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Computerization of record keeping in the women's athletics training room at San Jose State University

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training room at San Jose State University**

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San Jose State University, 1989

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COMPUTERIZATION OF RECORD KEEPING
IN THE
WOMEN'S ATHLETICS TRAINING ROOM
AT SAN JOSE STATE UNIVERSITY

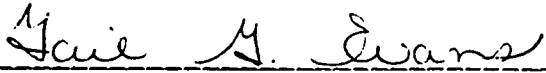
A Project Report
Presented to
The Faculty of the Department of Human Performance
San Jose State University

In Partial Fulfillment
of the Requirements for the Degree
Master of Arts

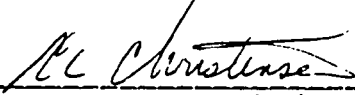
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May, 1989

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CHAPTER I

INTRODUCTION

With the invention of the computer, various types of record keeping have become greatly simplified. Medical records are filed and stored with ease and the paper work is now down to a minimum. Filing systems for supply inventories have also become quite basic.

The onslaught of computer programs makes it difficult to choose which program is right for a specific purpose. Those individual programs are changeable to suit the user's interests. This aspect allows the program designer a great deal in the way of design variability.

This project was chosen to design a specific software program to suit the purposes of an athletic trainer at the university level. The program will consist of two parts: 1) the athlete; 2) the supplies. The program will be named, The Athlete and Supply Catalog (TASC).

This project idea began from the need to cut down on the ever increasing amount of paper work that the athletic trainer encounters. No program exists that is basic enough yet contains all the elements necessary to cover a trainer's needs.

Programs exist to cover a patient's medical file; however, these also contain the patient's financial records. This element is not needed in athletic training. Supply and inventory programs also exist. They are also too complex for the training situation.

The combination program including medical files and supplies and inventory would be beneficial for the training room in that the records would be easy to obtain by the athletic trainer without having to manually search and find specific information desired.

Statement of the Problem

Although current computer programs exist for medical files and supply inventory files, none has been designed to be basic enough to suit the needs of athletic training in both areas. It is the intent of the researcher to design and develop a program to suit the needs of the athletic trainer in the area of medical records and inventory.

Definition of Terms

Athletic Trainer - An individual whose purpose is to aid the athlete in prevention and care of athletic injuries. For the purpose of this research, the

individual is National Athletic Trainers Association (NATA) certified.

Equipment - Articles in the training facility that are expected to last 3 years or more.

Expendables - Items used throughout the year which are not reusable (ex: tape, bandaidsTM). This term may be interchanged with supplies throughout the research paper.

Injury Report - The form used in recording the occurrence of an injury to a specific athlete, used in conjunction with a medical history file.

Medical History - An athlete's written account of past to present injuries and physical conditions as they pertain to sports.

TASC - An anachronism for The Athlete and Supply Catalog.

Wildcard - The prompt used when searching for information that has the file name or variations of the file name.

CHAPTER II

REVIEW OF SOFTWARE

Due to the nature of this project, this chapter will review specific software packages related to the project area. For the scope of this project, only those packages immediately accessible were chosen. Besides their availability, the programs were chosen on the basis of possible usage in the areas of medical record keeping and purchasing and inventory control. The program titles were factors taken into consideration as well as the initial impression of the program data content. The programs dealt with in depth were those that contained more vital information usable by the athletic trainer. The programs not selected contained fragments of usable information in the two areas.

Medical Record Keeping

The software in this area is very specific in design, making it quite limited in usage. One program from the software packages reviewed met the needs of the athletic trainer. This was "Patient Files." It was created by Professional Medical Software, Inc. It contained fields of diagnosis, treatment as well as vital statistics and an area for physicians' notations (1985).

This one program, however, lacks the ability to cross reference from patient to patient with respect to a specific illness. This program will hold up to 300 patients.

Another program, "Physical Exam," could be usable by the athletic trainer; however, the information available for use is too complex and would leave a great deal of wasted space. This software allows for listing vital statistics and 50 organ systems. It also has an added mode which allows for correspondence to insurance companies (Professional Medical Software, 1985).

One other program, "Medicalis," designed by Articulate Publications, Inc. (API), is an all inclusive software package encompassing accounting and practice management of physicians and office personnel (1985). This program keeps histories, diagnoses, chart notes and other information on hand as well as performing cycle billings and insurance updates. This package has capabilities of modification for dentistry, radiology and anesthesiology. It can be used in conjunction with MicroMed InterCom Utilities, also by API, software for file transfer and to receive information from insurance companies. This, again, is much too specific and complex for the needs of sports medicine at this level.

A number of other packages were reviewed and found to be irrelevant to the needs of this project. The following table describes, briefly, the details of these programs.

TABLE 1

Medical Software Reviewed

<u>NAME</u>	<u>FUNCTIONS/DESIGNER/REQUIREMENTS</u>
Medi-Log	scheduling, patient recall, (1985) accounts receivable. Colewell Systems, Inc. 125K, 10MB hard disk, DOS 2.00
Nutritional Assessment (1985)	diagnose, treat and monitor nutritional deficiencies; 23 physical measurements, laboratory test results. IPC Datadiet. 125K, two disk drives
Medacs (1985)	medical accounting, financial analysis. Advance Computer Systems. 256K, 10MB hard disk
Wellness Check (1985)	appraise health risks, generates a report on prognosis and advice on reducing health risks. Rhode Island Department of Health. 64K, one disk drive
Medical Record (1985)	accounts receivable, practice analysis by diagnosis and treatment. Johnson Associates Software. 192K, 10MB hard disk
Threshold (1985)	office management system, financial and statistical reports monitoring productivity. Physicians Practice Management, Inc. 256K, 20MB hard disk, DOS 2.0

Purchasing and Inventory Control

The area of purchasing and inventory contained a vast number of programs. Most of these were too complicated to meet the athletic trainer's needs. The programs dealt with stock status, financial status, cost projections and credits.

The program "Manufacturing Inventory Control Program" contained components that included parts and part numbers as well as a cost and purchase order file that stores the information of: PO number, vendor code, quantity ordered, quantity received and due date of shipment (UNIK Associates, 1985). It also includes files for out of stock items, excess inventory and overdue items. It has a 2000 inventory item capacity on a floppy disk.

Data*Easy Software designed "Product Invoicing" (Data Consulting Group, 1985). The program has capabilities of listing quantities of items sold, cost, list price, and discount price. It also compiles a stock status report of on hand inventory.

The aforementioned programs were the only ones reviewed at length in this specific area. The programs were designed to be used by manufacturing companies or major businesses. None was designed for operations in which no cash flow or credit exists. Other programs

were scanned and a brief table (Table 2) on this follows.

TABLE 2

Inventory and Purchasing Software Reviewed

<u>NAME</u>	<u>FUNCTION/DESIGNER/REQUIREMENTS</u>
Infotory (1985)	inventory management system, inventory status monitoring. SSR Corporation. 64K, one disk drive
PeachPak4 (1985)	accounting, customer accounts, sales taxes. Peachtree Software. 64K, two disk drives
Solomon III (1985)	set of menu driven programs: ledgers, accounts receivable, accounts payable, payroll, sales order. CompuTech Group, Inc. 128K, 10MB hard disk, two disk drives

Conclusion

The program forms designed will surpass those in existence in content and structure. As has been stated, few programs were simple enough and yet thorough enough to be usable in the sports medicine field. The content is specific as used by the trainer without added data not useful in athletic training.

