

Daytona State College Athletics

Procedures Regarding Athletic Injuries, Illness and Medical Care



I. PREPARTICIPATION PROCEDURES

A. Athletic Medical History Questionnaire:

Prospective student-athletes must complete an Athlete Medical History Questionnaire prior to receiving the athletic physical exam. The questionnaire will be provided during athlete orientation week and will be updated yearly. Care must be given to answer all of the questions completely and accurately. See Note below. It is very important to submit **ALL** medical records as requested by the date of the physical exam, to avoid any delay in the eligibility process for team participation.

B. Athletic Insurance Information Form:

Daytona State College provides supplemental athletic insurance to all sponsored varsity teams. Prospective student-athletes **MUST** have a completed Athlete Insurance Information form on file with the Office of Sports Medicine **prior** to any participation in team activities. This form will be mailed to all prospective student-athletes by July 1, and should be returned to the Office of Sports Medicine by August 1. Please complete all requested information in its entirety to avoid any delay in the eligibility process. The form must be completed, signed and returned even if the student-athlete has no health insurance. In addition, send a photocopy of both sides of your health insurance card. If your insurance company will provide an additional card for the student-athlete, it is extremely helpful.

NOTE: Each student-athlete is responsible for updating his/her Athletic Medical History Questionnaire and Athlete Insurance Information form should either change. Failure to do so will result in the student incurring unnecessary medical costs should the required procedures not be followed.

C. Athletic Physical Examination:

All student athletes must have an athletic physical examination (which are conducted through the Office of Sports Medicine) **before** they participate in any College-related athletic activity. Examinations are conducted at Halifax Medical Center or in the Lemerand Center on assigned days and times. Students should check with their head coach as to the date and time of their exam. Failure to show for an assigned physical will result in the student having to pay for an outside physical arranged by the Office of Sports Medicine with a local physician. Class conflicts or other reasonable excuses for inability to attend a scheduled appointment should be reported to the Head Athletic Trainer **BEFORE** the scheduled date and time.

Students may find themselves placed on a **“Provisional”** status after their physical exam. This means that some additional information, testing or monitoring of the student-athlete is required in order to be eligible for team participation. Students may play or practice with the team as long as **they comply with the restrictions or recommendations of the Sports Medicine Staff**. Failure to meet deadlines or cooperate with the Sports Medicine Staff while on a **“provisional”** status will result in the student-athlete being placed on **“Hold”**, thus making the student medically ineligible to participate in **ANY** College athletic activity. Students placed on **“Hold”** status following the athletic physical will require further evaluation and possible testing by the Sports Medicine Staff for any problem(s) that may inhibit full participation. Students placed on **“Hold”** status as a result of the athletic physical exam may **NOT** play or practice with the team until specific tests or necessary information is obtained. Students who **“Fail”** the physical examination may not participate in **ANY** Daytona State College sport.

II. ATHLETIC-RELATED INJURY OR ILLNESS

A. Reporting Procedures:

The student-athlete is responsible for reporting all injuries and illnesses to the Athletic Trainers as soon as possible. The Sports Medicine Staff will make **ALL** of the necessary medical referrals as indicated. In the event of any emergency due to an athletic injury or illness, the athlete will be transported to a pre-arranged hospital or medical facility. The athlete should at **NO** time seek outside medical attention for an athletic-related injury or illness without prior written authorization from the Coordinator of Sports Medicine **unless the injury results in a medical emergency**. Failure to follow these procedures will cause the student-athlete to be placed on **“HOLD”** status until **ALL** related medical records/documentation are received and reviewed by the Sports Medicine Office.

B. Referrals to Off-Campus Physicians or Medical Specialist:

All student-athlete ‘off-campus’ medical referrals **MUST** have a prior written authorization from the Sports Medicine Office. The appropriate referral forms **MUST** be completed by the Health Care Provider and returned to the Sports Medicine Office for review before clearance for participation will be given. In case of a **Managed Care Insurance policy (HMO/PPO)**, the student-athlete will be required to follow his/her primary insurance policy’s specific referral procedures.

All medical tests, treatments and/or procedures rendered by Off-Campus Physicians or Medical Specialists, other than those approved and performed during the initial visit, **MUST** again have prior written approval by the Sports Medicine Office. All surgical treatments by Non-Daytona State College affiliated Physicians **MUST** have prior written approval by the Coordinator of Sports Medicine (See Section IV).

Daytona State College and the Athletic Department shall not be responsible for any charges incurred due to examination, tests, treatments, and/or surgeries by physicians, consultants, and/or hospitals if these procedures are not followed.

