



St. Benedict's
PREPARATORY SCHOOL

Magnus Health Walkthrough

2019-2020 Academic Year

Gaining Access to the Magnus



On **JUNE 15th, 2019**, all parents were given access to their Magnus Health accounts through our **www.sbp.org** website.

1. You can find the Magnus Health Portal under the Admissions or the Students tab at **www.sbp.org**. You will access the account via the button titled “Magnus Health Portal.”
2. Once you click on the Magnus Health Portal Button, you will be brought to a FACTS page. On the bottom. Click “Create New ParentsWeb Account”.

ParentsWeb Login

District Code:

User Name:

Password (case-sensitive):

[Forgot User Name/Password?](#)

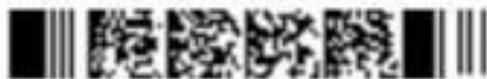
[Create New ParentsWeb Account](#)



Gaining Access to the Magnus Health Portal (cont...)

3. You will be asked for school code: **SBP-NJ**, then proceed to enter the email address you listed on your son's application (as the parent/ guardian) and click "Create Account".
4. You will receive an email with a link to set your password and activate your account. Follow the steps in the email to set your username and password.
5. Return to the ParentWeb login screen. Enter your credentials.
6. Once inside ParentWeb, click on the button that says "Medical" and then "Login".
7. Once you first log into the Magnus Health portal, you will be welcomed by the following tutorial video...

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PLEASE DO NOT WRITE ABOVE THIS LINE - FOR MAGNUS HEALTH USE ONLY



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PHYSICAL EXAM FORM

Albertella Magnus
SMR Independent School

This coversheet is **ONLY** for the form and student listed above

Mandatory Forms (that Require an Online Signature)

The following St. Benedict's Preparatory School forms can be filled out online directly through the Magnus Health Portal with your computer or tablet:

- Initial Conditional Questionnaire
- Vital Health Record
- Unauthorized Medication Letter
- Concussion and Head Injury Fact Sheet/ Acknowledgement Form
- Medical Treatment Consent/ Athletics & Activity Consent Form
- Sudden Cardiac Death in Young Athletes/ Acknowledgement Form
- Google Apps Consent Form

Read each document and sign them electronically before submission.

Mandatory Forms (that Require Printing)

The following documents ***must be printed*** and either filled out by a physician and or a parent/ guardian:

- Annual Physical Examination Form
- Health Insurance Card
- Cardiac Screening Intake Form
- Immunization Form
- Over the Counter/ Prescription Medication Form (*i.e. Consent for medication distributed during the school day*).
- Asthma, Diabetes, or Seizure Action Plan Forms (*if applicable*)

There are multiple options for uploading/ submitting these printed documents to your Magnus Health Account...

Options for Uploading Printed Forms



- **FAX** - You can fax your documents directly to Magnus Health. **Make sure you print out the appropriate cover sheets** which can be found through the “Turn It In” prompts.
 - Please Fax to **1(877) 447-9530 [USA] | 1 (978) 244-8894 [International]**
- **MAIL** - You may choose to mail copies of your child’s printed medical documents (***never mail original copies***) to Magnus Health.

Magnus Health Attn:
Student Medical Records
514 Daniels Street #367 Raleigh, NC 27605

- **You will receive a confirmation email once your health profile is updated.**
- **ONLINE** - If you have access to a scanner at home or at work, you can save each form to your computer and upload all of the printed forms directly to the Magnus Health portal. Click the  tab to access the Help Desk.





Deadlines & Additional Orientation Sessions

Your son/ daughter's Magnus Health accounts must be completed by Monday July 29th, 2019.

After August 2nd, 2019, students with incomplete Magnus Health accounts will not be allowed to enter the property/ attend classes until all of their medical forms/ documentation has been accepted through Magnus Health.

If you have additional questions, or need additional assistance, you may attend any of the following orientation sessions before the beginning of 1st Term:

- Saturday - June 22, 2019 (9:00 am - 10:00 am)
- Wednesday - July 17, 2019 (4:30 pm - 5:30 pm)
- Saturday - July 20, 2019 (9:00 am - 10:00 am)
- **[New Parent Orientation]** Saturday - July 27, 2019 (1:30 pm - 2:30 pm)

Thank You



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If you have  Magnus Health questions, contact:

Mr. Omar Feliciano

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