

<b>ADMINISTRATIVE DIVISION</b> STAF Student Affairs and Academic Services		<b>POLICY NUMBER</b> STAF 7.01
<b>POLICY TITLE</b> Eligibility for Student Health Services		
<b>SCOPE OF POLICY</b> USC Columbia		<b>DATE OF REVISION</b> May 15, 2025
<b>RESPONSIBLE OFFICER</b> Vice President for Student Affairs and Academic Success		<b>ADMINISTRATIVE OFFICE</b> Office of Student Affairs and Academic Success

## PURPOSE

This policy defines and clarifies the eligibility criteria for accessing services at Student Health and Well-Being Services (SHS) at the University of South Carolina Columbia campus. This includes outlining who is eligible for care, the types of services available, and the payment structures associated with those services.

## DEFINITIONS AND ACRONYMS

As Applicable

## POLICY STATEMENT

All students enrolled at the University of South Carolina Columbia campus are eligible for care at Student Health and Well-Being. Faculty, staff, and visitors are also eligible for limited access to services at Student Health and Well-Being. 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 access to services at Student Health and Well-Being, which include medical, mental health, wellness and advocacy services. Fees are charged for those services See University Policy [STAF 7.08 Student Health Fee](#) .

- A. Student Health and Well-Being offers a comprehensive health care program to students of the University of South Carolina. Eligibility to receive care at Student Health Services is determined by enrollment status. Students are eligible for treatment as defined below:
  1. Graduate and undergraduate students enrolled in 1 or more credit hours during fall or spring semesters.
  2. Students enrolled and students registered for the fall and spring semesters but not registered for classes during the summer are eligible for services during the summer on a fee-for-service basis.
  3. Newly entering students (freshmen and transfers) eligible to enroll in classes. Eligibility is effective ninety (90) days prior to the start of the newly entering student's initial academic term to allow for pre-matriculation and other healthcare services related to enrollment (i.e. Immunization).
  4. Former students may receive medical care and counseling services for 30 days after the last day of class for transition of care on a fee-for service basis.

5. English Program for Internationals (EPI) students, Carolina Life, Gamecock Gateway, Global Carolina, Palmetto Pathways, and USC Lancaster.
  6. Postdoctoral fellows not employed by the university and dissertation students enrolled in 1 or more credit hours.
- B. Faculty, staff, visiting students, spouses of eligible students and/or visitors to campus are eligible for treatment for limited services as defined below. Payment is on a fee for service basis only; with no health fee option. Payment is expected at time of service.
1. Visiting Students: For the duration of the program or event attended, and only for acute episodic care. Participants must be verified by the department, event, or class list.
    - a. Orientation/commencement participants (including parents)
    - b. Visiting athletic teams and athletic recruits
    - c. Visiting students who are taking classes
    - d. Visiting study abroad students
  2. Faculty and staff: Only for the duration of employment at the University
    - a. University employee occupational health services for Student Health and Well-Being, the College of Nursing, and Environmental Health and Safety employees only.
    - b. University Faculty/Staff/Retired Faculty - flu vaccine only (no spouses and/or dependents)
    - c. Employee Well-Being services which entail a variety of wellness and health promotion services for faculty and staff.
    - d. University faculty/staff may use ancillary services within Student Health and Well-Being. These services only include Lab, X-ray, pharmacy, allergy/immunization, and travel consultations. All services are provided on a fee-for-service basis. Payment is expected at the time of service.
  3. Spouses of enrolled students may only be seen through CAP as part of a couple's session. Spouses must obtain a spouse ID card and present it at time of services.. Payment is expected at time of service.
- C. The following are defined as not eligible for treatment at Student Health Services unless found eligible under another category:
1. Alumni of USC

2. Post docs (employed) and spouses
  3. Visiting professors and spouses (faculty working on grants, projects, teaching, etc.)
  4. Non-official visitors to campus (delivery/contract workers/repairmen, friends, visiting students)
  5. Attendees at University of South Carolina sporting events
  6. Community members
- D. As a responsible healthcare institution, Student Health and Well-Being provides urgent, first aid care for visitors who may or may not be eligible for care. Those not eligible for care, as defined above, are referred or transferred to public health care providers following immediate first aid care. A referral list of providers is maintained for this purpose. Urgently ill people are referred to triage for nursing evaluation, first aid, and preparation for transfer. Questions about medical urgency are referred to triage for evaluation and disposition.

## **PROCEDURES**

- A. Eligibility status is verified by patient support staff before the student is checked in as a patient or client. Any questions concerning fee status can be directed to the patient support staff for verification.
- B. Eligibility status is verified on each patient using Electronic Health Record or the Banner system. This must be completed prior to the patient visit or upon registration at the appointment desk.
- C. Students maintain eligibility:
  1. during winter break if enrolled in the fall semester
  2. ten days prior to the start of the fall/spring semester. This allows students the opportunity to obtain care that may assist in their matriculation to the university and for those students that may arrive early for sanctioned university activities (band, athletics, etc).
  3. thirty days after their last enrolled date for medical visits to Student Health and Well-Being, Counseling and Psychiatry Services on a fee-for-service basis (this grace period is to allow transition to community providers and is not intended for routine care and establishing care). Payment is required at time of service.

- D. Eligibility to use Student Health and Well-Being may be extended, on a case-by-case basis, to students who are forced to withdraw from the university for medical or mental health reasons or other conditions.
- E. The Associate Vice President of Student Health and Well-Being may adjust or modify extended eligibility policies and procedures to meet special situations or circumstances.

**RELATED UNIVERSITY, STATE AND FEDERAL POLICIES**

[STAF 7.08 Student Health Fee](#)

**HISTORY OF REVISIONS**

<b>DATE OF REVISION</b>	<b>REASON FOR REVISION</b>
June 1, 1992	New policy approval
November 10, 2016	Policy updated to reflect current practice.
May 15, 2025	Updated to standard template. STAF 8.17 merged into this policy, updates to procedures