

# PENN STATE ERIE, THE BEHREND COLLEGE SPORTS MEDICINE GENERAL POLICIES AND PROCEDURES FOR STUDENT-ATHLETES

This document outlines the rights and responsibilities of student-athletes regarding athletic health care. It is imperative that the student-athlete read and understand this information so that they know what to expect and what is expected of them in the event they suffer an injury or illness.

**SPORTS MEDICINE STAFF:** Refers to the certified athletic trainers, physicians and other health care personnel utilized in the health care of Penn State Erie, The Behrend College student-athletes.

## **I. MEDICAL ELIGIBILITY**

- A. All student-athletes must pass a pre-participation physical examination administered by the Penn State Erie, The Behrend College Sports Medicine Staff. Physical examinations performed by the athlete's personal physician are not acceptable. It must be clearly understood that ALL intercollegiate athletes must receive this medical clearance before participation. The signature of the examining physician on the pre-participation examination form will present evidence of this medical authorization.
- B. The student-athlete's primary medical insurance information MUST be on file with the Sports Medicine Staff prior to taking the physical examination. Students who fail to produce this information will be prohibited from taking a physical examination and thus prohibited from participating in Athletic Department sponsored practices or competitions.
- C. Athletic physical examinations are in effect for one year. The Sports Medicine Staff may re-examine or change the medical participation status of any athlete at any time during the athlete's career at Penn State Erie, The Behrend College.
- D. A medical history is required from each athlete prior to taking a physical examination. Failing to document any previous or existing medical condition on this history form will release Penn State Erie, The Behrend College from all financial liability for the unreported problem(s) and any subsequent related problems. IF ANY TESTS, X-RAYS OR REFERRALS ARE REQUESTED BY THE BEHREND SPORTS MEDICINE STAFF AS A RESULT OF FINDINGS DURING THE PHYSICAL EXAMINATION, FINANCIAL RESPONSIBILITY FOR THESE RESTS SOLELY WITH THE ATHLETE AND THEIR PERSONAL HEALTH INSURANCE.
- E. Previous injuries, not fully rehabilitated, may disqualify any athlete from participation until approved by the Behrend Team Physician or consulting orthopedists. If a student-athlete is under care of a physician not associated with Penn State Erie, The Behrend College, written permission must be presented to the Sports Medicine Staff stating the nature of the injury and the date the student may resume activity.
- F. The Behrend Sports Medicine Staff may disqualify any athlete who has any condition for which participation in their chosen sport is contraindicated.

## **II. MEDICAL POLICIES FOR ATHLETES**

- A. It is the responsibility of the student-athlete to maintain a reasonable level of health. This means it is their responsibility to take proper care of themselves---including proper diet, fitness and sleep as well as avoiding behaviors that are potentially dangerous.

- B. The athlete should promptly report all injuries and illnesses to a staff athletic trainer. Injuries/illnesses not noted during participation should be reported immediately after the practice/game or between the hours of 11:00 AM and 2:00 PM the next day. Failure to report a condition within three days results in the release of Penn State Erie, The Behrend College from any financial responsibility for medical expenses for that condition.
- C. In case of emergencies occurring outside of regular hours, contact a staff athletic trainer, the Behrend Health and Wellness Center or call 911.
- D. All treatments will be given under the direction of a staff athletic trainer who works under the supervision of the Behrend Team Physician.
- E. Decisions concerning participation status shall be solely at the discretion of the Penn State Erie, The Behrend College Sports Medicine Staff.

### **III. MEDICAL REFERRAL POLICIES**

- A. Except in emergencies, a staff athletic trainer MUST screen all conditions prior to referral to a team physician or other consultant.
- B. The Sports Medicine Staff will make referral appointments. Transportation to medical facilities/offices located off-campus will be provided by the Sports Medicine Staff ONLY if the athlete is unable to arrange personal transportation.
- C. All orthopedic evaluations will be done for the Department of Athletics through associated consultants of St. Vincent's Sports Medicine. This policy assures proper and immediate care, close follow-up treatment and smooth injury management for the student-athlete and the Behrend Sports Medicine Staff.
- D. If a student-athlete desires a second opinion, the student-athlete is required to request a referral form, which must be updated by the physician and returned to the Sports Medicine Staff before consideration of resumption of activity is allowed.
- E. A consultation between the parents of any athlete and the Behrend Sports Medicine Staff will be arranged whenever requested. All decisions regarding medical approval or disqualification in the intercollegiate athletics program will be made solely the Behrend Team Physician and/or associated consultants.
- F. The Behrend Sports Medicine Staff reserves the right to require referral to an outside medical agency for the evaluation, treatment and/or rehabilitation of any problem not related to athletics.
- G. Any student-athlete incurring an illness at a time outside the dates of traditional or non-traditional seasons, may be required to report to the Penn State Erie, The Behrend College Health and Wellness Center for treatment.

