

This is **ONLY** for NEW Healthy Roster Athletes and Parents

1. Download the Healthy Roster App (***you can ONLY use the code on the app***).
2. Click on “Don’t have an account yet?” “Sign Up”
3. Access Code is **C-MCMILLAN** (All caps)
4. Set up an account. Fill out parent’s first name, parent’s last name, parent’s email, create your own password, confirm password, cell phone number, security question answer.
5. Once a login and password are created, you can continue to use the app or log onto www.healthyroster.com (website) for filling out documents. **The website is much easier and quicker to navigate.**
6. Once you are in Healthy Roster, click on “Athletes” to the left. If you have more than one child who is registered on Healthy Roster, they will ALL show up here. Click on your athlete’s name that you are filling out documents for this school year.
7. Select documents from the left side of the screen. This will take you to the documents page.
8. To start a document, you will need to click on the three vertical dots on your right. You will see two options, “Add Document” or “Fill Online”. If you have a paper copy that you have completed and saved to your computer you can click, upload file. If you are completing the form electronically, click complete form online. All documents that have a blue icon next to each document that needs to be completed.

Blue icons include: Complete Section 1 for 2026-2027, complete Section 2-4 for 2026-2027, complete Section 5 for 2026-2027, complete Section 6 for 2026-2027, complete AHN Consent to Treat and AHN Protected Health Information.
9. To complete Section 6, sports physical, tap Section 6 2026-2027, the three dots on the right appear, then download the template and print. This is the form you need to take to the doctor. Once the doctor completes the exam, again, click your child’s name, click on documents, section 6 and then take a photo of section 6 and upload it to Healthy Roster.
10. If everything is completed properly, all documents will show up under the document tab “uploaded documents”. If you make a mistake while completing the documents you will unfortunately need to delete the document and start a new document.
11. Physicals must be completed **on or after May 1st** to be eligible to participate for the upcoming school year.

If you have any questions please feel free to reach out to one of our athletic trainers:

Christine Kovalchick: kovalchickc@cmsd.k12.pa.us or Christine Stache: stachec@cmsd.k12.pa.us