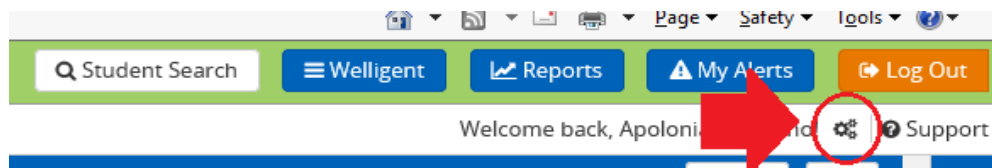


Mass Screenings-Sports Screening (Sports Physical Clearance) WELLIGENT NURSING QUICK REFERENCE GUIDE

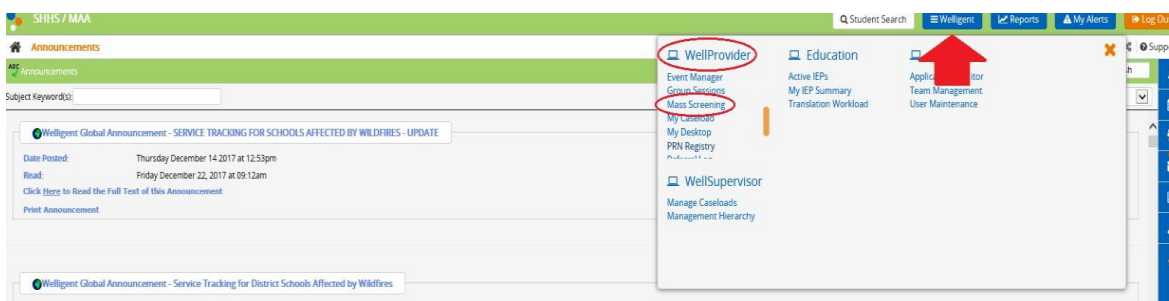
HOW TO SET-UP AND DOCUMENT SPORTS SCREENINGS (Sport Physical Clearance)

MASS SCREENING

If you have multiple assigned locations, it is best to change your Welligent default location (school). Click on **My Preferences** icon to the right of your user name.



Step 1 Click on **Welligent** and then **Mass Screening** under **Wellprovider** (right of the screen)



Step 2 The **Mass Screening** page appears. Verify the school location for the screening
Select the **Type of Event: Sports Screening**

Click on the **New** button

Mass Screening

Location: LAUSD CENTRAL OFFICE

Type of Event: Sports Screening

Events Between: 01-JUL-2025 and 30-JUN-2026

SETTING UP

MASS SCREENING DETAILS TAB

THE

Mass Screening: SPORTS_SCREENING

Details | Education Information | Participants

Location of Event: LAUSD CENTRAL OFFICE

Type of Event: SPORTS_SCREENING

Optional Name: 9th Grade Girls' Sports Physical Clearances

Scheduled Date: 03-JAN-2018

Room:

Other Room:

Service Provider: APOLONIA TOLENTINO

Start Time: 09:00am (09:15am)

End Time: 10:00am

Minutes Per Individual:

Participant Location:

Homeroom:

Homeroom Teacher:

Event Notes:

Step 4

SETTING UP THE PARTICIPANTS TAB

- ✓ Click on the **Participants** tab
- ✓ Click on the button labeled “Other”
- ✓ Click on the **Add/Drop Participants** link

SHHS / MAA

Mass Screening

Mass Screening - SPORTS, SCREENING

Details Education Information **Participants**

Other » Delete Save Close

Add/Drop Participants

Cancel Event

Cancel - No Reason

Cancel - Absent

Cancel - Previously Tested This Year

Cancel - Waiver

Mark as Attended

Report - Roster

Report - Referral List

Report - Referral Letters

Refresh Participant List

Mass Screening Participants

Screening Report

Date Scheduled: 03-Jan-2018

Location: LAUSD Central Office

Room:

Comments:

Time Scheduled: 09:00am

Provider: APOLONIA TOLENTINO

Minutes Per Participant:

Name	DOB	Sports Clearance	Clearance Date	Ratio

- ✓ **Add/Drop Mass Screening Participants** screen will appear
- ✓ Click in the **Grade** field and select the desired grade level. If working on a batch of Sports Physical Clearances that have mixed grade levels, the search can be done using the field **Gender** or **Student Last Name** using the first letter. In this case, leave the grade field blank
- ✓ Click on the **Search** button

***DO NOT DOUBLE CLICK-RESULTS IN DUPLICATE NAMES IN THE PARTICIPANT ROSTER

- ✓ A list of student's names will appear in the **Available Students** area
- ✓ Click in the box next to the student's names to enroll selected students in the screening

Add/Drop Mass Screening Participants

Search Criteria

Student Location: LAUSD CENTRAL OFFICE

Student First Name:

Student ID:

Grade:

Homeroom:

Sort Order: Last Name

Upload Roster: *

Browse...

