

THE READING HOSPITAL SCHOOL OF HEALTH SCIENCES POLICY NO. 320

SUBJECT: Student Health Services

Responsibility of: Occupational Health Services
Revised: September, 2010 Reviewed: 2011

Health Services for Students

TRHMC Occupational Health Services (OHS) facilitates the provision of health services for students in the Reading Hospital School of Health Sciences. Attached is The Reading Hospital & Medical Center Employee Health Services policy.

The Reading Hospital & Medical Center Employee Health Services

EHS Policy Number 528

Policy Title: Student Health Services for the School of Health Sciences
And the School of Clinical Laboratory Sciences

Policy: This policy describes provision of student health services for professional schools affiliated with The Reading Hospital.

Reviewed/Revised: August 1, 2007
March 31, 2008
August 1, 2008
August 20, 2009
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January 19, 2010

Health Services for Students

TRHMC Occupational Health Services (OHS) facilitates the provision of health services for students in The Reading Hospital School of Health Sciences (SHS) & the School of Clinical Laboratory Sciences (SCLS).

The Manager of Employee Health for the Hospital coordinates student health services within OHS in collaboration with the Medical Director of OHS.

The goal of health services for students is to maximize attendance and productivity, to facilitate accommodations for impairment, and to encourage good self-care and health habits for future healthcare professionals.

Location of Services

- Students may call for healthcare appointments at Occupational Health Services (OHS), located in the Doctors Office Building (DOB) Suite 2020, or at the Muhlenberg Satellite at 1000 Tuckerton Court
- After-hours services for medical emergencies are detailed below.
- Student health records are stored in the Student Health Office (SHO) located in the School of Health Sciences, and are maintained by OHS.

Health Care Options

Students are encouraged to first seek preventive or episodic care from their personal care provider.

For episodic personal health problems that arise during regular business hours, students may call **484-628-8499** Monday through Friday 0700 to 1600 for an appointment with an OHS provider. In consideration of the Student Health Fee, there is no charge for these provider visits, even if the student is also an employee of the Hospital. Medications, imaging studies, or other diagnostic tests related to personal health problems will be billed to the student's healthcare insurance and remain the student's financial responsibility. Students with chronic or ongoing medical issues will be asked to use their healthcare insurance to establish a relationship with a primary care or specialty provider in the community.

Students with urgent medical problems that occur after regular OHS business hours may also utilize the services of The Reading Hospital Urgent Care Centers at the Reading Health Dispensary, 838 Penn St., on weekday nights from 5 to 10 p.m., and at the Muhlenberg satellite, 1000 Tuckerton Court, Reading, on Saturdays and Sundays from 9 a.m. to 4 p.m. Urgent Care visit fees and any medications or diagnostic testing will be charged to the student's healthcare insurance and payment of charges is the responsibility of the student.

Students should go to the Emergency Department (ED) for health emergencies. The ED visit will be charged to the student's insurance plan and payment of ED charges is the responsibility of the student.

Medications

Any medications prescribed for personal healthcare problems are at the student's expense. Bills for prescription medicines should be submitted to the student's health insurance plan.

Preventive Health Care

After acceptance into the program, the student is required to provide the following at her/his own expense, on SHS/SCLS forms provided by OHS 14 weeks from the date of the official accepted student letter from the School of Health Sciences:

1. A medical history reviewed by his/her personal healthcare provider
2. A physical examination by his/her personal healthcare provider. An exam completed within the calendar year prior to the first day of school will be acceptable.
3. Completed immunity record (see below)
4. A completed Emergency Contact and Insurance Information Sheet and a copy of the student's current valid Insurance Card

5. A urine drug screen (UDS) performed at Occupational Health Services, 1000 Tuckerton Court, Reading PA 19605 within 14 weeks of the date of the acceptance letter, AND prior to the first day of school.
6. A Tuberculosis Skin Test (TST) performed at Occupational Health Services, 1000 Tuckerton Court, Reading, PA 19605, within 14 weeks of the date of the acceptance letter, AND prior to the first day of school. A second TST to complete a 2-step will be performed upon arrival at the TRSHS by OHS at no expense to the student.
7. If the student has a known history of positive TST, a chest x-ray to rule out active tuberculosis is required and should be ordered by the student's personal healthcare provider within the 3 months prior to the first day of school.

