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Administration Topics in Athletic Training: Concepts To Practice
Gary Harrelson, EdD, ATC, Greg Gardner, EdD, ATC, Andrew P. Winterstein, PhD, ATC; Thorofare, NJ; SLACK Incorporated; 2009; 320 pages; hard cover; $63.95

Administration Topics in Athletic Training: Concepts To Practice by Drs Harrelson, Gardner, and Winterstein is an attentive collaboration of administrative topics in the field of athletic training. The authors’ approach of comprehensive information in administrative concepts allows the reader to gain knowledge in various practice settings. Throughout this textbook, the reader will be innovated by the fundamental concepts and procedures used in an array of different administrative issues.

This textbook is a useful tool for students, novice practitioners working toward establishing themselves in the field of athletic training, and experienced practitioners wanting to improve their administrative skills. Students and novice practitioners may implement the information they have gathered from the text to promote their administrative wisdom. If a change in position or responsibilities occurs for the experienced practitioner, this text may be used as a reference aid through the transitional phase. The collaboration of the 3 authors, as well as the 6 contributing authors, gives the text an intuitive dynamic, so any practitioner can relate to the several topics presented in the text.

The text is divided into 12 distinct chapters and 11 appendices. Each chapter closes with activities or case studies for the reader to enact his or her comprehension of each chapter. The authors make it evident they want the text to coincide with real-world experiences and issues. The authors also include an online instructor’s manual for those teaching athletic training administration courses. The online manual includes test questions, slides, and additional activities that can be used in different teaching methodologies.

The text itself includes a variety of learning tools for the reader. These tools consist of numerous examples, case studies, data tables, and many other helpful references. In addition, each of the chapters is organized to discuss a prevalent administrative topic to address the role of an athletic trainer. The chapter titles are broken down into general administrative topics, each targeting a specific issue in the realm of classical management theory. Such topics include hiring and employment practices, risk and fiscal management, medical documentation, facility design, and socialization.

Chapter 12 is inimitable to other administrative texts because it addresses organizational and professional socialization issues. The role of a new administrator can be a difficult transitional period, so it is important for the new administrator to establish himself or herself in a positive manner. Organizational and professional socialization plays a key role in such a transition.

Each chapter begins with a list of objectives that are touched on throughout the text. The structure of each chapter is simplified into a main title and broken down into subtitle categories related to the key concept. The appendices conclude the text with specific samples of administrative documents and tips the reader may use to better understand different procedures and practices. Such administrative documents include samples of athletic training outreach contracts and examples of functional and impairment-based goals.

I recommend Administration Topics in Athletic Training: Concepts To Practice as a valuable addition to any novice or experienced athletic trainer’s library of references. The text is user friendly and breaks down the many aspects and challenges of being in an athletic training administrative role. Furthermore, not only does this text give practical information, but it also gives the reader the opportunity to critically think about his or her own management theories.

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The author has no financial or proprietary interest in the materials presented herein.
doi:10.3928/19425864-20101229-05