It is necessary to be specific in form design in order to maintain an exacting record that will follow the athlete through his/her intercollegiate career. It is also necessary to have a program available to ease the frustrations dealt with by the trainer in the record keeping area. This material will greatly decrease the amount of paper work and reduce the degree of manual correspondence.

CHAPTER III

PROCEDURES

A thorough review was carried out to determine the current market existence of computer programs in the area of medical record keeping and supply inventory. The programs for review were chosen on the basis of compatibility to the Apple IIe Computer system.

The author asked Peter Cathcart to assist in the programming. Mr. Cathcart chose the data base software, "Infostar," a subprogram to the Data*Star package, to carry out the project design (MicroPro International Corporation, 1982).

The forms which were redesigned and used for the project were those currently utilized by the Women's Intercollegiate Athletics Department at San Jose State University. These forms included a medical history form (Appendix A) and injury report form (Appendix B) as well as the current purchase order form (Appendix C). Another form utilized was the computer form once used by Long Beach State University (CSULB) (Appendix D). These forms were a comprehensive enough representative of the typical large university program.

Materials

The project required a number of specific hardware and software items. The hardware required included the Apple IIe CPU, monitor, two disk drives, as well as a CP/M card. A printer should be accessible, but is not necessarily required until the event of producing a hard copy. The software for use included Infostar from the Data*Star package by MicroPro and the CP/M system diskette. Diskettes initialized in the CP/M are required to store form materials.

Design

The project accommodates two separate areas for the program. One area was in the area of medical history and injury titled MEDHX (Appendix A) and INJREC (Appendix B). Other area was in purchasing and inventory, titled ATHINV (Appendix C). Once the areas were chosen, they were condensed, altered and supplemented to meet the form needs of the author.

The original Medical History Form (Appendix A) was abbreviated to accommodate the disk capacity. A pre-computer form was written to determine final bite size. Nonessential items were deleted and additional information was added to provide a comprehensive athlete history.

The injury report form was designed from the combination of the current SJSU record (Appendix B) and the obsolete CSULB record (Appendix D). They were simplified to save computer space and yet keep the exactness necessary for a complete form.

The purchase and inventory section was designed from the form currently being used by the SJSU athletic business office (Appendix C). The existing form did not include the areas for receiving or year end inventory; therefore these were added.

In designing the various forms, consideration was given to which information was the most vital for retrieving. The forms were keyed in a fashion that allowed the programmer the greatest ease of retrieval. By keying the injury report form by sport, a cross-referencing from this key was possible (Appendix C).

The purchase and inventory section was keyed quite differently, however. The nature of this procedure required a grouping of supply items by coordinating letters. When a certain item was desired for viewing, the group letter was all the programmer needed when retrieving this specific information (Appendix C).

The capacities for the various parts were different. The Medical History portion had the capacity

of approximately 350 reports per disk. The purchase and inventory portion holds in the range of 1,000 items per disk. The numbers were not significant to the user, as the disk itself will be changed on a year-to-year basis. They become significant when ensuring the current year data storage capacities.

Methods

The software was designed to print out each form with numbered fields, as it actually appears. It also has separate printouts for a control content mask and with a listing of each field attribute, if there are any.

The number of each field is equivalent to the number of items. This allows the programmer to move through each form without having to search item by item. The entry control mask merely showed what could be entered. The field attribute listing denotes spaces where certain items must be entered. This listing also showed where the fields stood in the form and the number of spaces occupied by each field.

The medical history form was programmed so that only a "yes" response needed to be entered. When this is not done, a "no" response is automatically filed.

This form required a name and a sport for keying purposes. The form programmed into the computer was identical to the form used by the athlete.

The injury report form also required a name and a sport for keying. The form used by the athletic trainer differs from the form entered in the computer. The trainer's form holds all the possible choices used when completing an injury report (Appendix B). The computer form contains only blank fields that are coordinated with the trainer's form.

The completed purchase and inventory form is much shorter than either of the previous forms. Only two lines of approximately 15 fields are utilized in this form's design. This form contains a keying menu that will appear at the top of each form; it is only a help screen (Appendix C) and will not print out when a report is desired.

The medical history form and the injury report form make up the Athlete portion of this project, and the purchase and inventory form complete the Supply section. Together, these two sections will make up TASC.

Functions

This program requires relatively simple operation. Its major function is of storing medical information of

all female athletes at San Jose State University. It also has the capacity to store information on supplies used within the athletic training facility.

One of the specific functions or capabilities is the ability to cross reference sport to sport in relation to injury through a keying system. The keying process has been discussed earlier in this chapter. The major function is for a more specific and exacting way of record keeping.

CHAPTER IV

INSTRUCTIONAL MANUAL

COMPUTERIZATION OF WOMEN'S ATHLETIC TRAININGROOM

The following is an instructional text for the use of MEDHX, INJREC, ATHINV (Appendix A, Appendix B, and Appendix C). The material covers disk usage and procedures. Areas for retrieving records, erasing items, disk memory, disk copying, and formating are also included. "Help screens" appear at the top of the monitor for each of the sections. These screens give the user a letter or number to use when progressing through each form or in correcting entries.

I. MEDHX

A. Starting the system

1. Insert CP/M diskette into disk drive (DD) one.
2. Turn terminal on: this boots the system on CP/M.
3. Remove CP/M card.
4. Insert Data*Star diskette in DD 1.

B. Beginning MEDHX

1. Place MEDHX diskette in DD 2.

2. At the A> type DATASTAR B:MEDHX type the carriage return key (<CR>).
 3. Type B at prompt for DTA.
 4. Type B at prompt for MDX.
- C. MEDHX on screen: progressing in the program
1. Choose desired mode from list on help screen.
 2. Type appropriate letter.
 3. Set CAP LOCK down.

Note: 'A' is used for entering data, I is used to scan files, 'K' is used to bring up a specific file.

4. Begin typing entry material as seen on the screen.

Note: When typing in phone numbers do not type parentheses or hypens as these have already been programmed into the field. When typing birthdate use a six figure entry and do not enter hypens. Use >A to return to beginning of the field in case of an error and retype the data. >G may also be used here.

5. Only Y entries need to be typed into the form. An N has been programmed to appear if no Y response is entered.
6. When the form is completed and all information has been entered type >B to end entry.
7. <CR> enters data to the file completed.

8. >E ends this file.
9. E exits current mode.

Note: You may chain to the next form by typing DATASTAR B:filename. This begins the process again.

II. INJREC

A. Starting the system

1. Insert CP/M card into DD 1.
2. Turn terminal on.
3. Remove CP/M.
4. Insert DATASTAR diskette into DD 1.

B. Chaining into INJREC

1. System is in CP/M.
2. DATASTAR is in DD 1.
3. Remove previous program from DD 2.
4. Insert INJREC into DD 2.

C. Beginning INJREC

1. Type DATASTAR B:INJREC.
2. Type B at prompt for DAT.
3. Type B at prompt for NDX.
4. INJREC file appears on the screen.
5. Select desired mode by typing corresponding letter.
6. Enter data as file appears on the screen.

Note: Refer to the injury record form when entering data in these fields, as they must match.

7. >B ends entry.
8. <CR> stores the information.
9. >E exits the current mode.
10. E exits this form.

Note: You may chain to the next form by typing `DATASTAR B:filename`. This begins the process again.

