Coastal Carolina University
Athletic Training Department
Policy and Procedure Manual
Practice/Event Coverage
Revised/Reviewed 7/2011

PRACTICE/EVENT COVERAGE

Definition of Practice and Activities
The following definitions will be used to determine athletic training staff coverage:

Championship Season
The segment of the sport's playing season that concludes with the national championship.

Non-Championship Season
The remaining, or second segment of the NCAA approved playing season.

Off-Season
Any activity that falls outside of the approved playing season. The playing season extends from the first date of practice to the final date of competition.

Promotional Event
Events that do not appear on the official CCU Intercollegiate schedules.

Practice Coverage
The Head Athletic Trainer based on the following criteria makes practice coverage assignments:

1. Facility
2. Number of Participants
3. Nature of Activity (potential for life threatening situation)
4. Seasonal Priority

The following sports may receive on-site coverage for their championship and non-championship season practices according to the above guidelines:

1. Football
2. Men's and Women's Basketball
3. Baseball
4. Softball
5. Men's and Women's Soccer
6. Volleyball
7. Men's and Women's Track and Cross Country

Coverage for teams begins with the first practice of their championship and non- championship season and ends with the last intercollegiate contest for that season. Teams are entitled to coverage for all non-traditional activities according to the seasonal priorities within normal practice hours.

The Athletic Training Staff will receive a seasonal schedule of events and monthly practice schedules from each coach that will be updated as changes occur. The coach must still notify the

Athletic Training Staff of any change in their practice times and facility at least two days prior to the change. A coach may forfeit coverage of activity if this procedure is not followed.

All **non-championship seasonal** practices should begin and end within normal operating hours of the athletic training room. Every effort should be made to hold weekend practices during a time, which facilitates coverage by the training room. When conditioning or weight lifting workouts outside our normal hours of operation occur, the coaching staff is responsible for the care and well being of the athletes. Cooperation by coaches in these matters is extremely important to enable our staff to meet the ever-increasing demands of our department. It is also important for all coaches to maintain updated CPR and First Aid certification in case of an emergency. At all practices without an athletic trainer on site, a coach must have the immediate availability of a cell phone in case of an emergency (Coaches should also be aware of the location of blue phones throughout campus. He or she must also be familiar with the emergency procedures.

Summer hours for rehabilitation and treatments will be by appointment only, and subject to the approval of the Head Athletic Trainer.

Coverage of Promotional Events

The Athletic Training Staff must be compensated for coverage of any promotional activity or any event not included on the official University competitive schedule. This coverage and compensation must be pre-arranged and a schedule of activities and responsibilities agreed upon and strictly followed. The sport will be financially responsible for the cost of all supplies used during those activities.

Neutral Event or Practice Coverage

All non-Coastal Carolina University intercollegiate teams should provide their own medical personnel and be responsible for their own needs. A University Staff member (coach) should be present at all times.

Away Event Coverage

The following teams will be provided travel coverage for their championship season competitions according to the nature of the event, the nature of the trip, the availability of resources provided by the host institution, and the availability of our Athletic Training Staff.

<u>Full-time Staff</u>:

1. Football
2. Men's and Women's Basketball
3. Men's and Women's Soccer
4. Baseball
5. Softball
6. Volleyball
7. Men's and Women's Track and Field

The following teams will not be provided travel coverage:

1. Cheerleading
2. Men's and Women's Cross Country (except BSCTC & NCAA events when staff is available)
3. Men's and Women's Golf
4. Men's and Women's Tennis

The Athletic Training Staff will:

1. Provide first aid and taping supplies for a team to take on the road.
2. Call a host institution prior to our team's arrival to arrange treatments and investigate the available resources and coverage to be provided.

Coaches must notify the athletic trainer of exact departure times for trips at least one week prior to that trip.

Home Event Coverage

The following teams will not be provided on-site coverage for either championship or non-championship season competitions, but will be provided home event support services, according to seasonal priority, the nature of the event and the availability of the Athletic Training Staff and resources:

1. Golf
2. Cheerleading

A request for support services must be made at least one week prior to the event.

<u>Championship Season</u>
The following teams will be provided on-site home event coverage according to seasonal priority, the nature of the event, and the availability of the Athletic Training Staff:

1. Men's and Women's Basketball
2. Football
3. Baseball
4. Men's and Women's Cross Country
5. Softball
6. Men's and Women's Soccer
7. Men's and Women's Track and Field
8. Volleyball
9. Men's and Women's Tennis

<u>Non-Championship Season</u>
All teams will be provided on-site home event coverage according to seasonal priority, the nature of the event, and the availability of the Athletic Training Staff.

Use of Athletic Training Room Facilities
The athletic training room and medical facilities are available for student-athletes participating in University intercollegiate athletics. The facilities are also available to visiting teams on a reciprocal courtesy basis.

In an emergency situation involving individuals outside the athletic program (e.g. physical education, intramurals, or recreation programs) first aid will be administered and further medical assistance summoned.

The athletic training room will be locked at all times when not in use for intercollegiate athletics. These facilities are under the direct supervision of the Head Athletic Trainer and the athletic training staff. No one is allowed to use these facilities without the knowledge and approval of the athletic training staff.
A member of the athletic training staff must administer all therapeutic modalities.

Athletic Training Room Schedule

1. Provisions will be made to have the training room open during normal operating hours (8:00AM – 5:30PM), Monday through Friday, and by appointment on Saturday and Sunday.
2. Treatment hours outside of the general athletic training room hours will be arranged according to the availability of the athletic training staff and the needs of the athletes.
3. If, in an emergency, the athletic training room is not open, the injured athlete should be taken to either: 1) Conway Hospital Emergency Room, 2) Student Health Services (8:30AM – 5PM, M-F), depending on the severity of the problem.
4. Appropriate care will be provided for the athletes in all sports whenever possible. Priority will be given to teams in-season.