Immunity against infectious disease is the foundation of patient and personal safety for any prospective healthcare worker. Immunizations or presence of antibodies against certain preventable diseases listed below are required not only of all students, but of all employees and associates of the Hospital. These requirements are mandatory for all students, and for all employees of the Hospital, and no exceptions, for religious or other reasons, will be granted under any circumstances. Qualitative (positive or negative) results are sufficient for antibody tests.

The student is responsible for charges for vaccines or antibody tests deemed necessary by OHS.

The following immunization information is required:

1. Varicella - dates of two doses of varicella vaccine, or a positive varicella antibody test. If the antibody test is negative, the two-dose varicella series must be obtained. If age-appropriate, a dose of zoster vaccine can substitute for one dose of varicella vaccine.
2. Tetanus/diphtheria/acellular pertussis (Tdap) - Date of one dose of tetanus/diphtheria/acellular pertussis vaccine. If candidate has received Td or DTP but has not received Tdap, and more than two years have passed since the last Td, Tdap should be obtained. Td may substitute for Tdap only in persons 65 years of age or older.
3. Measles, Mumps, Rubella - Dates of two-dose MMR vaccine series, or documentation of positive antibody tests for all three diseases. If a student is unsure of dates, antibody tests for measles, mumps, and rubella must be done to insure immunity; if any of the three antibody tests are negative, the MMR series must be obtained.
4. Hepatitis B - Dates of three-dose Hepatitis B series. Two of the three immunizations in the series must be given prior to the first day of school. If time between acceptance into the program and the enrollment date does not allow for the complete series of three injections, OHS will complete the series at the student's expense, and an Anti-HBS antibody test will be ordered after completion of the series, to document immunity.
5. Meningococcal Meningitis - Date of vaccine (Menactra) - All dormitory students must have received the vaccine or sign a declination.
6. Hepatitis C Antibody - An antibody test is required.

After school begins, OHS will place and read the second step of the Mantoux Tuberculin Skin Test two step process (TST, formerly called PPD) through the Hospital's Tuberculosis Surveillance Program. Students who are found to be positive at the time of the second TST will receive a tuberculosis risk assessment and chest x-ray at that time. All students are required to

have an annual Mantoux TST performed and read by OHS or a designated licensed professional from the SOHS. Students who have had a positive TST will have an annual TB Symptom Screen in lieu of an annual TST. Students who fail to report for any TST read will be charged a fee for repeat TST administration.

All students are offered a seasonal influenza vaccination free of charge during the fall campaign. Occupational/Employee Health Services urges every student to accept this life-saving vaccine in the interest of the safety of patients, students themselves, and their families. Those who decline to receive influenza vaccine will be required to sign a declination. From time to time additional vaccines are offered free of charge (e.g. 2009 H1N1 vaccine) and students are urged to receive them as well.

Hospitalization

Hospitalization for personal illness or injury is charged to the student's personal healthcare insurance, and remains the financial responsibility of the student. Most students are over the age of 18 and are legally adults, with all the privacy rights and privileges of any adult patient. The student is responsible for discussing with her/his parents or guardian the reason for hospitalization and associated fees.

Injuries and Exposures during Clinical activities

In the event that an injury or exposure (e.g. strain or sprain, fall, exposure to active tuberculosis, bloodborne pathogen exposure) does occur during the student's participation in clinical activities, students are evaluated and treated free of charge. Students should report for services immediately following an injury or exposure.