### **IV. MEDICAL EXPENSE PAYMENT POLICIES**

- A. All participants are required to show proof of medical insurance prior to having a physical examination. This policy must provide benefits for athletic related injury. A front and back copy of the participant's primary insurance card must be on file before the student-athlete will be allowed to participate in any practice or competition. Fax transmission of insurance information or policyholder's signature may be accepted if properly authorized.

- B. Penn State Erie, The Behrend College will ONLY be financially responsible for injuries occurring while an athlete is representing the College in formal intercollegiate activity, which is supervised by a coach. Care for illnesses such as colds, flu, etc. will only be covered during a sport season in which the athlete is engaged in formal full-team practices supervised by a coach.
- C. Penn State Erie, The Behrend College's Athletic Department requires that bills be submitted first to the primary health insurance company of the athlete and his/her parent or guardian. Penn State Erie, The Behrend College retains a secondary excess policy in conjunction with The Pennsylvania State University's Department of Risk Management. This secondary policy will pay ONLY AFTER primary insurance has been engaged and only for athletic-related injuries.
- D. The Sports Medicine Staff will handle acute care and rehabilitation of minor injuries at no cost whenever possible. The Sports Medicine Staff will see that individual student-athletes receive the best treatment available while following the guidelines of his/her primary health insurance policy. It is the responsibility of the student-athlete to inform the Sports Medicine Staff of any peculiarities and changes in his/her medical insurance coverage (i.e. HMO, PPO). If services are rendered while there is a lapse in coverage, the student-athlete will be responsible for all charges incurred during this lapse. Please let the Sports Medicine Staff know of any questions that may arise concerning the medical coverage of a student-athlete.
- E. Arrangements for follow-up care with a physician for injuries incurred during athletic activity must be completed within a 14 day period after completion of the competitive season, eligibility or termination from the team. After said period, Penn State Erie, The Behrend College is no longer financially responsible for any expenses incurred as a result of said injury, unless other arrangements have been made with the Sports Medicine Staff.

## **CONTACT NUMBERS FOR SPORTS MEDICINE STAFF**

JEFF WEBSTER ATC---HEAD ATHLETIC TRAINER	(office) 814-898-6340 email <a href="mailto:jxw63@psu.edu">jxw63@psu.edu</a>
ANGE MESEROLE ATC---ASSISTANT ATHLETIC TRAINER	(office) 814-898-7227 email <a href="mailto:amm43@psu.edu">amm43@psu.edu</a>
ST. VINCENT'S SPORTS MEDICINE	814-866-3466
ST. VINCENT'S MEDICAL CENTER EMERGENCY ROOM	814-452-5353
PENN STATE BEHREND HEALTH & WELLNESS	814-898-6217



# PENN STATE ERIE, THE BEHREND COLLEGE

## ATHLETIC DEPARTMENT/SPORTS MEDICINE SERVICES GENERAL POLICIES

1. **Risk of Injury**: Intercollegiate athletics may constitute a dangerous activity involving the risks of injury. Those dangers and risks of playing or practicing include, but are not limited to death, severe neck and spinal injuries, which may cause complete or partial paralysis, brain damage, severe internal injury, severe injury to bones, joints, ligaments, muscles tendons and other aspects of the musculoskeletal system. It is understood that such injury may result in serious impairment of future abilities to earn a living, to engage in other businesses and generally enjoy life.
  
2. **General Policy Statement**: Our purpose is to provide the best medical care possible for all athletes. Penn State Erie, The Behrend College Athletics carries medical insurance for all injuries directly related to participation in practice or university sponsored athletic competition. We will act as the secondary providers while your personal or parents insurance will act as the primary coverage in such events. It is strongly recommended that you or your parents carry insurance to cover any non-athletic injuries or illnesses since these are not covered by Penn State Erie, The Behrend College.
  
3. **NCAA Bylaws Section 16.4**: According to NCAA rules, only sickness or injury directly related to participation in intercollegiate athletics may be financed by the member institution. If sickness or injury occurs in classes, outside of class, or in extra-curricular activities that are not athletically related, it cannot be financed by the member institution. If an athlete enters the institution with a pre-existing injury or condition, the member institution will not finance any medical expenses for that injury/condition.
  
