



THE **NFL** INTELLIGENCE PLATFORM

PLAYER PORTAL GUIDE TO ACCESS PERSONAL MEDICAL RECORDS

This document contains the guidance to utilize the NFL Intelligence Platform Player Portal and contains the following sections:

- [Part I: Account Activation](#)
- [Part II: Sign In & Download Your Medical Record](#)
- [Part III: Troubleshooting](#)

Questions related to the medical record exports should be directed to willis.whalen@nflpa.com or carmen.cordova-castro@nflpa.com.



Part I: Account Activation

Each player will receive a **confirmation email from notifications@kitmanlabs.com** at the email address registered with the NFLPA. It will contain their username and a link to set up their password.

This password link is valid for 24 hours from the time the email arrives in your inbox.

1. Locate account set up email from Kitman Labs titled “Sign up to Kitman Labs”.Please check your spam/junk folder if you cannot find it in your inbox.

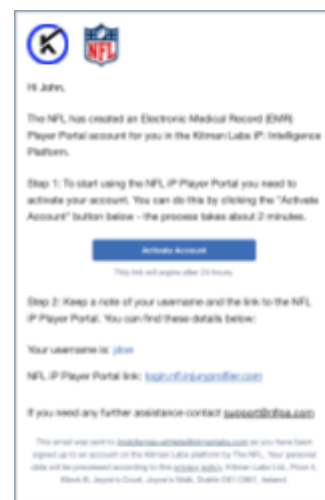
2. Please note the provided username within the email.

It is recommended that you save that information in a secure manner.

3. Follow instructions in the email to activate your account within 24 hours of receiving the email. This will include establishing a personal password - step 4 below. *If you do not activate your account within 24 hours, please see step 5 instructions below.*

4. Password Setup

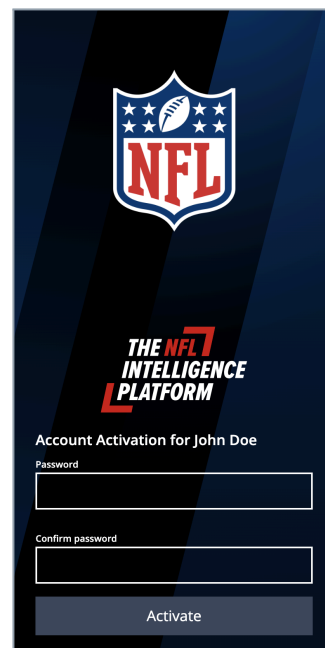
Within the confirmation email, click the “Activate Account” button to be taken to a screen which prompts the password set up. *It must meet the below requirements.*



Password requirements

- a. Minimum of 8 characters
- b. Cannot contain username
- c. Cannot contain “nfl”, “Kitman”, or “KitmanLabs” (regardless of upper or lower case)

Once you have successfully created your password, you will be redirected to the login screen which requires your username and password to sign in and access your medical record. These steps are detailed below in the ‘Sign In & Download Your Medical Record’ section.

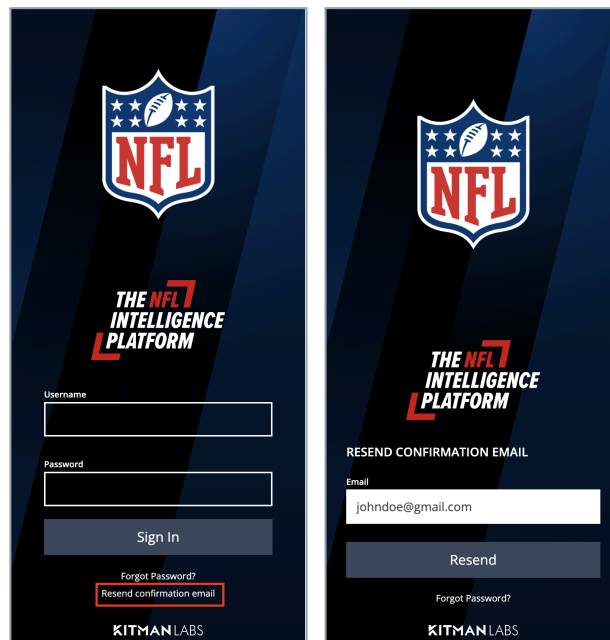


5. Resend Activation Link (if necessary)

If your activation link to set up your account password has expired, please initiate another confirmation email with the following steps:



- a. In the original email, click on https://login.nfl.injuryprofiler.com/auth/sign_in link.
- b. Press the “Resend confirmation email” button on the login screen.
- c. Enter your NFLPA associated email address and click Resend.
- d. This email will contain your username and a link to set up your password as described above. **As a reminder, this password link is valid for 24 hours.**





Part II: Sign In & Download Your Medical Record

After your account activation has been completed, you may access and download your medical records via the NFL iP Player Portal. The below steps are a simplified view and a more detailed breakdown with visuals follows.

Tip: Chrome is the recommended browser however please ensure whatever browser you are using is the latest version.

- 1.** Open the NFL iP Player Portal site.
(https://login.nfl.injuryprofiler.com/auth/sign_in or see QR code below)
- 2.** Enter your username and password
- 3.** Enter the 6 digit 2FA* code sent to the cell phone number registered with the NFLPA *two factor authentication
- 4.** Review and acknowledge legal waiver*
*This will show the first time you login from a new/different device or when you clear the cache on a previously used device.
- 5.** Click the 'Generate Medical Record' button on the 'My Exports' screen
- 6.** Review and acknowledge legal waiver* to trigger the record export
*This waiver will not cache on your device requiring this step each time an export is requested.
- 7.** Check your medical record export progress.
There are 2 options to do this, detailed below. Note: the amount of time needed to generate the medical record will vary based on the overall size of the record.
- 8.** Download your medical record.

Detailed Steps To Download Your Medical Record

1. Open NFL iP Player Portal site

The below QR code will take you to the login screen. For easy access anytime, consider bookmarking this site to your favorites.





- 2. Enter your username and password** created during the account set up process. This will trigger the 2FA (two factor authentication) notification text message to be sent to your cell phone number registered with the NFLPA.

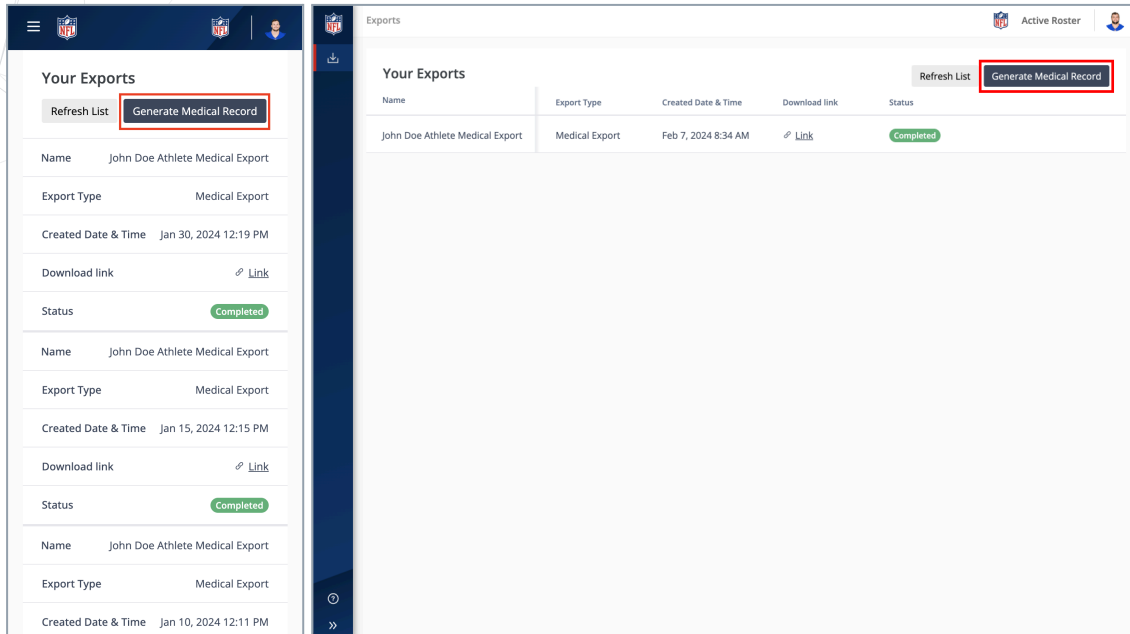
- 3. Enter the 6 digit 2FA code** texted to your cell phone number registered with the NFLPA. **This code will expire if not entered within 5 minutes.**

