# San Diego Community College District

**CLASSIFICATION DESCRIPTION** 

 Maintenance & Operations
 Original Date: 08/1983
 08/1983

 Last Revision: 07/2024
 07/2024

 Staff Type: Classified FLSA status: Non-exempt Salary Range: 32

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E1274

Page:

Job Code:

Unit: Maintenance & Operations Sala

#### **DEFINITION**

Under the direction of an assigned manager or supervisor, administer preventive and evaluative services, emergency care and first aid, and rehabilitative treatment to athletes engaged in intercollegiate sports. Provide emergency care and first aid to district employees or students as needed. Perform related clerical, administrative, and athletic training activities.

### **EXAMPLE OF DUTIES**

- 1. Provide on-site emergency care and first aid, including administration of CPR; obtaining vital signs; recognition and treatment of shock, fractures, and internal injuries; control of bleeding; immobilization of injuries and preparing injured athletes for safe transport using splints and stretchers.
- 2. Evaluate injuries through visual inspection, palpation, obtaining history of related injuries and conditions, and testing range of motion, muscle strength, and ligament flexibility. Document and maintain necessary athlete health records; provide health status and injuries to coaches and athletic staff.
- 3. May determine when to refer injured persons to physician; upon physician's medical release of athlete, determine when athletes are able to resume participation in activity programs.
- 4. Design systems for emergency and non-emergency services and appropriate referral to external agencies; collaborate and develop Emergency Action Plans and provide student-athlete centered assistance with injuries, illnesses, and resources with all coaches, staff, administrators, team physicians, and other healthcare specialist. Review and update athletic training policies and procedures.
- 5. Monitor health data on student-athletes; analyze data, identify trends, and advise athletic administrators and coaches about the state of health in athletics.
- 6. On own initiative or in consultation with a physician as appropriate, design and administer preventive, postoperative, and non-operative treatment programs using a variety of therapeutic exercise and massage techniques, neuro-muscular coordination training, passive motion equipment, and therapeutic devices employing ultrasound, heat, light, water and electricity.
- 7. Organize, manage, and provide sports physical exam days in collaboration with team physicians and other campus departments to obtain medical history and physical exam of student athletes to determine fitness.
- 8. Implement physicians' instructions in treatment of athletic injuries and administer preventive services, first aid, emergency care, evaluation and rehabilitation of injuries and illnesses for in and out of season activities.
- 9. Inspect uniforms and protective equipment for proper fit and maintenance; prepare and apply protective bandaging, strapping, taping, and padding.
- 10. Clean, dress, and bandage minor injuries such as cuts, bruises, lacerations, abrasions, and blisters.
- 11. Attend or schedule athletic trainer coverage for athletic events at home and away to provide on-site emergency care and other treatment to home and visiting athletic teams, examine injuries, and determine need for physician; drive school van or other vehicle to transport equipment or staff, as needed.

- 12. Consult physicians, players, and coaches concerning preventive and rehabilitative treatments; develop flexibility, strength, and endurance programs for specific teams or individual athletes, as requested; screen athletes for physical condition.
- 13. Instruct athletes and assist in the operation of therapeutic devices and equipment; teach exercises to be continued at home; explain the significance of physical therapy services.
- 14. Maintain, educate and implement public health standards for student-athletes and athletics staff regarding communicable diseases according to governmental agencies and district policies, maintain the directory for off-campus social medical services.
- 15. Act as a liaison for student-athlete accidents and insurance; maintain communications with doctors, hospitals, and insurance companies for care provided.
- 16. Develop, implement, and execute screening and return to play protocols on concussions and head injuries; explain and review risk of head injuries with student athletes, coaches, and athletics staff; develop mental health protocols and make referrals to student health center and external resources.
- 17. Arrange and administer on-campus clinics by team physician; arrange physician and ambulance coverage for home games.
- 18. Maintain records and inventory of supplies and equipment; prepare reports and accident insurance forms; maintain athletic equipment and facilities in safe condition.
- 19. May select, train, schedule, direct, and evaluate the work of hourly and student athletic trainers.
- 20. Perform related duties as assigned.

#### **DESIRABLE QUALIFICATIONS**

#### Knowledge:

Anatomy and physiology of the skeletal, muscular, neurological, and other structures and the pathologies and injuries which result in physical impairment.

Health and safety regulations.

Methods of testing and evaluating muscular and neurological function.

Oral and written communication skills.

Principles of physical conditioning.

Principles, methods, equipment, and basic theory of physical rehabilitation involved in current practice of physical therapy.

Record-keeping techniques.

# **Skills and Abilities:**

Administer first aid, CPR, and other emergency care to injured athletes.

Communicate effectively both orally and in writing.

Develop and administer preventive and therapeutic treatment plans.

Establish and maintain effective working relationships with others.

Identify symptoms of serious injuries.

Maintain records and prepare reports and insurance forms.

Prepare and apply protective athletic devices.

Train and provide work direction to others.

Understand and follow oral and written directions.

# Training and Experience:

Any combination of training and experience equivalent to: qualifications for certification by National Athletic Trainers Association (see license, below). Incumbents in this class are also expected to complete continuing education units to fulfill requirements for ongoing maintenance of NATA certification.

## License:

Valid California driver's license.

Certification by National Athletic Trainers Association(NATA) which requires first aid and CPR certification, a Bachelor's degree, and completion of an approved internship and certification exams.

## **WORKING CONDITIONS**

## **Physical Requirements:**

Category II

## **Environment**:

Moderate, some exposure to less desirable conditions.