

DragonFly Max Instructions

Crossings Christian School has partnered with DragonFly Max as we are redesigning athlete-centered electronic medical records and working to enhance communications with athletes, parents, coaches, and administrators.

To complete the online forms, please follow these easy steps:

Step 1: Visit www.dragonflymax.com and scroll down to click on “Do My Forms” (Red Button). Click on “Create Your Account and Complete Forms” (Red Button).

Step 2: Click “Sign Up for Free” (Blue Button). Create your Parent Account (not an account for your child). Verify your account and enter the Verification Code sent to your text message or email and agree to the Terms of Service. (Be sure to check your junk folder for this code, too.)

Step 3: Select “Parent” from the menu and enter the School Code when requested: **X6CTCG**

Step 4: Click on “Add Child” after creating your account as the parent. Follow the prompts.

Step 5: Click “Submit Paperwork” to complete all of your child’s required medical, demographic, and insurance information. After completing each form, it will turn green and say **Done**. You should complete 7 of the 8 forms. **THE ONLY FORM YOU WILL NOT COMPLETE ONLINE IS THE PHYSICAL EXAMINATION FORM.** This needs to be completed by a physician and uploaded. *If your child attends physical night at Crossings, we will upload that for you.*

Step 6: If you have more than one child, click the back arrow at the top of the page by your child’s profile, then click Add Child and repeat step 5.