*Roster files must be in plain text format and include only the participants ID with no other information including quotes, spaces, tabs, commas, etc.

Student Last Name: c

Gender:

Homeroom Teacher:

Track:

Available Students							Mass Screening Participants							
Student	Gender	Age	DOB	Student ID	Grade	Homeroom	Teacher	Student	Gender	DOB	Student ID	Grade	Homeroom	Teacher
☐ CANNOT USE, SAMPLE	Male	8 yrs 11 mths	13-Jan-2009	011309W654	01st									
☐ CANNOT USE, TESTER	Female	10 yrs 5 mths	04-Jul-2007	070407W456	02nd									
☐ CASTANON HERNANDEZ, SAIDA	Female	21 yrs 9 mths	15-Mar-1996	W2215061										

- ✓ Click **ONCE** on the **Enroll Selected** button at the bottom of the screen to enroll all of the students on the list. (Multiple clicks will duplicate students)

Enroll All Enroll Selected Remove All Remove Selected

and click Search

- ✓ The available student participant names will appear in the Mass Screening Participant's side
- ✓ Click **Close**

Add/Drop Mass Screening Participants [Search] [Close]

Search Criteria

Student Location: LAUSD CENTRAL OFFICE

Student First Name: [Text Box]

Student ID: [Text Box]

Grade: [Dropdown]

Homeroom: [Dropdown]

Sort Order: Last Name

Upload Roster: [Browse...] *Roster files must be in plain text format and include only the participants ID with no other information including quotes, spaces, tabs, commas, etc.

Student Last Name: [Text Box]

Gender: [Dropdown]

Homeroom Teacher: [Dropdown]

Track: [Dropdown]

Available Students							Mass Screening Participants									
Student	Gender	Age	DOB	Student ID	Grade	Homeroom	Teacher	Student	Gender	Age	DOB	Student ID	Grade	Homeroom	Teacher	
Your search has returned (0) possible matches.								☐	CANNOT USE, SAMPLE	Male		13-Jan-2009	011309W654	01st		
								☐	CANNOT USE, TESTER	Female		04-Jul-2007	070407W456	02nd		
								☐	CASTANON HERNANDEZ, SAIDA	Female		15-Mar-1996	W2215061			

HOW TO DOCUMENT SPORTS SCREENING RESULTS

- ✓ Click on the button labeled **"Other"**
- ✓ Click on **"Refresh Participants List"** link
- ✓ The **Mass Screening Participants** screen record will appear on the list of screening events
- ✓ Click on the clipboard icon  on the last column on the right side to open the screening details page

SHHS / MAA [Student Search] [Wellington] [Reports] [My Alerts] [Log Out]

Welcome back, Apolonia Tolentino! [Support]

Mass Screening - SPORTS_SCREENING [Details] [Education Information] [Participants]

Other » [Delete] [Save] [Close]

Mass Screening Participants

Screening Report

Date Scheduled: 03-Jan-2018
 Location: Lausd Central Office
 Room:
 Comments:

Time Scheduled: 09:00am
 Provider: APOLONIA TOLENTINO
 Minutes Per Participant:

☐ Cannot Use, Sample A
☐ Cannot Use, Tester A
☐ Castanon Hernandez, Saida

☐ Pending Documentation
☐ Pending Documentation
☐ Pending Documentation

☐ Refresh Participant List

- ✓ The field **Date/Time** (under screening results) is read-only and this is the date of the Nurse/Screening of Sports Physical Clearance
- ✓ Screen shot of the **School Nurse Clearance: Results** options

Passed Screening
 Cleared with recommendations-sports
 Not Cleared for-all sports
 Not Cleared for-certain sports

Nurse's Clearance	PPE Clearance
Passed Screening	Clearance for all sports without restrictions
Cleared with recommendations-sports	Cleared for all sports without restriction with recommendations for further evaluation or treatment Example: periodic or regular blood pressure check. This recommendation MUST be documented in the Screening Notes and schedule the events using Vitals Monitoring
Not cleared for-certain sports	Not cleared for certain sports
Not Cleared for-all sports	Not cleared for any sports
Pending Completion	(1) Not Cleared Pending Further Evaluation (2) needs to have vision screening done but did not have his eye glasses at the time but able to bring it the next day (3) needs to take medication before sports. The completed Authorization to Take Medication During School Hours is at home and will bring it the next day

- ✓ Select from the **Clearance** dropdown that corresponds with the Physician's **Clearance** on Pre Participation Exam (PPE)
- ✓ The **Clearance Date** from the PPE must be entered. If left blank, the information will not transfer over to MiSiS.