- 4. Review & acknowledge legal waiver.**

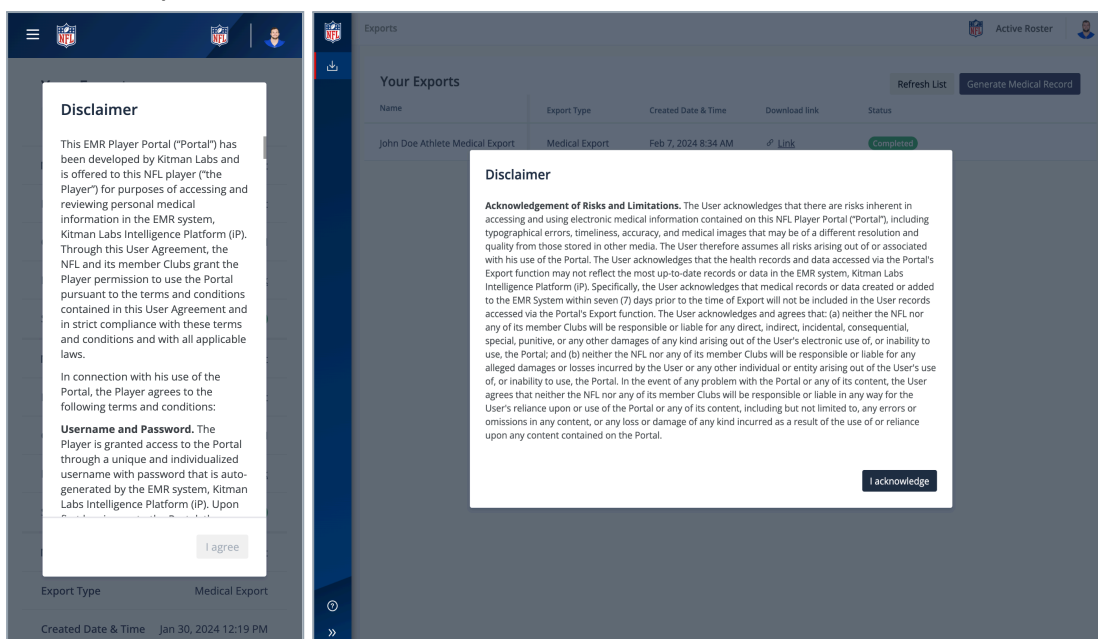
The first time you log into the NFL iP you will see a legal disclaimer. Acknowledgement of the waiver is required before proceeding further. You will need to scroll down to the bottom of the waiver to acknowledge it. This waiver is cached per device so it will only be shown once on that device (unless the cache is cleared).