III. ATHINV

A. Starting the system

1. Insert CP/M card into DD 1.
2. Turn terminal on.
3. Remove CP/M card.
4. Insert DATASTAR diskette into DD 1.

B. Chaining into ATHINV

1. System is in CP/M.
2. DATASTAR is in DD 1.
3. Remove previous diskette from DD 2.
4. Insert ATHINV diskette into DD 2.

C. Beginning ATHINV

1. Type `DATASTAR B:ATHINV`
2. Type B at prompt for DAT
3. Type B at prompt for NDX
4. ATHINV file appears on the screen.

5. Type corresponding letter.
6. Check the key at the bottom of the file for the correct data entry.
7. Type >J to move the form to the top of the screen and display all the keying codes.
8. >B ends the entry.
9. <CR> stores the information.
10. >E exits the current mode.
11. E exits this form.

Note: The help screen at the top of the page is for instructions on what to do and how to move the cursor for data entry.

IV. Retrieving Records

A. File by file

1. Type control <E>.
2. Type D.
3. Type control <N> to view file by file.

B. Specific files

1. Type control <E>
2. Type M
3. Type info desired in keyed fields and these will appear.
4. Type control <N> all records appear at one time.

5. Type control ends this command.

V. To erase items on a diskette

A. Type ERA DD 1 or DD; filename .aaa

1. This is the wildcard or

B. Type ERA filename . *

1. Erase all files with filename or

C. Type ERA * .aaa

1. Erase all files with .aaa suffix or

D. Type ERA *.*

1. This will erase the entire disk. USE WITH

EXTREME CAUTION!

Note: No erasing will be done without prior consent.

VI. Determine Disk Memory

A. Type STAT drive name: filename.*

Note: CP/M must be in disk drive 1

VII. Copying and formatting

A. Copy and format a blank disk

1. Insert diskette to be copied in DD 1

2. Insert empty diskette into DD 2

3. Type COPY B:/F/S

Note: This is to be used only when a diskette has not been previously formatted.

B. Formatting a disk

1. Insert CP/M card in DD 1
2. Insert empty diskette into DD 2
3. Type COPY B:/F

C. Copy CP/M system onto a diskette

1. Insert CP/M diskette into DD 1
2. Insert blank diskette into DD 2
3. Type COPY B:/S

D. Copy one file at a time

1. Insert information disk into DD 1
2. Insert blank diskette into DD 2
3. Type PIP <CR>
4. Type *B:=A: filename .aaa or .dta or .nox
or leave blank.

Note: This process is used when additional diskettes are required to continue inputting of information once current disk has reached its capacity.

E. Copying an entire diskette

1. Insert information disk into DD 1
2. Insert blank diskette into DD 2
3. Type B:=A:

Note: Blank diskette must be formatted prior to this process.

VIII. Printing

A. >W will type everything

IX. Printing

When each entry has been completed the programmer has the choices from the help screens to continue, end or print the entry. Typing >W will also print the forms. This process is not limited to printing individual files but will also print the entire number of files entered using the help screens listed.

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RI: Rhode Island Department of Health.

APPENDICES

APPENDIX A

Instructions: When reply is yes, give date of injury or treatment.
Please indicate as near as possible anatomical site
of injury, left or right.

Circle the appropriate answer:

DISEASES AND ILLNESSES

- Yes No 1. Have you ever experienced an epileptic seizure or been informed that you might have epilepsy?
- Yes No 2. Have you had hepatitis during the past three years?
- Yes No 3. Have you been treated for infections, mononucleosis, virus pneumonia, or any other infectious disease during the past 12 months?
- Yes No 4. Have you ever been treated for diabetes?
- Yes No 5. Have you ever been treated or informed by a medical doctor that you have had rheumatic fever?
- Yes No 6. Have you ever been treated or informed by a medical doctor that you have had scarlet fever?
- Yes No 7. Have you ever been told that you have a heart murmur? heart disease or heart trouble?
- Yes No 8. Have you ever had chickenpox, measles, mumps, smallpox?
- Yes No 9. Have you ever had a kidney disease, bladder problem or painful urination?
- Yes No 10. Are you susceptible to colds, or sore throat?
- Yes No 11. Have you ever had an ulcer?
- Yes No 12. Have you ever had bronchitis?
- Yes No 13. Have you ever had asthma?
- Yes No 14. Have you ever had tonsillitis or a tonsillectomy?
- Yes No 15. Have you ever had tuberculosis?
- Yes No 16. Have you ever had appendicitis or an appendectomy?
- Yes No 17. Have you ever had Arthritis?
- Yes No 18. Have you ever had a Hernia or Rupture?
- Yes No 19. Have you ever had hives?
- Yes No 20. Have you ever had any allergies?
 a) hay fever _____ specify _____
 b) drugs _____ specify _____
 c) foods _____ specify _____
 d) poison ivy or oak _____
 e) other _____

- Yes No 21. Are you allergic to Bee stings or insect bites?
- Yes No 22. Have you had any illness requiring bed rest of one week or longer during the past year? If so, give date and nature of illness.

HEAD AND NECK INJURIES

- Yes No 23. Have you ever been "knocked out" or experienced a concussion during the past three years. If yes, give dates.
- Yes No 24. If answer to question 23 is yes, have you been "knocked out" more than once? Give dates.
- Yes No 25. If answer to question 23 and 24 is yes, did the attending physician have you stay overnight in a hospital? If yes, give dates and details.
- Yes No 26. Have you ever had a jammed neck, pinched nerve, whiplash, severe headaches, or blackouts? If so, when?
- Yes No 27. Have you ever had a broken blood vessel in the throat area? If so, what happened? how long ago?
- Yes No 28. Have you had any fainting spells? If yes, give dates.

EYES AND DENTAL

- Yes No 29. Do you wear glasses?
- Yes No 30. Do you wear contact lenses?
- Yes No 31. If answer to above is yes, do you wear them during athletic participation?
- Yes No 32. Do you have sight in both eyes?
- Yes No 33. Do you have a spare set of contact lenses?
- Yes No 34. Do you have a spare set of eye glasses?
- Yes No 35. Do you wear any dental appliance? If answer is yes, underscore appropriate appliance. Permanent Bridge, Permanent Crown or Jacket, removable partial, or full plate.
- Yes No 36. Do you have any dead teeth? Please indicate approximate location of dead tooth or teeth.

Yes No 37. Do you have any teeth missing? If yes, how many and where?

Yes No 38. Did you ever wear a mouthpiece?

BONE AND JOINT

Yes No 39. Have you had a fracture during the past 2 years? If answer is yes, indicate site of fracture and date.

Yes No 40. Have you ever been treated for Osgood-Schlatter's disease?

Yes No 41. Have you ever been treated for calcium deposits? If so give location.

Yes No 42. Do you have calcium deposits now?

Yes No 43. Have you ever had a shoulder dislocation, separation, or other injury that incapacitated you for a week or longer?

Yes No 44. Have you ever been advised to have surgery to correct a shoulder condition?

Yes No 45. If answer to question 44 is yes, has surgery been completed? Give date.

Yes No 46. Have you ever experienced an injury to your throwing arm, elbow, or shoulder?

Yes No 47. Have you experienced a severe sprain, dislocation or fracture to either elbow during the past two years. If answer is yes, give date.

Yes No 48. Have you experienced a severe sprain, dislocation or fracture to the fingers? If answer is yes, give date.

