

VIRGINIA TECH SPORTS MEDICINE STUDENT AIDE APPLICATION

LAST NAME _____ FIRST NAME _____
VT ID# _____ GENDER _____
BIRTHDATE _____ E-MAIL _____
YEAR IN COLLEGE _____ EXPECTED GRADUATE DATE _____
TYPE OF STUDENT (Field Study-State Hours Required, New Volunteer) _____
SEMESTER/YEAR OF APPLICATION (Summer 1 2017, Spring 2018) _____
BLACKSBURG PHONE NUMBER _____
BLACKSBURG ADDRESS _____
MAJOR FIELD OF STUDY AT COLLEGE _____

Briefly explain your career plans/goals:

Briefly explain why you would like to become a student athletic trainer at Virginia Tech:

EMERGENCY CONTACT INFORMATION:

LAST NAME _____ FIRST NAME _____
RELATION TO YOU _____ CELL PHONE _____
E-MAIL ADDRESS _____

LOCAL EMERGENCY CONTACT INFORMATION:

LAST NAME _____ FIRST NAME _____
RELATION TO YOU _____ CELL PHONE _____
E-MAIL ADDRESS _____

PREVIOUS MEDICAL/SPORTS MEDICINE EXPERIENCE:

SKILLS INFORMATION:

Are you CPR certified (You must be certified by the time you start) YES NO
If yes, when did you receive your certification? _____
Have you started the Hepatitis B series of shots: YES NO
If yes, which shots have you had? SHOT 1 SHOT 2 SHOT 3
If yes, what were the dates? _____ _____ _____
Have you taken the Athletic Injuries class: YES NO
If yes, when did you take the class? _____

Please note you must have a 2.75 GPA to be considered

Please email or bring this completed form with a **copy of your unofficial transcripts** to:
Erin Cash, Hahn Hurst Athletic Training Room Work: (540) 231-4214 E-mail: 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 employee/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:

- Employees/student aides discussing or revealing PHI or other confidential information (Team Information) to friends or family members.
- Employees/student aides discussing or revealing PHI or other confidential information (Team Information) to other employees 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 employees/student aides can subject each individual employee/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.

Employee/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 employment/assignment with Virginia Tech Athletics is to be kept confidential, and this confidentiality is a condition of my employment. This information shall not be disclosed to anyone under any circumstances, except to the extent necessary to fulfill my job requirements. I understand that my duty to maintain confidentiality continues even after I am no longer employed/assigned.

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.

Date

Signature of Employee/Student Aide

Print Name

Supervisor

Sports Medicine Dress Code

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 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. Females: 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
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. Bare Midriff
 - f. Spandex

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 _____