James B. Ellison, Sr. Student Health Center
Athletic Protocol
INTRODUCTION
The primary goal of the James B. Ellison, Sr. Student Health Center (SHC) is to provide the most comprehensive, carefully monitored medical care that is possible within the scope of its facility. This goal includes providing students with knowledgeable and experienced physicians and nursing staff who have demonstrated the ability to expertly care for a wide array of medical conditions. A strong emphasis is placed on lifestyle modification, health awareness and education. Mental health and stress management are continuously promoted by establishing a close connection with the student counseling center and their consultants. When referrals are necessary, students are provided with a range of experts outside of our facility who are well trained, respected practitioners, and are particularly sensitive to the needs of college students. The staff of the SHC continually serves as consultants to the College in terms of evaluating and making recommendations regarding health insurance plans for students. The Student Health Center strives to be the best equipped college health facility of its size and will continue to upgrade equipment that will aid the in-house diagnosis and treatment of students.

STUDENT ATHLETE PROTOCOL
A comprehensive Sports Medicine Program of prevention, treatment, and rehabilitation is being developed to ensure quality medical care for Morehouse College student-athletes. The College’s Team Physician oversees the course of care given to our student-athletes. The sports medicine staff consists of team physicians, nurses, athletic trainers and a support staff of graduate student athletic trainer all certified or certified-eligible. The physicians will not attend all practices and competitions; however, they are immediately available via cell phones and pagers.

Before a student-athlete is allowed to practice or compete for Morehouse College, he must have completed a physical examination approved by the Team Physician and Associates. Returning student-athletes need to update their information with the Student Health Center Staff annually. He must also complete the following forms each year: the insurance information forms containing the appropriate signatures and photocopy of front & back of insurance card, signed medical authorization form, release & acknowledgement form, the College immunizations form and the signed drug testing consent form. No student-athlete will be allowed to participate until these forms are completely filled out, signed and approved by the team physician(s).

- The Student Health Center staff has the authority to cancel or modify any workout for health and safety reasons.
- If a student-athlete is issued equipment, such as ankle braces or knee sleeves, from the athletic training room it is theirs to keep as long as it is being used. When no longer needed, the equipment/brace should be returned to the Student Health Center immediately, regardless of its condition.
• Student-athletes with disordered eating concerns will have access to the College physicians and psychologists to assist with treatment recommendations and participation concerns. All discussions or appointments will be confidential.

• Any student-athlete who sustains a concussion will be treated per the Concussion Management Protocol. This protocol includes baseline and post-concussion neuropsychological and balance testing, removal from play when a concussion is sustained, proper medical evaluation(s) including monitoring of symptoms, and a gradual resumption of sport activity.

• A student-athlete should not take any supplement or medication, either over-the-counter or prescription, without first checking with a member of the Student Health Center and or Athletic Trainer Staff. All supplements or medications, whether prescription or over-the-counter (pain relief, vitamin, herbal, etc.), may contain substances that could cause a positive drug test. Student-athletes using stimulant medications for the treatment of ADHD must report the use of such medication and provide the necessary documentation per NCAA guidelines.

• Student-athletes should not chew gum or wear jewelry during practice or games. It is dangerous for you and possibly your teammates.

• All coaches must maintain certification in Cardiopulmonary Resuscitation (CPR), First Aid and AED. The Student Health Center will assist with certifying and re-certifying all coaches through the American Heart Association.

• Upon completion of a student-athlete’s sports participation or eligibility, the Trainers and Physician will require an exit interview. This includes a review of the injuries sustained during participation, outstanding insurance concerns and follow-up if needed.

PROCEDURES:

A. HISTORY
   1. Participation in organized College athletic program
   2. Deemed as a walk-on to participate in organized College athletic program

B. PRELIMINARY PHYSICAL PROCEDURE
   1. Each student is required to submit two (2) completed State forms at the time of preliminary workup (https://morehousecollege.box.com/shared/static/rativaaxdc47fqkdt8kqm4n9ifvktc43.pdf).
   2. Each student is required to complete the Pre-Physical packet prior to workup (https://morehousecollege.box.com/shared/static/5t7u7eio1esui5v1uad4pa50fvh0jdz.docx).
   3. Vital signs with height and weight are completed by trainer and indicated in Pre-Physical packet. This information is then input into Medicat in order to calculate the student athlete’s BMI. Physician will counsel as necessary based on BMI. If student
reports without vitals, height, and weight, use nursing discretion on whether there is time to complete this portion.

