



State of New Jersey

DEPARTMENT OF EDUCATION

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April 29, 2014

TIME SENSITIVE
Please share with school nurse(s)
and school physician immediately.

TO: Chief School Administrators
Charter School Lead Persons
Administrators of Nonpublic Schools

FROM: Susan Martz, Assistant Commissioner
Division of Student and Field Services

SUBJECT: Scholastic Student-Athlete Safety Act Required Materials

The purpose of this memorandum is to provide the new Preparticipation Physical Evaluation (PPE) form, Health History Update Questionnaire, *Sudden Cardiac Death in Young Athletes* pamphlet and sign-off sheet for parents, guardians and student athletes as well as guidance on the implementation of the requirements authorized by *P.L. 2013, c.71*, the Scholastic Student-Athlete Safety Act (Act) to each public school district and non-public school with any of grades six through 12. The New Jersey Department of Education (NJDOE) broadcast dated September 10, 2013 informed all school districts, nonpublic schools and charter schools of the intent and requirements of the law with the announcement that the new forms authorized in the law would be provided when developed, approved and available for implementation.

Please review the following guidance and direction for use of the new material as required by the Act prior to implementation at the local level.

Preparticipation Physical Evaluation (PPE)

The new PPE form developed jointly by the American Academy of Family Physicians (AAFP), American Academy of Pediatrics (AAP), American College of Sports Medicine, American Medical Society for Sports Medicine, American Orthopaedic Society for Sports Medicine, and American Osteopathic Academy of Sports Medicine, must be used for all student physical examinations prior to participation in school-sponsored interscholastic and intramural sports from this point forward.

The PPE includes a History Form to be completed by the parent or guardian; a Supplemental History Form for Students with Special Needs; a Physical Examination Form and a Clearance Form to be completed by the examining physician, advanced practice nurse (APN) or physician assistant (PA). Please remove the former PPE form from any school or district website and replace it with the new PPE. If students are already in the process of obtaining the physical examinations with the previous PPE form and have already received the medical examination,

you may accept that form as it is not necessary to request the health care provider to complete two forms.

According to *N.J.A.C. 6A:16-2.2(h)1ii(4)*, an incomplete form shall be returned to the student's medical home for completion unless the missing information is available from health screenings completed by the school nurse or physician within the prior 365 days. In addition, according to *N.J.A.C. 6A:16-2.2(h)1iv* and *N.J.A.C. 6A:16-2.3(a)3iv*, each district shall provide to the parent written notification signed by the school physician stating approval of the student's participation in athletics based upon the PPE or the reasons for the school physician's disapproval of the student's participation. Further, in accordance with *N.J.A.C. 6A:16-2.3(a)3iii*, the school physician may conduct student physical examinations in the physician's office or other comparably equipped facility for students who do not have a medical home or whose parent has identified the school physician as the medical home for the purpose of the sports physical examination.

The PPE is available at:

<http://www.state.nj.us/education/students/safety/health/records/athleticphysicalsform.pdf>

NOTE: On the Clearance Form of the PPE, the last item provides a signature line for the healthcare provider to attest to completion of the *Student-Athlete Cardiac Assessment Professional Development Module*. The module has been developed in accordance with the law. However, it is currently undergoing adaptation to be presented as a professional continuing medical education (CME) activity and will be made available as soon as possible. **You will be notified when the PD module is available.**

Therefore, it is reasonable for schools to accept the student-athlete PPE without the physician, APN or PA's attestation to completion of the PD module for this period of transition.

Schools may further reasonably expect that upon completion of the PD module, the physician, APN and PA will comply with the requirement to provide a copy of their certification to the school and will be able to sign the completion of the module attestation statement at the bottom of the Clearance Form on the PPE.

It is important for parents to understand that after the PD module becomes available, the medical home physician, APN, PA and school physician will be required to access it electronically and complete it prior to performing the medical examinations.

Professional Development (PD) Module

The NJDOE, in collaboration with the NJDOH and in consultation with the New Jersey Chapter AAP, the New Jersey Chapter AAFP, the American Heart Association (AHA) and the New Jersey Chapter American College of Cardiology (ACC), has developed the *Student-Athlete Cardiac Assessment Professional Development* module to increase the assessment skills of those health care practitioners who perform student-athlete physical examinations and screenings. A physician, APN, or PA who performs a student's annual physical examination prior to the student's participation in a school-sponsored interscholastic or intramural athletic team or squad, is required to complete the professional development module. The New Jersey State Board of Medicine, New Jersey State Board of Nursing, New Jersey Chapter AAP, New Jersey Chapter

AHA, New Jersey Chapter ACC, New Jersey Chapter AAFP, NJDOH and NJDOE will have the link to the PD Module when it becomes available.

Further, the physician, APN, or PA will be able to download and print a certificate upon completion of the module. In accordance with the requirements included in the law, the physician, APN or PA is required to provide a copy of their certificate to each school for whose students they perform the medical examinations.

Health History Update Questionnaire

The parent or guardian of each student-athlete must complete and sign an updated health history questionnaire if the pre-participation physical examination was conducted 90 or more days prior to the first practice session of the athletic season. In the past, the update was required for medical examinations conducted 60 or more days prior to the start of the athletic season. The New Jersey Administrative Code will be revised to include this change required by the law. The health history update questionnaire addresses the specific questions recommended by the American Heart Association. The questionnaire must be completed and signed by the student's parent or guardian and submitted to the school nurse. Schools may choose to use their own form providing it includes these same questions. According to *P.L. 2013, c.71*, the school nurse must review the completed and signed health history update and, if applicable, the athletic trainer may review it as well. As with all health records, pursuant to *N.J.A.C. 6A:32-7*, these forms must be maintained in the school health office.

The Health History Update Questionnaire may be found at:

<http://www.state.nj.us/education/students/safety/health/records/HealthHistoryUpdate.pdf>

Sudden Cardiac Death In Young Athletes Pamphlet

Pursuant to *N.J.S.A. 18A:40-41(d)*, school districts must distribute the *Sudden Cardiac Death In Young Athletes* pamphlet to each student-athlete and to the parents or guardians of the student-athletes, as part of the student's pre-participation physical examination and completion of the athletic permission forms. A student-athlete and the parent or guardian of the student-athlete shall certify in writing that they received and reviewed the pamphlet. The pamphlet can be found at <http://www.state.nj.us/education/students/safety/health/services/cardiac.pdf> and the student-athlete and parent or guardian certification and sign-off sheet can be found at <http://www.state.nj.us/education/students/safety/health/services/SuddenCardiacDeathPamphletSignOffSheet.pdf>

School Physician

In addition to the student's medical home physician, APN, or PA, the school physician must also complete the professional development module and provide a copy of the certificate to the school. Further, the Act mandates inclusion of this requirement in the school physician's annual contract with the school district.

A live webinar will be presented on Friday, May 9, 2014, from 10:30 am to 12:00 pm to review the required actions and activities related to the Act and answer questions on the materials described in this memo. Please register for this event at

<http://education.state.nj.us/events>. The webinar will also be recorded and posted on the NJDOE website at <http://www.state.nj.us/education/students/safety/health/services/resources>.

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