

# JJID-R

## Las Cruces Public Schools

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**Related Entries:** JJID, KF, KF-R, NMAA Handbook  
**Responsible Office:** Superintendent

### SPORTS PHYSICALS FOR STUDENT ATHLETES

#### I. PURPOSE

To implement LCPS Policy JJID: Sports Physicals for Student Athletes.

#### II. DEFINITIONS

1. *“Licensed medical health care provider”* means a medical doctor, doctor of osteopathy, certified nurse practitioner, clinical nurse specialist or physician’s assistant.
2. *“Medically trained professional or medically trained personnel”* means an athletic trainer, school nurse, LCPS health assistant, School-Based Health Center personnel or personnel associated with the health care providers performing the physicals.

#### III. PROCESS

- A. The provisions outlined in this regulation shall be applicable to all LCPS students in grades six-12, without exception, for participation in all LCPS sports.
- B. School principals, with the assistance of athletic trainers, shall make available to student athletes and their parents the provisions contained within this regulation. The policy and regulation shall also be included in the LCPS athletic handbook and on the LCPS website. Reference to this regulation must also be contained in the LCPS Student & Family Handbook.
- C. If an LCPS school is used for athletic physicals, a Facilities Use Form (KF-E1) shall be completed and submitted in a timely manner in accordance with school district policy and regulation. (See LCPS Policy, Regulation and Forms KF: Community Use of School Facilities.)
- D. For group physicals held at an LCPS school, the athletic trainers/school athletic coordinators shall:
  1. notify the LCPS Director of Athletics and the LCPS Director of Health Services as to the date, time and place for any group physicals. Notification shall be given at least three weeks prior to the event.
  2. provide the Director of Health Services a list, and copies of the licenses, of the licensed medical health care providers who will conduct the physicals, for the purpose of verification.
- E. Forms and Records
  1. In compliance with New Mexico Activities Association (NMAA) rules and regulations and LCPS policy and regulation, all students and their parents/guardians shall complete and sign the following forms:

- a. Athletic Pre-Participation Physical Examination Form  
Only physical examination forms approved by NMAA and LCPS shall be accepted.
  - b. Safety and Welfare Statement
  - c. Emergency Information Card
  - d. Student-Athlete Code of Ethics and Conduct
  - e. Parent or Court-Appointed Legal Guardian Code of Conduct
  - f. Acknowledgement of Rules and Terms for Athletic Participation.
2. The physical examination form (item E.1.a above) shall be available online at either the NMAA website ([www.nmact.org](http://www.nmact.org); [see NMAA handbook: Section VI: Eligibility, 6.12: Physical Fitness]); or the LCPS website ([www.lcps.k12.nm.us](http://www.lcps.k12.nm.us), see Policy and Regulation JJID: Student Physicals for School Athletes); or may be obtained from the school athletic trainer or school front office. All other forms (items E.1. b-f above) must be obtained from the school athletic trainer or school office.
  3. Accurately completed and signed forms shall be submitted to the student's home school athletic trainer/coordinator prior to the start of the athletic season in which the student wishes to participate. This shall include physicals completed through a private provider. (See item E.1.a. above)
  4. Students and parents/guardians shall notify the student's home school athletic trainer/coordinator of any significant changes to information included on any form(s) in a timely manner.
  5. No other forms, except those cited above, shall be accepted by the school/school district.
  6. Only one set of signed and completed forms shall be required per student, regardless of the number of sports he/she shall participate in during the school year.
  7. The school's athletic trainer/coordinator shall:
    - a. review the student's completed and signed forms and, if appropriate, shall complete and sign a clearance form for the student and submit said clearance form to the coach of the sport(s) in which the student wishes to participate.
    - b. sign and submit a separate clearance form to the coach of each sport in which the student wishes to participate during the school year.
  8. Information contained in completed forms shall be confidential. Completed forms shall be stored in a locked filing cabinet or equivalent at the student's school.
    - a. Forms shall be forwarded to other schools if the student during the school year.
    - b. Student athletes enrolling in LCPS for the first time shall be required to provide to the athletic trainer/coordinator their athletic records from their previous school district; the athletic trainer/coordinator shall determine if any additional forms must be submitted by the new student.

- c. All records of student physicals shall be kept on file by the student's home school for at least seven years.
9. Failure of students and parents/guardians to abide by all rules and regulations referenced in the above-mentioned forms may result in the student's exclusion from athletic participation.

F. Athletic Physicals

1. Students shall obtain sports physicals from a licensed medical health care provider.
2. Physicals may be available through a School-Based Health Center; fees may apply.
3. During group physicals held at an LCPS school, student athletic trainers may perform only the screening portion of the exam (i.e., vision, height, weight, basic orthopedic) under the direct supervision of the school athletic trainer.
4. Without exception, student athletes shall obtain sports physicals after April 1 of each year, which shall be valid until the end of the following school year (a time period of 13 months).
5. If a student suffers an injury during the year, he/she may be required to submit appropriate medical clearance during the school year, as determined by the athletic trainer/coordinator.
6. Physicals on LCPS campuses, with the exception of individually made appointments at student based health centers, shall be conducted in an open environment, including but not limited to, school gymnasium, athletic training room, nurses' area, etc. If physicals are conducted in a group setting, the following provisions shall apply:
  - a. On the day of the physicals, the school athletic trainer/school athletic coordinator shall use forms JJID-E1 (adult) and JJID-E2 (student) for the following purposes:
    - i. all student athletes shall record their name, date of birth, current school, current grade, and date of participation;
    - ii. all student athletic trainers assisting with the physicals shall record their name, date of birth, current school, current grade, and date of participation;
    - iii. all licensed medical health care providers conducting the physicals and all medically trained professionals and personnel assisting with the physicals shall record their name, title, employer, and date of participation.
    - iv. all LCPS staff participating with the group physicals shall record their name, title, work location, and date.
  - b. The completed forms shall be filed at the school with the student athletic records for a period of at least seven years (see III.E.8.).

- c. If the licensed medical health care provider conducting the physical determines that a physical exam or any portion of the exam must be conducted in a private room, medically trained personnel of the same gender as the student receiving the physical shall be present for the entire duration of the physical. **The student athlete shall, at no time, be alone with a provider.**
- d. The licensed medical provider conducting the physical may ask a student to disrobe, as necessary, for certain portions of the exam, i.e. abdominal, genitourinary, skeletal, etc. For this portion of the exam, there will be same gender medical personnel in attendance.
- e. Any fees assessed for the exams shall be collected by LCPS at the time of the exams. If the provider(s) opt(s) to donate the funds to the school athletic program(s), that donation shall be deposited immediately into the appropriate school account, as per LCPS policy and regulation.

G. Training

It shall be the responsibility of the school principal or his/her designee to insure that school athletic trainers/coordinators who are new to the school and/or the school district receive training with regard to this policy and regulation, other applicable school district policies and regulations, the NMAA handbook and the LCPS athletic handbook.



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*Superintendent*

April 1, 2014

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*Date Approved*

**History:** New Regulation, created 07.16.13 and approved 04.01.2014

**Legal Reference:**