- 5. Click 'Generate Medical Record' button on the 'My Exports' screen to trigger an export of your medical record. This is located in the upper right hand corner of the My Exports screen. *Laptop and mobile view examples for each type of screen are below.***



- 6. Review and acknowledge legal waiver* to trigger the record export. This second waiver will not cache on your device and requires acknowledgement each time an export is requested. *Laptop and mobile view examples below.***



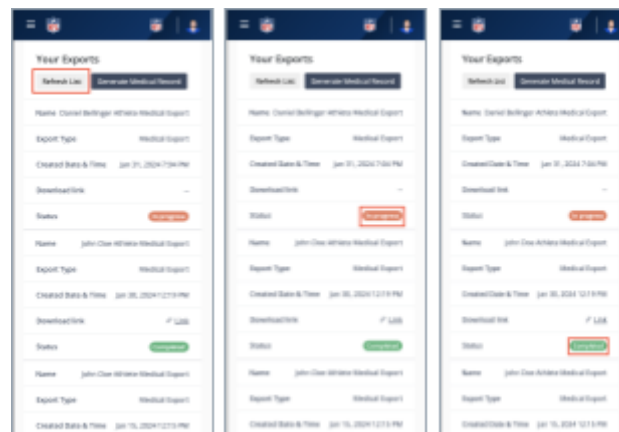


7. Check your medical record export progress

You can check the export progress utilizing one of the two following options.

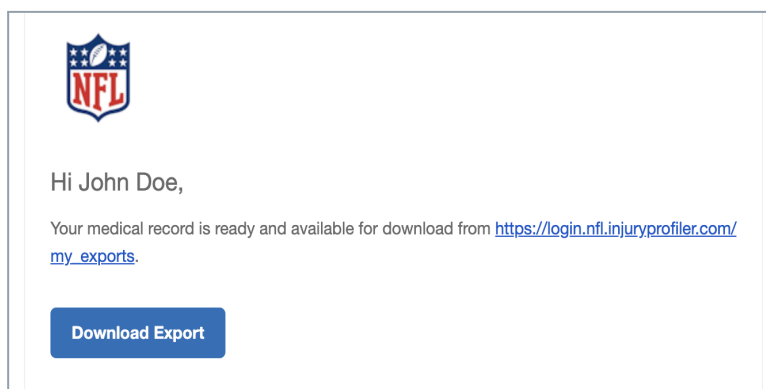
Option 1 - Page Refresh: Use the “Refresh List” button.

- ▶ The status indicator will show as “In Progress” and colored orange while the report is generated.
- ▶ It will change to “Completed” and turn green when the record is available to download.



Option 2 - Check your email for a notification message that the export is ready* in the NFL iP Portal. This is the email account associated with your NFL iP Player Portal account. *Please check your spam/junk folder if you cannot find it in your inbox.* Return to the ‘Your Exports’ page within the portal by clicking on the ‘Download Export*’ button or using the URL address provided in the notification email.

- ▶ *The ‘Download Export’ button action within the email may be blocked by some Browser/Email Clients. In this case you can use the URL address also provided in the email to access your export page.
- ▶ It may require the player to login again, inclusive of the 2FA authentication process.
- ▶ ***IMPORTANT:** The amount of time it will take for the file to be generated for export varies depending on the overall size of the record. Factors that may influence this include number of years active and injury history.





8. Download Medical Record

Laptop and mobile view examples below.

The image displays two views of a web application interface for downloading medical records. The left view is a mobile interface, and the right view is a desktop interface. Both views show a table of exports with columns for Name, Export Type, Created Date & Time, Download link, and Status. The 'Download link' column contains a 'Link' icon, and the 'Status' column contains a 'Completed' badge.

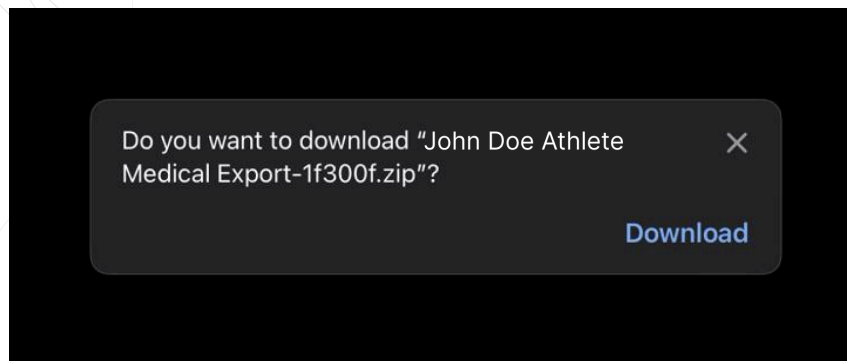
Name	Export Type	Created Date & Time	Download link	Status
John Doe Athlete Medical Export	Medical Export	Feb 9, 2024 7:31 AM	Link	Completed
John Doe Athlete Medical Export	Medical Export	Feb 7, 2024 8:34 AM	Link	Completed

