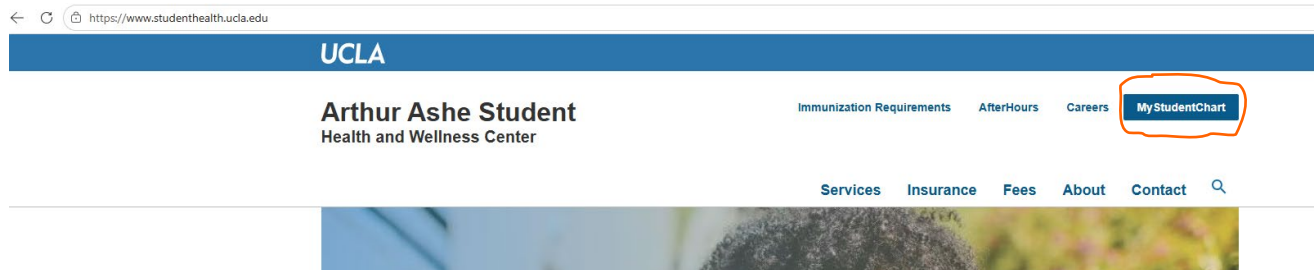


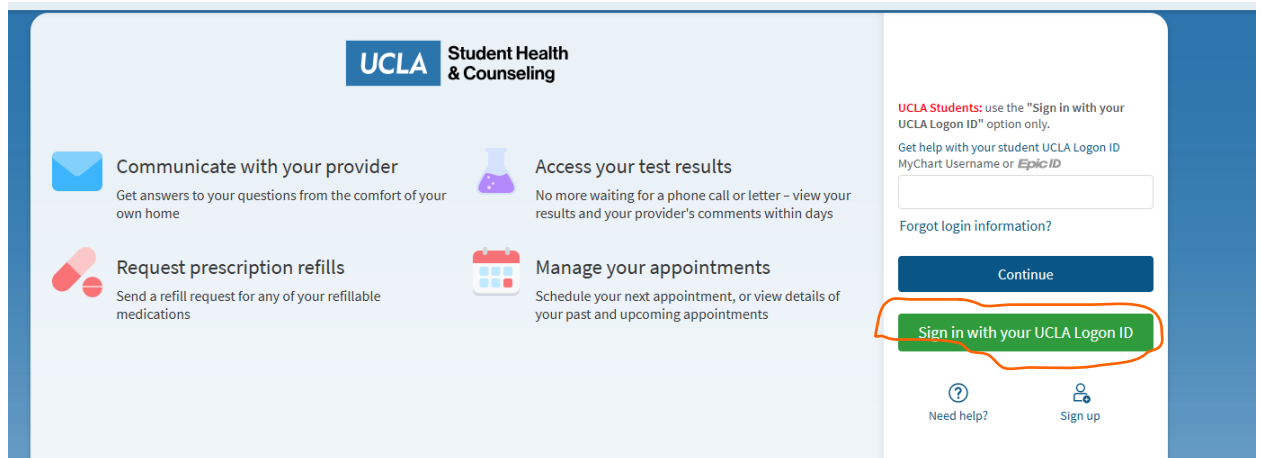
Club Sports External Provider Document Submission

If a Preparticipation Physical Evaluation or Clearance letter was performed by a provider outside of The Ashe Center, please follow the instructions below to submit these documents for review by the club sports medical team.

