

# ATS: How to Set the Physical Expiration Date

Once you have entered a Physical Date into the system, ATS gives you the ability to set the expiration date. There are several modules where you can accomplish this and there are several options as far as picking the actual expiration date.

The screenshot shows the 'Athlete - Dixon, Daryl' profile in the 'General' tab. The 'Physical Expires' field is set to 05/03/19. A red circle highlights the '+365' and '+XXX' buttons next to the date field. A red arrow points from this area to the next image.

You can add a physical date to an individual profile using the medical history tab or the general tab (both generate to the general tab area).

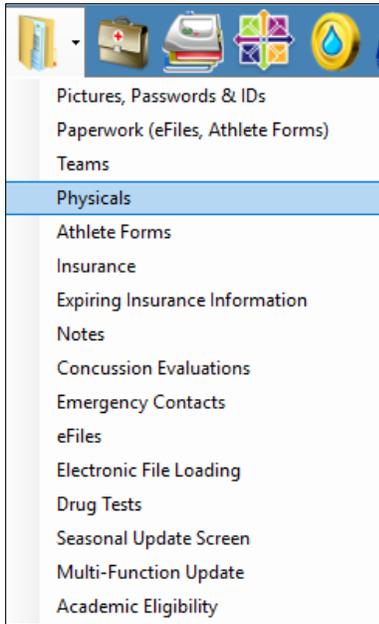
You set the date expiration date to one year later by clicking on the +365 button

This close-up shows the 'Physical Expires' field set to 05/03/19. The '+365' and '+XXX' buttons are circled in red. A red arrow points from the '+XXX' button to the next dialog box.

You can choose a specific number of days for the physical date to expire by clicking on the +XXX button. You will then enter the number of days in dialogue box that will appear. Click ok when finished.

The dialog box is titled 'ATS' and contains the text: 'Enter the # of days to add to the last physical for the expiration'. There is an input field at the bottom, and 'OK' and 'Cancel' buttons on the right.

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If you are entering physicals via the Quick Physicals module you can set the expiration date from this screen as well.

Once the physical information has been entered click the +365 button to set the expiration date to one year. Click the +XXX button to set the expiration date to a specific number of days.

The screenshot shows the 'Quick Athlete Physical Information' window. It features a table of athletes with columns for Athlete, Year, Team, Cleared, Player Position, Birthdate, Physical Exp, Gender, and Email. Below the table is a detailed view for 'Bello, John' with columns for Physical Date, Ht, Wgt, BP, Pulse, Respiration, Vision, % Body Fat, BMI, and Notes. On the right side of the detailed view, there are buttons for 'Remove', 'Print', '+365', and '+XXX'. A red circle highlights the '+365' and '+XXX' buttons, with a red arrow pointing from the text above to the '+365' button.

Athlete	Year	Team	Cleared	Player Position	Birthdate	Physical Exp	Gender	Email
Balboa, Rocky	Privit	Privit Demo Coed Football - B...	<input type="checkbox"/>		03/18/01		MALE	
Baldwin, Alex	Junior	Ashley U - South Men Mens ...	<input checked="" type="checkbox"/>		06/06/02	05/03/19	Male	atssamples@gmail.com
Bames, Jessica	Senior	Ashley U - East Women Lac...	<input type="checkbox"/>		09/11/00	05/03/19	Female	fggyugyghg
Bartlett, Josiah	Privit	Privit Demo Coed Baseball - ...	<input type="checkbox"/>		12/10/80		MALE	jbartlett@kefferdevelo...
Bartlett, Josiah	Privit	Privit Demo Coed Football - B...	<input type="checkbox"/>		12/10/80		MALE	jbartlett@kefferdevelo...
Bello, John	Senior	Ashley U - South Men Base...	<input type="checkbox"/>		05/01/01	05/03/19	Male	ajf.jjsaf.jjs
Bello, John	Senior	Ashley U - South Men Mens ...	<input type="checkbox"/>		05/01/01	05/03/19	Male	ajf.jjsaf.jjs
Bello, John	Senior	Ashley U - South Men Wrest...	<input type="checkbox"/>		05/01/01	05/03/19	Male	ajf.jjsaf.jjs
Bells, Jill	Junior	Ashley U - North Women W...	<input type="checkbox"/>		10/15/01	05/03/19	Female	
Bells, Julie	Sophomore	Ashley U - East Women Lac...	<input type="checkbox"/>		07/22/02	05/03/19	Female	
Bevans, Connor	Senior	Ashley U - South Men Mens ...	<input type="checkbox"/>		01/01/00	05/03/19	02/11/	ninitrainer8@yahoo.c...
Black, Ashley	Junior	Ashley U - South Women Ch...	<input type="checkbox"/>		10/12/03	05/03/19	Female	
Black, Ashley	Junior	Ashley U - South Women W...	<input type="checkbox"/>		10/12/03	05/03/19	Female	
Blake, Bellamy	Junior	Ashley U - South Coed Stud...	<input type="checkbox"/>		07/18/03	05/03/19	Male	atssamples@gmail.com
Blake, Bellamy	Junior	Ashley U - South Men Wrest...	<input type="checkbox"/>		07/18/03	05/03/19	Male	atssamples@gmail.com
Blindside, Joe	Junior	Ashley U - East Men Football	<input type="checkbox"/>		07/24/02	05/03/19	Male	
Bonder, James	Sophomore	KDS School Coed Student B...	<input type="checkbox"/>		05/01/88	05/03/19	Male	rhett@kefferdevelopm...
Brady, Wilma	Freshman	Ashley U - South Women Vo...	<input type="checkbox"/>		06/26/02	05/03/19	Female	atssamples@gmail.com
Brown, Anthony	Junior	Ashley U - East Men Football	<input type="checkbox"/>		10/10/01	05/03/19	Male	
Brown, James	Junior	Ashley U - East Men Football	<input type="checkbox"/>		10/10/01	05/03/19	Male	
Brown, Jared	Freshman	Ashley U - South Men Mens ...	<input type="checkbox"/>		11/01/03	05/03/19	Male	atssamples@gmail.com

