

TEXAS TECH UNIVERSITY (TTU)

Department of Kinesiology and Sport Management (KSM)

KIN 5304 – *Clinical Internship – Spring 2024*

Professor Information

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I am available for face-to-face meetings via Zoom or in person. Feel free to email me and I'll make an appointment at a specific time. Do not wait until there is a problem to set up a meeting with me.

Course Description: Three credit hours are equal to 300 hours of on-site experience. Approval of the TTU Clinical Internship Coordinator is required. May be repeated once for credit.

Course Format: In-person off site. There will be two required meetings with the Faculty Internship Coordinator.

Course Prerequisites: Nine hours of graduate work in kinesiology. Minimum current graduate GPA of 3.0.

Other Required Prerequisites:

- **Internship Application:** An application and email confirmation of acceptance from the site coordinator is required *prior* to enrollment in the class.
- ***External Background Check:** for non-Covenant sites
- ***Immunizations:** site specific, check with your site coordinator to avoid delays in starting internship hours
- ***Basic Life Support Certification:** requirement to take the ACSM CEP exam, some sites accept a CPR plus AED certification
- ***TTU Student Liability Insurance Coverage:** in addition to your personal health insurance

* Items with additional cost that are the student's responsibility and ARE NOT included in the cost of the course.

Required Course Materials:

- Physical hard copy of KSM Clinical Internship Manual downloaded from the course Blackboard page.
- Physical hard copy of the Clinical Exercise Physiologist Exam Content Outline downloaded from the ACSM website here: <https://www.acsm.org/certification/get-certified/clinical-exercise-physiologist> .
- **[FIRST INTERNSHIP]** American College of Sport Medicine. (2021). ACSM's Guidelines for Exercise Testing and Prescription (11th ed.). Baltimore, MA: Wolters Kluwer Health\ Lippincott: Williams and Wilkins. ISBN: 1975150198
- **[SECOND INTERNSHIP]**
 - Ehrman, Johnathan K. (2018). Clinical Exercise Physiology (4th ed.). Champaign, IL: Human Kinetics. ISBN: 9781496387806
 - An advanced ECG textbook reference checked out from the library or the faculty internship coordinator. *Library resources must be approved by the faculty internship coordinator.*

Highly Recommended for Any Intern Taking the ACSM CEP Exam

American College of Sports Medicine-Magyari, P. (2021). ACSM's Certification Review (6th ed.). Baltimore, MA: Wolters Kluwer Health\Lippincott: Williams and Wilkins. ISBN: 9781492546450

Learning Outcomes:

1. Describe the legal responsibilities of the exercise professional in a clinical rehabilitative setting.
2. Effectively assess physiologic variables, exercise intensity, and metabolic expenditure during clinical exercise tests and during clinical exercise sessions.
3. Proficiently evaluate electrocardiograms during clinical exercise tests and clinical exercise sessions.
4. Complete cardiovascular risk assessment stratification and provide appropriate education regarding risk factor modification.
5. Create exercise prescriptions and dietary guidelines for a variety of cardiovascular, pulmonary, and metabolic disease conditions.
6. Acquire professional leadership skills within the context of cardiopulmonary rehabilitation.
7. Accrue hours required to sit the American College of Sports Medicine (ACSM) Clinical Exercise

Physiologist exam.

Method of Assessment: Student achievement of each learning outcome will be assessed through completion of reading quizzes, metabolic calculation assignments, and ECG exercise testing clinical vignette assignments.

General Course Schedule (due dates vary)

REQUIRED COURSE MEETINGS: There will be two mandatory meetings with the Faculty Internship Coordinator. One at the beginning of the semester before interns are allowed to be on-site and one mid-semester to review individual intern progress. All other required internship hours are scheduled with the site coordinator.

