

Policy Statement

Medical Visit Documentation for Class or Work Absence Effective August 3, 2009

The Health and Counseling Services - Medical Clinic does not provide written excuses for class or work absence. The responsibility of the Medical Clinic is to treat students who are ill or injured and to provide education and services regarding health related issues. These programs and services are provided to enhance the ability of students to participate fully in intellectual and personal growth opportunities afforded by the University.

The Health and Counseling Services - Medical Clinic makes every attempt to schedule a medical appointment around a student's class or work schedule to avoid a conflict of missing class or work obligations. The Medical Clinic will not accommodate visits for the sole purpose of obtaining verification of a visit.

Class attendance is an administrative matter between the faculty and the students. Only faculty or an employer may excuse a student from class or work obligations.

If a student is evaluated at the Medical Clinic for an illness or injury, we will provide specific instructions for class or work attendance for two reasons only: 1) cases in which the student is at risk of exposing the illness to others and/or 2) situations in which attending class will hamper recovery from the illness or injury. The Medical Clinic will continue, to recommend absences for prolonged or serious illnesses. This documentation may come from the Health and Counseling Services - Medical Clinic or the Office of Registration depending on the duration of the recommended absence.

If required by an instructor or employer, a student may obtain medical documentation (Patient Receipt) from the Health and Counseling Services - Medical Clinic. Medical documentation is generally available within 1-2 business days.

Copies of the above Policy Statement are available at the Health and Counseling Services - Medical Clinic. Questions regarding this policy should be referred to the Director of the Health and Counseling Services - Medical Clinic.