Heads Up!

The BOC wants you to submit your Continuing Education Units ONLINE!

December 31, 2005 is fast approaching! The quickest and easiest way to submit CEU’s is to enter them online.

Go to www.bocafe.org and click on the ATC Online™ link to enter and track CEU’s.
The BOC hosted the second Athletic Trainer Regulatory Conference in Omaha, Nebraska July 22-23, 2005. The purpose of the conference is to create a network of communication among state athletic trainer leadership and state regulatory agencies.

Paul Grace, the first Executive Director for the BOC serving from 1982-1997, opened the conference by discussing Public Protection v. Professional Protection. Bill Finerfrock, NATA lobbyist, demonstrated how to communicate with different types of legislators one might be confronted with during either sunrise or sunset reviews by leading a mock hearing. Other presentations included Statutory v. Regulatory Language, Standards of Practice v. Scope of Practice, Importance of a National Exam, State Disciplinary Procedures, BOC Disciplinary Procedures and Medical Ethics. Attendees also had the opportunity to participate in round table discussions. Denise Fandel, current Executive Director for the BOC, closed the conference with her presentation \textit{AT 2025: How Did We Do?}, a review of athletic training history as well as a vision for the future.

Steve McInerney, President of Illinois Athletic Trainer’s Association, writes about his experience and inspiration he and his colleagues found in Salt Lake City in 2004: “The energy was awesome and the enthusiasm was contagious. The three of us sat down and rewrote our practice act that Saturday evening. We utilized what we had learned regarding inflammatory language, effective ways to garner support, and reaching out to our legislators. Once our draft was finished with the appropriate changes, educational upgrades and vital components that would allow for athletic training to be able to grow in various settings in Illinois, we realized we were on to something. Upon return to Illinois, I called my State Representative and made an appointment. On April 13th, 2005 I received a call from Rep. Millner that our

\textit{continued on page 7}
In 1970, the first exam was administered in Waco, Texas to 14 candidates. In 2005, we surpassed 30,000 certified athletic trainers. That’s a lot of Athletic Trainers (ATs).

Accomplishing our mission to protect the public while serving so many ATs and prospective ATs necessitates that we consistently deliver, evaluate and improve our services. The outstanding staff of the BOC devotes 100% of its effort to this task. As the new president of the Board of Certification, I take great pride in updating you on our efforts.

From Paper to Pulse
The transition to computer based delivery of our examination is top of mind for many. Respecting the adage, “Measure twice; cut once,” we are in the process of selecting a vendor, incorporating content from the practical portion of the examination into this new medium and determining a strategy so that all candidates are informed and treated fairly. All of this must be done within the parameters of maintaining a valid and reliable exam (no small task). All relevant stakeholders will be informed as the time frame for implementation becomes more apparent.

Board Elections
Our election for two new athletic trainer Board members is underway. In an unprecedented show of interest, 37 ATs submitted nominations for consideration as Board members. Working overtime, our Nominating Committee, chaired by Dave Regier, identified the areas of expertise needed by the Board, culled the number of applicants, interviewed 11 and presented a slate of six outstanding candidates for vote. Ballots were recently mailed, either via surface mail or email, to all certified athletic trainers, and we expect an excellent voting turnout.

ATC ONLINE™ CEU Reporting
The current CEU reporting period ends on December 31, 2005. Using ATC Online™ to record and submit CEUs is quick, easy and prevents loss by filing cabinet. If you are one of 14,793 ATs who hasn’t yet converted, try it today – you’ll quickly be convinced of its utility. Remember to keep your hard copies of CEU verification in the event of an audit.

Regulatory Summit
The BOC sponsored our second Regulatory Summit in July. Meeting in Omaha, over 100 representatives from athletic training organizations and state regulatory agencies came together, focused on the goal of how to achieve uniform regulation that recognizes the BOC credential in all 50 states. Brad Sherman and his planning committee organized an excellent program, with topics ranging from thought-provoking ethical questions to practical tips on working with state governments. The BOC is committed to helping states with the regulatory process.

