

## **NATA Verbal Style Guide**

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*Associated Press* is the default style of NATA publications.

### **Athletic trainer or AT**

- Athletic trainer or AT are the preferred terms. NEVER use trainer or certified trainer. If this occurs in a direct quote, use “[athletic] trainer” or “certified [athletic] trainer.”
- Use AT as the abbreviation. Use ATC only when referring to the credential, not to a person.
- Do not use ATC/L, ATC/R, LATC or any other combination of ATC, as the credential is trademarked.
- We do not use “certified athletic trainers” unless the circumstance requires distinction. We do allow this term within BOC submissions to NATA publications.

### **Athletic training**

- “Athletic training” and “athletic trainer” are not capitalized unless part of a proper noun.
- Avoid using “AT” as an acronym for the term athletic training as a noun. It may be used as an acronym in the adjective form.
- Correct: The new AT facility was unveiled.
- Incorrect: When studying AT, a student should...

### **Athletic training room/athletic training facility**

- Preferred term is athletic training facility.
- Do NOT use training room.
- The Uniform Terminology Project group said, “We should refer to our secondary school and college-based work spaces as facilities or clinics.”

### **Athletic training students**

- High school students are referred to as athletic training student aides, NEVER student trainers.
- College students are referred to as athletic training students, NEVER student trainers.

### **Athletic training education programs**

The new acronym is “ATP.” We no longer use “ATEP.”

### **Athletic training “customer”**

Per the Uniform Terminology Project group, athletic trainers treat patients or clients. “The committee recognizes that athletes still comprise a significant proportion of the population who receives our care. However, once an athlete (or any other individual who receives our services) becomes injured, he or she is a patient. Client should be used for situations where individuals receive our services – usually preventative in nature – on a fee-for-service basis.”

### **Credentials**

- Use credentials on first reference. (Check iMIS to confirm certification.)
- Do not use periods within credentials (contrary to AP Style).
- Correct: John Doe, PhD, ATC
- Use commas after the credential: John Doe, PhD, ATC, works for Mercy Hospital.
- Use a maximum of three credentials, with educational degrees listed before professional certifications. At least one of the three credentials MUST be ATC (if the person is certified). The national credential supersedes the state license.

### **Health care**

- “Health care” is two words unless part of a formal noun.
- Correct: ATs are health care providers.
- Correct: United Healthcare is an insurance provider.

### **NATA**

- Plural possessive: National Athletic Trainers' Association
- When using the abbreviation NATA as a noun, do not precede it with “the.”

- Correct: When NATA was founded...
- When "NATA" is used as an adjective, it's proper to use "the."
- Correct: The NATA Governmental Affairs Committee is meeting this weekend.

### **NATA Research & Education Foundation**

Write out the full name on first reference and use "NATA Foundation" subsequent references. Do NOT use "the Foundation" or "REF."

### **Districts**

NATA comprises 10 districts, each incorporated separately. We spell out each district number (even District Ten, contrary to AP Style) in NATA publications. Refer to them as such:

- District One or Eastern Athletic Trainers' Association or EATA
- Connecticut Athletic Trainers' Association or CATA
- Rhode Island Athletic Trainers Association (no apostrophe) or RIATA
- Athletic Trainers of Massachusetts or ATOM
- Vermont Association of Athletic Trainers or VAAT
- New Hampshire Athletic Trainers' Association or NHATA
- Maine Athletic Trainers Association (no apostrophe) or MATA
- District Two or Eastern Athletic Trainers' Association or EATA
- Delaware Athletic Trainers Association or DATA
- Athletic Trainers' Society of New Jersey or ATSNJ
- New York State Athletic Trainers' Association or NYSATA
- Pennsylvania Athletic Trainers' Society or PATS
- District Three or Mid-Atlantic Athletic Trainers' Association. Avoid MAATA because District Five is also MAATA.
- Maryland Athletic Trainers' Association or MATA
- North Carolina Athletic Trainers' Association or NCATA
- South Carolina Athletic Trainers' Association or SCATA
- Virginia Athletic Trainers' Association or VATA
- West Virginia Athletic Trainers' Association or WVATA
- Also the District of Columbia
- District Four or Great Lakes Athletic Trainers' Association or GLATA
- Indiana Athletic Trainers' Association or IATA
- Illinois Athletic Trainers Association (no apostrophe) or IATA
- Michigan Athletic Trainers Society (no apostrophe) or MATS
- Minnesota Athletic Trainers' Association or MATA
- Ohio Athletic Trainers' Association or OATA
- Wisconsin Athletic Trainers' Association or WATA
- (GLATA also includes Manitoba and Ontario in Canada)
- District Five or Mid-America Athletic Trainers' Association. Avoid MAATA because District Three is also MAATA.
- Iowa Athletic Trainers' Society or IATS
- Kansas Athletic Trainers Society (no apostrophe) or KATS
- Missouri Athletic Trainers' Association or MOATA
- Nebraska State Athletic Trainers' Association or NSATA
- North Dakota Athletic Trainers' Association or NDATA
- Oklahoma Athletic Trainers' Association or OATA
- South Dakota Athletic Trainers' Association or SDATA
- District Six or Southwest Athletic Trainers' Association or SWATA
- Arkansas Athletic Trainers' Association or AATA
- Texas State Athletic Trainers' Association or TSATA

