

Policy Name: Eligibility for Care Policy	
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Eligibility for Care Policy

Definitions

For the purposes of this Policy:

A student is “**registered**” if they have been admitted to the University and have registered for classes; they may not yet be attending classes.

A student is “**enrolled**” if they are currently attending classes.

The “**scope of practice**” of Student Health Services (SHS) is the set of primary college health services and procedures that can safely be offered at SHS and are in keeping with the mission of SHS.

A. Eligibility for Florida Atlantic University (FAU) Students, Faculty/Staff.

Eligibility for care at Student Health Services (SHS) is based on the patient’s registration and payment of tuition, which includes the mandatory per-credit-hour Student Health Fee for the semester, and the extent to which the patient’s healthcare concerns are within the scope of practice of SHS. Patients with health concerns whose care needs cannot be met at SHS will be referred to a community provider better matched to the patient’s needs.

Registration status of a student should be determined at the beginning of every encounter. Registration status can be verified by searching the student’s name through the University Banner System page (SFAREGQ). Students with registration codes (RC, RE, and RW) are currently registered and have access to all SHS services. (See **Appendix A** for registration status codes and descriptions.)

1. New FAU Students

New FAU students become eligible for SHS services beginning the first day of classes of their first semester at the University.

2. Students Required to be on Campus Early

Students who are required to be on campus before classes start (for example, but not limited to, students registered for and participating in the University orientation program, students living in the residence halls prior to the first day of class, residence hall RAs, international students, and intercollegiate athletes required to be on campus for pre-season training), are eligible for health care at SHS provided they present evidence of registration and student/athlete status or their University housing agreement.

3. Currently Enrolled or Continuing FAU Students

- a. An enrolled FAU student is eligible for care from the first day of the semester until the first business day of the following semester (i.e., for the semester enrolled and the break period following the semester enrolled).
- b. Students enrolled and registered for any part of the Summer semester (e.g., Summer Term “1”, Summer Term “2” or Summer Term “3”) are eligible for services for the entire Summer semester.
- c. Continuing students who are not enrolled in classes and have not graduated may be eligible for services at SHS by paying the Elective Health Fee (See *Elective Health Fee Policy & Procedures*).

Continuing students who are not enrolled in classes and have not graduated may require a follow-up visit, to evaluate an unexpected change in their clinical course from the preceding semester. In such instances, an additional appointment is permissible, without payment of the Elective Health fee, so long as there is advance approval and documentation of the Chief Medical Officer, or designee.

- d. Continuing students who have withdrawn from classes, during a given semester may be eligible for services at SHS, so long as their tuition fees were not refunded to them for that semester. If tuition fees were refunded to the student (see *Elective Health Fee Policy & Procedures*).

Continuing students who have withdrawn from classes are not eligible for services at SHS, if the student has been withdrawn for more than one semester past enrollment.

B. Eligibility for Non-Students

1. All FAU faculty and staff are eligible to utilize Dental Clinic services, flu vaccines, and COVID-19 related services.

2. Students Who Have Graduated from the University
To facilitate the transition of care from SHS to another health care provider, students who have recently graduated from FAU are eligible for services at SHS only during the semester immediately following their graduation, provided they pay the Elective Health Fee (see *Elective Health Fee Policy & Procedures*).

SHS is committed to the appropriate transition of care for all patients. SHS providers proactively engage in discharge planning with patients during the term in which they are scheduled to graduate.

SHS providers will use clinical judgment to determine if an additional appointment is needed following withdrawal or graduation in order to safely complete discharge planning and referral for ongoing medical treatment. In such instances, an additional appointment is permissible with the advance approval and documentation of the Chief Medical Officer, or designee. Providers will only see patients who have been seen previously in follow-up and will not initiate new services.

All fees-for-service associated with the office visit will apply and will be the responsibility of the patient; however, no additional health fee will be assessed.