Paul Grace Leadership Award
Developed to recognize Paul’s contributions, the Paul Grace Leadership Award is now established. As Executive
Frequently Asked Emergency Cardiac Care (ECC) Questions

Q. How many CEUs do I get for my ECC course?
   A. You receive one CEU per contact hour.

Q. What courses meet the BOC’s requirement?
   A. The following is a list of programs that meet the BOC’s ECC requirement. There may be other programs available that the BOC is not aware of.

CPR/AED for the Professional Rescuer
American Red Cross
BLS For Healthcare Providers
American Heart Association
CPR For Professionals
American Safety & Health Institute
Professional Rescuer CPR
National Safety Council
First Responder CPR/AED
American Academy of Orthopedic Surgeons
Basic Life Support for Professionals (BLSPRO)
Medic First Aid
ACLS – American Heart Association (can claim the CPR/AED portion of the course)
Healthcare Provider CPR/AED
Emergency Response Institute
Immediate Life Support
Resuscitation Council (UK)
CPR Basic Rescuer (LEVEL C)
Canadian Red Cross
CPR Advanced
International Emergency Medical Association
CPR For the Professional Rescuer
American Red Cross-Japan Athletic Trainer Organization
AED Essentials
American Red Cross-Japan Athletic Trainer Organization

Q. How do I document the number of hours?
   A. You will not have documentation of the number of hours. You will report the number of hours that you attended, excluding breaks. We have contacted the various providers and have an average number of hours that it takes to complete most courses.

Q. Do I get credit for courses taken in 2003 and 2004?
   A. Yes – if the course was taken after you were certified and if you still have the cards for documentation purposes. Courses from prior years do not necessarily need to meet the current requirements. The most current course, at the time of your final CE submission, needs to meet the current BOC Emergency Cardiac Care requirement.

Q. Does ACLS count for the ECC requirement?
   A. Yes - ACLS is normally 16 hours of training. You can claim those hours dedicated to the CPR/AED portion of the training… usually up to 8 hours.

Q. Can I claim my instructor card?
   A. Instructor cards/training cannot be used for the ECC requirement. However, a challenge course completed prior to taking the instructor training can be claimed.
**The BOC Acknowledges Jeff Oliphant (1960-2005)**

Jeff Oliphant was one of our finest teachers and certified athletic trainers. His extraordinary contributions to his field he so passionately revered will live on forever through his teachings and his students. As future leaders in the athletic training profession, these students will serve as living testimonies to Jeff’s lasting impact on his profession and all of us who held him in the highest esteem.

~University of Wisconsin Dean, College of Education and Human Sciences

Jeff served on the BOC Role Delineation and Research Committee, was previous President of Wisconsin Athletic Trainers Association and Attended BOC 2005 State Regulatory Meeting.

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**“I am not a Trainer!”**

The BOC has received information from concerned Athletic Trainers (ATs) that some marketing materials are being sent out requesting attendance from “trainers.” The BOC has contacted all of our Approved Providers and sent them the following text:

“We ask that you be certain to use the correct terminology on your brochures and websites when requesting attendance from Certified Athletic Trainers. When you use the word “trainer,” you may be alienating the intended target audience by using the incorrect terminology.” The word “trainer” refers to many different job descriptions, for example: Personal Trainers, Boxing Trainers, and Horse Trainers. ATs are often offended by being referred to as “trainers.” We strongly suggest when reading literature that is referring to BOC “trainers” you contact the company or publisher distributing the literature, or contact the BOC, and help educate them by referring to Certified Athletic Trainers as ATs or Athletic Trainers.”

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**Role Delineation Study, 5th Edition**


To order the Role Delineation Study, 5th Edition for $19.95 plus shipping (NE residents pay 6.5% sales tax) go to: store/resources at www.bocatc.org.

If requiring use of a P.O. # for the purchase of RDs, please contact the BOC office at 877-262-3926 and place the order over the phone.

The BOC Role Delineation Study, 5th Edition (RD), defines the current entry-level knowledge, skills, and abilities required for practice in the profession of athletic training.

The RD is the blueprint for BOC examinations. It contains the entry-level standards of practice, redefined domains of athletic training, the entry-level job analysis and a review of literature containing over 450 publications. The RD also serves as a guide to determining relevant content areas for continuing education activities.