Yes No 49. Have you ever had an injury to your back?

Yes No 50. If answer to above question is yes, did you seek the advice or care of a medical doctor?

Yes No 51. Do you experience pain in the back? If answer is yes, indicate frequency with which you experience pain by underscoring answer. Very Seldom, Occasionally, Frequently, Only vigorous exercise.

Yes No 52. Do you think your back is weak?

Yes No 53. Have you experienced a strain during the past two years of either knee with severe swelling accompanying the injury?

Yes No 54. Have you ever been told that you injured the ligaments of either knee joint??

- Yes No 55. Have you ever been told that you injured the cartilage of either knee joint?
- Yes No 56. Have you ever been told that you have a "trick knee?"
- Yes No 57. Have you ever been advised to have surgery to a knee to correct a condition?
- Yes No 58. If answer to above is yes, has surgery been completed? Give date.
- Yes No 59. Have you ever experienced a severe sprain of either ankle during the past two years?
- Yes No 60. Do you have a pin, screw, or plate somewhere in your body as a result of bone or joint surgery? If answer is yes, indicate anatomical site and date of surgery.
- Yes No 61. Have you ever had any injury to the neck involving nerves, vertebrae, or vertebral discs?
- Yes No 62. Have you ever had a bone graft or a spinal fusion? If answer is yes, indicate site.
- Yes No 63. Have you ever had synovial fluid removed?

GENERAL

- Yes No 64. Have you ever experienced heat exhaustion and/or heat stroke? If so when?
- Yes No 65. Have you ever experienced hyperventilation?
- Yes No 66. Have you had any operations during the past 2 years? If answer is yes, indicate anatomical site of operation and date.
- Yes No 67. Have you ever been advised by a medical doctor not to participate in sports? For what reason?
- Yes No 68. Are you currently on prescribed medications or drugs? If so indicate name of drug and indicate why it was prescribed.
- Yes No 69. Have you had any organs removed? If so list them.
- Yes No 70. Do you experience any problems with menstruation? If so, please indicate.

- Yes No 71. Are you currently taking, routinely, an oral contraceptive? If so, how long have you been taking them? (mos. years) _____
- Yes No 72. If the answer to the above question is yes, what is the brand name and manufacturer.
- Yes No 73. Are you using an I.U.D. at the present time as a method of birth control? If so, of what type?
- Yes No 74. Do you have frequent nosebleeds?
- Yes No 75. Are you prone to any conditions in athletics such as blisters, shin splints, etc. If so, please indicate.
- Yes No 76. Have you required any special adhesive taping, wrapping or protective services (braces) for participation in athletic competition? If yes, indicate. Please specify in detail and for what part of the body these items are needed.
- Yes No 77. Have you ever had muscle spasms? If yes, indicate where and date.
- Yes No 78. Are you currently using any supportive device during sport participation (Leroux Hill Brace, Andersen Knee Stabilizer, etc.)?
- All of the above questions have been answered completely and truthfully to the best of my knowledge.

date

signature

MEDHX FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD NUMBERS

S J S U
 MEDICAL HISTORY FORM
 DEPARTMENT OF WOMEN'S INTERCOLLEGIATE ATHLETICS

SPORT : _____ 1
 NAME : _____ 2, _____ 3, _____ 4
 LAST FIRST MI
 PERM. ADDRESS : _____ 5, _____ 6, 7 _____ 8
 PHONE : _____ 9
 SCHOOL ADDRESS : _____ 10, _____ 11, 12 _____ 13
 PHONE : _____ 14
 AGE SEX M/F HEIGHT WEIGHT BIRTHDATE MARRIED Y/N
 15 16 _____ 17 _____ 18 _____ 19 0
 SOC. SEC. NO. _____ 21

 FATHER'S FULL NAME : _____ 22 LIVING DECEASED
 MOTHER'S FULL MAIDEN NAME : _____ 23 0 24
 PARENT'S ADDRESS : _____ 25 0 27
 _____ 28

MEDICAL INSURANCE POLICY INFORMATION
 COMPANY NAME : _____ 29, _____ 30
 POLICY NUMBERS : _____ 31, _____ 32

 DISEASES AND ILLNESSES

DOES STUDENT CURRENTLY HAVE OR HAD BEEN TREATED FOR ANY OF THE FOLLOWING:
 Y/N

EPILEPSY	to	
EPILEPTIC SEIZURES	to	
INFECTIONS (PAST YEAR)	to	
MONONUCLEOSIS	to	
VIRAL PNEUMONIA	to	
ANY OTHER INFECTIOUS DISEASES	to	
DIABETES	to	DATE _____ 50
RHEUMATIC FEVER	to	
SCARLET FEVER	to	
HEART MURMUR	to	
HEART DISEASE	to	
HEART TROUBLE	to	
CHICKEN POX	to	
MEASLES	to	
MUMPS	to	
SMALL POX	to	
KIDNEY DISEASE	to	
BLADDER PROBLEMS	to	
PAINFUL URINATION	to	
ULCERS	to	DATE _____ 54
BRONCHITIS	to	CHRONIC/ACUTE
ASTHMA	to	
ARTHRITIS	to	DATE _____ 59
TONSILLITIS	to	DATE _____ 61
TONSILECTOMY	to	MND _____ 63
TUBERCULOSIS (FAMILY MEMBER)	to	DATE _____ 65
APPENDICITIS	to	DATE _____ 67
APPENDECTOMY	to	
HEMIA (MALE ONLY)	to	
RUPTURED HERNIA (MALE ONLY)	to	
ILLNESS REQUIRING BED REST FOR MORE THAN ONE WEEK IN THE PAST YEAR	to	WHAT _____ 71

MEDHX FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

ENTRY CONTROL MASK

S J S U
 MEDICAL HISTORY FORM
 DEPARTMENT OF WOMEN'S INTERCOLLEGIATE ATHLETICS

SPORT : _____

NAME : _____
 LAST FIRST MIPERM. ADDRESS : _____
 PHONE : _____SCHOOL ADDRESS : _____
 PHONE : _____

AGE SEX M/F HEIGHT WEIGHT BIRTHDATE MARRIED Y/N

-- -- -- -- -- -- -- -- -- --

SOC. SEC. NO. _____

		LIVING	DECEASED
FATHER'S FULL NAME	: _____	-	--
MOTHER'S FULL MAIDEN NAME	: _____	-	--
PARENT'S ADDRESS	: _____		

MEDICAL INSURANCE POLICY INFORMATION

COMPANY NAME : _____
 POLICY NUMBERS : _____

 DISEASES AND ILLNESSES

DOES STUDENT CURRENTLY HAVE OR HAD BEEN TREATED FOR ANY OF THE FOLLOWING:
 Y/N

EPILEPSY	-	
EPILEPTIC SEIZURES	-	
INFECTIONS (PAST YEAR)	-	
MONONUCLEOSIS "	-	
VIRAL PNEUMONIA "	-	
ANY OTHER INFECTIOUS DISEASES "	-	
DIABETES	-	DATE ____/____/____
RHEUMATIC FEVER	-	
SCARLET FEVER	-	
HEART MURMUR	-	
HEART DISEASE	-	
HEART TROUBLE	-	
CHICKEN POX	-	
MEASLES	-	
MUMPS	-	
SMALL POX	-	
KIDNEY DISEASE	-	
BLADDER PROBLEMS	-	
PAINFUL URINATION	-	
ULCERS	-	DATE ____/____/____
BRONCHITIS	-	CHRONIC/ACUTE
ASTHMA	-	
ARTHRITIS	-	
TONSILLITIS	-	DATE ____/____/____
TONSILLECTOMY	-	DATE ____/____/____
TUBERCULOSIS (FAMILY MEMBER)	-	WHO _____
APPENDICITIS	-	DATE ____/____/____
APPENDECTOMY	-	DATE ____/____/____
HERNIA (MALE ONLY)	-	
RUPTURED HERNIA (MALE ONLY)	-	
ILLNESS REQUIRING BED REST FOR MORE THAN ONE WEEK IN THE PAST YEAR	-	WHAT ____/____/____

