



DragonFly MAX is an electronic health record designed to save you time, ensure the athlete is healthy and ready to participate in athletic competition at Eastside High School. We focus on the details so you can focus on what matters...safe and healthy athletes.

Instructions for completing your child's Athletic Participation Form:

1. Go to www.dragonflymax.com, click "LOG IN/SIGN UP" to begin creating your account.
2. On the sign-up page, click "Sign Up for Free".
3. Follow the prompts to create your Parent Account with your email address or phone number, then verify your account.
4. Enter your student's School Code (JL3CX4) when prompted and confirm it is Eastside High School.
5. Now click on "Add a Child" in DragonFly Max, then follow the prompts to create your child's profile. To complete his/her participation forms, select "Submit Paperwork". Next, scroll down to "Things to Do" and select "Get Started." Here you will electronically sign and upload any necessary documents such as Insurance Card and Medical Physical
6. Take the copy of the attached Athletic Paperwork Packet to your physician. After your physician completes the forms, upload them to your child's profile (instructions to help with uploading documents are included). If your physician wants to view your medical history you can print it from DragonFly and take it with you.
7. After completing all forms, you can review your child's profile OR add another child.

**** YOUR CHILD IS NOT ELIGIBLE TO CONDITION, TRYOUT, PRACTICE OR COMPETE IN ANY SPORT UNTIL 100% COMPLETION IS REACHED IN HIS/HER PROFILE.****

Now that you're done, on your phone, download DragonFly MAX from the APP Store or Google Play and sign in.



SCHOOL NAME: EASTSIDE HIGH SCHOOL
SCHOOL CODE: JL3CX4

INSTRUCTIONS FOR UPLOADING YOUR CHILD'S PHYSICAL EXAMINATION AND MEDICAL ELIGIBILITY CLEARANCE FORMS

You can either upload the form online while logged into your DragonFly account on your computer or through the DragonFly app using your cell phone's camera.

ONLINE USING A COMPUTER:

- Scan your completed physical form using a scanner and save it on your computer using a unique file name.
- While logged into DragonFly, scroll down to the "Things to Do" and select "Get Started." Uploads cannot be submitted until "*Update Medical & Demographic Info*" is complete.
- Select "Start" next to *PPE Physical Examination & Clearance Form*. Then choose "*Upload The Document.*"
- Choose the date you completed your physical by selecting the appropriate month, day, and year from the drop down menu.
- Click "Drag + drop here" to open the browser on your computer to find your physical file to upload.
- Click "Upload" for your physical form to upload.
- You will get a "Pending Approval" notice once your file is uploaded.

Administrators at the school will be notified once files are uploaded and will check physical for completion before approving. Once approved, the athlete will be cleared for this requirement.

USING DRAGONFLY APP ON YOUR CELL PHONE (CAMERA):

- Log into your account and select "tap here to complete school's paperwork"
- Select *PPE Physical Examination & Clearance Form*.
- Select "*Upload The Document.*"
- Choose the date you completed your physical by selecting the appropriate month, day, and year from the drop down menu.
- Click "Drag + drop here/click to browse."
- Select "Take Photo" to access camera to take picture of physical form or select "Photo Library" if you want to upload a picture of the physical that has already been made.
- Click "Upload" for your physical form to upload.
- You will get a "Pending Approval" notice once your photo is uploaded.

***Parents will keep original of their child's completed physical form. No paper work will be turned in to the Eastside Athletic Department.

**Follow similar prompts to upload an image of your Insurance Card for approval.*