I. Policy

The purpose of Student Health Services is to assist students in maintaining a state of health that allows them to reach their academic goals. Payment of the student health fee provides a basic level of prepaid and/or highly discounted health care services including mental health, wellness and advocacy services. Fees are charged for those services which are not fully covered by the health fee. All full-time and some part-time students are required by the Board of Trustees of the University of South Carolina to pay a student health fee. All other eligible students defined in university policy STAF 7.01, Eligibility for Student Health Services, may choose to use the Student Health Service on a fee-for-service basis.

A. The health fee provides coverage for some provider services received during the semester for which payment is made. In addition, the health fee provides coverage for some provider services received during the break periods immediately preceding and following the semester. Payment of the health fee is verified via Banner or the Electronic Health Records system. The policy on eligibility for services which defines who is eligible to receive care at Student Health Services is defined in university policy STAF 7.01.

B. Once an eligible student has paid the health fee or when the fee has been assessed, he/she may access the Student Health Center services on a "Fees Paid” basis (health fee yes rate) at the beginning of that semester.

C. Eligible students not required to pay the health fee at the time of registration may receive care at Student Health Services on a fee-for-service basis. The discount rate will not apply (health fee no rate).

D. All students may continue to receive medical care 30 days after their last enrolled semester and 60 days after their last enrolled semester at the Counseling and Psychiatry Services (CAPS) department. Fees will be assessed at the health fee no rate for all
services provided during this transition period. Payment is expected at the time services are rendered.

E. Students registered for the fall and spring semesters but not registered during the summer semester and plan to enroll in the fall semester must pay fee-for-service (health fee no rate) during the time he/she is not enrolled in classes. Payment is expected at time of service.

F. Newly entering students are eligible to receive immunizations and other preventive health services determined by Student Health Services as necessary to meet University of South Carolina Columbia campus pre-matriculation requirements at the health fee yes rate. Care and treatment not associated with designated pre-matriculation services is available at the health fee no rate.

1. Eligibility for pre-matriculation preventive services is effective ninety (90) days prior to the start of the newly entering student’s initial academic term.

2. Before services are provided, eligibility will be verified by Student Health Services staff using appropriate university databases.

3. All pre-matriculation services will be provided on a fee-for-service basis (at the health fee yes rate). No charges to student accounts are allowed. Payment must be paid at time of service.

G. Spouses of students currently enrolled may receive care at Student Health Services on a fee-for-service basis at the health fee no rate (Spouses of enrolled students may only be seen through CAPS as part of a couple’s session).

H. Postdoctoral fellows and dissertation students may receive care at Student Health Services on a fee-for-service basis at the health fee no rate.

II. Procedure

A. The following students are billed by USC for the Student Health Fee, approved by the Board of Trustees of the University of South Carolina:

1. Full time graduate students enrolled in 9 or more credit hours

2. Full time undergraduate students enrolled in 12 or more credit hours

3. Part-time graduate students enrolled in 6-8 credit hours

4. Part-time undergraduate students enrolled in 6-11 credit hours
B. Fee status is verified by clinical support staff before a student is admitted as a patient or client. Any questions concerning fee status should be directed to the Business Office for verification.

C. Fee status is verified on each patient using the Electronic Health Record or the Banner system. This must be completed prior to the patient visit or upon registration at the appointment desk.

D. Students who have paid the Student Health Fee and then withdraw from USC are treated as follows:
   1. If they receive either a full or prorated refund from the University, they are eligible to receive services from Student Health Services for a grace period of 30 days for medical care and 60 days for CAPS from the date of withdrawal from the university.
   2. If they do not receive a prorated refund from the university, they may continue to access Student Health Services as a fees paid student until the cutoff date for the semester and for a grace period of 30 days for medical care and 60 days for CAPS from the date of withdrawal from the university (the grace period will be on a fee-for-service basis).

E. The health fee may not be waived for any student except for full-time (37.5-40 hours per week with benefits) employees of the University of South Carolina (USC) in an effort to encourage full-time employees to pursue their education.
   1. The USC employee must request the health fee waiver within the current semester.
   2. The request must be in writing and directed to the business office manager.

III. Related Policies

University Policy STAF 7.01 Eligibility and Charges for Student Health Services

IV. Reason for Revision

Policy updated to reflect current practice and to update information on services offered for newly entering students, spouses and postdoctoral fellows.