

Secondary Insurance Form

If at any time an athlete/student sustains an injury/illness during school participation, a secondary insurance form must be filled out (available under “Forms/Links” and then “Student Accident/Incident Forms” on the Menifee County Schools Website).

1. If the injury evaluation is completed by the AD/school staff/nurse and he/she determines the athlete/student should be referred for further care, it is his/her responsibility to fill out this form and get the appropriate signatures.
2. It is the parent’s responsibility to have the secondary insurance form filled out.
3. The form must be completed entirely by the parent/guardian and then signed by the athletic director, school administrator or nurse.
4. It is the parent’s responsibility to mail/fax copies of the completed form into the insurance company. The fax number and mailing address is printed on the school insurance form. This includes mailing/faxing in copies of both the completed form and any bill(s) the parents receive related to the injury.