

## **Optimum Performance Sports Athletic Training Information Instructions**

Instructions for providing medical information (previously white cards)

1. Please visit <u>www.swol123.net</u> to set up an account with SportsWare injury tracking software.

2. Click the tab 'Join SportsWare.





## 3. In the box labeled *School ID* type OPS.





4. Fill in all the boxes with student athlete's information.



5. Once your schools athletic trainer approves your student athlete, an email will be sent to the address provided.



## 6. Click the link in the email to setup a password for you SportsWare account.



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7. Once a password is set up and you have accessed your account you can begin filling in your student athlete's information by clicking the athlete information 'here' link.

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8. Please, be sure to fill out the *General, Address, Emergency, Insurance and Medical tabs*. A red star next to the box means the information must be completed in order submit a completed record. Once all the information has been entered hit save and the record will be sent to your athletic trainer.

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9. There will also be a form to fill out. Click the link to take you to the below page. Once at this page highlight the parent consent form by clicking the select button on the left side. After hitting select click open and fill out all of the information.

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10. Once the information has been completed you may hit the 'save and submit button'. It will then ask for an electronic signature. Once this information has been completed and you hit submit you have completed everything.



Thank you for submitting your student athlete's medical information and consenting to their treatment with OPS Athletic Trainers. We understand this process may seem lengthy and difficult but it will greatly help in case an emergency does occur. This information is all HIPPA protected and secure. If you have any question please contact you schools athletic trainer.