4. **All Student-Athletes**: In order for any student-athlete to participate in intercollegiate athletics while enrolled at Penn State Erie, The Behrend College, proof of medical insurance coverage must be provided. All costs for medical treatment, which results from injuries sustained while participating in intercollegiate athletics, must be covered by a primary health insurance plan. In order to take the pre-participation physical exam, all student-athletes must provide Sports Medicine Services with proof of this insurance. Proof of insurance shall include a specific insurance company and policy number.
  
5. **Medical Referrals**: If you see a doctor without proper authorization, you will incur all responsibility for expenses.
  
6. **Dental & Eye Care**: Only dental and eye injuries directly related to intercollegiate athletics participation can be financed by Penn State Erie, The Behrend College. All other problems should be reported to Sports Medicine Services for proper referral.
  
7. **Problems at Night & Emergencies**: When the athletic training room is closed and you need the services of the Sports Medicine Staff, call the athletic training room at 898-6340 or 898-7227. If you are unable to reach the athletic trainer and your emergency is severe, try to contact your head coach and go to the nearest hospital emergency room. However, you must notify the Sports Medicine Staff the following morning.

**Please read this very carefully.** After you have had an opportunity to do so, kindly indicate your understanding and approval hereof by signing on the line indicated below. Of course, if you have any questions, please bring them to our immediate attention.

Name: \_\_\_\_\_  
Please Print

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

# ATHLETIC TRAINING ROOM POLICIES AND PROCEDURES FOR ATHLETES

- A. Athletic Training Room Hours:  
**M-F: 1:00 PM – 7:00 PM** (or until last practice ends); **SAT-SUN Pending scheduled practices/events**  
For practices/competitions outside of these hours, the facility will open at least 1 hour prior to the time the team is required to report, or as specified by the staff athletic trainer.  
Other times by appointment.
- B. Treatments are available to **intercollegiate athletes only**; in season athletes have priority.
- C. Team physicians will be available periodically in the Athletic Training Room. Athletes must see a staff athletic trainer prior to seeing a physician in the Athletic Training Room.
- D. During the season, an athlete may be expected to report for morning injury treatment in addition to pre-practice treatment.
- E. Athletes must check in with an athletic trainer prior to beginning treatment or using any equipment.
- F. All equipment is to stay in the Athletic Training Room unless issued by a staff member. Student-athletes will be billed for equipment not returned unless specified by a staff member. Failure to remit payment for equipment not returned will result in records being placed on hold by the College.
- G. The Athletic Training Room is a co-ed facility. Proper dress is required for treatment. Please wear shorts and a t-shirt at all times. Come dressed and ready, and leave all personal belongings in your locker. Please shower before receiving post-practice treatments.
- H. The Athletic Training Room operates on a first-come first-serve basis. Come early if you want to avoid the rush.
- I. You are responsible for getting your taping or treatments done in time for all meetings and practices. Remember you are never late for practice because you were detained in the Athletic Training Room, you simply did not arrive early enough.
- J. Appropriate treatment for any and all musculoskeletal injuries will be decided on only by a staff athletic trainer. When necessary (as deemed by the athletic trainer), the team physician will be involved.
- K. Continue all treatments until the staff athletic trainer releases you. Do not stop treatments just because your injury feels better. If you miss a treatment, you will be assumed to be healed, and thus okay to practice.
- L. Taping will be performed only as deemed necessary by the Sports Medicine Staff. Taping must be accompanied by prescribed exercise. Braces may be utilized in lieu of routine taping at the discretion of the Sports Medicine Staff.
- M. No athlete is permitted to operate athletic training room equipment --- No Self Treatments.
- N. Injuries not sustained during intercollegiate functions are not the responsibility of the athletic department. Treatment of these injuries will not be the responsibility of the Sports Medicine Staff.
- O. No food or drink please.
- P. Use of tobacco products is prohibited.
- Q. The facility is not to be used as a lounge or place to socialize.
- R. No profanity or roughhousing.
- S. No form of harassment, sexual or otherwise, will be tolerated. This includes language, gestures or implied comments.
- T. Individuals not abiding by these policies may be asked to leave the facility refused service and/or will be reported to the respective head coach and athletic director for disciplinary action.

Furthermore, by affixing my signature below, I agree to follow these policies and procedures and understand that failure to adhere to these rules and regulations may result in my being barred from using the Behrend Sports Medicine Staff and Athletic training Facilities.

Signature \_\_\_\_\_

Date \_\_\_\_\_

