



STUDENT-ATHLETE PAPERWORK REQUIREMENTS

The following forms and documents are mandatory and must all be signed and uploaded to Sportsware. Participation in sport depends on 100% compliance with the attached paperwork. Missing paperwork or incomplete forms will delay any athletic activity until it is completed and turned in. Contact the sports medicine department at 202-274-6269, if you have questions.

- **CONTACT INFORMATION AND HEALTH INSURANCE/AUTHORIZATION FORM (Page 2):** Read thoroughly and sign. If the student-athlete has the school's primary insurance, the student-athlete must sign as the policy holder.
- **INSURANCE AND MEDICAL EXPENSES ACKNOWLEDGEMENT FORM AND COPY OF INSURANCE CARD (YOU MUST UPLOAD ONLINE) (Page 3):** Submit a front and back copy of the student-athlete's primary insurance card. If student-athlete does not have an actual, tangible card, inform the athletic trainer.
For those taking the school's health insurance plan, please indicate the following for insurance on SportsWare:
Company name: UDC-SHIP United Healthcare
Address: PO Box 809025, Dallas, TX 75380-9025
Company Phone: 888-224-4875
Name of Policy Holder: **(student-athlete's name)**, Birth Date: **(student-athlete's birthdate)**
Member ID: **(SR# stated on student-athlete's insurance card)**
Policy #: **(policy number on the student-athlete's insurance card should begin with: current academic year-202777-1)**
Group #: University District of Columbia
- **STUDENT-ATHLETE PHYSICAL EXAMINATION FORM (Page 4-5):** Only University of the District of Columbia Athletic Training Department physical form will be accepted (This is different than the Student Health Services Form). Every student-athlete must complete his/her pre-participation physical examination through his/her primary care physician as these exams are not available through University of the District of Columbia. Physical exams are the financial responsibility of the student athlete.
- **INITIAL HEALTH HISTORY AND MEDICAL UPDATE QUESTIONNAIRE (Page 6-12):** Complete in its entirety. If student-athlete circles YES to anything, supply date, type of injury, left vs. right vs. both sides, and whether they have recovered from the injury in the space provided. If additional space is needed, continue on the back of form. Be as specific as possible!
- **CONSENT FOR TREATMENT, MEDICAL INFORMATION RELEASE, AND ASSUMPTION OF RISK FORMS (Page 13-14):** Please read, sign, date, and upload.
- **MEDICAL EXEMPTION FORM FOR ADD, ADHD, AND OTHER BANNED MEDICATIONS (Page 15, Only if this applies)-** Please upload form and physicians' clinical notes and copy of the prescription.
- **SUPPLEMENTATION ACKNOWLEDGEMENT FORM (Page 16):** Please read, sign, date, and upload.
- **SICKLE CELL TRAIT INFORMATION, ACKNOWLEDGEMENT FORM, AND SCREENING RESULTS (Page 17):** The NCAA recommends all new student-athletes, incoming freshman, and transfers to provide documentation of a Sickle Cell Trait screening (one time only). If you have not been tested for Sickle Cell Trait or are uncertain if you have been tested, speak with your physician to review your medical records or to have the screening completed at the time of your physical examination. A copy of the test results must be submitted. Please read the attached information and sign, date, and upload the acknowledgment form and test results.
- **COVID-19 QUESTIONNAIRE AND COPY OF COVID-19 VACCINATION RECORD (Page 18):** Complete form and upload this and a copy of the student-athletes CDC vaccination card with type of vaccine and dates of administration. If the vaccination card is lost, please contact the local Department of Health where the vaccinations were administered and request documentation proof.
- **CONCUSSION INFORMATION, CONCUSSION ACKNOWLEDGEMENT FORM, AND IMPACT BASELINE TEST INSTRUCTIONS (Page 19-20):** Please read the attached link provided by NCAA about concussion. Then sign and upload acknowledgement form. Before being cleared for participation you will need to have 2 baseline concussion tests. Please read the attached instructions to do your baseline Impact test prior to reporting to UDC. The Sports Medicine staff will schedule your second test, the SCAT 5. These CAN NOT be done on the same day!