C. Dental Care:

Daytona State College’s Supplemental Athletic Accidents Insurance shall be responsible, secondary to the athlete’s primary insurance policy, for injuries incurred to the mouth and to sound, natural teeth, while participating in an official practice or game.

D. Treatments/Rehabilitation:

The Athletic Training Room hours are posted with each sport season. Treatment/rehabilitation and taping will be available to all athletes, but those in-season will receive first priority. Failure of an injured athlete to keep treatment and/or rehabilitation appointments will be interpreted as the athlete’s unwillingness to cooperate with the Sports Medicine Staff for the earliest possible return to competition and may result with the student-athlete being placed on **“HOLD”** status making him/her ineligible to participate in any Daytona State College athletic activity. The Head Coach will be informed of athletes who fail to keep appointments. The Athletic Training Staff receives its direction and supervision from the Team Physicians and Director of Athletics. **All Athletes** are required to adhere to the Athletic Training Room Rules that are posted. The Athletic Training Room is co-educational and is located in the Lemerand Center.

E. Practice or Game Participation for an Injured or Ill Athlete:

Decisions about the availability of an athlete for practice or game competition shall be the sole responsibility of the members of the Daytona State College Sports Medicine Staff.

III. NON-ATHLETIC RELATED INJURY OR ILLNESS

A. Reporting Procedures:

Injuries or illnesses sustained outside of DAYTONA STATE COLLEGE Athletics **MUST** be reported to the Office of Sports Medicine at the student's earliest convenience. If the student desires, the Sports Medicine Staff will make any of the necessary medical referrals as indicated. The Team Family Practice Physician makes weekly visits to the Athletic Training Room to evaluate ill or injured athletes at no cost to the athlete. If the student chooses to be seen by someone other than Daytona State College's Sports Medicine staff, he/she **MUST** provide our office with written documentation regarding the condition prior to return to athletic activity. This may be done by obtaining a referral form from the Office of Sports Medicine to be completed by the physician. **The final decision as to whether a student-athlete may participate in any varsity sport activity rests with Daytona State College's Team Physician.**

B. Out of Season Injury:

Daytona State College shall **NOT** assume responsibility for care of injuries incurred when the student-athlete is not actively engaged in a formal, official game or practice during an NJCAA allowable season. Questions in this area should be referred to the Director of Athletics or the Coordinator of Sports Medicine.

NOTE: We highly recommend that each student-athlete carry private health insurance for coverage of non-athletic related injuries and illnesses. We also recommend that any athlete with a **managed care (HMO/PPO)** policy who resides more than 30-45 minutes away from Daytona Beach change his/her primary care physician to a local one, preferably Daytona State College's primary care physician. **This change will greatly lessen the amount of time, money, and energy spent on accessing appropriate health care, and therefore, time away from active sport participation.**

IV. INTERCOLLEGIATE ATHLETIC ACCIDENT INSURANCE COVERAGE

Athletic Accident Insurance is provided by Daytona State College for the benefit of our student-athletes. This coverage is offered on a "**Full Excess**" basis only. Under the terms of the policy, the coverage is considered *secondary* payor to all other valid and collectible medical insurance policies. Most notable would be parental insurance coverage through place of employment under which the student-athlete is covered as an eligible dependent. The Athletic Accident Insurance underwritten by Summit America Insurance Services is comprehensive, but it has standard limitations. It does not cover expenses due to illness or non-athletically-related

injuries. It does not cover expenses incurred from "off-Campus Physicians/Medical Specialists" unless there is a written referral, pre-approved by Daytona State College's Team Physician and the Coordinator of Sports Medicine. ***All surgical treatments must have prior written authorization.*** Only those bills incurred within a period of three years from the date of the injury are covered. Claims sent to Summit must be initiated at the time of injury and will not be paid unless and until Summit receives an Explanation of Benefits by the athlete's primary insurance carrier.

Close inspection of the principles of Section IV regarding payment of insurance bills in the event of injury is suggested for students who intend to participate in athletics at Daytona State College. Additional information concerning intercollegiate athletic policies and procedures is available at the Director of Athletics Office, Lemerand Center, Daytona State College, Daytona Beach, Florida, 32114.

Daytona State College will not be responsible for payment of any medical bills if the above procedures are not followed. This includes the student-athlete's failure to follow his/her personal primary medical health insurance procedures for filing a claim. Any questions about a claim should be referred to the Office of Sports Medicine without delay.

Director of Athletics:

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Team Physician:

John Shelton, M.D.

Daytona State College Intercollegiate Athletics



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