**NOTE:** The BOC has a 30-day return policy on products, and will refund the purchase price if the request for refund is received within 30 days from the original purchase date. No refunds given for requests received after 30 days.

For International orders and orders over 20, please contact the BOC office at 1-877-262-3926 (877 BOC-EXAM).
Director of the BOC for 15 years, Paul was instrumental in making the BOC the only nationally accredited athletic trainer certification program in North America.

**Re-Accreditation of the BOC**
Speaking of national accreditation, congratulations to Denise Fandel, BOC Executive Director, and her staff on the recent re-accreditation of the BOC by the National Commission of Certifying Agencies (NCCA). The NCCA process provides external scrutiny of our processes and services – yet another layer of protection.

**Thanks to Jeff Ryan**
Immediate past-president of the BOC, Jeff Ryan, deserves recognition and thanks for his exceptional leadership for the past three years. Seeing the time stamp on his emails, I know that Jeff works far beyond the normal workday taking care of Board business, and under his leadership the Board has made significant progress on initiatives that have long-term impact for the profession of athletic training. Thank you, Jeff.

Over 30,000 certified athletic trainers and growing.

Sincerely,

Sara D. Brown, MS, ATC  
President

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**Board of Certification Signs Landmark Agreement with CATA**

Omaha, Nebraska - On July 22, 2005 representatives of the Canadian Athletic Therapists Association (CATA) were in Omaha, Nebraska to sign a Mutual Recognition Arrangement with the Board of Certification–Athletic Training. The agreement allows BOC certified athletic trainers and Canadian certified athletic therapists to write/take each others certification exams. This will allow certified individuals’ access to professional requirements for employment in both countries. “We have Canadian members working in the United States who need to meet state licensure requirements but were not previously eligible to write the American exams” says Glen Bergeron, president of the CATA.

Sara Brown, the BOC president proclaimed that this was the culmination of seven years of discussions between the two organizations. “We are very pleased to see this mutual Recognition Arrangement come into effect. This will go a long way to fostering collaborative efforts in many other areas of our professional activities.” Joe Piccininni, Chair of the International Relations Committee with the CATA indicated that “this is a historic moment and presents a template for similar agreements with other like minded organizations around the world.”

The BOC is also a member of the World Federation of Athletic Training and Therapy (WFATT) which is poised to promote other similar international agreements.

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**Gift Suggestion From the BOC**

The Board of Certification offers a graphically designed certificate, printed in Old English Script with gold embossed BOC logo and seal of certification. Each certificate is professionally personalized with the athletic trainer’s name, certification number, and date of certification. The Certificate may be purchased on a 12 x 16 inch hardwood plaque protected by plexiglass, or ordered as a Certificate of Certification only.

*Visit* www.bocatc.org store/resources to order now!
2003-2005 Continuing Education Reporting

Continuing Education (CE) submissions are due at the end of this year and December 31st is fast approaching! With almost 30,000 Athletic Trainers (ATs) submitting CEUs, the BOC would like for you to report your CEUs as soon as possible.

The quickest and easiest way to submit CEUs is to enter them online. Go to www.bocatc.org and click on the ATC Online™ link to enter and track CEUs.

Remember…Be Certain™ to enter as you go. If you have not met your final total you can still enter what you have completed.

ATC Online™ can be used for more than entering your CEUs. Here are some other features that are available with ATC Online™:

- Maintain Current Contact Information
- Order The Role Delineation Study
- Order Certificates & Plaques
- Pay Your Certification Fees OnLine

2005 Certification Fees - Don’t Let Your Status Expire

The BOC annual certification fee is an administrative fee, much like licensing fees. The certification fee invoices for 2005 will be mailed in October. The fee supports the post-certification activities required of the BOC, a fee that has been assessed since 1993.

Every AT credential holder is required to pay the annual certification fee. However, there are differences in how the fee is collected.