4. Assess immunization status. Notify student, coach, or lieutenant of needed vaccine(s).

5. Pre-Physical packet remains in student’s chart.

6. Assess sickle cell status.

7. Student is given a scheduled time to return-to-clinic (RTC) for physical by MD.

C. TESTING PROCEDURE

1. No more than one nurse in the urine lab at a time.

2. Urine cups are issued from the lab or exam room. Label each cup with last name, first initial of student.

3. No more than three (3) urine cups processed at a time.

4. If sending urine sample to State:
   a. Each student is required to submit two (2) completed State forms at the time of testing.
   b. One (1) State form is sent with the urine sample and one (1) State form remains in student’s chart.
   c. Label tube with M#, last name, first name, date of service. Ensure bottom portion of State form is completed and matches name on urine tube.
   d. Urine samples are to be mailed at COB each day.

5. If sending urine sample to LabCorp:
   a. Verify student insurance.
   b. Place GC/CT order in LabCorp.
   c. Call LabCorp for pick-up.
   d. Place specimen lab box outside at COB.

FOLLOW-UP

1. If lab results are positive, contact student to schedule a follow-up clinic visit even if student was treated prophylactically. Encourage the student to notify sexual partner of positive status.

2. If student is unreachable, contact Housing, Coaches, or lieutenant - utilizing HIPPA standards.

3. Enter all positive GC/CT in SENDSS. (See SENDSS protocol.)

STUDENT HEALTH INSURANCE

The Student Health Center ensures that all Morehouse College students have adequate health coverage through Aetna insurance provided by the College, if they do not have their own coverage. Any Morehouse College student taking (4) four or more credit hours are automatically enrolled in the student health insurance plan, unless they have presented proper proof of another insurance that is comparable to the Morehouse College health insurance plan. Students have the option to opt out of the student health insurance plan offered by Morehouse
College by accessing the following link [www.4studenthealth.com/morehouse](http://www.4studenthealth.com/morehouse) and completing the required waiver before the beginning of each semester.

Students are not required to pay for diagnosis, treatment or medication dispensed from the college pharmacy and a portion of student fees is designated to defray the cost of campus health services. Students should always carry proof of insurance for this plan as well as any other medical insurance under which they are insured. An identification card for this plan is available from [www.aetna.com](http://www.aetna.com).

2016 – 2017 Aetna Plan Highlights

- Individual deductible: $250
- Office visit/walk-in clinic copay: $25
- Emergency room copay: $150
- Prescriptions meds copay: $15/$20/$60/specialty
- Individual out-of-pocket maximum: $1,500
- Urgent Care copay: $50
- Preventive Wellness: covered at 100%
- Pediatric dental and vision for members under age 19

Student athletes receive secondary coverage from Mutual of Omaha ([http://www.mutualofomaha.com](http://www.mutualofomaha.com)) through the NCAA Group Basic Accident Medical Program, which exclusively covers any bodily injury that is sustained during an athletic event or other activity which is authorized by, organized by, or directly supervised by an official representative of the College, including practices, games, off-season body conditioning and related covered travel. It does not cover illnesses or non-intercollegiate athletic activities or re-occurrences of preexisting injuries, which were sustained before participating in Morehouse College athletics program. In addition, prospective student athletes and their chaperones are covered for activities during or directly related to a visit for which the athlete was invited by the College.

- If a student-athlete is injured while practicing or competing for Morehouse College, the injury should be reported to a member of the Sports Medicine Staff (Trainer and/or SHC Nurses/Physicians) as soon as possible. Unless there is a life-threatening injury (head injury, internal injury, etc.), the student-athlete must be referred by a member of the Sports Medicine Staff in order for the charges to be covered. If there is any injury with delayed onset of symptoms (i.e. bleeding from ear, blood in urine), or significant signs of illness the student-athlete should seek medical attention immediately and contact a member of the Sports Medicine Staff ASAP.
- Expenses associated with non-athletic injuries and all general illnesses (medications, laboratory work, etc.) are the responsibility of the student athlete and his/her parents or guardians. Expenses will not be covered for athletic-related injuries if the student-athlete goes immediately to their own physician without evaluation by the Sports Medicine staff.
provides Accidental Injury Insurance to cover injuries that may occur while participating in regularly scheduled, supervised, and sponsored practices and competitions. The athletics insurance policy is a secondary policy, with benefits being paid only from those expenses not paid or payable by the student-athletes primary medical coverage insurance policy. All student-athletes must complete the necessary insurance form before they are allowed to participate for Morehouse College. No student-athlete will be allowed to participate without submitting this form.