 HEAD, NECK, AND BACK INJURIES

HAS STUDENT EVER : Y/N

LOST CONSCIOUSNESS DURING AN ATHLETIC EVENT MORE THAN ONCE - DATE _____
 - DATE _____
 - DATES _____

STAYED OVERNIGHT IN A HOSPITAL IF YES, GIVE DATES AND DETAILS -

HAS STUDENT EVER HAD : Y/N DATES

PINCHED NERVE - _____
 WHIPLASH - _____
 SEVERE HEADACHES - _____
 BLACKOUTS - _____
 FAINTING SPELLS - _____
 NECK INJURY INVOLVING :
 NERVES - _____
 VERTEBRAE - _____
 VERTEBRAL DISKS - _____
 SYNOVIAL FLUID REMOVED - _____
 BACK INJURY - _____
 BACK PAIN - _____
 IF YES : CHRONIC/ACUTE
 VERY BELDOM OCCASIONALLY FREQUENTLY VIGOROUS EXERCISE

 EYES AND DENTAL

DOES STUDENT : Y/N

WEAR GLASSES -
 WEAR CONTACT LENSES - HARD/SOFT _____
 WEAR THEM IN ATHLETIC PARTICIPATION -
 HAVE SIGHT IN BOTH EYES -
 HAVE A SPARE SET OF GLASSES -
 HAVE A SPARE SET OF CONTACTS -
 HAVE ANY DEAD TEETH - WHERE _____
 HAVE ANY MISSING TEETH - HOW MANY _____
 WEAR DENTAL APPLIANCES SUCH AS :
 ORTHODONTICS -
 MOUTHPIECE -
 PERMANENT BRIDGE -
 PERMANENT CROWN OR JACKET -
 REMOVABLE PARTIAL -
 FULL PLATE -

 DISLOCATIONS, FRACTURES, ETC.

DOES STUDENT HAVE OR HAD ANY OF THE FOLLOWING Y/N

FRACTURE IN THE PAST 2 YEARS - DATE ___/___/___
 - SITE _____

OSGOOD-SCHLATTER'S DISEASE -
 CALCIUM DEPOSITS -
 CURRENT CALCIUM DEPOSITS - LOCATION _____
 SHOULDER DISLOCATION - LOCATION _____
 SHOULDER SEPERATION -
 OTHER SHOULDER INJURY - WHAT ___/___/___
 ADVISED TO HAVE SHOULDER SURGERY -
 SHOULDER SURGERY - DATE ___/___/___
 INJURY TO THROWING :
 ARM -
 SHOULDER -
 ELBOW -
 EXPERIENCED SEVERE ELBOW : - DATES
 SPRAIN - ___/___/___
 DISLOCATION - ___/___/___
 FRACTURE - ___/___/___
 EXPERIENCED SEVERE FINGER : - DATES
 SPRAIN - ___/___/___
 DISLOCATION -
 FRACTURE -
 SPRAINED KNEE LIGAMENTS IN THE PAST 2 YEARS - ___/___/___
 TOLD OF INJURED KNEE LIGAMENTS -
 TOLD OF INJURED KNEE CARTILAGE -
 CLICKING OR LOCKING IN EITHER KNEE -
 ADVISED TO HAVE KNEE SURGERY -
 HAD KNEE SURGERY -
 EXPERIENCED ANKLE SPRAIN IN THE PAST 2 YEARS -
 HAVE A PIN, SCREW, OR PLATE IN BODY - WHERE _____

 GENERAL

HAS STUDENT: Y/N

EXPERIENCED HEAT EXHAUSTION - ___/___/___
 EXPERIENCED HEAT STROKE - ___/___/___
 HAD HX OF TACHYCARDIA -
 HAD OPERATION IN PAST 2 YEARS - WHERE _____

BEEN ADVISED BY MD NOT TO PARTAKE IN SPORTS -
 CURRENTLY ON PRESCRIBED DRUGS - NAME _____
 WHY _____

HAD ORGANS REMOVED - LIST _____
 PROBLEMS WITH MENSTRATION - INDICATE _____
 TAKING ORAL CONTRACEPTIVES - HOW LONG _____
 - WHAT BRAND _____
 - TYPE _____

USING AN IUD -
 FREQUENT NOSE BLEEDS -
 NEED SPECIAL BRACES FOR ATHLETIC ACTION - TYPE _____
 USING SUPPORTIVE DEVICES FOR PARTIC. - TYPE _____
 DATE OF LAST TETANUS SHOT - DATE ___/___/___
 DATE OF LAST MEASLES VACCINATION - DATE ___/___/___

MEDIA FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

CONTENT CONTROL MASK

@ J S U
 MEDICAL HISTORY FORM
 DEPARTMENT OF WOMEN'S INTERCOLLEGIATE ATHLETICS

SPORT : _____

NAME : _____
 LAST FIRST MI

PERM. ADDRESS : _____
 PHONE : (____) _____

SCHOOL ADDRESS : _____
 PHONE : (____) _____

AGE SEX M/F HEIGHT WEIGHT BIRTHDATE MARRIED Y/N

__ __ __ __ __ __ __ __ __

SOC. SEC. NO. _____

 FATHER'S FULL NAME : _____ LIVING DECEASED
 MOTHER'S FULL MAIDEN NAME : _____ - -
 PARENT'S ADDRESS : _____ - -

MEDICAL INSURANCE POLICY INFORMATION
 COMPANY NAME : _____
 POLICY NUMBERS : _____

 DISEASES AND ILLNESSES

DOES STUDENT CURRENTLY HAVE OR HAD BEEN TREATED FOR ANY OF THE FOLLOWING:
 Y/N

EPILEPSY	-	
EPILEPTIC SEIZURES	-	
INFECTIONS (PAST YEAR)	-	
MONONUCLEOSIS	-	
VIRAL PNEUMONIA	-	
ANY OTHER INFECTIOUS DISEASES	-	
DIABETES	-	DATE ____-__-__
RHEUMATIC FEVER	-	
SCARLET FEVER	-	
HEART MURMUR	-	
HEART DISEASE	-	
HEART TROUBLE	-	
CHICKEN POX	-	
MEASLES	-	
MUMPS	-	
SMALL POX	-	
KIDNEY DISEASE	-	
BLADDER PROBLEMS	-	
PAINFUL URINATION	-	
ULCERS	-	DATE ____-__-__
BRONCHITIS	-	CHRONIC/ACUTE
ASTHMA	-	
ARTHRITIS	-	
TONSILLITIS	-	DATE ____-__-__
TONSILECTOMY	-	DATE ____-__-__
TUBERCULOSIS (FAMILY MEMBER)	-	WHO
APPENDICITIS	-	DATE ____-__-__
APPENDECTOMY	-	DATE ____-__-__
HEARNIA (MALE ONLY)	-	
RUPTURED HEARNIA (MALE ONLY)	-	
ILLNESS REQUIRING BED REST FOR MORE THAN ONE WEEK IN THE PAST YEAR	-	WHAT ____-__-__

