

TO: NCAA Division II Directors of Athletics.

FROM: Terri Steeb Gronau, Vice President of Division II.
Brian Hainline, Chief Medical Officer.

SUBJECT: ACTION REQUIRED: Designation of Athletics Health Care Administrator

This memo serves as a request for your institution to designate an athletics health care administrator in the NCAA membership database not later than Tuesday, August 1.

As a provision of the Independent Medical Care Legislation adopted at the 2017 NCAA Convention and effective August 1, 2017 (Division II Constitution 3.3.4.17), Division II schools are required to designate an athletics health care administrator.

The athletics health care administrator is designated to oversee a school's athletics health care administration and delivery. While primary athletics health care providers (team physicians and athletic trainers) retain unchallengeable autonomous authority to determine medical management and return-to-play decisions, the athletics health care administrator will play an administrative role serving as the primary point of contact to assure schools are compliant with NCAA health and safety legislation and interassociation recommendations.

[Click here to view](#) an educational briefing document that contains information on the role of the athletics health care administrator and possible designees.

Institutions may submit the name and contact information of their designated athletics health care administrator in one of two ways.

1) Email Erin Irick at eirick@ncaa.org and provide the name and email address of the designee.

OR

2) Go to NCAA.org and select My Apps on the far right. Within the Apps listing, select NCAA Directory. Once you gain access, look up your institution from the appropriate membership category. You can view the details of the personnel listings by clicking the individual names. Use the "Change Request" link at the top right hand corner of the page to make a change. Once you submit your change request, you will be able to view your changes within three business days.

Please identify the individual who will serve as the designated athletics health care administrator at your institution and submit his or her name not later than Tuesday, August 1.

If you have any questions, please email ssi@ncaa.org. Thank you for your assistance in this matter.

CC: Conference Commissioners.	]	
Senior Compliance Administrators.	]	
Senior Woman Administrators.	]	-- of NCAA Division II Member Institutions.
Head Team Physicians.	]	
Head Athletic Trainers.	]	