



Dear Parents &/or Guardians,

We would like to take this opportunity to introduce to you a program we have implemented in order to streamline the paperwork process for all of our athletics programs. This program will assist you in filling out the paperwork necessary to have your student athlete's physical form pre-printed, including all required MSHSAA paperwork. It also eliminates the need for separate forms for our student handbook, concussion forms, and consent forms.

If you completed a profile for the 2017-2018 school year you DO NOT need to complete a new profile. You will only need to login and update any changes. ** Don't forget if you made changes to sign and submit! Please note that if there are no changes you do not need to update your Privit profile until AFTER JUNE 1! On June 1 all files from 2017-2018 school year will be archived. At this point you will only need to login to make changes/corrections and SIGN AND SUBMIT your file for the 2018-2019 school year. MSHSAA requires these forms be signed by parent and athlete yearly.

If you have not completed a profile, you will need to create a new profile. All directions for this are located on the High School webpage under Athletics. We ask that you complete your profile per the directions prior to your student athlete receiving his/her sports physical. You can then print out your student athlete's medical history (PPE Form) and MSHSAA Physical form from Privit and take it to your student athletes physical. Once the physical is completed you can upload their physical directly into their profile. (If you do not feel comfortable uploading it, we will be happy to do that for you!) Please then send the paper copy of the one page physical to me at school.

Once you have completed this process you will see a GREEN Bar at the top of the page that states SUBMISSION COMPLETED. If you see a orange or red bar your file is still missing items. It is important to note that your file will state either "PENDING" or "NEEDS UPDATE" until we physically change their file to a CLEARED status. Please be patient as we have over 350 student athletes files to individually assess.

Should you have questions please call me at 816-532-0405 ext. 7096 or email me at fiteg@smithville.k12.mo.us. Please leave your contact information and I will return your call or email on my arrival to school.

We thank you in advance for your participation in this transition.

Gini Fite, PTA/ATC
Coordinator of Athletic Training Services

Darren Shaffer
Assistant Principal for Athletics and Activities High School