***NOTE:** The export will be downloaded as a zip file, named “First name Last name Athlete Medical Export.zip”.

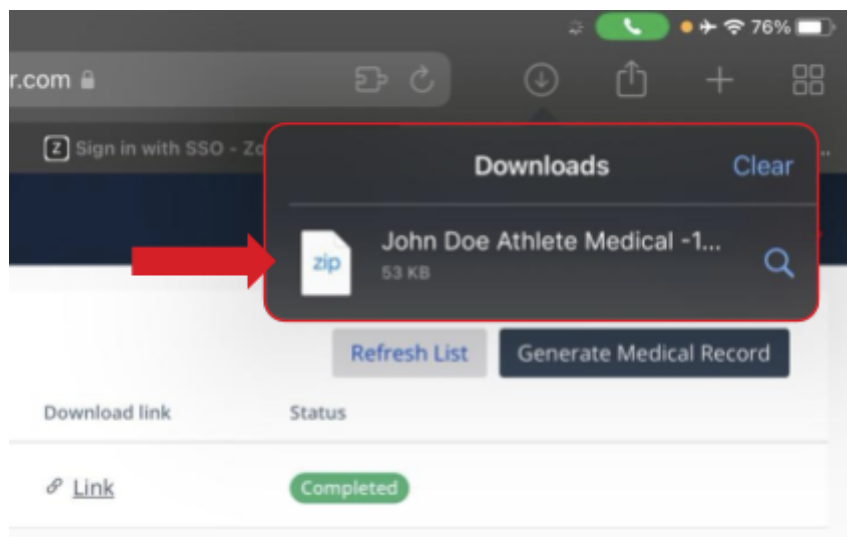
- ▶ Most operating systems will unzip this by default and the folder will contain a pdf and a sub-folder with images, documents etc. If this does not happen automatically, double click on the zip file to ‘unzip’ it.
- ▶ The pdf can be considered the primary medical record and is named “First name Last name Athlete Medical Export.pdf”