If you are a member of the NATA, your BOC status is listed as “ACTIVE” and your membership dues are current as of September 30 of this year:
- as an NATA benefit, your BOC certification fee will be paid for you

If you are a non-member of the NATA:
- the BOC will invoice you directly to your address on record

If your certification status is listed as “INACTIVE”:
- the BOC will invoice you directly for the fee

Invoices for the 2005 certification year will be mailed to your most current addresses on record.

Charging for Paper Submission

Beginning January 1, 2006, the BOC will begin charging a service fee to process CE submissions that are mailed to the BOC. All ATs will have the opportunity to use the ATC Online™ services to submit CE’s without a charge. The amount of this service fee has yet to be determined.
The Purpose of Continuing Education

William A. Pitney, EdD, ATC

The topic of continuing education in athletic training is especially timely with the current continuing education reporting period drawing to a close. The purpose of this column is to first identify why continuing education is required and offer a commentary on our professional responsibility as it relates to continued learning across the course of a career. I will conclude by describing how the BOC has been proactive with continuing education issues.

Our continuing certification status insures the public that we have stayed current in the athletic training discipline, developed our knowledge and skill, and enhanced our professional skill and judgment. In practical terms, engaging in continuing education to maintain our ATC® credential suggests that we are at least as qualified to perform our professional role as we were at the time of our initial certification AND have stayed current with various developments in the field since the time we were initially certified (Office of the Professions, 2000). Therefore, as certified athletic trainers we must recognize that the purpose for engagement in thoughtful and meaningful continuing education allows us to maintain our competency and continue to: 1) obtain current professional development information, 2) explore new knowledge in specific content areas, 3) master new athletic training-related skills and techniques, 4) expand approaches to effective athletic training practice, 5) further develop our professional judgment, and 6) conduct our professional practice in an ethical and appropriate manner. (BOC, 2005)

In summary, continuing education serves two functions. On the one hand, continuing education serves the purpose of maintaining a minimal level of professional competency; on the other hand, it serves to insure we are continuing our professional development and expanding our knowledge and abilities as professionals. Each function of continuing education is critical to protecting the public. Indeed the public, now more than ever, wants a level of assurance that health professionals, including certified athletic trainers, are maintaining competency and enhancing their patient care.

As professionals we are obligated to actively engage in appropriate learning activities and direct our learning to achieve the intended purposes of continuing education. This involves taking the time to examine our current knowledge and abilities as health professionals, identifying and participating in appropriate continuing education activities to stay current in the field, and reflecting on our learning.

The Board of Certification (BOC) recognizes the important role continuing education plays to protect the public and has been proactive in examining its current continuing education processes. For example, the BOC task force on continuing professional education has conducted focus group sessions to understand credential holders’ perceptions of continuing education; conducted a pilot study on the use of personal learning plans to help credential holders identify their continuing education needs, engage in appropriate programming, and reflect on their learning process; and continues to examine whether the current system serves to meet its intended purpose of maintaining competence.

As a hallmark of professionalism, continuing education addresses a central mission of the BOC and serves to make our credential stronger. We must all endeavor to make continuing education a priority in our professional lives in order to provide quality care, protect the public, and promote the profession.

REFERENCES


The conference/seminar must be intended for an audience of health care professionals (i.e., ATC®, PT, RN, PA, PTA, MD). The actual content presented by a speaker or panelist must pertain to the domains identified in the Role Delineation Study, 5th Edition. The following explanations apply to publication activities:
- Published: prepared for commercial distribution
- Journal: a periodical containing scholarly articles and/or current information on research and development in a particular field
  - Refereed: the manuscript/document has been reviewed by an editor and one or more specialists prior to publication.
  # Includes BOC home study reviewers and reviewers of refereed publications
@@ Includes BOC exam item writers and other exam item writers for other healthcare professional exams.

Category C – Post-Certification College/University Coursework (75 CEU maximum)

- CEUs are awarded for successful completion of college/university courses if the content of the course falls within the domains identified in the Role Delineation Study, 5th Edition.
- The college/university attended must be accredited by an agency recognized by the U. S. Department of Education.
- In order to be eligible, a course must be assigned credit hours and be listed on an official transcript.
- Practicum courses, clinical and internship experiences are not acceptable for CEU credit.
- 10 CEUs are awarded for each credit hour (e.g., a 3 credit course receives 30 CEUs). A credit hour must be equivalent to a minimum of 10 classroom hours.

