

KIN 5304 Clinical Internship
Texas Tech University (TTU)
Department of Kinesiology and Sport Management (KSM)
Clinical Exercise Physiology Internship Program

PRE-REQUISITES TO INTERNSHIP ON-SITE HOURS

- You must have a current CPR certificate: Basic Life Support (BLS) is preferred and may be expected at the site. Please check with the site and inquire about options for training. However, this is your responsibility; it is not the responsibility of the site to provide the training.
- Most facilities require a **record of immunizations, a background check, and a drug test**. I am required to verify that you have no felonies before we send you to a site and that your record of immunizations is current. This is your responsibility to cover the costs, not TTU's, nor the site's responsibility. However, some sites may cover some of the costs, so please check with the site. These records must also be uploaded in Blackboard regardless of your site placement.
 - 2 TB skin tests at least 1 week apart (12 months prior to starting)
 - 2 Measles Mumps Rubella (MMR) Vaccines or Positive MMR Titer
 - History of Chicken Pox or 2 Varicella (VZV) Vaccines or Positive VZV Titer
 - Tdap Vaccine (Required for anyone working in 4E/BMT, EC, BICU, FBC, FCU, NICU, Home Health (Pedi), Pedi, PICU, Resource Pool, RT and SWCC)
 - (Hepatitis B Vaccine recommended but not required)
 - Flu vaccine for any Employee/Student between the months of October-March of each year
- Background Check (<http://www.depts.ttu.edu/ksm/grad/internships.php>)
- You are also required to have your own health insurance and medical insurance.
- You must obtain Student Liability Insurance prior to beginning your internship experience if you start during the fall or spring semester. If you start during the summer session, your internship liability insurance is covered under a blanket policy (you do not have to buy insurance if starting during the summer). However, you must buy a policy in the fall following the summer session. This is your responsibility. **You must use a money order**. Liability insurance will be handled through Procurement Services at Texas Tech University (806-834-0590). If you mail in your money order, the address is: Procurement Services; Texas Tech University; c/o **Brandon Harper**; 1901 University Ave., Suite 408; Lubbock, TX 79409-1101. Alternately, you can mail your money order by campus mail. The address for campus mail is: Procurement Services; c/o Brandon Harper; MS 1094. To contact Brandon by e-mail use b.harper@ttu.edu. If you prefer to take your money order to Brandon Harper in person, he can be found in the Plaza building on the corner of University and 19th Street on the 4th floor (Suite 408). The cost of insurance is as follows (Bill Beatty Insurance 1-800-451-8358):
 - Fall Semester: Premium - \$13.00 per student. (If a student pays \$13.00 in the fall they will be covered until the next fall or until their graduation whichever comes first) Example: Payment of \$13.00 received in the Fall of 2018 covers the student until the Fall of 2019.
 - Spring Semester: Premium - \$9.00 per student. (If a student pays \$9.00 in the spring they will be covered until the fall of that year or their graduation

whichever comes first) Example: Payment of \$9.00 received in the Spring of 2019 covers the student until the Fall of 2019.

- Summer I and Summer II Sessions – No Premium is required for any students current or new.
- You will be required to send or take this to get insurance: **(1) a money order; (2) your name (Written & Signed); (3) the class that you are enrolled in, i.e., KIN 5304 Spring or Fall Year (must state the semester you are doing this; (4) what you will be doing - Clinical Exercise Physiology; (5) and a request that you need the Bill Beatty Insurance Disclaimer mailed back to you or attached in your e-mail with his signature on it.**
- **Verification that you have received insurance (receipt, e-mail from Brandon, (declaration page or disclaimer, proof, etc.) must be uploaded into Blackboard. If this is not done, I will ask the internship coordinator to not allow you to put in hours until verification of insurance is noted.**