

# NORTHAMPTON COUNTY SPECIAL OLYMPICS MEDICAL INSTRUCTION SHEET

Linda Lechner  
Medical/Data Base Coordinator  
[LLechnerNCSO@gmail.com](mailto:LLechnerNCSO@gmail.com)

- ✓ Every athlete must have a complete medical form on file prior to the start of training for a Special Olympics Event.
- ✓ Medicals are kept on file with NCSO and information is also entered into a statewide database. If physicals are not entered or complete, the athlete is not approved for participation by the state.
- ✓ Medicals are good for three years and should be passed on to a new teacher or placement along with other records.
- ✓ Teachers must carry a current copy of each student's medical form **to all events**.
- ✓ All physicals must be completed on the PA Special Olympic medical form. No other medical form will be accepted. The form is available in both Spanish and English. It can be printed from the NCSO website:  
[www.ncspecialolympicspa.org](http://www.ncspecialolympicspa.org)
- ✓ Prior to submitting the medical form, please check to make sure that each medical form contains the following required information:
  - Upper left corner: sex, date of birth **NO SS NUMBERS!**
  - Center top: Fill in teacher/school information
  - Athlete/Parent Contact Information: must be complete and legible.
  - Emergency Information: Include emergency contact information, **if** available. It is required if the parent contact section is not filled out.
  - Health and Accident Insurance: This section is not required but please complete if information is available.
  - Health information: **ALL** questions must be circled with a yes or no.
  - Medications: All needed medications should be listed.
  - Immunizations: This section is not required but please complete if information is available.

- Medical Certification: This section must include the health care provider's name, address, phone number, date of physical and a signature from an MD, DO, CRNP, FNP, or PA.
  - Release: The release on the back of the form must be signed by a parent/legal guardian **OR** an adult athlete with witness signature.
- ✓ Whenever possible, submit the original medical form to Amanda Sechrist/ Colonial Intermediate Unit 20. Send in any new or updated physicals as soon as they are received. Physicals are to be handed in at an event only as a last resort. In the event that a last minute physical is not complete/accepted, that athlete would not be cleared to participate.
- ✓ After you fill out an Intent form with me I then will contact you regarding physical needs for your class. Please follow due date requirements for each event..

Please contact me if there are any questions, to confirm the physical status of a student in your class or if an address, phone number or class placement changes for any of your students.

Thank you for all that you do!

Linda Lechner  
NCSO  
Medical/Data Base Coordinator