

Dear Incoming V-Hawk:

June 2011

Welcome to Viterbo Athletics. There are four medical/insurance forms enclosed that need to be completed and returned by July 20<sup>th</sup>. All forms must be satisfactorily completed (as deemed by the athletic training staff) in their entirety, with appropriate signatures and dates, before you will be allowed to participate in any team-related activities this school year.

### **1. STUDENT HEALTH FORM (SHF)**

The SHF should be completed, taken to your physical examination and reviewed with your medical provider. This is to ensure your vaccinations are up to date and that you get a proper screening for any pre-existing health issues. We are especially concerned that you report any loss of consciousness to your medical provider, whether you have fainted or been knocked unconscious by a collision.

### **2. PHYSICAL EXAMINATION FORM (PEF)**

The PEF must be completed by a licensed physician, nurse practitioner or physician assistant. Forms will not be accepted from any other health care providers. Only physicals performed after May 4, 2011 will be accepted. If you have already had a physical this summer but did not have this form with you, please have this form completed by your medical provider and send it to us. **IF YOU HAVE NOT HAD A PHYSICAL YET THIS SUMMER, SCHEDULE ONE IMMEDIATELY.** Unless you have a significant change in your health status, you will only be required to have one physical during your athletic career here at VU.

### **3. EMERGENCY INFORMATION FORM (EIF)**

The EIF is required of every athlete, every year at Viterbo University. This form requires you to list a parent or other contact who we should call in the event of an emergency. Your primary insurance information should also be carefully and legibly listed. Please attach a full-page copy of the front and back of your insurance card when you return this form.

### **4. INSURANCE COVERAGE VERIFICATION FORM (ICVF)**

The ICVF provides you with specific information regarding your insurance needs. Viterbo University **DOES NOT** provide primary health care insurance to student-athletes. It is the sole responsibility of the student-athlete and their family to provide evidence you own health insurance that includes coverage for athletically-related injuries. Insurance coverage must have a limit of \$25,000 or higher. The policy must be in effect for the entire time period during which you are enrolled and/or participating in team-related functions including, but not limited to, pre-season training, practices and competition. Any changes or cancellations to the student-athlete's coverage should be forwarded to the Athletics office immediately. If your insurance is allowed to lapse, you will be responsible for all expenses and will be prohibited from athletic participation. Adequate insurance coverage is a prerequisite for practice and competition. No student will be allowed to participate in any way until such evidence of current insurance coverage is on file with Viterbo University Athletics.

Viterbo University will assume no responsibility whatsoever for the payment of, or authorization to pay, medical expenses resulting from injuries that occur while participating in intercollegiate athletics at Viterbo University.

The NAIA Catastrophic Injury Insurance Program covers student-athletes who are catastrophically injured while participating in a covered intercollegiate athletic activity (subject to all policy terms and conditions). This coverage does not qualify as the basic coverage required for participation at Viterbo University. It is supplemental coverage in the event of a catastrophic injury. More information on this program can be found on the NAIA's website at <<http://naia.cstv.com>>.

Should you misplace any of the forms, they are available for download off the Viterbo Athletics website. You must have all the forms satisfactorily completed and returned to the Athletic Training staff before you will be deemed medically eligible to participate in team-related practices, workouts, games, matches or activities. There are no exceptions. Please address your forms directly to the Athletic Training department when mailing. Should you choose to bring them to campus during a visit either drop them off at the Athletics Office or give them to your coach.

Upon your arrival on campus this fall, we will be performing ImPACT® neurocognitive baseline testing on all new student-athletes. We have purchased a program to aid us in the evaluation and management of concussions. You and your teammates will take a 30-minute computer based test in one of the computer labs. Should you sustain a concussion during the school year, we will be able to look back to what "normal" is for you and make the best decisions possible regarding your care.

Thanks for your cooperation. Should you have any questions regarding the information in this letter, please call me at 608-796-3815. Please understand that Athletic Training Room is only staffed one day per week during the summer so it may take 7-14 days to return your call. We look forward to seeing you and your servant-leadership in action this fall. Until then, be safe.

Sincerely,

*Sheldon*

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