

Sports Medicine Student Application

Please note to apply you must have a 3.0 GPA and be CPR certified by the time you start. Before you apply, please have the following ready to upload or input. **You will NOT be able to edit your application, you cannot save or come back later so please be sure to have everything ready to go!**

Answers Ready For:

- CPR Certification Date or Scheduled Class Date
- Hepatitis B Series of Shots Dates

Short Answers Ready for the Below Questions:

- Briefly Explain Your Career Plans/Goals
- Briefly Explain Why You Would Like to Become a Student Athletic Trainer at Virginia Tech
- Previous Medical/Sports Medicine Experience

Fill Out, Sign, Date and Have Ready to Upload:

- Below Confidentiality Form. *Saved as: Last Name Conf*
- Below Dress Code Form. *Saved as: Last Name Dress Code*
- Below Handbook Acknowledgement of Review. *Saved as: Last Name Handbook*

Saved and Ready to Upload:

- Unofficial Transcript (Showing Most Recent Cumulative GPA.) *Saved as: Last Name Transcript.* If you are a freshman and only have your High School transcript, you do NOT need to upload a transcript.
- CPR Card or Scheduled Class Registration Ready to Upload. *Saved as: Last Name CPR*

Link to Handbook: <https://hokiesports.com/SportsMedStudentHandbook>

Ready to Apply: <https://goo.gl/forms/0H8liWmpyq8BrLsk2>

If you have any questions, please email Erin Cash, cash@vt.edu

**VIRGINIA TECH SPORTS MEDICINE
Confidentiality Statement**

All patient Protected Health Information (PHI—which includes patient medical and financial information), employee records, financial and operating data of the practice, and any other information of a private or sensitive nature are considered confidential. Confidential information should not be read or discussed by any student aide unless pertaining to his or her specific job requirements. All information related to a student-athletes play/practice status, status on the team or coaching evaluations are also considered confidential and will be treated the same as PHI. Examples of inappropriate disclosures include:

- Student aides discussing or revealing PHI or other confidential information (Team Information) to friends or family members.
- Student aides discussing or revealing PHI or other confidential information (Team Information) to anyone without a legitimate need to know.
- The disclosure of a patient's presence in the office, hospital, or other medical facility, without the patient's consent, to an unauthorized party without a legitimate need to know, and that may indicate the nature of the illness and jeopardize confidentiality.

The unauthorized disclosure of PHI or other confidential information by student aides can subject each individual student aide and the practice to civil and criminal liability. Disclosure of PHI or other confidential information to unauthorized persons, or unauthorized access to, or misuse, theft, destruction, alteration, or sabotage of such information, is grounds for immediate disciplinary action up to and including termination.

Student Aide Confidentiality Agreement

I hereby acknowledge, by my signature below, that I understand that the PHI, other confidential records, and data to which I have knowledge and access in the course of my assignment with Virginia Tech Athletics is to be kept confidential, and this confidentiality is a condition of my position. This information shall not be disclosed to anyone under any circumstances, except to the extent necessary to fulfill my assignment requirements. I understand that my duty to maintain confidentiality continues even after I complete my assignment.

I am familiar with the guidelines in place at Virginia Tech Sports Medicine Clinic pertaining to the use and disclosure of patient PHI or other confidential information. Approval should first be obtained before any disclosure of PHI or other confidential information not addressed in the guidelines and policies and procedures of Virginia Tech Sports Medicine is made. I also understand that the unauthorized disclosure of patient PHI and other confidential or proprietary information of Virginia Tech Athletics is grounds for disciplinary action, up to and including immediate dismissal.

Printed Name _____ Signature _____ Date _____

Sports Medicine Professional Appearance Policy

Appropriate Sports Medicine Attire:

Remember, we are professionals so we need to represent ourselves in that way. By being dressed professionally, we are sending the message that we take our jobs seriously. If the staff athletic trainer deems the student to be inappropriately dressed for their duties, then the student will be excused until they can comply with proper dress.

General Guidelines:

1. Dress should be **clean, neat, and functional**.
2. Practice good hygiene. Hands should be clean and fingernails short. Use discretion in make-up, perfume, cologne, hair, jewelry, etc.
3. During practice, dress should be appropriate for weather if necessary.
4. Clothing should not have any visible holes, patches, or frayed bottoms.
5. Hair should be groomed neatly and pulled back from face.

Clothing:

6. Shirts need to say Virginia Tech only (no other schools.) No tank tops, spaghetti straps or cut offs.
7. Shirt tails need to be tucked in.
8. Acceptable Shorts:
 - a. Khaki Shorts that are not cargo.
 - b. Mesh/Athletics Shorts that are VT or plain.
 - c. Shorts need to be at appropriate length and size for doing physical lifting. Shorts should be to or past fingertips when arms hang to your side.
9. Acceptable Pants:
 - a. Khaki Pants
 - b. Wind Pants that are VT; or Solid: Black, Gray, Maroon
 - c. Yoga Pants or Capris that are ONLY Solid: No See Through or Mesh Parts
10. Capri's are acceptable, but if told to wear shorts or pants, these do not apply
11. Hats-Only to be worn outside. VT only or Solid Maroon/Orange (Nike)
12. Outerwear needs to be solid black or VT.
13. Open-toed shoes/sandals cannot be worn. Closed toed shoes and athletic type shoes are appropriate. This is due to OSHA regulations.
14. Those working indoor sports should check with their staff athletic trainers as to the attire for games.
15. Any team issued gear is acceptable for wear at those practices. Please try to limit wearing a different sport name to practice.
16. The following is inappropriate and unacceptable attire:
 - a. Cut-offs
 - b. Sandals, clogs, heels, or other non-functional footwear
 - c. Jeans
 - d. Tank tops/Halter tops
 - e. Bralettes
 - f. Bare Midriff
 - g. Spandex
 - h. See Through or Mesh Yoga Pants or Capris

I have read this document and understand that if I do not adhere to this I can be asked to leave my duties until I comply with this dress code.

Printed Name _____ Signature _____ Date _____

Handbook Acknowledgment of Review

I have read and understand the current VTSM Student Aide Handbook posted on the VT Sports Medicine website (<https://hokiesports.com/SportsMedStudentHandbook>) I understand that I am to abide by all guidelines and policies in the Handbook. I understand that any failure to do so may result in dismissal from the VTSM Student Aide Program. I also understand that the Handbook will be updated as necessary and that I will be responsible for reviewing the updates when update alerts are posted.

Printed Name _____ Signature _____ Date _____