Ladies and Gentleman,

Thank you for your interest in trying out for the Wash U XC team this fall.

**XC PROCEDURE (Failure to follow this process eliminates you from being on the team)**

1) Sign up on Coach Stiles office door by Wed, Aug 29 @ 10am

2) Follow all steps in the letter from the athletic training room on the 2nd page

3) See athletic training room, Mary Tarzon on Wednesday, Aug 29th between 9am-2pm in the Athletic Training Room located in the Athletic Complex. (Mary will verify all of your info has been submitted, you will sign a waiver, and she will go over your medical history at this time.)

   - Make sure that all of your required online documents are filled out by the appropriate dates.
   - All questions regarding insurance, physical forms, etc... should be made directly to our head athletic trainer Rick Larsen @ Larsen@wustl.edu or 314.935.6461
   - All questions specific to the specifics of the tryout can be made to Coach Stiles: stiles@wustl.edu

4) Tryout will be on the morning of Thurs, Sept 6th between 6:30- 8am. The distance of the time trial is tentatively set for 4k for women and 6k for men. The exact time & details time will be emailed out by the day prior based on the weather forecast & class conflict. You will be expected to meet in the athletic complex lobby on Thurs morning at the TBD time prepared to run to and from the time trial site.

Have a great summer!

Run Fast & Go Bears!

Jeff Stiles
Head Cross Country and
Track & Field Coach
Washington University in St Louis
One Brookings DR
Campus Box 1067
St Louis, MO 63130
314-935-7307 (office)
stiles@wustl.edu
Dear Student Athlete:  

May 27, 2015

The Sports Medicine Staff at Washington University would like to welcome you in advance and wish you a successful academic and athletic experience. In preparation for your arrival on campus, we would like to share with you some information concerning our medical procedures associated with intercollegiate athletics, and we would like you to use the following directions to log on to the WUSTL athletic medical record website and complete the accompanying forms. You will also use this website throughout your athletic career to make appointments with your athletic trainer and receive information regarding sport injuries and rehabilitations.

**Login directions**  
Go to: Wustl2.atsusers.com (do not use www.)

Athlete ID: New  
Password: New  
Database: atswustl (should be filled in)

First, please complete all of your general demographic and contact information. For your athlete ID, please use your school issued student ID. You will also be using this ID and password to check-in when you come into the athletic training room. If you do not have any medical alerts, allergies, or medications please write none in the indicated box. Once you have filled out the general information, click the verify athlete information button and then click save.

Once you have clicked save, the other tabs should appear at the top of your screen. **You DO NOT need to add any information in the medical history or the immunization/paperwork tabs.** You then need to fill out the proper information in the tabs listed Insurance, Contacts, Forms and eFiles (tabs 3, 4, 5, and 6). These forms must be completed by July 1.

**Insurance:** Click on the green (+) Add button to enter your insurance information. If your insurance company does not appear in the insurance company drop down menu, then exit out of the pop-up and click on the “Add a new insurance company.” If you have the student health insurance through the university, choose the “United Healthcare – Student Health Services” as your insurance company. **You will also need to upload a picture of the front and the back of your current health insurance card.**

**Contacts:** Again click the green (+) Add button to enter your emergency contact information. Please add all of your legal guardians.

**Forms:** Fill out the orthopedic history and ppe medical history to the best of your ability. You are able to save the form, and then come back and finish it later. Only female athletes need to fill out the female athlete form.

**Physical exam:** You will need to complete a physical exam from your primary physician at home prior to arriving on campus. The form can either be completed and uploaded or sent via fax to 314-935-8789.

**eFiles:** You will need to download each form individually, sign it, and then upload it again. It is acceptable to type your signature on the forms. Only female athletes need to fill out the female athlete form.

**Form Description/Information**

**Medical Health History**
Your medical history will assist the Washington University physicians when completing your medical exam. If there is any family history of significant illness (such as cardiac diseases, congenital disorders, etc.) or a personal history of significant illness (such as heart murmur, head injury or a solitary pair organ, etc.) that may predispose you to further problems, you need to be thoroughly examined. Where applicable, your primary care physician is encouraged to carry out the appropriate testing before you arrive on campus. *Failure to complete the appropriate evaluation at home and have the test results sent to Washington University may result in a delay in your participation.*

**Orthopedic Health History**
The completion of your previous injury record will enable us to effectively manage your past conditions along with preventing future problems.

**Health Insurance Information**
The insurance coverage of the University and the Department of Athletics operates on the basis that the health and accident insurance carried by the student or the student’s parents is the primary coverage that will be applied first for medical, dental, and hospital
services. The University insurance will then be applied after the primary benefits disposition. Finally, the Department of Athletics will pay for charges not covered by insurance as long as the injury occurred while participating in intercollegiate athletics and the referral was authorized by the sports medicine staff. There are no benefits for athletic injuries through the student health service so report all injuries to the athletic trainer for referral to the athletic department physicians. Please complete and return the Parent Information Form for Insurance prior to the beginning of class or practice so we can have it available in case the need for medical referral is necessary. It is also important to maintain accurate and current insurance information at the time of receiving services.

**Sickle Cell Verification**

The NCAA requires that student athletes provide proof of their sickle cell status. This can be satisfied either by prior testing, provide a blood test, or sign a waiver. This must be completed before reporting to campus.

**Authorizations for Release of Information – Medical Consent**

The consent form allows the medical staff to provide medical care and treatment if you are injured. The release form allows the sports medicine staff to share information regarding your injury to other staff members.

For more information regarding policies and procedures of the Washington University Athletic Training program, please access the Athletic Training website at [http://bearsports.wustl.edu/](http://bearsports.wustl.edu/). My staff and I am looking forward to meeting you when you arrive in St. Louis.

Sincerely,

Rick Larsen, ATC
Director of Athletic Training Services
Head Athletic Trainer