



SUBJECT: STUDENT HEALTH CLINIC

- I. PURPOSE: To provide policy for general operation of the Student Health Clinic.
- II. POLICY: The Student Health Clinic strives to promote physical and mental health in a limited campus setting.
 - A. CONFIDENTIALITY
 1. All care provided by and personal information provided to health care providers and other Clinic employees will be kept confidential. All staff and volunteers must sign a confidentiality statement upon hire.
 2. The Health Clinic Staff will confer with each other for professional and/or training purposes only. Information will not be disclosed outside of the Clinic without written permission, with the exception of the following:
 - a. Abuse of Children: If a staff member has reason to believe that a child under the age of 18 is being abused or neglected, he/she is legally obligated to report this situation to the appropriate state agency.
 - b. Imminent Harm to Self: If a staff member has reason to believe that a student is in danger of physically harming him/herself, and if he/she is unwilling or unable to follow treatment recommendations, the staff member may have to make an involuntary referral to a hospital and/or contact a family member or other person(s) who may be able to help protect the student.
 - c. Imminent Harm to Others: If a staff member has reason to believe that student is seriously threatening physical violence against another person(s), or if the student has a history of physically violent behavior, and if the staff member believes that the student is an actual threat to the safety of another person(s), the staff member may be required to take some action (such as contacting police, notifying the other person(s), seeking involuntary hospitalization, or some combination of these actions) to insure that the other person(s) is protected.



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B. ELIGIBILITY:

1. All students who are enrolled at Southern Utah University are eligible to receive services at the Student Health Clinic.
2. Faculty and staff may be seen in the Clinic for minor, acute health care problems as scheduling permits and as determined by the health care provider.

C. HOURS:

1. The Student Health Clinic will operate on a schedule to be determined by the staff and in the interest of student needs. In general, hours of operation will be Monday through Friday, 8am to 5pm.
2. Health Care Providers will typically be available for appointments during established working hours, allowing time for professional development, administrative duties, vacations, illness, and non-contract time.
3. Advanced notice will be posted at the Clinic if the office will be closed at times inconsistent with the established schedule.

D. FEES:

1. A \$10.00 record fee is assessed to students visiting the Student Health Clinic for the first time.
2. Additional fees may be assessed to cover the cost of test and supplies.
3. Expenses incurred by the student/client outside of the Clinic are the responsibility of the student/client.
4. All students are encouraged to have health insurance to cover unexpected medical expenses.



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E. APPOINTMENTS:

1. In order to maintain efficient service, students/clients are strongly encouraged to schedule appointments for service.
2. Appointments will generally be made on a first come/first served basis. However, priority may be given to students/clients whose needs require more immediate attention.
3. While every effort will be made to keep to the scheduled appointments, adjustments may need to be made due to unforeseen circumstances.

F. EMERGENCIES:

1. Physical/Medical Emergencies:
 - a. Health Clinic staff will not respond to medical emergencies outside of the Clinic.
 - b. In the event of an emergency situation in the Student Health Clinic, 911 will be called as well as SUU Public Safety.
2. Mental Health Emergencies:
 - a. Counseling and psychological services provided through the Student Health Clinic are limited. If the Clinic staff determines that a student/client is a danger to themselves or to someone else, a call will be placed to the CAPS office and/or to 911.
 - b. When appropriate, SUU Public Safety will be called.

G. MEDICAL RECORDS:

1. Medical Records will be kept for seven years after the last visit.
2. All medical records are considered confidential information.



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H. PROVIDERS:

1. All Clinic employees who are licensed health care providers are expected to maintain Utah State licensure and follow the Scope of Practice as outlined by the Utah Department of Professional Licensure.
2. Southern Utah University will allow time off and if appropriate, may assist with paying expenses incurred to maintain this licensure including licensing fees, malpractice insurance, continuing education, and outside consultants needed for licensure requirements.

I. RESPONSIBILITIES OF STUDENTS/CLIENTS:

1. It is the students/clients responsibility to participate actively in their care and education. It is expected that students will:
 - a. Keep scheduled appointments or notify the Student Health Clinic in a timely manner (preferably one day in advance). Appointments may be rescheduled if a student/client is more than 15 minutes late for health services or education appointments.
 - b. Provide accurate and complete information about present complaints, past illnesses, hospitalizations, medications, and other health related matters and report any unexpected changes in health conditions to the responsible provider/counselor/educator.
 - c. Show respect and courtesy for Student Health Clinic staff and other students/clients.

J. REFERRALS: Student/client's medical conditions beyond the scope of practice of the health care provider will be referred to a community provider. See section D.2.

K. REFUSAL OF SERVICES: Health care providers may refuse services at the Student Health Clinic for the following reasons:

1. A student/client fails to comply with responsibilities as outlined in Section I. above.



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2. A student/client is no longer enrolled or employed at Southern Utah University.