EXCESS POLICY DESCRIPTION
The NCAA Group Basic Accident Medical Program provides quality Basic Accident coverage and services delivered by insurance industry leaders under the direction of the NCAA. The benefits will be paid only for those expenses not paid or payable by other medical coverage of the athlete. Put simply, the athlete’s other coverage pays first, and the sports policy pays second. Schools nationwide purchase excess policies as a method of containing the spiraling costs of medical insurance without sacrificing benefits. Although excess policies require close communication between athletes, parents and staff, they also help to provide quality coverage at reasonable rates. After a deductible is met, claims will be paid at 100% of the covered expenses up to $75,000.

ELIGIBLE EXPENSES
Athletic Injury Insurance Policies are designed to pay medical expenses, which arise due to accidental injuries that occur while participating in, or traveling to or from supervised regularly scheduled games or practices. The Athletic Insurance Policy does not cover general illnesses or diseases. The following requirements must be met:

1. The accidental injury must occur while the student-athlete is participating in regularly scheduled, supervised and sponsored Practice, Competition, or Travel.
2. The expenses incurred must be for accidental injuries which first occur while your policy is in force unless the student-athlete is cleared by the team physician to participate.
3. Medical problems which are not accidental injuries as described above, or do not occur during supervised practices or scheduled intercollegiate sports, are not the responsibility of the Athletics Department. For example, if the athlete uses the gym on his own for a workout, he is not covered. Another example would be if an athlete gets the flu or sore throat.

SUBMITTING CLAIMS
1. The student-athlete or family member(s) must submit bills from providers of medical service (doctors, hospitals, etc.) to his/her primary insurance company immediately, making certain to complete all claim forms and fulfill all other submission requirements of his/her primary insurance company.
2. When the student-athlete or family member(s) receive an explanation of benefit (EOB) from their primary insurance company or any bills from providers of medical service, it
must be forwarded to the Athletics Department Office by fax, mail or in-hand by the student-athlete.

3. If the student-athlete or family member(s) receive any checks in payment of claims directly from their primary insurance company, these checks must be turned over to the proper doctor, hospital or medical facility, or the family can send in their own check. A copy of the paid receipt or explanation of benefits paid must be turned into the Student Health Center for record keeping.

4. If the student-athlete or family member(s) receive requests from their primary insurance company for additional information, they should respond as quickly as possible to prevent their record from being turned over to a collection agency. This will speed up the payment of the claim.

5. Submit all necessary information to the Athletics Department within 2 years. Failure to submit information before 2 years from the date of injury will result in no further financial support from the secondary insurance company or the Athletic Department.

INJURIES AND ILLNESSES
All athletic injuries and illnesses are to be reported immediately to the College Physician and SHC Staff for evaluation, care and referral. The sports medicine staff assesses the immediate needs and gives authorization to receive medical care from: Team Physicians, SHC, and Outside Physicians. No one else from the Athletics Department is allowed to authorize any type of care or referral, except the athlete’s family members.

- If injured, decisions on the availability of a student-athlete for practice or competition shall be the responsibility of the Team Physician and/or Student Health staff.
- Head Coaches are notified immediately at the onset of any injury, illness or medical concerns and communication is maintained throughout.
- The Athletic Trainers will review all athletic-related injuries for those athletes who miss 3 consecutive practices or competitions and will consult with the Team Physician to determine the course of treatment.
- If a student-athlete has any medical problem evaluated by his/her personal or family physician, he/she must obtain a clearance letter from that physician to continue to participate/compete in athletic activities. The Team Physician should review the clearance letter prior to participation for final clearance. This includes any medical examinations for general medical reasons, illness or injury performed by any physician/chiropractor throughout the year. If a physician does not clear a student athlete, that student-athlete is not allowed to participate in any athletic activity for Morehouse College until a clearance letter is provided to the Director of Athletics. Student-athletes will have to meet with the Director of Athletics if they cannot obtain a clearance letter to participate from any physician for any medical reason(s).
- The student-athlete should follow through all rehabilitation plans until the Team Physician or a member of the SHC staff releases him. Only SHC staff members are allowed to initiate treatments.
• If a student-athlete has an illness during the year, they may use the services of the SHC after they report the illness to the Trainer.