

Graduate-Assistant Athletic Trainer and Affiliated Site Evaluation

Date: _____

Clinical Affiliate Site: _____

Evaluator: _____

This evaluation of you and your clinical affiliate site is very important for the continued improvement of our Athletic Training Education Program. This evaluation will serve as documentation regarding the educational capacity of the clinical site and as documentation of compliance with governing agencies.

Affiliated Site Policies and Procedures Manual

Document is complete and accurate	Yes	No
Hard copies are available at the affiliated clinical site	Yes	No
Clinical site meets OSHA standards	Yes	No
Appropriate Biohazard Equipment	Yes	No
Exposure control plan posted	Yes	No
Standard Policies and Procedures on-site	Yes	No

Maintaining Clinical Documents and Activity Folder

*GA-ATC will maintain all professional documents necessary to comply with National and State practice acts and update a hard copy at your Affiliated Clinical Site. **Documentation of Professional Communication: KEEP ALL SIGNED Documentation of Professional Communication forms in your On-site Activity Folder. A hard copy of all information and documentation is kept at Affiliated Clinical Site***

Folders for individual documents	Yes	No
Coach's packet documents updated	Yes	No
Documentation of communication	Yes	No
FL Athletic Training License	Yes	No
Proof of Athletic Training Certification	Yes	No
Current CPR/AED for the Professional Rescuer	Yes	No
Standing Letter of Orders, signed by team physician	Yes	No
HIPAA certification	Yes	No
Certificate of Professional Liability Insurance	Yes	No
Individual schedule (class)	Yes	No
AT Room hours posted	Yes	No

Maintaining Injury Evaluation and Rehabilitation Documentation

Accident/Injury Reports	Yes	No
Athletic Training Daily Treatment Log	Yes	No
Athletic Training Daily Sign-in Sheet	Yes	No
Weekly Activity Log (Physician Communication)	Yes	No
Initial Evaluation form / Rehabilitation records	Yes	No
Emergency Contact forms	Yes	No
Document storage appropriate	Yes	No
Confidentiality form	Yes	No

For each of the following items, indicate the Graduate Assistant Athletic Trainer's performance in each of the areas below.

Personal Attributes

Attributes	Poor	Below Average	Average	Above Average	Excellent	Inadequate Opportunity To Observe
Attitude / Demeanor	1	2	3	4	5	NA
Enthusiasm	1	2	3	4	5	NA
Preparation	1	2	3	4	5	NA
Reliability	1	2	3	4	5	NA
Maturity	1	2	3	4	5	NA
Initiative	1	2	3	4	5	NA
Cooperation	1	2	3	4	5	NA
Judgment / Attention to Risk	1	2	3	4	5	NA
Professional Appearance	1	2	3	4	5	NA
Punctuality	1	2	3	4	5	NA
Professionalism	1	2	3	4	5	NA
Professional relationship with student athletes	1	2	3	4	5	NA
Professional relationship with coaches	1	2	3	4	5	NA
Professional relationship with supervisor	1	2	3	4	5	NA
Professional relationship with peers	1	2	3	4	5	NA
Professional relationship with team physician / allied health personnel	1	2	3	4	5	NA
Professional relationship with administration	1	2	3	4	5	NA
Oral Communication Skills	1	2	3	4	5	NA
Written Communication Skills	1	2	3	4	5	NA
Ability to accept constructive criticism	1	2	3	4	5	NA
Leadership qualities	1	2	3	4	5	NA
Awareness	1	2	3	4	5	NA
Dependability	1	2	3	4	5	NA

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Work Ethic	1	2	3	4	5	NA
Organization / Time Management	1	2	3	4	5	NA
Creativity	1	2	3	4	5	NA
Ability to handle pressure situations	1	2	3	4	5	NA
Loyalty	1	2	3	4	5	NA

Comments and Concerns: (Please comment on any rankings of 1 or 2, below)

Athletic Training Skills & Techniques

For each of the following items, indicate the Graduate Assistant Athletic Trainer’s knowledge, skills, abilities and performance in each of the areas below.

