ATHLETIC TRAINING ROOM PROCEDURES

The primary role of the athletic training program is to oversee the safety and well being of the student-athlete by monitoring the prevention and care of injuries and illnesses. Each student-athlete should expect the following to be provided:

- Medical oversight by a Certified Athletic Trainer.
- Medical coverage at all official practices and contests.
- Emergency care of injuries when they occur.
- Treatment and rehabilitation of injuries.
- Access to the athletic training room for treatment and rehabilitation of injuries.
- Reasonable hours of operation of the athletic training room (Monday through Friday 8:00am – 6:00pm, Nights and weekends as scheduled by the athletic training staff)
- Access to orthopedic and internal medicine physicians when warranted.
- Secondary insurance coverage of all athletically related injuries.
- Filing of secondary insurance once the deductible has been met and all required procedures have been completed.
- Medical supplies as indicated for participation.
- Ice and water provided at all practices and contests.
- Yearly general medical and orthopedic exams.
- Follow-up medical care for all athletically related injuries that occur as a result of participation in UNCG Athletics.
- Maintenance of medical records by the athletic training staff.

Student-Athlete Responsibilities

To ensure proper care, coverage, and safety during athletic participation and to expedite return to activity following injury, each student-athlete is expected to fulfill the following responsibilities:

- Athletes are responsible for completing all medical paperwork requested by the athletic training staff prior to their participation in UNCG Athletics.
- Athletes must have a thorough physical examination, which includes an orthopedic screening performed by UNCG Athletic Training Staff and physicians, prior to beginning participation in UNCG Athletics. This includes conditioning and weight lifting.
- Athletes are responsible for notifying the supervising Certified Athletic Trainer for their sport of any injury within 24 hours of its occurrence.
- Athletes assigned rehabilitation by the athletic training staff should consider rehabilitation mandatory and adhere to the rehabilitation schedule as approved by the athletic training staff.
- Athletes should not attempt to set themselves up on treatments.
- All rehabilitation must be completed by noon, unless otherwise agreed upon by the supervising Certified Athletic Trainer.

- Athletes must report to the athletic training room when they have scheduled a meeting or rehabilitation session.
- After a workout, athletes MUST shower prior to reported to the athletic training room.
- If scheduled appointments cannot be kept, all student-athletes must notify the athletic trainer as soon as possible to cancel the appointment.
- Athletes are required to complete one full week of rehabilitation prior to physician referral, unless otherwise determined by the athletic training staff.
- In an interest to maintain communication, referral to any medical physician must be pre-approved by the athletic training staff.
- Second opinion referrals are the right of the student-athlete but must be facilitated by the athletic training staff.

INSURANCE PROCEDURES

UNCG strongly encourages each student-athlete to carry a primary health insurance policy; however, it is not required for participation in intercollegiate athletics. A secondary insurance policy is purchased annually by UNCG Athletics to provide additional coverage of athletically related injuries. This policy covers all official team members and is in effect during all traditional and non-traditional seasons sponsored by UNCG. The policy has a $3000 per injury deductible; therefore, the first $3000 of any athletically related injury's bills are the responsibility of the student-athlete and his/her primary insurance company. All discounts that a student-athlete's personal insurance negotiate in no way affect the $3000 deductible. In other words, $3000 must be paid by the student-athlete or his/her primary insurance in order to meet the secondary insurance company's deductible. The student-athlete is personally responsible for all balances and credit actions, and all bills should be sent directly to the student-athlete. The UNCG Athletic Training staff will file the secondary insurance once the $3000 deductible has been met; however, the following procedures must be completed by the student-athlete prior to submission of bills to the secondary insurance carrier:

- All medical bills must be filed with the athlete's primary insurance carrier.
- All primary insurance deductibles must be paid.
- All primary insurance guidelines for coverage must be met.
- An itemized bill and primary insurance Explanation of Benefits (EOB) must be obtained for each bill.
- If a student-athlete is covered by a parent's insurance policy, the student-athlete must notify his/her parent of all insurance claim needs.
- Once all itemized bills and EOB's for a bill are obtained, the student-athlete must submit them to the athletic training staff for submission to the secondary insurance carrier.

The athletic training staff keeps a record of evidence of injuries and course of treatments for those injuries on file in the athletic training room. A copy of all submitted itemized bills and EOB's for athletically related injuries whose bills total in excess of $3000 will be kept on file by the athletic training staff. If insurance information is not submitted to the athletic training staff, then the student-athlete assumes full responsibility for payment to all medical care providers.

All international student-athletes are required to purchase the primary insurance policy provided by the UNCG Student Health Service. Any exception to this rule must be determined by the Director of the UNCG Student Health Service and presented in writing to the athletic training staff prior to athletic participation.