<table>
<thead>
<tr>
<th>Possible activities</th>
<th>Number of CEUs</th>
<th>Required Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>College / University official course</td>
<td>10 CEUs per credit hour</td>
<td>Official transcript from accredited college/university</td>
</tr>
<tr>
<td>Medical residency</td>
<td>25 CEUs per year</td>
<td>Official transcript from accredited college/university</td>
</tr>
</tbody>
</table>

Category D – Individualized Options (20 CEU maximum)

- This category includes attendance at a professional program that is sponsored by groups other than BOC Approved Providers. The content of the program must fall within the domains identified in the Role Delineation Study, 5th Edition.
- CEU credit is also earned in this category for viewing educational multimedia (e.g., videotapes, DVDs). The content of the multimedia must fall within the domains identified in the Role Delineation Study, 5th Edition.
- 1 CEU is awarded for each contact hour.

<table>
<thead>
<tr>
<th>Possible activities</th>
<th>Number of CEUs</th>
<th>Required Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activities by non- BOC Approved Providers</td>
<td>1 CEU per contact hour</td>
<td>verification of attendance and copy of the program</td>
</tr>
<tr>
<td>Videos/DVDs/Audiotapes/Multimedia</td>
<td>1 CEU per contact hour</td>
<td>receipt of purchase and independent verification (from an immediate supervisor that details title, length, and date of activity)</td>
</tr>
</tbody>
</table>
Exam Item Writers and Home Study Reviewers

Exam Item Writers:
Athletic Trainers (ATs) serve as Exam Item Writers, who develop examination questions for the national entry-level BOC certification examinations. For an application and list of requirements please contact: Stacy Arrington, Exam Administration Manager at 1-877-262-3926 x13 or StacyA@bocatc.org.

Home Study Reviewers:
The Board of Certification (BOC) is in need of ATs to act as reviewers for home study programs. Each home study course submitted to BOC seeking approval must be peer reviewed by a team of three ATs. The duties of home study reviewers include:

- An opportunity to give back to the AT profession
- A professional opportunity to interact with peers from different parts of the country
- An opportunity to gain or strengthen social or professional contacts
- Personal satisfaction and professional recognition
- An opportunity for a different experience in your professional development
- An opportunity to help shape the future of the AT profession

If you are interested in being considered as a home study reviewer for BOC, please submit a cover letter and your curriculum vitae to:

Board of Certification
Department of Provider Relations
4223 South 143rd Circle Omaha, NE 68137-4505

If you have any questions, please contact the Department of Provider Relations toll-free at 1-(877) BOC-EXAM 1-(877) 262-3926.

Incentive Program—For each 15 points completed by December 31, 2005, you will receive a $50 gift certificate. Points scaled as follows:

<table>
<thead>
<tr>
<th>Requested CEUs</th>
<th>Points Awarded (complete and on time)</th>
<th>Points Awarded (late 1 week or less or incomplete)</th>
<th>Points Awarded (no submission or late more than a week)</th>
</tr>
</thead>
<tbody>
<tr>
<td>.5-5</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>6-10</td>
<td>3</td>
<td>1.5</td>
<td>0</td>
</tr>
<tr>
<td>11-15</td>
<td>4</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>16-20</td>
<td>5</td>
<td>2.5</td>
<td>0</td>
</tr>
<tr>
<td>20 +</td>
<td>6</td>
<td>3</td>
<td>0</td>
</tr>
</tbody>
</table>

*Home studies will be assigned on a first come first serve basis or at the discretion of the Provider Relations Department.

Current Home Study Reviewers:
The BOC would like to thank you for your time and dedication to the athletic training profession as a home study reviewer. Without committed individuals like you, the BOC would not be able to approve quality home studies for continuing education.

With the new Role Delineation Study now available, 131 Active Home Studies need to be re-reviewed by the end of this year. Currently we still have 70 home studies to review, which does not include the new home studies that are submitted weekly. Based on these figures, if all Home Study Reviewers review three home studies between now and the end of the year, the BOC will complete this task by December 31st with ease.