1. Go to MyStudentChart: Shine Inside and Out: <https://www.studenthealth.ucla.edu>

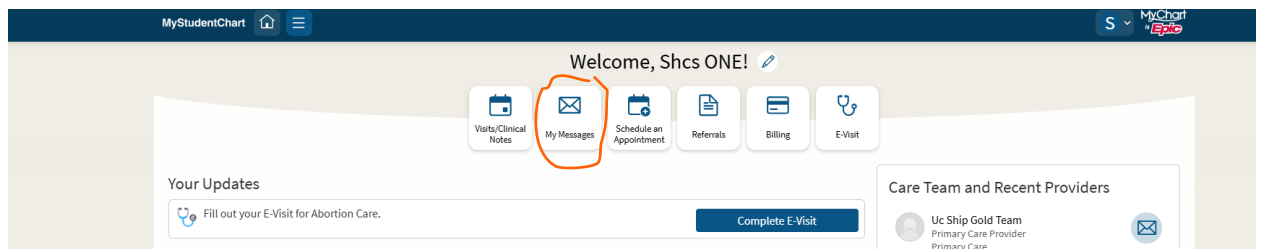


2. Click Sign in with your UCLA Logon ID

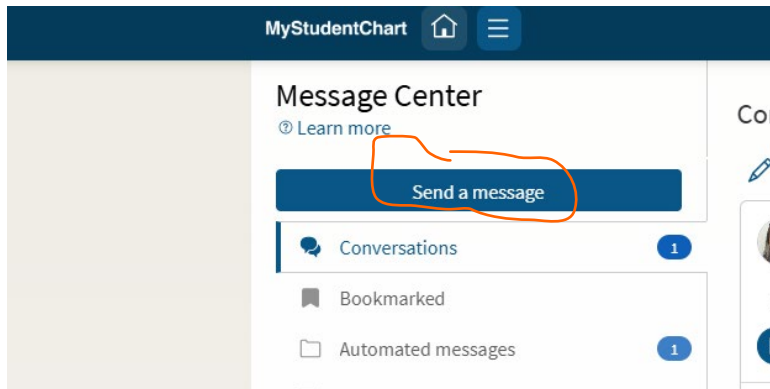


3. Sign in with your UCLA Logon ID

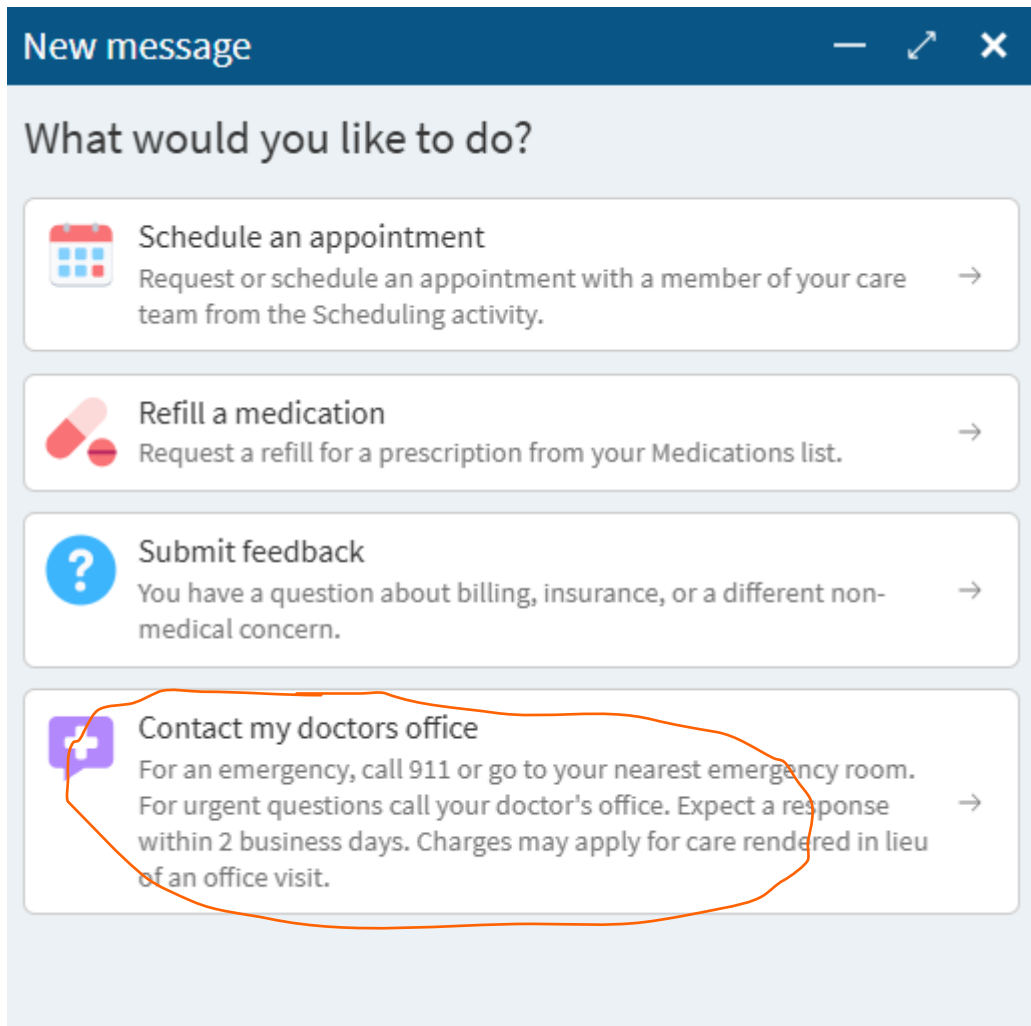
4. Select My Messages



5. Select Send A Message



6. When prompted what you would like to do select “Contact my doctors office”



7. Select Next

8. Select "Other" for What type of medical question?

Medical question

What type of medical question?

Non-Urgent Medical Question →

Prescription Question →

Referral Question →

Test Results Question →

Vaccine Update →

Other →

9. Select your Primary Care Provider (PCP name, UC SHIP Gold Team, UC SHIP Blue Team, or UC Bruin Registered)

Other

Whose office do you want to contact?

 Your message may be seen by your doctor and their care team.

 Uc Ship Gold Team
Primary care provider - General →

 Rettina M. Dedone MD

10. Write a brief description of the documents that are attached (ie. Club Sports PPE, Club Sports Medical Clearance) and attach document(s) and click send.

The screenshot shows a mobile email composition interface. At the top is a dark blue header with a back arrow, the word "Other", and icons for a minus sign, a share icon, and a close (X) icon. Below the header is a grey bar with "To" and a person icon, followed by "Office of Uc Ship Gold Team". Underneath is a light blue bar with the text "Call 911 if you have an emergency. [Learn more](#)". The main body of the screen is white and contains two labels: "Subject (required)" and "Enter your message (required)". An orange circle highlights the "Subject (required)" label and the "Enter your message (required)" text area. At the bottom is a grey bar with three buttons: "Discard" (with a trash can icon), "Attach" (with a paperclip icon), and "Send" (with a paper plane icon). Orange circles highlight the "Attach" button and the "Send" button.

Other

To Office of Uc Ship Gold Team

Call 911 if you have an emergency. [Learn more](#)

Subject (required)

Enter your message (required)

Discard Attach Send