3. Non-Registered Prospective Students Requiring Health Services for Registration/Academic Purposes
 - a. SHS offers limited immunizations and related services for non-registered prospective FAU students to enable them to receive required immunizations prior to registration for classes and prior to living on campus.
 - b. SHS offers limited services for non-registered prospective FAU students to enable them to meet the healthcare requirements of their FAU academic program. These requirements may include, but are not limited to, physical examinations, immunizations, blood titers, TB tests, etc.
 - c. The following procedure is followed when providing services to non-registered prospective students:
 - Non-registered prospective FAU students will be given an appointment at SHS to receive the specific services required. No services will be provided for non-registered prospective FAU students who have not been assigned a Student ID/Z Number.
 - If the non-registered prospective student is not in the SHS electronic health record (EHR), the individual's name and Student ID/Z Number will be entered into the system by the appointment scheduler.
 - Charges for the above services will be billed to the individual's university account. Follow-up for non-payment is the responsibility of the Controller's Office.

No other health services will be available for non-registered prospective FAU students.

C. Special Populations

1. Visiting Scholars do not pay the Health Fee. To receive services at SHS, visiting scholars must pay the Elective Health Fee. The Elective Health Fee will only apply per semester, for the length of their University-approved visit. Visiting Scholars are responsible for paying all charges from their visit at SHS at the time of check-out (see *Elective Health Fee Policy & Procedures*).
2. Intensive English Institute (IEI) students pay the Health Fee and are eligible for services at SHS, although they are not considered degree-seeking students through FAU. For verification, IEI provides a list of students enrolled through their program each semester. Each student is assigned a Z number and can be searched in the University Banner system.
3. The FAU Academy for Community Inclusion (ACI) is a college program for high school graduates who have been diagnosed with intellectual and developmental disabilities.

Students in the ACI program are eligible for services at SHS but must have a consent to treat on file. (See *Advance Directives Policy* for consent process.)

4. University employees attending courses *only* under the FAU Employee Educational Scholarship Program do not pay the health fee and are not eligible for services at SHS. Employees taking additional credit hours, beyond Educational Scholarship Program limits, will be assessed the health fee as part of tuition payments and will be eligible for services under Section A of this policy.
5. Dual enrolled students (high school students attending FAU to earn credit toward high school graduation and future college degree programs) do not pay the health fee and are not eligible for services at SHS.
6. Procedures for Payment of the Elective Health Fee for Special Populations (see *Elective Health Fee Policy & Procedures*).

D. Emergency first aid and assistance

SHS staff will offer emergency first aid and humanitarian assistance to the fullest extent possible to any person who presents to any SHS location while awaiting response from emergency personnel.

E. Eligibility Questions

Any questions with respect to eligibility should be brought to the attention of the SHS Director, Assistant Director, Compliance and Clinical Operations, or designee.

<http://myshs/Shared Documents/SHS Policies and Procedures Manual/02 Policies and Procedures/Clinical Operations/Eligibility for Care Policy.docx>

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APPENDIX A

Status Code	Description
AU	Audit
AW	Administrative Withdrawn
CA	Cancelled Academically
CF	Cancel non-pay after 14th Day
CS	Cancel non-pay 14th Day
D2	Section Cancelled
D3	Schedule Changed By Dean
D4	Student Ineligible 2b revised
DC	Withdrawn after drop/add 25pct
DD	Drop/Delete
DH	Dropped After W Deadline
DM	Withdraw Except Circumstance
DR	Drop Retained
DS	Dropped with W grade
DT	Drop Retained Web Rpt Surchrg
DU	Drop with W on Web Rpt Surchrg
DW	**Web Dropped**
DZ	Drop with F on Web Rpt Surchrg
FP	Fee Petition Drop Retained
FW	Fee Petition Drop with W grade
RC	Reinstate Crse
RE	**Registered**
RS	Reinstated Stu
RT	Rept Crse Srchrg Lmt Reached
RW	**Web Registered**
WD	Drop Via Web with W grade
WL	Wait Listed
WR	No W grde Fee Liable Drop Web