In July, the BOC announced an incentive program to compensate reviewers. Please contact Mindy Lindquist MindyL@bocatc.org or Lorinda Horst LorindaH@bocatc.org or 1-877-262-3926 to request a home study to review.

Receive a $50 Gift Certificate from the BOC

Current Certificate Recipients:
Melinda Smith
Todd Neuharth
Tamara Valovich McLeod
Johna Crull
Michael Rosenberg
Dani Moffit

www.bocatc.org
Featured Approved Provider

The Approved Provider logo provides recognition of your organization to each athletic trainer when looking at advertisements or certificates of attendance. Therefore, the BOC would like to recognize approved providers who use the Guidelines to help identify the BOC in these ads. A BOC Approved Provider will be featured in each issue of “The Approved Provider.” This issue’s Featured Approved Provider is Andover Coated Products.

Andover Coated Products is a new BOC Approved Provider in 2005. Andover Coated Products has gone above and beyond to promote themselves as a BOC Approved Provider.

Recently, the BOC asked Andover Coated Products, Christina Costanza to comment on the benefits of being a BOC Approved Provider:

“Being affiliated with the BOC gives Andover recognition as a manufacturer and supports our goal to provide innovative products and services that will advance the Athletic Training field.”

~ Christina Costanza
Andover Coated Products, Inc.

“BOC thanks Johnson & Johnson for their support and generous donations of athletic tape to all BOC examinations for over 10 years.”
CE Categories (2006 – 2011)

**Category A – Approved Provider Programs (75 CEU maximum)**

- Activities in this category are available through BOC Approved Providers.
- The BOC determines the number of CEUs awarded for home study programs. Please visit the BOC website (www.bocatc.org) to verify the number of CEUs being offered for each home study.
- The individual approved provider determines the number of CEUs awarded for non-home study activities in this category.
- A list of current approved providers is available on the BOC website (www.bocatc.org).

<table>
<thead>
<tr>
<th>Possible activities</th>
<th>Number of CEUs</th>
<th>Required Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshops, seminars, conferences</td>
<td>as awarded by provider</td>
<td>certificate or letter of attendance</td>
</tr>
<tr>
<td>Home study courses</td>
<td>as assigned by the BOC</td>
<td>documentation of completion</td>
</tr>
</tbody>
</table>

**Category B – Professional Development (50 CEU maximum)**

- Activities in this category have been defined by the BOC.
- The number of CEUs awarded for an activity is determined by the BOC.
- Speaking engagements can be counted only once per topic.
- If an abstract is connected to a presentation, CEU credit can only be obtained for one activity or the other (i.e., an abstract and presentation on the same topic – only one will be awarded CEU credit).
- If a poster is connected to a presentation, CEU credit can only be obtained for one activity or the other (i.e., a poster and presentation on the same topic – only one will be awarded CEU credit).
- The initial training for EMT (Basic) certification can be used for CEU credit. Refresher courses will not receive CEU credit in Category B.

Continued on page 11
Continuing Education Guidelines (2006-2011) (continued from pg 8)

CE Stagger

Beginning January 1, 2006, the Board of Certification (BOC) will implement staggered continuing education (CE) reporting. The first three years of implementation will require prorated CE submission. Once the initial implementation is complete, ATs will report CEU’s every three years. Please refer to the table below for the CE reporting schedule:

<table>
<thead>
<tr>
<th>Last Name Begins With</th>
<th>Number of CEUs</th>
<th>Date CEUs Due</th>
<th>CEUs Due Next</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-G</td>
<td>25</td>
<td>December 31, 2006</td>
<td>75 CEU’s due</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>December 31, 2009</td>
</tr>
<tr>
<td>H-O</td>
<td>50</td>
<td>December 31, 2007</td>
<td>75 CEU’s due</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>December 31, 2010</td>
</tr>
<tr>
<td>P-Z</td>
<td>75</td>
<td>December 31, 2008</td>
<td>75 CEU’s due</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>December 31, 2011</td>
</tr>
</tbody>
</table>

Last Name on record as of November 1, 2005.