Skills	Poor	Below Average	Average	Above Average	Excellent	Inadequate Opportunity To Observe
Prevention of Injuries	1	2	3	4	5	NA
Evaluation & Management of Injuries	1	2	3	4	5	NA
Therapeutic Modalities	1	2	3	4	5	NA
Rehabilitation of Injuries	1	2	3	4	5	NA
First Aid & Emergency Care	1	2	3	4	5	NA
Record keeping	1	2	3	4	5	NA
Insurance Procedures	1	2	3	4	5	NA
Organization & Administration	1	2	3	4	5	NA
Education & Counseling of Student-Athletes	1	2	3	4	5	NA
Decision Making	1	2	3	4	5	NA
Demonstrates Confidence	1	2	3	4	5	NA
Demonstrates critical thinking	1	2	3	4	5	NA
Demonstrates problem solving	1	2	3	4	5	NA
Understands limitations	1	2	3	4	5	NA
Uses equipment and resources appropriately	1	2	3	4	5	NA
Seeks advice for improvement	1	2	3	4	5	NA

Comments and Concerns: (Please comment on any rankings of 1 or 2, below)

Summative Comments and Recommendations

Identify strengths and areas needing improvement.

Areas of Strength:

Areas Needing Improvement:

Signature, Post-Professional Athletic Training Education Faculty

Date

Graduate Athletic Trainer Performance Dimensions

Professional Dimensions	Sample Behaviors
Attitude/Demeanor refers to the manner in which the athletic trainer approaches his / her clinical assignment.	a) Comes willing to work b) Performs duties with a smile c) Learns from every experience d) Tries new things & open to new opinions
Enthusiasm refers to the athletic trainer demonstrating excitement and a willingness to learn, help others, and improve.	a) Excited to learn new things b) Comes early and stays late c) Investigates new knowledge on cases d) Volunteers for extra tasks
Preparation refers to the athletic trainer coming prepared with the necessary components to perform at the site.	a) Comes dressed appropriately b) Brings fanny pack and other necessary / required equipment c) Completes duties as assigned
Reliability refers to the athletic trainer coming on time and doing the things he/she is told to do.	a) Does everything that is asked of him/her b) Is on time to all events c) Performs tasks as instructed
Maturity refers to the athletic trainer acting as a professional at all times	a) Accepts role of being a graduate assistant b) Is not obnoxious or annoying c) Does not complain d) Does not distract others
Initiative refers to the athletic trainer doing things that need to be done without being told as well as learning on their own.	a) Finds what needs to be done and does it. b) Starts working immediately c) Volunteers to do other tasks
Cooperation refers to the athletic trainer fulfilling all duties and responsibilities of the clinical assignment.	a) Does not avoid performing duties. b) Follows team / coaching staff's guidelines c) Willing to do the monotonous tasks d) Does not complain.
Judgment/Attention to Risk refers to the athletic trainer maintaining a safe and ethical environment for the well being of the physically active.	a) Thinks of the well being of the athlete b) Maintains safe working conditions c) Is ethical in action and word d) Acts to prevent any harm to the athlete
Personal Appearance refers to the athletic trainer dressing professionally at all times and in accordance with the sports medicine department's policies and procedures.	a) Well groomed b) Practices proper hygiene c) Dresses professionally at all times d) Wears appropriate jewelry/apparel
Punctuality refers to the athletic trainer being on time to all events, practices and other activities.	a) Always early to events b) Never late to practices or events c) Performs all duties in proper time frame
Professionalism refers to the athletic trainer acting in a dignified respectable manner.	a) Is honest in all dealings b) Treats others with respect and dignity c) Refrains from gossiping or belittling
Professional relationship with student athletes refers to the athletic trainer refraining from flirting or other unprofessional behavior.	a) Respects the confidentiality of the athlete b) Does not flirt or court c) Does not abuse or inflict pain on athlete