 HEAD, NECK, AND BACK INJURIES

HAS STUDENT EVER : Y/N

LOST CONSCIOUSNESS DURING AN ATHLETIC EVENT MORE THAN ONCE - DATE _____
 - DATE _____
 - DATES _____ | _____
 _____ | _____

STAYED OVERNIGHT IN A HOSPITAL IF YES, GIVE DATES AND DETAILS -

_____- A _____
 ____- A _____
 ____- A _____

HAS STUDENT EVER HAD : Y/N DATES

PINCHED NERVE - _____ | _____
 WHIPLASH - _____ | _____
 SEVERE HEADACHES - _____ | _____
 BLACKOUTS - _____ | _____
 FAINTING SPELLS - _____ | _____
 NECK INJURY INVOLVING :
 NERVES -
 VERTEBRAE -
 VERTEBRAL DISKS -
 SYNOVIAL FLUID REMOVED -
 BACK INJURY -
 BACK PAIN - CHRONIC/ACUTE
 IF YES :
 VERY SELDOM OCCASIONALLY FREQUENTLY VIGOROUS EXERCISE

 EYES AND DENTAL

DOES STUDENT : Y/N

WEAR GLASSES -
 WEAR CONTACT LENSES - HARD/SOFT _____
 WEAR THEM IN ATHLETIC PARTICIPATION -
 HAVE SIGHT IN BOTH EYES -
 HAVE A SPARE SET OF GLASSES -
 HAVE A SPARE SET OF CONTACTS -
 HAVE ANY DEAD TEETH - WHERE A _____
 HAVE ANY MISSING TEETH - HOW MANY ? _____
 WEAR DENTAL APPLIANCES SUCH AS :
 ORTHODONTICS -
 MOUTHPIECE -
 PERMANENT BRIDGE -
 PERMANENT CROWN OR JACKET -
 REMOVEABLE PARTIAL -
 FULL PLATE -

 DISLOCATIONS, FRACTURES, ETC.

DOES STUDENT HAVE OR HAD ANY OF THE FOLLOWING Y/N

FRACTURE IN THE PAST 2 YEARS - DATE ____-____-____
 SITE _____

OSGOOD-SCHLATTER'S DISEASE -
 CALCIUM DEPOSITS - LOCATION _____
 CURRENT CALCIUM DEPOSITS - LOCATION _____
 SHOULDER DISLOCATION -
 SHOULDER SEPERATION -
 OTHER SHOULDER INJURY - WHAT _____
 ADVISED TO HAVE SHOULDER SURGERY - DATE ____-____-____
 SHOULDER SURGERY -
 INJURY TO THROWING :
 ARM -
 SHOULDER -
 ELBOW -
 EXPERIENCED SEVERE ELBOW : - DATES
 SPRAIN - ____-____-____ | ____-____-____
 DISLOCATION - ____-____-____ | ____-____-____
 FRACTURE - ____-____-____ | ____-____-____
 EXPERIENCED SEVERE FINGER : - DATES
 SPRAIN - ____-____-____
 DISLOCATION -
 FRACTURE -
 SPRAINED KNEE LIGAMENTS IN THE PAST 2 YEARS - ____-____-____
 TOLD OF INJURED KNEE LIGAMENTS -
 TOLD OF INJURED KNEE CARTILAGE -
 CLICKING OR LOCKING IN EITHER KNEE -
 ADVISED TO HAVE KNEE SURGERY -
 HAD KNEE SURGERY -
 EXPERIENCED ANKLE SPRAIN IN THE PAST 2 YEARS -
 HAVE A PIN, SCREW, OR PLATE IN BODY - WHERE _____

 GENERAL

HAS STUDENT: Y/N

EXPERIENCED HEAT EXHAUSTION - ____-____-____
 EXPERIENCED HEAT STROKE - ____-____-____
 HAD HX OF TACHYCARDIA -
 HAD OPERATION IN PAST 2 YEARS - WHERE _____

BEEN ADVISED BY MD NOT TO PARTAKE IN SPORTS -
 CURRENTLY ON PRESCRIBED DRUGS - NAME _____
 WHY _____

HAD ORGANS REMOVED - LIST _____
 PROBLEMS WITH MENSTRATION - INDICATE _____
 TAKING ORAL CONTRACEPTIVES - HOW LONG _____
 WHAT BRAND _____
 TYPE _____

USING AN IUD -
 FREQUENT NOSE BLEEDS - TYPE _____
 NEED SPECIAL BRACES FOR ATHLETIC ACTION - TYPE _____
 USING SUPPORTIVE DEVICES FOR PARTIC. - TYPE _____
 DATE OF LAST TETANUS SHOT - DATE ____-____-____
 DATE OF LAST MEASLES VACCINATION - DATE ____-____-____

MEDHX FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD ATTRIBUTE DEFINITIONS

FIELD NUM/NAME	LEN	LIN	COL	KEY	E	edit	mask	PAD/	INDEX	ITEM	FILE	VERIFY	
									FIELD	NUM	ORDER	ORDER	FILE NAME
025/MOTHER NAME	022	024	029	
026/MOTHER LIVING	001	024	058	
027/MOTHER DECEASED	002	024	068	
028/PARENT ADDRESS	046	025	029	
029/COMPANY NAME1	019	028	018	
030/COMPANY NAME2	018	028	039	
031/POLICY NUMBERS1	019	029	018	
032/POLICY NUMBERS2	018	029	039	
033/EPILEPSY	001	036	040	PN	
034/EPILEPTIC SEIZURES	001	037	040	PN	
035/	001	038	040	PN	
036/	001	039	040	PN	
037/	001	040	040	PN	
038/	001	041	040	PN	
039/	001	042	040	PN	
040/	008	042	048	.	J	E	
041/	001	043	040	PN	
042/	001	044	040	PN	
043/	001	045	040	PN	
044/	001	046	040	PN	
045/	001	047	040	PN	
046/	001	048	040	PN	
047/	001	049	040	PN	
048/	001	050	040	PN	

MEDIX FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD ATTRIBUTE DEFINITIONS

FIELD NUM/NAME	LEN	LIN	COL	KEY	E	edit	mask	PAD/	INDEX	ITEM	* * D E R I V E D * *		FILE VERIFY	
											LIST	CALC		*****VERIFICATION****
													ORDER	FILE NAME
049/														
001 051 040									PN					
050/														
001 052 040									PN					
051/														
001 053 040									PN					
052/														
001 054 040									PN					
053/														
001 055 040									PN					
054/														
008 055 050						J	E							
055/														
001 056 040									PN					
056/														
001 057 040									PN					
057/														
001 058 040									PN					
058/														
001 059 040									PN					
059/														
008 059 050						J	E							
060/														
001 060 040									PN					
061/														
008 060 050						J	E							
062/														
001 061 040									PN					
063/														
013 061 049														
064/														
001 062 040									PN					
065/														
008 062 050						J	E							
066/														
001 063 040									PN					
067/														
008 063 050						J	E							
068/														
001 064 040									PN					
069/														
001 065 040									PN					
070/														
001 067 040									PN					
071/WHAT														
013 067 049						J	E							
072/														
001 073 040									PN					