Physical Date	Ht	Wgt	BP	Pulse	Respiration	Vision	% Body Fat	BMI	Notes
06/02/18									
06/02/18									
02/21/18	59	175	112/76	76					

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You can also enter physical information through the Quick Multi Function. Click on the Physicals tab. Once the information is entered you can set the expiration date using the +365 for one year or the +XXX button to set a specific number of days for expiration.

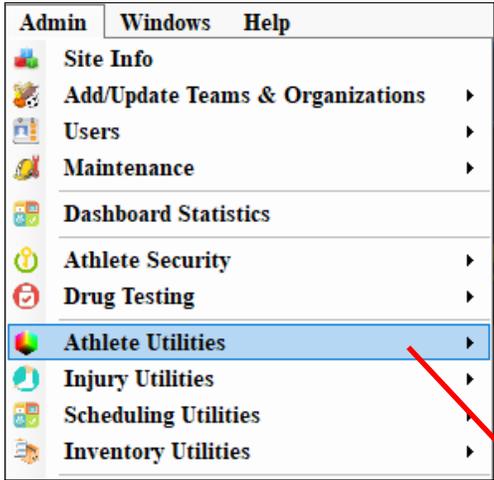
The screenshot shows the 'Quick Multi-Function' window with a table of athletes. The 'Physicals' tab is selected and circled in red. Below the table, there are buttons for 'Remove', 'Print', '+365', and '+XXX'.

Athlete	Year	Team	Cleared	Player Position	Birthdate	Gender	Email	Phone #
Addas, Sally	Sophomore	Ashley U - South Women Vo...	<input type="checkbox"/>		09/09/03	Female	atssamples@gmail.com	
Backstroke, Charley	Grad 2017	Ashley U - East Coed Swim...	<input type="checkbox"/>		11/01/99	Male		
Balboa, Rocky	Privit	Privit Demo Coed Band - Var...	<input type="checkbox"/>		03/18/01	MALE		4128675309
Balboa, Rocky	Privit	Privit Demo Coed Football - B...	<input type="checkbox"/>		03/18/01	MALE		4128675309
Baldwin, Alex	Junior	Ashley U - South Men Mens ...	<input checked="" type="checkbox"/>		06/06/02	Male	atssamples@gmail.com	999-867-5309
Bames, Jessica	Senior	Ashley U - East Women Lac...	<input type="checkbox"/>		09/11/00	Female	fggyugyghg	999-867-5309
Bartlett, Josiah	Privit	Privit Demo Coed Baseball - ...	<input type="checkbox"/>		12/10/80	MALE	jbartlett@kefferdevelo...	724-458-5289
Bartlett, Josiah	Privit	Privit Demo Coed Football - B...	<input type="checkbox"/>		12/10/80	MALE	jbartlett@kefferdevelo...	724-458-5289
Bello, John	Senior	Ashley U - South Men Base...	<input type="checkbox"/>		05/01/01	Male	af.jjsaf.js	111-888-9879
Bello, John	Senior	Ashley U - South Men Mens ...	<input type="checkbox"/>		05/01/01	Male	af.jjsaf.js	111-888-9879
Bello, John	Senior	Ashley U - South Men Wrest...	<input type="checkbox"/>		05/01/01	Male	af.jjsaf.js	111-888-9879
Bells, Jill	Junior	Ashley U - North Women W...	<input type="checkbox"/>		10/15/01	Female		
Bells, Julie	Sophomore	Ashley U - East Women Lac...	<input type="checkbox"/>		07/22/02	Female		
Bevans, Connor	Senior	Ashley U - South Men Mens ...	<input type="checkbox"/>		01/01/00	02/11/	minitrainer8@yahoo.c...	
Black, Ashley	Junior	Ashley U - South Women Ch...	<input type="checkbox"/>		10/12/03	Female		
Black, Ashley	Junior	Ashley U - South Women W...	<input type="checkbox"/>		10/12/03	Female		

The screenshot shows the 'Physicals' tab selected. The table below has columns for Physical Date, Ht, Wgt, BP, Pulse, Respiration, Vision, % Body Fat, BMI, and Notes. To the right of the table are buttons for 'Remove', 'Print', '+365', and '+XXX', with the '+365' and '+XXX' buttons circled in red.