- A. *Pre-semester: Due before the first day a student is on-site or the first class day of the term, whichever comes first. Details for acquiring all items listed below can be found in Part I: Policies and Procedures of the CIM*
1. Complete Basic Life Support for Health Care Providers and upload verification into Blackboard.
 2. Purchase student liability insurance and upload verification of insurance into Blackboard (Fall/Spring semesters only)
 - a. Declaration page
 - b. Purchase Receipt
 3. Complete background check and upload documentation of the background check in Blackboard.
 4. Get all required immunizations and/or locate immunization documentation. Then upload immunization records in Blackboard.
 5. Download the Clinical Internship Manual from the TTU KSM website and place in 3 ring binder.
 6. Download the Clinical Exercise Physiologist Exam Content Outline downloaded from the ACSM website and place in 3 ring binder.
- B. *Start of Semester: Due no later than the end of week 2*
1. Educate the site supervisor concerning the required internship forms and objectives for your internship. This should be done via a face-to-face meeting with the objective list in hand. It is the student's responsibility, not the internship coordinator's, to communicate these expectations and the necessity for these documents.
 2. Upload the following into Blackboard (fillable documents can be found in the CIM Part V). All documents should be complete and signed prior to uploading.
 - a. Clinical Internship Responsibilities Acknowledgement Form
 - b. Verification of Acceptance by the Internship Site
 - c. Student Activity Release Form
- C. *Throughout the Semester: deadlines vary, see due dates in Blackboard and course syllabus. Fillable documents can be found in the CIM Part V:*
1. Internship Time Sheets confirming 300 hours of work. These documents must be scanned and uploaded to Blackboard at the end of the internship period or the official last day of the semester, whichever comes first. If the internship site has their own time sheet, you can use that time sheet instead
 2. Cardiac and Pulmonary Rehabilitation Objective Log Sheet OR the Objective Log Sheet for Designing Your Own Internship Experience upload to Blackboard by the official last day of the semester.
 - a. Approximate the time spent on tasks.
 - b. This form is very important if you plan on taking Clinical Exercise Physiologist exam since they need verification on of hours spent in certain domains.
 - c. Site supervisor initials on completed tasks and signature at bottom.
 3. Verification of Completed Hours by Site Supervisor completed, signed, and upload to Blackboard by the official last day of the semester.
 4. Intern Evaluation by Site Supervisor
 - a. Two evaluations are required, one at the midterm and one at the end of the semester. Due dates will be available on your course Blackboard page.
 - b. It is your responsibility to inform the site coordinator about the need for these evaluations.
 - c. Evaluations can be found in the Forms section of the Clinical Internship Manual.
 - d. Completed evaluations should be uploaded into the designated Blackboard assignment portal
 5. Internship Evaluation by Student completed and upload to Blackboard by the official last day of the semester.
 6. Selected projects to be completed and uploaded into Blackboard by the official last day of the semester. A project is required for each 3-hour block of an internship experience. Each project has two parts (A and

B). The purpose of these projects is to help you successfully pass the ACSM Clinical Exercise Physiologist examination and prepare for entry into the professional job market.

Internship Projects: These projects are designed to prepare exercise physiology masters students for successful completion of the ACSM Clinical Exercise Physiologist (CEP) certification and the end of degree comprehensive exam. They also help them understand the current job market for professionals with a M.S. in Kinesiology. It is highly recommended that they read over each textbook chapter and take detailed notes that can be utilized while taking the course quizzes and to reviewed before sitting the CEP/comprehensive exam. **All projects listed below are due at 11:59pm CST on the official last class day as listed in the official [TTU academic calendar](#).**

1st Semester Internship = 400pts total

- **Required Forms (20pts):** During the semester there are several forms that must be completed and turned in on specific dates. It is your responsibility to ensure they are turned in on time. There is no specific grade that will be assigned to each form, but points will be deducted from the final grade if they are late or fail to get turned in.
 - Late forms: -1 point per form
 - No form: -2 points per form
- **Self-Study Quizzes (300pts):** Completed online via Blackboard. Each quiz will be based off of information from a textbook chapter and content that you will see on the CEP certification or your comprehensive exam. Every quiz can be taken multiple times until you earn the desired grade. Quiz questions are in the format of multiple choice and true/false. You will be able to review the quiz results once the quiz is completed but the correct answer will not be shown. There is a time limit of 2hrs for each quiz and it must be completed in one sitting. The number of questions for each quiz is based on the number of pages per chapter.
- **Metabolic Calculations (40pts):** A set of questions that simulate the format seen on the CEP certification will be provided via Blackboard at the beginning of the semester. Each student must show all computations not just answers. When the computations are completed a scanned document or photo will be uploaded to Blackboard as the assignment submission.
- **Professional Resume (40pts):** Interns will develop a word processing document (doc, docx, or PDF) that includes a personal statement, your professional goals, educational background, relevant work experience, and other information needed to apply for jobs in the clinical fields. A basic template will be provided in Blackboard to guide development of this document. Interns will submit a rough draft (20pts) at the midpoint of the semester then a final draft (20pts) at the end of the semester. Your grade for the internship will be based in part on your performance on these two assignments.