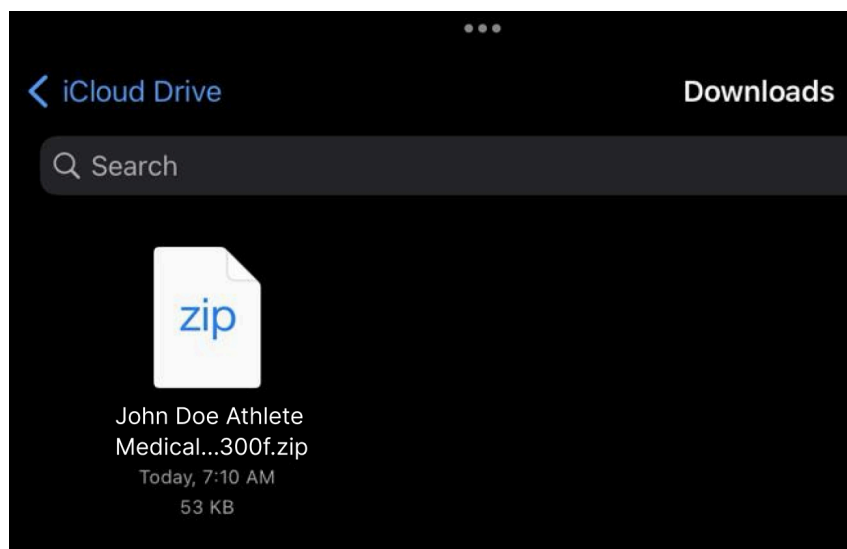
iPhone / iPad



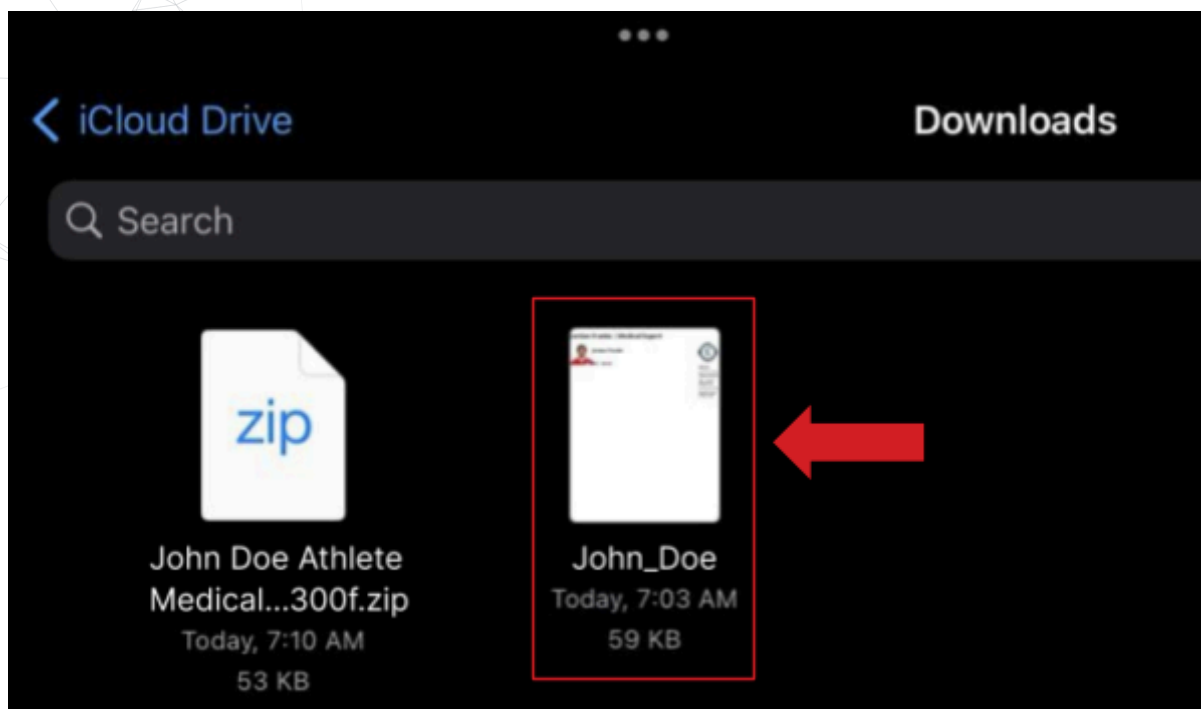
Popup confirming download



Download complete - click download to open zip

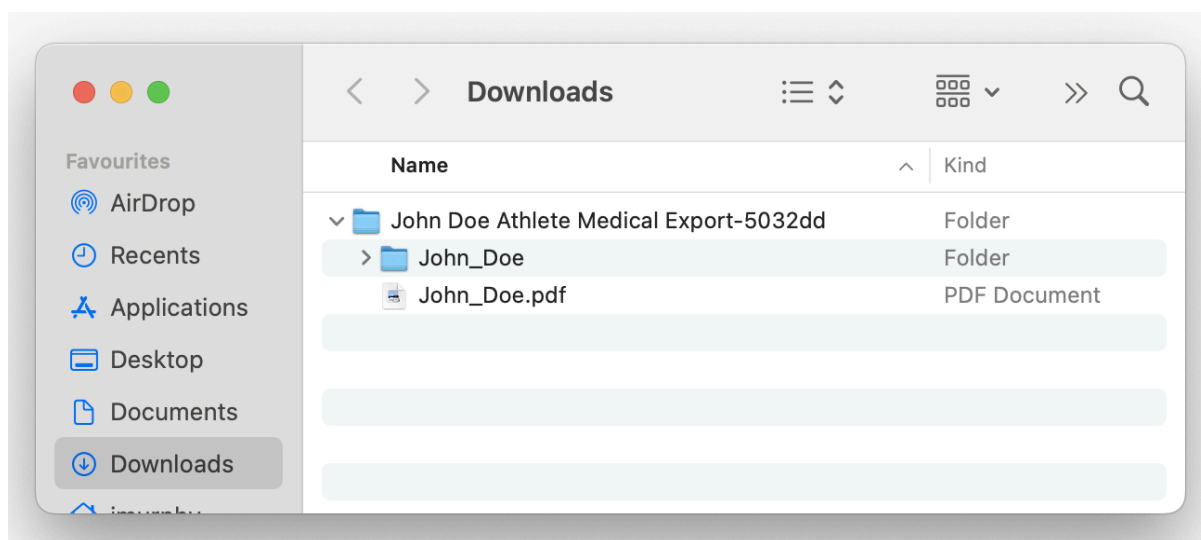


Zip folder - click to open / unzip



Main pdf within Zip

Mac / Windows

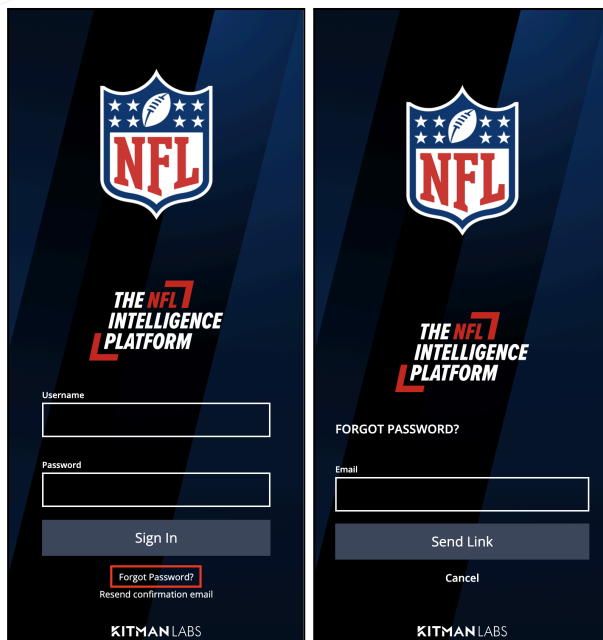


Zip Folder - click to open / unzip

Part III: Troubleshooting

Forgot Password

1. On the NFL iP Player Portal login screen select “Forgot password?” under the Sign In button.
2. Enter your email address on file with the NFLPA and select “Send Link”.
The link will be sent to their email to reset their password.



Missing Data

If you believe you are missing data*, please contact the NFLPA at willis.whalen@nflpa.com or carmen.cordova-castro@nflpa.com. They will work with NFL IT and Kitman Labs on your behalf to investigate and resolve.

***NOTE:** medical records or data created or added to the EMR System (i.e. NFL iP) within seven (7) days prior to the time of Export will not be included in the User records accessed via the Portal’s Export function as outlined in the user waiver acknowledgement upon each export request.

Not Receiving Emails or Verification Text Messages

Please confirm the NFLPA has the correct email address and mobile phone number on file at nflpa.com or contact willis.whalen@nflpa.com or carmen.cordova-castro@nflpa.com.



Access to Radiology Images

Please contact willis.whalen@nflpa.com or carmen.cordova-castro@nflpa.com or your Athletic Training staff to access radiology images via an Ambra Guest Link.

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