

Health Records

Physical exams are required before the start of school for all new students, all rising juniors, and all athletes. The NY State requirement for student athletes is a bit rigorous. Exams can be no more than one year earlier than the end of each sports season. For that reason, we recommend that student athletes try to have a physical exam each summer. That will get them through the entire school year. Notices will be sent to parents of non-compliant athletes a month before each sports season.

Immunization records are required for all new students. Returning students need only update their records when a new immunization is received.

The Medication permission form is for both prescribed and over the counter (OTC) medication that may be needed during the school day. This form must be signed by your pediatrician and is required for ALL students each year. If this form is not completed, the nurse will not be able to administer Advil or any other OTC meds.

If your child was at SEM last year, please login to <https://www.studentehr.com/> and if you do not remember your password, click "forgot password" and it will prompt you to enter your child's date of birth. Date of birth must be in the format xx/xx/xxxx. For all new students, following this email, there will be another email which is being sent by noreply@studentehr.com which will prompt you to log in and set up your child's Health Portal account.

We do not accept paper or faxed health documents for your child. Everything must be uploaded to the SNAP Health Portal. This platform keeps your child's records safe yet accessible to SEM staff who need it. I am sure most of your personal physicians are also now using a portal for the same reasons.

[This video](#) walks you through the entire SNAP portal.

We prefer that documents uploaded be in the .pdf format, as often pictures of documents are difficult to read. Multi page documents must be combined into one file. Although there are many cell phone apps that will turn a multi-page document into a single .pdf file, we have found that Adobe Scan is an easy option. Please look for it in your app store. [This video](#) shows you how easy it is to use.

If you use your cell phone and the Adobe Scan app, you can attach and email the document to yourself so that you can use a computer to upload it. We have found that the actual step of uploading seems to work better on a computer. If you don't have a family computer, feel free to use your child's SEM laptop!

These are the documents that are required:

They must be uploaded separately on different tabs on the left side of the health portal. ([see video](#))

1. Physical exam (needed for all new students, all rising juniors, and for all athletes) upload to the **SCREENINGS TAB**
2. Immunizations (all new students, and any updates for returning students) **UPLOAD TO THE VACCINES TAB**
3. Annual medication permission form (for all students who may request an OTC medication. The nurse cannot provide Advil or anything else without this form. (**UPLOAD TO THE FORMS TAB**))

The physical exam form often includes the immunization records. We would prefer that they are scanned separately because they need to be uploaded on different pages. However, if your child is a returning student and no new immunizations have been received, there is no need to separate them out.

If you have any questions, please contact either Nurse Kim (for medical and requirement questions) or Beth Adamczyk (for how to get the forms uploaded questions).

If there is interest, I would be happy to host a zoom session to explain and/or help families upload their documents. [Please click here](#) if you are interested in a zoom or in-person session to help you upload your health documents.

Thank you!

Beth Adamczyk
Dir. Of Technology

Nurse Kim Skomra
School Nurse