



Welcome to the Privit Profile for University of Massachusetts Boston Athletics

As a student athlete, you are required to receive a annual physical examination from a doctor to gain medical clearance by the athletic department prior to participation in your sport. It's recommended that you have your Family Doctor perform the Physical Examination and ensure that they sign your Exam Form upon it's completion. The instructions below will allow you to create an online health profile that you will continue to up date and use in future years as a student athlete. Follow all the steps below to complete your required medical clearance status. *(It's recommended that you complete this information from a PC or Laptop)*

Before you start, make sure to have the following information on hand:

- Email Address and Password (create a password to remember in future years)
- Personal and Family Medical History
- Primary Health Insurance (Insurance Card)
- Secondary Insurance (Private Insurance Coverage through Parent/Guardian)

If you need assistance, please contact the Privit Help Center at 844-234-4357 or visit our [Support Desk](#) .

START HERE: Click on this website link beaconsathletics.e-ppe.com or enter it into your browser (Note: there is no www.)

Step 1: Click REGISTRATION to create an account with Privit. Make sure you select your role as **Student Athlete**.

Step 2: From the Home page, scroll down to the UPDATE tab beside **JOINED TEAMS** and select your participating on, click done

Step 3: From the [Home](#) page, click the blue tab beside the **PERSONAL DETAILS** section to provide demographic information. (Section 2 Primary Insurance make certain to enter in your Benefits Coverage). Once all 6 sections are complete click SAVE & EXIT. From the Home page, make sure it is indicating 100% complete in order to access the E-PPE questionnaire.

Step 4: From the [Home](#) page, click the blue tab beside the **E-PPE QUESTIONNAIRE** section to provide your medical history details. Complete all 15 sections then SAVE & EXIT. Make sure it is indicating 100% complete on the Home page. *Be sure to check the box at the bottom that states *“I have thoroughly read all questions on this page and answered them to the best of my knowledge.”*

Step 5: From the [Home](#) page, click the blue tab beside the **ACKNOWLEDGMENT & CONSENT**. Review and answer any required information. Once completed, click SUBMIT. Then click the blue SIGN tab.

Creating E-Signature: A new message will appear, click the blue tab “Create New Signature”. You can use the cursor on a computer or with your finger on a tablet device to create an electronic signature. Click SAVE and then DONE to return to the Home page. From the Home page underneath or beside the form click on SIGN and a new screen will open with your signature. Attest then click SIGN DOCUMENT. Click DONE to return to the Home page. Underneath this form on the Home page, it now should indicate *Signed by Student Athlete*.

Step 6: From the [Home](#) page, click the blue tab beside the **DRUG TESTING CONSENT**. Review and answer any required information. Once completed, click SUBMIT apply your e-signature to the document. Click DONE to return to the Home page. Underneath this form on the Home page, it now should indicate *Signed by Student Athlete*

Step 7: From the [Home](#) page, click the blue tab beside **CONCUSSION MANAGEMENT PLAN**. Click on the link within the form and register to complete all the required IMPACT information. Once completed, click SUBMIT and apply your e-signature to the document. Click DONE to return to the Home page. You are then required to upload your IMPACT certificate into your profile.

- For further assistance on Uploading Documents, please click [here](#).

Step 8: From the [Home](#) page, click the blue tab beside the **SICKLE CELL TRAIT**. Review the required information. Once completed, click SUBMIT apply your e-signature to the document. Click DONE to return to the Home page. Underneath this form on the Home page, it now should indicate *Signed by Student Athlete*.

Step 9: From the [Home](#) page, click the blue SIGN tab beside **SIGN DOCUMENTS**. A new page will open with a list of reports. Underneath *Privit Profile Medical History Summary* select the blue highlighted [Student/Athlete click here to sign](#). Apply your e-signature to the document. Click DONE to return to the Home page.

Step 10: From the [Home](#) page, click scroll down to the blue **PRINT DOCUMENTS** tab (your PERSONAL DETAILS & E-PPE QUESTIONNAIRE must both indicate 100% complete in order to access). Within PRINT DOCUMENTS check the boxes beside the *Privit Profile Medical History Summary* and *Physical Exam Form* to print both forms. The student athlete will take these forms with them to their required physical examination and have the Physical Exam Form signed by a physician or doctor.

Step 11: Once the Physical Exam Form is signed by a Physician/Doctor, you are then required to upload this form back into your health profile. You can do this by scanning and uploading it through your computer, or you can do it on your smartphone or mobile device by entering in beaconsathletics.e-ppe.com (There is no www.) into the browser on your phone. Log in to your account again.

- Click **Manage Documents** from your Home screen. Next, click **Upload Document** near the top right.
- Click **Choose File** to search and select the document. (If you are accessing this page from a [mobile device](#), you should be prompted to take a picture or select a photo of the document from the photo album.)
- From the drop-down next to Document Type, select **Signed Physical Examination**.
- Click **Upload**.
- You should be directed back to the student athlete's Manage Documents page.
- Make certain you completed this same process properly for your **IMPACT Certificate**.
- For further assistance on Uploading Documents, please click [here](#).



Important:** Once the required e-signatures have been applied to the necessary forms, the signed document will become available automatically for the appropriate staff member for review and approval. The **Completion Status** bar should turn green and indicate **Submission Complete**. If the status bar is still orange and indicating **Submission Incomplete**, hover your cursor to see what still needs to be completed. A staff member at the school will update the “PENDING” or “NEEDS UPDATE” **Clearance Status**, the status is not automatically updated.