Recording CE Information

It is the responsibility of the AT to document continuing education activities. There are two methods to report CE:

1. The Continuing Education Reporting Sheet can be used to record and submit documentation of activities. Beginning January 1, 2006 the BOC will charge a fee for paper submission of CEUs.


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How to Use ATC Online™ to Enter CEUs

- Log into the BOC’s website, www.bocatc.org and click on the ATC Online™ logo (as seen above).
- Enter 9 digit certification number and a password (please review password instructions that are to the right of the login box).
- Verify date of birth and email address.
- The “Welcome” page will provide links to the contact information, i.e., address, phone number and email address. Please be certain that this information is correct. Information can be changed by clicking on the “update contact information” link.
- To enter CEUs, go to the ATC Menu at the bottom of the page. Click on “Report and/or Review Continuing Education”.
- The next page is a reporting summary of each CE category for the pending CE period. Click “Add / Review” to enter a course or program for that particular category.
- After entering and submitting the course or program, it will give the option to enter another course or program or to return to the reporting summary page.
- When a zero balance is reached for the pending CE reporting period, the CE submission must be finalized (please see link at the top of the page). It is required to read and attest to each statement. Once a testament is submitted, a completion notice will be sent via email from the BOC.
2005 & 2006 Certification Examination Schedule

Completed applications must be received by (NOT postmarked by) the prescribed deadline date for the examination date chosen. Exam sites may fill before the deadline date. Mailing an application does not guarantee a seat at any exam site. **PLEASE NOTE:** The exam sites listed below are subject to change.

**November 13, 2005**  
Deadline for all applicants is Friday, October 7, 2005  
*Retake candidates may begin registering for the November 13, 2005 exam Tuesday, July 5, 2005 9AM CT.*

Albuquerque, NM  
Atlanta, GA  
Boise, ID  
Bowling Green, OH  
Chester, PA  
Conway, AR  
Costa Mesa, CA  
Falls Church, VA  
Indianapolis, IN  
Ithaca, NY  
Lafayette, LA  
Madison, WI  
Omaha, NE  
Overland Park, KS  
Raleigh, NC  
Salt Lake City, UT  
Santa Clara, CA  
Tulsa, OK  
Westfield, MA

**February 12, 2006**  
Deadline for all applicants is Friday, January 6, 2006  
*Retake candidates may begin registering for the Feb 12, 2006 exam Monday, October 10, 2005 9AM CT.*

Albuquerque, NM  
Alma, MI  
Athens, GA  
Birmingham, AL  
Boston, MA  
Charleston, SC  
Chester, PA  
Dallas, TX  
Granville, OH  
Lexington, KY  
Milwaukee, WI  
Minooka, IL  
Omaha, NE  
Orlando, FL  
Overland Park, KS  
Raleigh, NC  
Sacramento, CA  
San Diego, CA  
Seattle, WA

**April 2, 2006**  
Deadline for all applicants is Friday, March 3, 2006  
*Retake candidates may begin registering for the April 2, 2006 exam Monday, January 9, 2006, 9AM CT.  
• Exam Sites Coming Soon!*

**June 11, 2006**  
Deadline for all applicants is Friday, May 12, 2006  
*Retake candidates may begin registering for the June 11, 2006 exam Monday, March 6, 2006, 9AM CT.  
• Exam Sites Coming Soon!*

**August 6, 2006**  
Deadline for all applicants is Friday, July 7, 2006  
*Retake candidates may begin registering for the August 6, 2006 exam Monday, May 15, 2006, 9AM CT.  
• Exam Sites Coming Soon!*

**November 19, 2006**  
Deadline for all applicants is Friday, October 20, 2006  
*Retake candidates may begin registering for the Nov 19, 2006 exam Monday, July 10, 2006, 9 AM CT.  
• Exam Sites Coming Soon!*

Please visit [www.bocatc.org](http://www.bocatc.org) for the most current Examination Schedule and Exam Sites.
Computer Based Exam (CBE) Update

After careful and extensive review of the proposals from our prospective computer based delivery companies, the Board and Staff is taking careful measures to ensure the right computer based exam delivery option is chosen.

