I. Policy

Counseling and Psychiatry Services (CAPS) is the primary counseling and psychiatric center on campus. CAPS is a Student Health Services unit committed to the educational, personal, social, and mental well-being of every Carolina student.

In supporting student academic success, the purpose of CAPS is to provide mental health services to the university community, including: assessment and referral, individual, group counseling and crisis intervention to currently enrolled students; consultation and outreach services to faculty, staff, parents, and students. Psychiatric services are also available for medication management. CAPS strives to provide services that are preventative, remedial, and treatable on a short-term basis. Advanced or chronic mental health issues may be referred to outside providers as appropriate. CAPS operates under University and Student Health Services’ policies and procedures.

Spouses are not eligible to receive services from the Counseling and Psychiatry Services. Spouses may only be seen as part of a couple’s session.

All students enrolled at the University of South Carolina-Columbia are eligible for care at the Counseling and Psychiatry Services department (Student Health Services). 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. Payment of the student health fee provides a basic level of prepaid health care services. Eligible students who do not pay a health fee, must pay fee-for-services. In addition, fees are charged for those services which are not fully covered by the health fee.

II. Procedure

A. Eligibility status is verified by clinical support staff before an appointment is scheduled and before an individual enters the system as a client.
1. Students are required to show a current Carolina Card as evidence of identity. In cases of urgent need for medical care, a client may be identified as eligible with picture ID and verified using the university student database or Student Health Services electronic health records system. Others who may be eligible are identified by Carolina Card or an evidence of participation in an eligible program.

2. Students maintain eligibility:
   a. during winter break if enrolled in the fall semester
   b. ten days prior to the start of the fall semester
   c. sixty days after their last enrolled date for visits to Counseling and Psychiatry Services (CAPS) on a fee-for-services basis. The 60 days is not designed to continue care, but to allow time to transition clients to the community providers. Students should notify his/her counselor/psychiatrist at the beginning of the semester in which he/she will graduate.

3. Students who are not enrolled during the summer but were enrolled in spring and will continue enrollment in the fall are eligible to be seen on a fee-for-service basis.

4. Eligibility to use Student Health Services (and CAPS) will be extended for USC graduates to provide transition period after graduation (not to exceed 60 days past graduation). This extension ensures reasonable time for appropriate disposition of ongoing care, and provides new graduates opportunity to continue access prior to starting employment or relocating. (See number 2 above)
   a. Eligibility to use Student Health Services (and CAPS) may be considered, on a case-by-case basis, to students who are forced to withdraw from the university for medical reasons or other conditions.
   b. Any extensions granted that relate to withdrawals apply only to the remainder of the academic term during which the student withdraws. The Executive Director of Student Health Services may adjust or modify extended eligibility policies and procedures to meet special situations or circumstances.

B. University students who have paid the student health fee receive up to 10 visits with CAPS per year (August 1-July 31) at no cost. All counseling visits beyond 10 will be on a fee-for-service basis.

C. Counseling and Psychiatry Services are available to students who have not paid the health fee for a small office fee per visit. Students who do not pay the health fee and are
eligible for services may receive care through psychiatry on a fee-for-service basis (based
on availability of the department).

III. Related Policies

University Policy STAF 7.01 Eligibility and Charges for Student Health Services
http://www.sc.edu/policies/ppm/staf701.pdf

University Policy STAF 7.08 Student Health Fee
http://www.sc.edu/policies/ppm/staf708.pdf

IV. Reason for Policy Revision

Policy updated to reflect current practice.