1. The student must be seen in OHS during regular business hours or in the Emergency Department after hours.
2. The student is responsible for filing an Employee Incident/Injury Report (EIIR)
3. Follow-up for all such incidents is provided by OHS.

Procedure for Reporting Communicable Diseases

The Reading Hospital and Medical Center provides students with information about control of infectious diseases in order to enhance the safety of both student and patients.

During orientation, all students will receive education regarding the OSHA Bloodborne Pathogen Standard.

Exposure to an infectious or communicable disease requires the student to:

1. Notify the Clinical Coordinator (faculty) immediately.
2. Determine the appropriate action in consultation with Occupational Health Services.

Students having symptoms of the following communicable diseases should notify OHS at ext. 8557:

Bronchitis
C. Difficile
Conjunctivitis

Herpes simplex
Influenza, positive test
Influenza-like illness
Measles
Meningitis-bacterial
MRSA
Norovirus/acute vomiting &/or diarrhea
Pertussis
Pharyngitis
Rubella
Scabies
Sinusitis
Staph aureus (not MRSA)
Strep Group A
Tuberculosis
URI
Varicella or Zoster

Refer to policy/procedures on the intranet under employee health for the full policy #501
"Employee Infectious Disease Surveillance"

Financial Responsibilities

1. All students are required to maintain health insurance coverage at all times. A photocopy of both sides of the student's current valid insurance card must be on file in the School at all times.
2. The student is responsible for notifying the School should any changes occur in either the Emergency Contact or Health Insurance Coverage information.
3. If medical expenses are not covered by healthcare insurance, or if the student fails to maintain healthcare insurance while enrolled, the adult student, or parents/guardians of minor students, remain financially responsible for costs relative to:
 - immunizations
 - prescription drugs
 - laboratory studies and imaging studies
 - surgery for cosmetic purposes or plastic reconstruction
 - eye care
 - dental care
 - equipment and appliances for chronic conditions
 - contraceptives
 - Urine Drug Screen (UDS)
 - TST (initial placement)

Mental and Behavioral Health Services

A student requiring psychological treatment will be referred to the Quest Employee Assistance Program. Students are entitled to three free sessions. This arrangement may be initiated by OHS, school faculty, or by the student independently. Additional services are at the expense of the student, and can be submitted to the student's private health insurance.

Gynecologic Clinic

The student should make every effort to obtain routine gynecologic services from her own personal healthcare provider. However, for gynecologic urgencies OHS may make an appointment at the student's request for the weekly Gynecologic Clinic conducted by the Department of Obstetrics and Gynecology in the Outpatient Services Department. There is no charge for the examination or the Pap smear, however, any medications or other procedures will be billed to the student and/or her insurance company.

Smoking Cessation

The Reading Hospital & Medical Center is a smoke free establishment. TRHMC is committed to assisting employees and students to become smoke free. Students are eligible for the smoking cessation program available in EHS. There is no charge for this service, although a mandatory class is needed to be eligible for free nicotine replacement therapy.

Health Records

The SHS stores and OHS maintains health records for each student enrolled in order to facilitate care for students while they are enrolled. After five years, all health records are destroyed, except for Immunization, Tuberculin Testing, and Bloodborne Pathogens Exposure records, which are maintained permanently in the student's official file in the School. Student records will be released to appropriate individuals only upon authorization by the student or graduate.

Students are encouraged to retain copies of the pre-matriculation health assessment, including immunization records, for their own future reference.

For detailed information refer to Policy 326 - Retention of Student/Graduate Records

Compliance

Failure to comply with above requirements will result in dismissal from clinical experiences until the requirements are fulfilled. Clinical absence due to non-compliance places the student at risk for inability to meet course objectives and eventual course failure.

Failure to resolve charges billed to the student for health-related matters will result in withholding of grades and/or candidacy for graduation.

Persons responsible for this policy: Medical Director, Occupational Health Services
Employee Health Manager