- ✓ **Screening Notes:** Reason/Recommendations. **Limit to sports related information.** Example:
- ✓ Click the **SAVE** button
- ✓ Click OK. Click *OK to message* then Click on the Close button

*****Screening Results will appear in the Student Record Navigator in each student's record under Screening. The information interface with MiSiS nightly to display the exact information in the **Athletic screen** (read-only) under **Miscellaneous** tab.

Welligent Sports Physical Screening

MiSiS Sports Physical Screening

- ❖ Proceed to the other participants in the roster in the same manner
- ❖ Click Refresh List and your results will appear. Continue as needed.

HOW TO VIEW OR PRINT A SPORTS SCREENING ROSTER REPORT

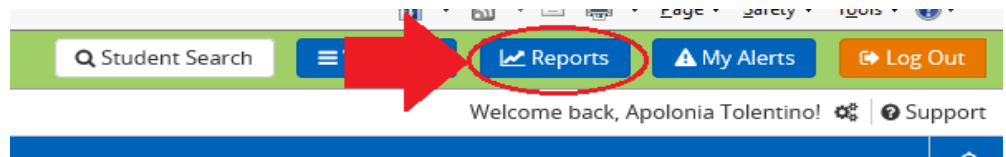
Note: Printing of the Sports Physical Screening Roster is no longer necessary except for charter high schools not using MiSiS,

From Mass Screening (allow printing of one Mass Screening Entry at a time)

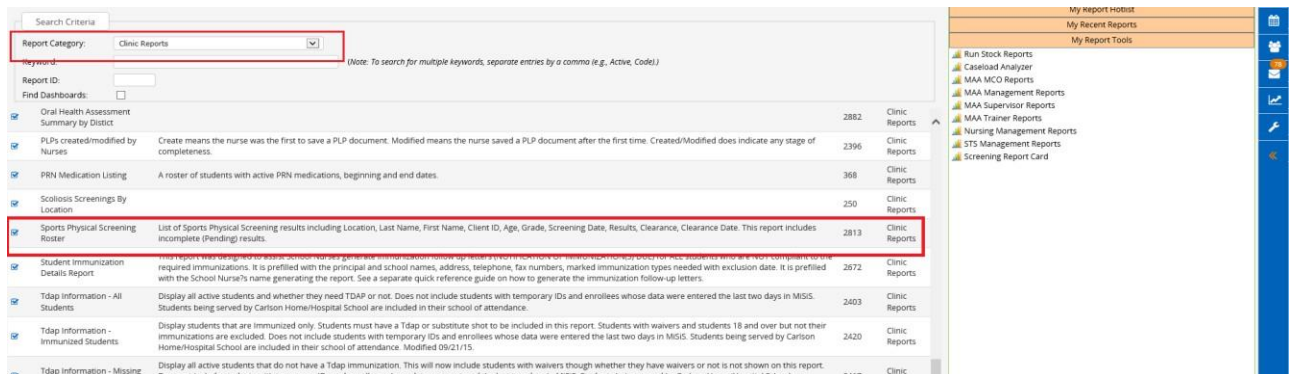
- Click on the **Other** button
- Click **Reports-Roster**
- The Welligent **Reports** screen will appear.
- Select File OR Right-click on the screen.
- Click Print

From Wellreports

- ✓ Click Reports



- ✓ Select the **Clinic Reports** from the Report Category drop down options. **Sports Physical Screening Roster, Wellreport ID 2813** by clicking the check box icon ☒ to the left of the report name



The Sports Physical Screening roster is not printed routinely for the Athletic Director or Coach but generating one is useful for following up on expiring PPEs.

Use the report filters **Clearance Date** (the next two months from system date). For example, January 2, 2017 to February 28, 2017

Click **Excel** on the right hand side. Click **View** and then **Page Break Review** before printing. Make necessary adjustments.

NOTE: The report lists the student's names alphabetically by last name. Use excel filter feature to sort the report by Clearance Date.

Location	Last Name	First Name	Client ID	Screening Date	Clearance Date	Results	Clearance
Central	A		1234	25-Feb-17		Passed Screening	Clearance For all
Central	B		1234	25-Feb-17		Passed Screening	Clearance For all
Central	C		1234	25-Feb-17		Passed Screening	Clearance For all
Central	D		1234	25-Feb-17		Passed Screening	Clearance For all
Central	E		1234	25-Feb-17		Passed Screening	Clearance For all