

NUMBER: SA 7.07
SECTION: Division of Student Affairs
SUBJECT: Health Services Visit Verification
DATE: August, 2012
REVISED:
Policy for: USC Upstate Campus
Procedure for: USC Upstate Campus
Authorized by: Dr. T. Moore
Issued by: Health Services

I. Policy

Health Services has no authority to excuse a student from class or from meeting other academic requirements. Class excuses are not specifically granted for health care reasons.

1. Upon the student's request or recommendation of the Health Services provider, Health Services will provide notification to the Dean of Students' Office indicating the date and time that the student presented for health care and any limitations on class attendance or restriction or other activity participation.
2. Relevant communication will be sent to faculty members from the Dean's Office.
3. Health Services will only issue out-of-work/return-to-work and/or modified duty recommendations of a time-limited duration for students and employees of USC Upstate.
4. Patients should request such documentation during the visit.

II. Procedure

Health Services will, upon request of the patient, provide faculty members with details concerning health care visits, including diagnosis and treatments recommended by Health Services providers. Patients will be required to authorize release of such information by signing an authorization form. Health Services will not provide such documentation concerning student initiated self-care or treatment provided by others.

Responsibilities

Absences for health care reasons are subject to the university's official attendance policy.

1. Students are responsible for resolving with faculty members any unmet academic requirements or deficiencies which result from or are related to health.
2. Students are responsible for scheduling health care visits during times that will have minimum detrimental impact on either class attendance or meeting other academic requirements.
3. Students are responsible for requesting visit verification documentation during visits to Health Services.
4. Students are responsible for obtaining verifications and other associated documentation provided by providers external to the university