medical care will be arranged immediately for the student-athlete by the athletic training staff. If a student-athlete wishes to be seen or not to be seen by a specific physician, it is the student-athlete's responsibility to inform the athletic training staff.

MEDICATIONS

Birmingham-Southern College athletic training staff will administer over-the-counter medications at their discretion. It is the responsibility of the athletic trainer to check for any allergies and/or drug interactions before giving out the medications. Prescription drugs will only be dispensed under the direct authorization of the team physician. Birmingham-Southern College will not cover the cost of any prescription medications unless it is directly related to a surgery due to athletic related injuries sustained during a BSC sanctioned practice, game, or event.

INSURANCE

All student-athletes at BSC are required to possess primary health insurance that will cover all doctors in our network in Alabama. Student-athletes who do not possess primary insurance must obtain and show proof of insurance prior to participation in any practice or competition.

Birmingham-Southern College will act as a secondary insurance to the athlete's primary insurance with all injuries and illnesses that are directly related to BSC sanctioned athletic competition or activities. The head athletic trainer is responsible for filing and paying all approved medical bills. Any bills that accrue from an injury from participation in any BSC sanctioned practice, game, or event, should be immediately forwarded to the head athletic trainer for payment or processing.

DRUG TESTING

All BSC student-athletes and managers are subject to drug testing throughout each year, including summer. Student-athletes may be selected for drug testing by either one of two methods: random selection or reasonable suspicion. Reasonable suspicion may arise from information provided by teammates, coaches, and/or BSC faculty/staff. Information may be based on reports from reliable individuals, personal observation of drug use or noticeable changes in a student-athletes behavior or attitude.

The athletic department will arrange for the drug test and administer the test under the supervision of the athletic training staff. The refusal of a drug test by any student-athlete or manager will be considered an admission of guilt and subject to disciplinary actions as set forth in this policy. Any student-athlete or manager who tests positive in a drug test is subject to the following disciplinary actions:

- Notification of test results will be given to the SA/manager's parents, coach, athletic director, trainer, campus police, and the office of student affairs.
- Drug counseling will be required of any SA/manager who tests positive in a random drug test. The SA/manager may be required to pay for the counseling sessions.
- The SA/manager is subject to additional periodic drug tests at the discretion of the athletic department.
- The SA/manager understands that his/her coach has the option of imposing stricter penalties as part of the coach's "team rules".

If the student-athlete / manager tests positive during a second drug test, the case will be handed over to the Office of Student Affairs for disciplinary procedures. Additionally, if the student-athlete has not been suspended by the college, then he/she will continue to be subject to sanctions set forth by his/her coach.

Any subsequent positive drug tests would again be handed over to the Office of Student Affairs for disciplinary procedures.