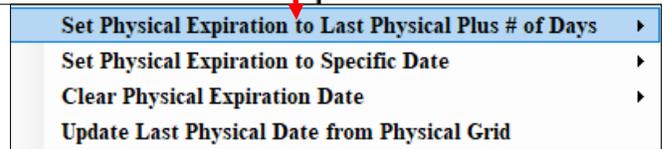
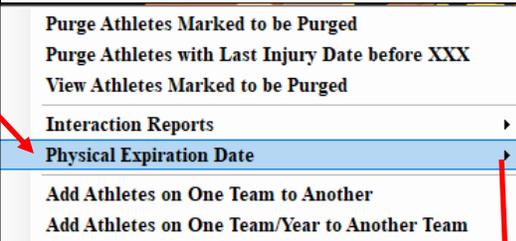
Physical Date	Ht	Wgt	BP	Pulse	Respiration	Vision	% Body Fat	BMI	Notes

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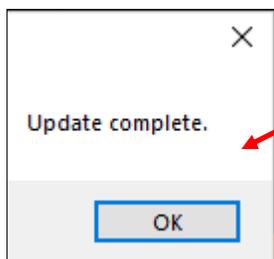
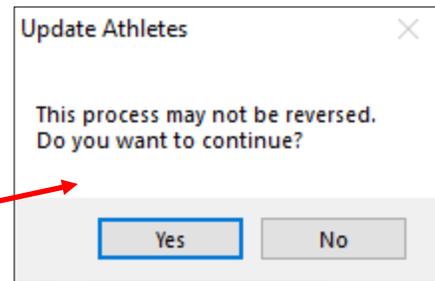
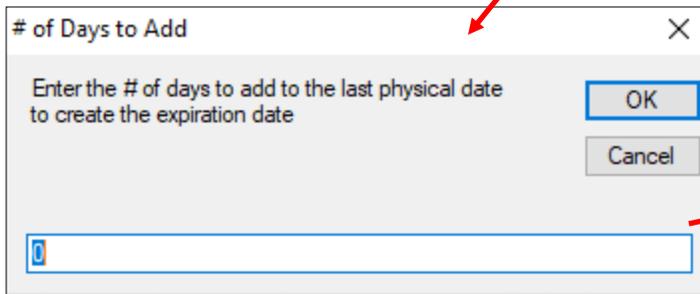


There are some utilities that will change the parameters around the physical expiration date in bulk (either by team, organization or all). These can be found in the Athlete Utilities menu. Admin—> Athlete Utilities—> Physical Expiration Date.

*\*If you do not have access to this utility see your system administrator.*



**Set Physical Expiration To Last Physical Plus # of Days** —> you will then need to choose whether you are setting this for a Team, an Organization or All athletes. Then you type in the exact numbers of days in the box shown. Once you click ok you will have to confirm you want to continue with this process.

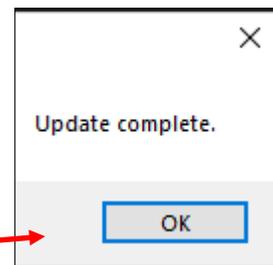
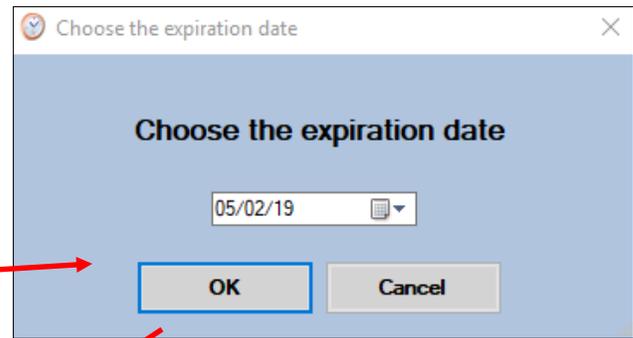


You will receive confirmation when the process is complete.

## ATS: How to Set the Physical Expiration Date

### Set Physical Expiration to a Specific Date

—> You will then have to choose for a Team, an Organization or All —> Once you have made your choice you then will choose the date from the box provided. Once you choose a date you need to confirm that you want to continue. You will receive a notification when the process is complete.



### Clear Physical Expiration Date

—> You will then need to choose for a Team, an Organization or All —> Once you have made your choice you will have to confirm you want to continue with this process. You will receive a confirmation when the process is complete.