MEDHX FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD ATTRIBUTE DEFINITIONS

FIELD NUM/NAME	LEN	LIN	COL	KEY	E	edit	mask	FLOAT	INDEX	ITEM	ORDER	FILE	VERIFY
									FIELD	NUM	ORDER	ORDER	FILE NAME
121/													
	011	112	049	.			E .	.					
122/	001	113	040	.			. PN	.					
123/	002	113	05E	.			W E .	.					
124/	001	115	040	.			. PN	.					
125/	001	116	040	.			. PN	.					
126/	001	117	040	.			. PN	.					
127/	001	118	040	.			. PN	.					
128/	001	119	040	.			. PN	.					
129/	001	120	040	.			. PN	.					
130/	001	127	040	.			. PN	.					
131/	009	127	048	.			J E .	.					
132/	015	128	048	.			W E .	.					
133/	001	129	040	.			. PN	.					
134/	001	130	040	.			. PN	.					
135/	010	130	053	.			W E .	.					
136/	001	131	040	.			. PN	.					
137/	010	131	053	.			W E .	.					
138/	001	132	040	.			. PN	.					
139/	001	133	040	.			. PN	.					
140/	001	134	040	.			. PN	.					
141/	011	134	049	.			J E .	.					
142/	001	135	040	.			. PN	.					
143/	001	136	040	.			. PN	.					
144/	008	136	049	.			J E .	.					

MEDIA FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD ATTRIBUTE DEFINITIONS

FIELD NUM/NAME	LEN	LIN	COL	KEY	E	credit	mask	FLOAT	INDEX	ITEM	* * D E R I V E D * *		FILE VERIF	FILE NAME
											LIST	CALC		
145/	001	138	040	PN
146/	001	139	040	PN
147/	001	140	040	PN
148/	001	142	040	PN
149/	008	142	044	.	J	E
150/	009	142	053	.	J	E
151/	001	143	040	PN
152/	008	143	044	.	J	E
153/	009	143	053	.	J	E
154/	001	144	040	PN
155/	008	144	044	.	J	E
156/	009	144	053	.	J	E
157/	001	146	040	PN
158/	008	146	044	.	J	E
159/	001	147	040	PN
160/	001	148	040	PN
161/	001	149	044	PN
162/	008	149	047	.	J	E
163/	001	150	040	PN
164/	001	151	040	PN
165/	001	152	040	PN
166/	001	153	040	PN
167/	001	155	040	PN
168/	001	156	040	PN

MEDHX FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD ATTRIBUTE DEFINITIONS

FIELD NUM/NAME	LEN	LIN	COL	KEY	Required	Check dgt	Just	Just	DERIVED	LIST	CALC	VERIFICATION	FILE VERIFY
LEN LIN COL KEY	EDIT	mask	FLOAT	INDEX	ITEM	ORDER	ORDER	FILE NAME					
169/	014	156	050	.	E
170/	001	161	040	.	.	PN
171/	008	161	043	.	J	E
172/	001	162	040	.	.	PN
173/	008	162	043	.	J	E
174/	001	163	040	.	.	PN
175/	001	164	040	.	.	PN
176/	027	164	048	.	E
177/	032	165	043	.	E
178/	001	167	040	.	.	PN
179/	001	168	040	.	.	PN
180/	028	168	047	.	E
181/	029	169	046	.	E
182/	029	170	046	.	E
183/	001	171	040	.	.	PN
184/	028	171	047	.	E
185/	001	172	040	.	.	PN
186/	024	172	051	.	E
187/	001	173	040	.	.	PN
188/	024	173	051	.	E
189/	022	174	053	.	E
190/	001	175	040	.	.	PN
191/	028	175	047	.	E
192/	001	176	040	.	.	PN

MEDHX FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD ATTRIBUTE DEFINITIONS

FIELD NUM/NAME	LEN	LIN	COL	KEY	E	edit	mask	FLOAT	INDEX	ITEM	ORDER	FILE	VERIFY
									FIELD	NUM	ORDER	ORDER	FILE NAME
193/	001	177	040	PN
194/	028	177	047	.	.	.	E
195/	001	178	040	PN
196/	028	178	047	.	.	.	E
197/	008	179	048	.	J	.	E
198/	008	180	048	.	J	.	E

APPENDIX B

DATE _____

WOMEN'S ATHLETIC INJURY FORM

LAST NAME _____ FIRST NAME _____
 SPORT _____ AGE _____ TIME _____ LOCATION _____

SIDE OF INJURY

RIGHT
 LEFT
 PROXIMAL
 DISTAL
 ANTERIOR
 POSTERIOR
 MEDIAL
 LATERAL
 OTHER _____

STRUCTURE

SKIN
 MUSCLE
 FASCIA
 BONE
 NERVOUS SYSTEM
 FAT PAD
 TENDON
 LIGAMENT
 CARTILAGE
 CAPSULE
 COMPARTMENT
 DENTAL
 BURSA
 OTHER _____

BODY PART

HEAD	SHOULDER	ABDOMEN
FACE	ROTATOR CUFF	HIP
EYE	AC JOINT	THIGH
NOSE	GLENOHUMERAL	KNEE
EAR	STERNOCLAVICULAR	PATELLA
MOUTH	UPPER ARM	LOWER LEG
NECK	ELBOW	ANKLE
THORAX	FOREARM	ACHILLES TENDON
RIBS	WRIST	FOOT
STERNUM	HAND	TOES
UPPER BACK	THUMB	OTHER _____
LOW BACK	FINGER	

NATURE OF INJURY

CONTUSION	TENDONITIS	AVULSION
STRAIN	BURSITIS	ABRASION
SPRAIN	MYOSITIS	DISLOCATION
FRACTURE	LACERATION	INFLAMMATION
RUPTURE	CONCUSSION	OTHER _____

DEGREE- I, II, III

CIRCLE: PHYSICAL EXAM X-RAY SPLINT WRAP CAST ASPIRATION

CIRCLE: HEALTH CENTER TRAINER HOSPITAL MD OTHER _____

PREVIOUS INJURY:

RX/ Microarray

APPENDIX C



PURCHASE REQUISITION

Reference Vendor's _____

1 _____ Requisition No. _____

_____ Account Code _____

_____ Department _____

2 _____ Today's Date _____ Date Needed _____

_____ Deliver To _____

_____ Requested by _____ Ext. No. _____

3 _____ Authorized Signature _____

NOTE: Installation requirements must be assessed (electrical power and outlets, space, entry clearance, etc.) Have you contacted Plant Operations?

Yes No N.A.