2nd Semester Internship = 400pts total

- **Required Forms (20pts):** During the semester there are several forms that must be completed and turned in on specific dates. It is your responsibility to ensure they are turned in on time. There is no specific grade that will be assigned to each form, but points will be deducted from the final grade if they are late or fail to get turned in.
 - Late forms: -1 point per form
 - No form: -2 points per form
- **Self-Study Quizzes (200pts):** Completed online via Blackboard. Each quiz will be based off of information from a textbook chapter and specific content areas that are tested on for the CEP certification but are not covered in detail in your required courses. Every quiz can be taken multiple times until you earn the desired grade. Quiz questions are in the format of multiple choice and true/false. You will be able to review the quiz results once the quiz is completed but the correct answer will not be shown. There is a time limit of 2hrs for each quiz and it must be completed in one sitting. The number of questions for each quiz is based on the number of pages per chapter.
- **ECG Case Studies (140pts):** Students will be provided case studies in the format of a clinical vignette with an accompanying 1, 2 or 12 lead view ECG to review and utilize to answer specific questions. This format simulates the style of questions on the CEP certification and comprehensive exam. When the answers are completed a scanned document or photo will be uploaded to Blackboard as the assignment submission.
- **Job Search and Report (40pts):** This assignment is designed to help you seek out employment opportunities and understand the qualifications for the clinical positions you are interested in. Each intern will research a total of

three potential jobs that align with your interests and qualifications upon graduation with a M.S. in Kinesiology. Once you have identified the three jobs of interest a detailed report of the positions will be generated using a word processing document (doc, docx, or PDF). A template will be provided with the required information which will include but is not limited to position title, required education and experiences, responsibilities, salary, location, required certifications and/or licensures, location, and hours.

GRADING SCALE

Applicable to both years' projects

A = 400 – 359.5 pts [90%+]

B = 359.4 – 319.5 pts [80%+]

C = 319.4 – 279.5 pts [70%+]

D = 295.4 – 239.5 pts [60%+]

F = 239.4 pts – 0 pts [50% or below]

Course Policies and Student Responsibilities

Technology: Students are responsible for addressing technological issues including but not limited to internet connectivity, computer crash, loss of files in cyberspace, virus infection, and/or corrupted files *prior to the assignment due date/time*. If the Blackboard server experiences unforeseen problems, the instructor will send out an e-mail. For technical issues, students may contact IT Help Central by phone (806-742-HELP), e-mail or website ahead of assignment due times. For issues with Blackboard go to their website.

Late Work. *No late work will be accepted.* The course instructor is notified of systemwide outages and will adjust on-line assignment due dates/times as needed. Failure to turn in assignments on time will result in a grade of zero. This policy allows assignments to be graded and feedback provided in a timely fashion. It also represents the expectation as you enter the workforce and/or a post baccalaureate program.

Extra Credit. NO specific extra credit assignments are given in the course. So, to ensure you earn a passing score, complete all assignments following instructions and due date/time requirements.

COVID-19. The University will continue to monitor CDC, State, and TTU System guidelines concerning COVID-19. If you test positive for COVID-19, report your positive test through TTU's reporting system: <https://www.depts.ttu.edu/communications/emergency/coronavirus/>. Once you report a positive test, the portal will automatically generate a letter that you can distribute to your professors and instructors. You should also report the positive test result to your on-site internship coordinator and follow any additional requirements of the institution where you are working.

Course Communication. All course communications will come to you via the email you have for Texas Tech University. So, it is *essential* you check your email daily for the extent of this course. Any changes in due dates or schedules will be communicated via the course announcement page.

KSM Departmental Academic Integrity Policy Adherence to the highest standards of academic honesty and integrity are a requirement in all courses. The faculty member in whose class academic dishonesty allegedly occurs will report the student(s) involved with the act of academic misconduct to the Office of Student Conduct using the Academic Integrity Incident Report Form. **All written assignments must be completed independently and individually, unless specified otherwise by the instructor.** Any attempt by students to present as their own any work they have not completed themselves is regarded by the faculty as a serious offense and renders the student liable to serious consequences, including possible removal from the program, and possible probation, suspension or expulsion from the University. Upon investigation and adjudication by the Office of Student Conduct, a referred student who is found responsible for a policy violation will be subject to the following outcomes. If plagiarism or another act of academic dishonesty is found to occur in any departmental course, *students will receive a zero on that assignment*. If a student cheats on an exam or allows another student to cheat from his or her exam or other graded assignment, *each student found responsible for academic dishonesty will receive a*

zero on that exam or other graded assignment. No materials such as a smartphone or smartwatch are allowed during an exam. Any use of a smartphone during an exam (for any reason) is considered a violation. If academic dishonesty occurs a second time in the same course the student will be referred to the Office of Student Conduct for academic dishonesty for further disciplinary action. If the Office of Student Conduct determines the student is responsible for the violation, *the student will receive an F in the course.*

Texas Tech Policies Concerning Academic Honesty, Special Accommodations for Students with Disabilities, and Student Absences for Observance of Religious Holy Days may be found here

<https://www.depts.ttu.edu/tlpdc/RequiredSyllabusStatements.php>