



Intercollegiate Athletics  
Keene State College  
229 Main Street  
Keene, NH 03435-2301

5/12/2009

To: All Student-Athletes and Parents  
Fr: John Ratliff, Athletic Director  
Robert Merrow, Head Athletic Trainer  
Re: Athletic Pre-participation paperwork. Physical Exams, Assumption of Risk / Release of information and Health Insurance

It is the policy of the Keene State College (KSC) Athletic Department, that all incoming freshman, first year student-athletes or transfer students have a completed health physical form on file in the Athletic Training Department and with the KSC Student Health Services. **NCAA policy requires** that these Health physical exams must be current, dated within **six** months of the student athletes entrance to KSC. Please make sure you have a properly dated physical, in time for the start of your season and return the **original KSC Health Physical exam form** to Student Health Services and **mail or bring a complete copy** to the Athletic Training Department. Student-athletes **will not** be allowed to participate in any practices or games unless current physicals are on hand. Physical forms can be downloaded from the KSC Web site under Health Services or the Athletics Web site under Athletic Training links. If you are a returning student-athlete, you do not have to submit a new physical unless your health status has changed due to injury or illness since your most recent sports season, in such case, please bring a Physicians note clearing you for sports participation.

**New NCAA Drug testing Requirements:** Please be aware of NCAA rules which require documentation by your Physician for any ADHD medications. Please provide the following information in addition to physical exams;

1. A record of the medical evaluation for ADHD
2. Statement of the diagnosis, including when it was confirmed
3. History of ADHD treatment (previous/ongoing)
4. A copy of the most recent prescription (as documented by the prescribing physician)

Please complete all health physical forms and clearly indicate which sport(s) you plan to participate in, then mail or bring copies to **both** the Head Athletic Trainer and the Student Health services.

**ORIGINAL**

Student Health Services  
Keene State College  
229 Main Street  
Keene NH 03435-2802

**COPY**

Robert Merrow, MS, ATC, NH-LAT  
Head Athletic Trainer  
Keene State College  
229 Main Street  
Keene NH 03435-2375

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**Health Insurance: An Important Note To All:**

Health Insurance is very important for you to have in the event that you are sick or injured and need to be treated at a hospital or clinic. Students are responsible for their own medical expenses. Keene State College and the Athletic Department require that students have some form of health insurance, either under your parent(s), guardian(s), or your own personal coverage. The student is required to maintain coverage while a Student Athlete at KSC. The KSC Athletic Department carries secondary insurance exclusively for athletically related injuries or illness for Student Athletes. This insurance provides secondary coverage only **after** the first \$1,000.00, up to a maximum of \$75,000.00, after which the NCAA Catastrophic insurance takes over. If you accumulate any medical bills not covered by your insurance under \$1,000.00, you are responsible for payment. **NCAA policy** requires proof of insurance coverage. Please check with your insurance organization to make sure that the Student Athlete is covered under the insurance plan for any athletic related injuries. **Every year** please submit a copy of your insurance card, front and back to the Athletic Training department for NCAA verification of insurance. Student athletes **will not** be allowed to participate in any practices or games unless this verification is on file with the Athletic Training department each year.

## Checklist

The following checklist is for you to use to ensure that you have completed required information for athletic participation at KSC. Please take the time to properly complete all requested information.

### **KSC Student Athlete; Pre-Participation Checklist**

#### **Returning Student Athletes**

- Check with your Insurance Company to make sure you are covered for athletic related injuries
- SEND, EMAIL, OR BRING** with you a front and back copy of your current insurance card or verification of Insurance coverage on Ins. Co. letterhead.
- When you arrive for Pre Season please fill out and sign the Athletic Training department's sports participation Assumption of Risk Statement and Release of Information
- When you arrive for Pre Season, complete the Web based Athletic Training information and Health Questionnaire update from within the AT Room or from an on campus computer once you arrive on campus.
- If you have had any significant injury over the past year please bring a note from your doctor clearing you for participation.
- NEW NCAA requirement!** Please provide documentation for any **ADHD Medications** taken on a regularly prescribed basis for a particular reason with supporting evidence and diagnosis from a Medical Practitioner as to the purpose of medication, for **NCAA Drug Testing Therapeutic use Exemptions**.

#### **First Year Student Athletes (freshman and transfers) Checklist**

- Please make sure you have a current physical (**within six months of the start of the semester you begin classes**) in time for the start of your season. Return the **original KSC Health Physical exam form to Student Health** and **mail or bring a complete copy** to the Athletic Training Department.
- Check with your Insurance Company to make sure you are covered for athletic related injuries
- SEND, EMAIL, OR BRING** with you a front and back copy of your current insurance card or verification of Insurance coverage on Ins. Co. letterhead.
- When you arrive for Pre Season please fill out and sign the Athletic Training department's sports participation Assumption of Risk Statement and Release of Information
- Complete the computer based Athletic Training information and Health Questionnaire update once you arrive on campus.
- Complete Pre Season Screening administered by the Athletic Training Staff at the start of your first season of athletic participation.
- NEW NCAA requirement!** Please provide documentation for any **ADHD Medications** taken on a regularly prescribed basis for a particular reason with supporting evidence and diagnosis from a Medical Practitioner as to the purpose of medication, for **NCAA Drug Testing Therapeutic use Exemptions**.

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All medical information is **confidential** and will be used as an aid to providing healthcare while you are a student-athlete at KSC. Your knowledge and consent is required for release of these medical records. If the forms are not completed correctly and returned by the beginning of your season your athletic participation at KSC will be delayed.

If you have any questions please contact Bob Merrow, ATC: 603-358-2824    rmerrow@keene.edu