Line No.	Quantity	Unit of Measure	Description	Price	
				Unit	Extension

<p>FOR PURCHASING USE ONLY</p> <p><input type="checkbox"/> Bid Price Request # _____</p> <p><input type="checkbox"/> Estimate # _____</p> <p><input type="checkbox"/> Contract/SPS _____ Vendor ID _____</p> <p><input type="checkbox"/> Service Agreement # _____</p> <p><input type="checkbox"/> Purchase Order: Mat'l <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>FOB _____</p> <p>Terms _____</p> <p>Delivery Date _____</p> <p>Buyer _____</p>	<p>Handling/Freight _____</p> <p>Trade-In _____</p> <p>Sales Tax _____</p> <p>TOTAL _____</p> <p>Purchase Order # _____</p> <p>Vendor ID # _____ Log # _____</p> <p>Ethnic Code _____ Commodity PAR _____</p>
--	---

ATHLETIC INVENTORY KEY

B-BANDAGES

D-DRUGS

E-EQUIPMENT

P-PAPER/PLASTICS

S-SPRAYS

T-TAPE

ATHLETIC FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD NUMBERS

S J S U
A T H L E T I C
P U R C H A S E I N V E N T O R Y

YEAR	KEY	ITEM	QUANTITY ORDERED	QUANTITY RECEIVED	PRICE PER UNIT	TOTAL PRICE	YEAR END QUANTITY
19__1	E	_____2	__4	__5	____6	____7	__8
ITEM CODE :		_____9					

VENDOR: _____10
 ADDRESS: _____11
 CITY: _____12. STATE: 13 ZIP: ____14-__15

KEYS :
 B = BANDAGES
 D = DRUGS
 E = EQUIPMENT
 P = PAPER/PLASTICS
 S = SPRAYS
 T = TAPE

ATHLETIC FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

ENTRY CONTROL MASK

SJSU
ATHLETIC
PURCHASE INVENTORY

YEAR	KEY	ITEM	QUANTITY ORDERED	QUANTITY RECEIVED	PRICE PER UNIT	TOTAL PRICE	YEAR END QUANTITY
19__	__	_____	---	---	---	---	---
ITEM CODE	__	_____	---	---	---	---	---

VENDOR: _____
 ADDRESS: _____
 CITY: _____, STATE: __ ZIP: _____

- KEYS :
- B = BANDAGES
 - D = DRUGS
 - E = EQUIPMENT
 - P = PAPER/PLASTICS
 - S = SPRAYS
 - T = TAPE

CONTENT CONTROL MASK

SJSU
ATHLETIC
PURCHASE INVENTORY

YEAR	KEY	ITEM	QUANTITY ORDERED	QUANTITY RECEIVED	PRICE PER UNIT	TOTAL PRICE	YEAR END QUANTITY
19__	__	_____	---	---	---	---	---
ITEM CODE	__	_____	---	---	---	---	---

VENDOR: _____
 ADDRESS: _____
 CITY: _____, STATE: __ ZIP: _____

- KEYS :
- B = BANDAGES
 - D = DRUGS
 - E = EQUIPMENT
 - P = PAPER/PLASTICS
 - S = SPRAYS
 - T = TAPE

ATHINY FORM LISTING AND FIELD ATTRIBUTE DEFINITIONS

FIELD ATTRIBUTE DEFINITIONS

FIELD NUM/NAME		LEN	LIN	COL	KEY	E	edit	mask	FLOAT	INDEX	ITEM	ORDER	FILE	VERIFY
										FIELD	NUM	ORDER	ORDER	FILE NAME
001	/YEAR													
002	/KEY	008	004	001	.	0	J	E	.					
003	/ITEM	010	004	020	003	.	0	E	.					
004	/QUANTITY ORDERED	003	008	035	.			E	.					
005	/QUANTITY RECEIVED	004	008	044	.		J	E	.					
006	/PRICE PER UNIT	006	008	053	.		J	E	.					
007	/TOTAL PRICE	006	008	065	.		J	E	.					
008	/YEAR END QUANTITY	003	008	076	.		J	E	.					
009	/ITEM CODE	010	009	015	.			E	.					
010	/VENDOR	020	011	019	.			E	.					
011	/ADDRESS	025	012	019	.			E	.					
012	/CITY	025	013	019	.			E	.					
013	/STATE	002	013	053	.			E	.					
014	/ZIP	005	013	060	.			E	.					
015	/ZIP2	004	013	066	.			E	.					

APPENDIX D

LAST NAME _____ (C) YES (F) SPORT (D) DATE OF INJURY _____ TODAY'S DATE _____ INJURY # _____ (M)
 FIRST NAME _____ (B) AGE (L) LOCATION _____
 (A) HOME I D _____ (I) INITIAL INJURY 2 REECKER 3 REINJURY (M) 1 PRESEASON 2 PRACTICE 3 GAME 4 OFF SEA (Z) Non-intercollegiate (if non-fid the injury)
 MECHANISM How did it happen? _____
 (J) 1 Intercollegiate 2 Non-intercollegiate (if non-fid the injury)
 (K) 1 2 3 4 5 6 7

Initial Impression: _____

(I) SITE OF INJURY	(O) BODY PART	(N) STRUCTURE	(V) TREATMENT	(W) DISPOSITION
1 Right 2 Left 3 Proxim 4 Distal 5 Anterior 6 Posterior 7 Medial 8 Lateral 9 Other/NA	01 Head 02 Neck 03 Eye 04 Nose 05 Ear 06 Mouth 07 Throat 08 Ribs 09 Sternum 10 Upper Back 11 Lower Back 12 Shoulder 13 Anterior Cuff 14 C-C Joint 15 Cervical 16 Sternoacicular 17 Upper Arm 18 Elbow 19 Forearm 20 Wrist 21 Hand 22 Thumb 23 Finger 24 Wrist Joint 25 Hip Joint 26 Knee Joint 27 Ankle 28 High, Anterior 29 High, Posterior 30 High, Medial 31 High, Lateral	01 Skin 02 Muscle 03 Nerve 04 Ligament 05 Meniscus System 06 Fat Pad 07 Tendon 08 Ligament 09 Capsule 10 Cartilage 11 Compartment 12 Dental 13 Bursa 14 Other MATURE OF INJURY(S) 01 Contusion 02 Strain 03 Sprain 04 Fracture 05 Rupture 06 Tendinitis 07 Bursitis 08 Myositis 09 Laceration 10 Swelling 11 Dislocation 12 Abrasion 13 Dislocation 14 Inflammation 15 Other	1 Contrast Bath 2 Elec. Stim 3 Exercise 4 Hydrocollator 5 Ice 6 Traction 7 Ultrasound 8 Whirlpool 9 Other SUPPLEMENTARY DISP 1. Antibiotic Oral 2. Anti Inflamm. Oral 3. Decongestant 4. Analgesic 5. Muscle relaxant 6. Enzyme 7. Anti Inflamm. Top 8. Antibiotic Topical 9. Other	(M) DISPOSITION 1. Home 2. Hospital 3. W.O. 4. Other (N) REFERRAL 1. Orthopedic 2. Rheumatologist 3. Burn/Infectious 4. Test. Med. 5. ENT 6. Other
(L) PROCEDURES 1 Physical Exam. 2 X-Ray 3 Splint 4 Wrap 5 Cast 6 Respiration 7 E. & B. 8 U.S. 9 Other	(P) NON-TRAUMATIC 1 Dermatological 2 Fracture 3 Infection 4 UBI 5 SW 6 Systemic Infection 7 Local Infection 8 Comp. Entd. 9 Other (O) INJ. PARTICIPATION 1 No part. 2 Part part. 3 Full part. (I) DEGREE 1 0° 2° 3° (R) TIME OUT 1 1-2 day 2 3-7 days 3 1-2 weeks 4 2-3 weeks 5 3-4 weeks 6 Season	(W) INJECTIONS 1. Corticosteroids 2. Antibiotics 3. Contraststeroids 4. Anesthetic 5. Antiseptic 6. Other	(M) DISPOSITION 1. Home 2. Hospital 3. W.O. 4. Other	

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