



## Athletic Training Department

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To The Athletes and Parents of Sonoma State University:

We are pleased to have you or your son/daughter as a member of our University's Athletic Team and are hopeful that the opportunity presented here at SSU, athletically as well as academically, will be a rewarding experience.

Please follow instructions given in the Athletic Training Medical Eligibility instructions sheet (<http://www.sonoma.edu/athletics/training/training.html>) and the Student Health Center (SHC) Pre-Participation Sports Physical – Instructions for Athletes form. Pay careful detail to the time frame given to ensure prompt medical clearance. Student-athletes will not be able to participate in any degree (i.e. practice, run, lift weights) until all clearance information is received.

Please completely fill out and print a copy of noted paperwork below from the Athletic Training web site that needs to be sent to SSU Athletic Training Department:

1. Sports Participation Insurance Questionnaire--(1B)
2. Personal, Medical, Risk & Consent Information Form,
3. Medical History Portion of Sports Physical--(**two copies**)
4. Medical Records/Written Clearances within the past three years for injury/illness as noted in point 2b of SHC Physical Instructions for Athletes (includes patient/doctor office visit notes with OK for return to sport play)
5. Personal primary insurance card copy-FRONT and BACK--(**two copies**)
6. Release of Medical Information Authorization Form
7. And SSU Enrollment Fee payment verification must be provided in order to schedule SHC physical appointment

Information is also included on AT website pertaining to the policies and procedures (1A) of the athletic insurance coverage for student-athletes at Sonoma State University. **Please review and retain the 1A form for your records.** The 1A form will be presented to the student-athlete at the pre-season team meetings where they will verify their understanding and acknowledgement of these procedures at that time.

All **athlete and parental** information requested on the 1B form **MUST** be fully completed and signed by athlete and parents, regardless of insurance coverage status.

REQUESTED paperwork must be received by the Athletic Training Room (ATR) a minimum of three (3) weeks prior to start of your season to the above address with the attention of Bo Owens ATC - - NOT TO THE COACH. **The ATR staff will notify you at your phone number given for SHC approval notification to schedule your physical appointment when all noted ATR paperwork requested is received.** The SHC must be called at least one week in advance of desired appointment date and **SHC physical form must be completed and BROUGHT TO THE ATR 10 working days prior to the start of your season.** Do not wait for deadlines to start ATR clearance process as you will be subject to the time needed to complete all paperwork.

If you have any questions concerning the athletic insurance policy or this process, please contact myself or my assistant at the office numbers above. **THANK YOU.**