

## Required Forms and Paperwork

### **ALL STUDENTS:**

Parents **MUST** complete the following in **Aspen using Parent Log In** (If you need assistance with your Aspen parent login, please contact Sherri DiMarcello at [sdimarcello@nhvweb.net](mailto:sdimarcello@nhvweb.net))

- Click on Page Directory on the left hand side of the homepage
- Next click on North Health Forms and choose student.

1. **Over the Counter Medication Form:** Please answer “yes” or “no” to the administration of Tylenol, Motrin, Tums etc. Your child will not be able to obtain these medications from the nurse for headaches, upset stomach, cramps etc. if this form is not completed in Aspen.

2. **Emergency Contact Medical Form:** Please list all contacts with correct information. Also answer “yes” or “no” to Inhaler, Epinephrine and/or Diabetes. Finally list any allergies. **This information is very important.**

➤ **These Aspen forms will be required in order to participate in school activities, including class trips.**

➤ **BE SURE TO CLICK “FINISH” TO SUBMIT EACH FORM.**

3. **Special Medication Forms:** ONLY REQUIRED IF THIS APPLIES TO YOUR CHILD

- If your child requires **Epinephrine** for a severe life threatening allergy:  
Print [EPINEPHRINE FORMS](#)
- If your child requires an **inhaler** for Asthma, Reactive Airway Disease, or Allergies:  
Print [INHALER FORMS](#)
- If your child requires a **Prescription Medication** or any other Over-the-Counter Medication not listed on the OTC form in ASPEN: Print [MEDICATION AUTHORIZATION FORM](#)
- If your child requires **Diabetic Medication:** Print [DIABETIC NHHS FORMS](#)
- If your child has a **seizure disorder:** Print [SEIZURE ACTION PLAN FORMS](#)

**These medication/health forms must be completed by you and your child’s doctor. If they are not completed your child will not be able eligible to participate in athletics and school activities, including field trips.**

### **ALL INCOMING FRESHMEN & NEW TRANSFER STUDENTS:**

In addition to Aspen forms and medicals forms listed above, **All Freshmen are required to submit a Physical by August 1<sup>st</sup> (unless there is an insurance issue).**

All physicals must be filled out on the NJ State [ANNUAL PHYSICAL EXAM FORM](#). You must complete page 1 (and 2, if applicable). Have the health care provider complete the Physical Examination Form pages 3-4. Physicals will be returned if they are incomplete. Freshman Physicals must be dated after August 24, 2015.

## **ATHLETICS/INTRAMURALS:**

❖ **ASPEN REGISTRATION DATES WILL BE ANNOUNCED IN A DISTRICT EMAIL FOR EACH SEASON OF SPORTS AND INTRAMURALS**

❖ **ALL ATHLETIC/INTRAMURAL MEDICAL PAPERS SUBMITTED IN THE SUMMER ARE DUE BY AUGUST 1<sup>st</sup> (unless there is an insurance issue)**

[ANNUAL PHYSICAL EXAM FORM](#). You must complete page 1 (and 2, if applicable). Have the health care provider complete the Physical Examination Form pages 3-4. Physicals will be returned if they are incomplete. Physicals must be dated within 365 days of the start of practice. Physicals are due by August 1<sup>st</sup>.

In addition to above mentioned Aspen Forms and Special Medication Forms for all students, **you must complete the following additional forms in Aspen using your Parent Login:**

- Click on Page Directory on the left hand side of the homepage
- Next click on North Intramurals or NHHS Sports and choose student.

### **ATHLETIC/INTRAMURAL ASPEN FORMS:**

1. **Health History Update Questionnaire:** Must be completed 60 days prior to the start of practice. **ONLY ANSWER YES IF INCIDENCE/INJURY HAS OCCURRED AFTER YOUR CHILD'S LAST PHYSICAL. DO NOT ANSWER YES IF IT OCCURRED BEFORE YOUR CHILD'S LAST PHYSICAL. ANSWERING YES INCORRECTLY MAY DELAY CLEARANCE.**
2. **Consent Form:** Be sure to select the sport and/or intramural.

➤ **BE SURE TO CLICK "FINISH" TO SUBMIT EACH FORM.**

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**Please submit signed forms directly to the NHHS Health Office  
or Mail to NHHS Health Office 1445 Route 31, Annandale, NJ 08801**

***Please note that Summer Office Hours for dropping off forms are Mon. to Thur. 8-12pm***