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Professional Dimensions	Sample Behaviors
Professional relationship with coaches refers to the athletic trainer treating coaches with respect and loyalty, always in a professional manner.	a) Respects coaches role b) Loyalty to the team and the coach c) Talks to coach in respectful manner
Professional relationship with supervisor refers to the athletic trainer understanding the supervisor's role and respecting their decisions.	a) Does everything he/she asks them to do b) Accepts them as their teacher c) Respects their decisions and actions d) Doesn't back bite or disrespect supervisor
Professional relationship with peers / colleagues refers to the athletic trainer respecting the other professionals in a positive manner.	a) Does not annoy or distract other students b) Encourages other students to do better c) Helps others with tasks d) Treats other students with respect
Professional relationship with team physician / allied health personnel refers to the athletic trainer's professionalism and respect for the team physician and other allied health personnel.	a) Respects the physicians opinion b) Show gratitude when necessary c) Asks physicians opinion / refers to physician when appropriate
Professional relationship with administration refers to the athletic trainer respecting all of the administrators related to the athletic programs.	a) Respects administration, etc. b) Addresses officials with proper titles c) Does not back bite or gossip
Oral Communication Skills refers to the athletic trainer properly communicating with the sports medicine team, student-athletes, administration, etc.	a) Asks for help when needed b) Expresses concerns when appropriate c) Communicates to coaching staff about injuries, etc.
Written Communication Skills refers to the athletic trainer's communication skills in a written form.	a) Prepares written injury reports on a daily basis b) Adequately expresses self in a written format
Ability to accept constructive criticism refers to the athletic trainer accepting advice on how to better ones skills and professionalism.	a) Tries new techniques when shown b) Is not offended when corrected c) Takes criticism well and learns from it
Leadership qualities refers to the athletic trainer's ability to take charge when necessary and to assume proper leadership roles.	a) Leads others to do better b) Takes charge of getting tasks done c) Looks for ways to improve
Awareness refers to the athletic trainer being alert to responsibilities and taking initiative without being told.	a) Finds things that need to be done b) Takes initiative in being creative c) Handles uncomfortable situations
Dependability refers to the athletic trainer being on time and responsible to duties.	a) Does everything that is asked of him/her b) Performs duties and tasks properly c) Always does things right

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Professional Dimensions	Sample Behaviors
Work Ethic refers to how hard the athletic trainer works while on site	a) Completes tasks at 100% b) Does not take short cuts
Organization / Time Management refers to how the athletic trainer manages his / her time in completing the required tasks	a) Manages time effectively with regards to studies, duties, etc. b) Completes tasks in organized & efficient way c) Completes tasks by the deadline
Creativity refers to the athletic trainer being creative in his/her duties, etc.	a) Designs creative approaches to problems
Ability to Handle Pressure Situations refers to the athletic trainer's mannerisms in pressure situations	a) Remains calm b) Maintains composure c) Handles situations appropriately
Loyalty	a) Demonstrates loyalty to the coaching staff & team when appropriate. b) Demonstrates loyalty to the athletic training department
Demonstrates Confidence refers to the athletic trainer not being hesitant or unsure of using knowledge.	a) Performs tasks w/confidence b) Exhibits confidence through actions & words c) Does not have to stop and think
Decision Making refers to the athletic trainer being able to make a decision in an efficient manner	a) Makes proper decisions with regards to the student-athlete b) Understands when to not allow play
Demonstrates critical thinking refers to the athletic trainer being able to analyze and comprehend a situation.	a) Able to think through a problem and/or situation b) Understands most effective solution to problem / situation
Demonstrates problem-solving skills refers to the athletic trainer being able to solve problems.	a) Able to effectively & efficiently solve problems presented.
Understands limitations refers to the athletic trainer staying within their ability level	a) Only uses knowledge they have b) Does not perform tasks of a higher level c) Knows when to refer to a physician
Uses equipment and resources appropriately refers to the athletic trainer being able to use equipment properly and to utilize equipment available.	a) Uses available equipment & resources to their fullest b) Knows when & how to use available equipment
Seeks advice for improvement refers to the athletic trainer asking questions when unsure of oneself	a) Asks for help when needed b) Asks for ways to improve