All sections of the current examination program, including the practical, will be integrated into a format that will be delivered via computer. The redesigned format will allow greater breadth of skill and knowledge assessment because the constraints of equipment and space will no longer be factors in the exam administration. The new format will allow the BOC to assess the candidates knowledge with regard to many skills and procedures required for higher level critical thinking to a degree not currently possible (e.g., management of an unconscious athlete; a cervical spine injury; obtaining a history). Additionally, this method will allow the BOC to evaluate techniques that could potentially cause serious harm to the population that the athletic trainer serves.

A complete description of the transition process including schedules and examples of the revised exam will be made available to everyone on the BOC website. An email will be sent to all ATs when new information is posted.

2005 Athletic Trainer Regulatory Conference (continued from pg 1)

bill “flew out of the house” and into the Senate unopposed at 116-0.

In 1986 we had 80 registered Certified Athletic Trainers and now we have over 1200 Licensed and Certified Athletic Trainers in Illinois! Comments from other attendees include: “Didn’t think you could improve on last year, but you did. Great job; looking forward to future meetings.” “This has become one of my favorite conferences due to the excellent delivery of the information – thank you!”

“Excellent conference! Well organized Excellent speakers – Great interaction – Fabulous learning experience! Thank you!”

“Did an excellent job in stimulating thoughts about how we could better protect our license from assaults.”
(Paul Grace’s presentation)

“Excellent – left us challenged/energized/pondering”
(Denise Fandel’s presentation)

The next Athletic Trainer Regulatory Conference is slated for July 13-14, 2007 in Omaha, Nebraska. The BOC will post additional details on the BOC website, www.bocatc.org as they become available.

Thank you to this year’s Athletic Trainer Regulatory Conference Sponsors!

LEAD SPONSOR: Exercise Etc Inc.
ASSOCIATE SPONSOR: Andover Coated Products Inc.
Continuing Education Guidelines (2006-2011)

Requirements For Recertification

1. Adherence to the BOC Standards of Professional Practice
   ATC® credential holders (ATs) are expected to comply at all times to the Standards of Professional Practice. A copy of the document is available on the BOC website (www.bocatc.org) or by contacting the BOC office.

2. Submission of the BOC Annual Certification Fee
   Every AT is required to pay an annual certification fee to the BOC. The annual certification fee is an administrative fee that supports the activities required of the BOC. Fee payments are collected by one of the following methods:
   - NATA members: if membership dues are current, the certification fee is included in your membership dues (i.e., the NATA pays the fee to the BOC).
   - Non-member of the NATA: invoice for the current year is mailed directly to the individual by October 31st.

3. Emergency Cardiac Care (ECC)
   ATs must be able to demonstrate ongoing certification in the competencies outlined in the BOC ECC guidelines throughout the reporting period. CEUs are not award for maintaining ECC.
   **NOTE:** Depending on the ECC provider, the BOC does not require ECC recertification each year only that ECC is current each year.

   **ECC must include the following:**
   - Adult & Pediatric CPR
   - Airway obstruction
   - 2nd Rescuer CPR
   - AED
   - Barrier devices (e.g., pocket mask, bag valve mask)

   Acceptable ECC providers are those adhering to the most current International Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiac Care.

   **Examples of courses that provide the above requirements include but are not limited to:**
   - CPR / AED for the Professional Rescuer by the American Red Cross
   - BLS Healthcare Provider CPR by the American Heart Association

   The BOC reserves the right to request ECC documentation at anytime, this includes but is not limited to the BOC audit. The only acceptable documentation is a front and back copy of the certification card(s) obtained upon successful completion of a course. The card(s) must be signed. Letters provided by instructors are not acceptable forms of documentation. Instructor cards are not acceptable.

4. Completion and Reporting of a Predetermined Number of Continuing Education Units (CEUs)
   Continuing education requirements are intended to promote continued competence, development of current knowledge and skills, and enhancement of professional skills and judgment beyond the levels required for entry-level practice. Continuing education activities must focus on increasing knowledge, skills, and abilities related to the practice of athletic training.

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