- District Seven or Rocky Mountain Athletic Trainers' Association or RMATA
  - Arizona Athletic Trainers' Association or AzATA
  - Colorado Athletic Trainers' Association or CATA
  - New Mexico Athletic Trainers' Association or NMATA
  - Utah Athletic Trainers' Association or UATA
  - Wyoming Athletic Trainers' Association or WYOATA
  - District Eight or Far West Athletic Trainers' Association or FWATA
  - California Athletic Trainers' Association
  - Nevada Athletic Trainers' Association (no apostrophe) or NEV-ATA
  - Hawaii Athletic Trainers' Association or HATA
  - District Nine or Southeast Athletic Trainers' Association or SEATA
  - Alabama Athletic Trainers' Association or ALATA
  - Athletic Trainers' Association of Florida or ATAF
  - Georgia Athletic Trainers' Association or GATA
  - Kentucky Athletic Trainers' Society or KATS
  - Mississippi Athletic Trainers' Association or MATA
  - Louisiana Athletic Trainers' Association or LATA
  - Tennessee Athletic Trainers' Society or TATS
  - District Ten or Northwest Athletic Trainers' Association or NWATA
  - Alaska Athletic Trainers' Association or AATA
  - Idaho Athletic Trainers' Association or IATA
  - Oregon Athletic Trainers' Society or OATS
  - Montana Athletic Trainers' Association or MATA
  - Washington State Athletic Trainers' Association or WSATA
- (NWATA also includes Alberta, British Columbia and Saskatchewan)

#### **NATA Committees**

When referring to NATA committees, always include NATA in front of the committee name on first reference (i.e., NATA Young Professionals' Committee). On second reference, use the acronym without NATA (i.e., YPC).

#### **Numbers**

Use numerals in relation to the amount of continuing education credit received. In all other circumstances, follow AP Style.

- Remember to use “more than” when referencing a numerical amount, not “over.”
- Correct: More than 20 people attended.
- Incorrect: Over 20 people attended.

#### **Orthopedic/Orthopaedic**

Per AP Style, use the American spelling (orthopedic, orthopedics). Use the British spelling (orthopaedic) only as part of a proper noun.

- Correct: The American Academy of Orthopaedic Surgeons has issued a new position statement on orthopedic injuries.

#### **Website**

Proper usage is “website,” rather than the previous AP Style of “Web site.” Also, use webcam, webcast and webmaster. But as a short form and in terms with separate words, the Web, Web page and Web feed.

#### **Evidence-Based Practice**

Write out the full term, all words capitalized, in the first reference and use “EBP” for subsequent references.

### **Continuing education and CEUs**

- When describing a numerical amount of units earned or available, the proper acronym is CEU.
- Correct: Up to 14 CEUs available
- When describing the general term of “continuing education,” CE is an acceptable acronym.
- When obtaining CEU credit, the person receives a “Statement of Credit” instead of the former term, “certificate.”

### **Convention Terminology**

- The proper name in 2016 is 67th NATA Clinical Symposia & AT Expo. On second reference, it’s “convention” or “NATA convention” or “NATA 2016.”
- The correct names and treatment of various functions at the convention are:
  - Athletic Training Student Seminar, or ATSS
  - ATSS Ron Culp – NBATA Cadaver Workshop, or cadaver workshop
  - J&J Day, Johnson & Johnson Keynote, Johnson & Johnson Feature Presentation
  - AT Expo
  - National Quiz Bowl, or quiz bowl, or student quiz bowl, which awards The Eve Becker-Doyle Quiz Bowl Championship Cup
  - Pinky Newell Scholarship & Leadership Breakfast

### **Student Athletes**

We refer to “student athletes” without the hyphen.

### **Nonmembers**

The proper term is “nonmember,” without the hyphen.

### **Return-to-play vs. return to play**

Return-to-play is hyphenated when part of a compound modifier.

- Correct: The AT is in charge of making return-to-play decisions.

Do not hyphenate when saying “John will return to play tomorrow.”

### **Doctor vs. physician**

Use the term “physician” instead of “doctor” to avoid confusion, since “doctor” can designate a PhD as well.