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Submitting your health forms

Dear Students and Parents,

Below is the information/forms that are required by WPI Health Services. All forms are due by July 15, 2018.

<https://www.wpi.edu/student-experience/health-wellness/health-services/policies-forms/new-student-health-forms>

Completed Forms must be uploaded to: <https://wpi.medicatconnect.com>

- Massachusetts School Health Record
- Certificate of Immunization
- Tuberculosis Screening Questionnaire
- Tuberculosis Screening/Testing/Management
- Authorization to Treat a Minor
- Meningococcal Waiver for Students
- Anaphylaxis Emergency Action Plan (Only required if student has life threatening allergies).

All of these forms are located on the Parent Resources page of our website:
www.massacademy.org

We will only contact you if we require additional information. **Please check your WPI emails** - we will send you messages in the health portal, but notifications go to your WPI email address. Please do not email regarding health forms; it is not a secure way to transmit confidential health information.

FAQ for New Student Health Forms

- **How do I log into the secure portal?**

To log in, use your Banner ID and password. Remember, always keep hard copies of these documents for your records. *Please see instructions below.

- **Can you confirm receipt of faxed/uploaded/mailed forms?**

Unfortunately, we cannot confirm receipt at this time. We ask that students be diligent about checking their WPI email, as we will send secure messages (notification through WPI email) when/if additional documentation is needed. Please be sure to read these emails. If you delay submission of required documents past this summer, it may result in you not being able to register for next term's classes.

- **How do I fill out the tuberculosis (TB) risk questionnaire?**

If you answered "No" to all of the questions on the first page, you do *not* need to submit the other two pages. Simply sign & print your name and student ID number, and date the form. If you answered "Yes" to any of the questions on the first page, you need to take the questionnaire to a medical provider for the next steps as listed.

- **Will you accept my doctor's office's forms for physical exams and/or immunizations?**

As long as the physical is within the last calendar year and signed (electronic or e-signature is fine), we will accept them. Immunization records also need to have a signature of authorized personnel. Blood titers must have supported laboratory results.

Instructions for portal:

- Upload your forms into the [online secure patient portal](#)
- Input each immunization date under the "immune" tab as documented on your health record.

Students **must** enter the dates that they received their vaccines or titers as reflected in the forms. **We cannot verify forms without support entered dates.**

Any questions, please contact WPI Health Services at 508-831-5520.