
POLICY NAME: Medical Student Compliance with Health Requirements Including Health Insurance Coverage

Responsible Party: Office of Student Affairs

Applies To CMED: Faculty Students Residents Staff Administration

Approval Date: 7/26/2016 Curriculum Committee

Policy Procedure

POLICY:

All students are required to comply with health requirements to continue in the medical school program and remain in good standing.

PURPOSE:

Complying with the health requirements protects patients, students, and their colleagues.

DEFINITIONS:

Health Requirements: Required immunizations and titers as stipulated by the Office of Student Affairs (OSA), in addition to yearly TB tests, flu vaccines, and evidence of health insurance proof.

PROCEDURES:

M1 Students:

All M1s are emailed the list of required immunizations and titers the summer prior to their matriculation. The communication states the location (University Health Services or UHS) to send records/proof to, as well as the deadline stipulated by OSA. The Association of American Colleges (AAMC) Standardized Immunization Form is utilized. UHS nurses review the student records and the form. Nurses will contact the

student if their immunizations or titers are incomplete. Students are required to comply with this to begin the program.

1. All M1 students are notified within the first few weeks of starting the program, the date and location of TB testing and respiratory mask fit testing for their class. Students are required to comply with TB testing and mask fit testing.
2. All M1 students are notified in the fall semester of their first year the date and location of the flu vaccine clinic for their class. If they choose not to attend the clinic, they may elect to receive the flu vaccine elsewhere, but need to submit proof of the vaccine to UHS by the date stipulated by OSA.

M2 Students:

All M2 students are notified within the first few weeks of starting their second year, the date and location of TB testing for their class.

1. All M2 students are notified in the fall semester of their second year the date and location of the flu vaccine clinic for their class. If they choose not to attend the clinic, they may elect to receive the flu vaccine elsewhere, but need to submit proof of the vaccine to UHS by the date stipulated by OSA.

M3 Students:

All M3 students are notified of their TB testing and flu vaccine requirements prior to Year 3. TB testing is conducted and recorded in June in Saginaw. In addition to UHS and the program's affiliated hospitals, the notification allows students to have flu vaccine where they choose including, their own physician or local health departments. All students are required to upload proof of flu vaccine into their own immunization folder by November 15. Expected dates, however, may change.

M4 Students:

All M4 students are notified of their TB testing and flu vaccine requirements prior to Year 4. TB testing is conducted and recorded in June in Saginaw. In addition to UHS and the program's affiliated hospitals, the notification allows students to have flu vaccine where they choose including, their own physician or local health departments. All students are required to upload proof of flu vaccine into their own immunization folder by November 15. Expected dates, however, may change.

M1 through M4 Students:

Health insurance is required for all new and returning medical students from start of classes in Year 1 through graduation in Year 4. Proof of coverage for M1 students is due

by July 15 annually and can be faxed (989-774-7881), mailed, or dropped off to the OSA at CMED 1401. Proof for M2-M4 students is due July 30 annually and can be faxed to above number, mailed, or dropped off to OSA at CMED 1401 as well. Please do not email. OSA will notify students if uploading material to secure folder becomes an option. The deadlines apply to all College of Medicine students, both new and returning. Acceptable evidence of coverage includes a letter from the current insurance company on their letterhead stating a student is covered or proof of eligibility benefits from the employer of the individual who lists the student as a dependent. This should also be on the employer's letterhead. For both, the effective dates of the plan should be included.

Noncompliance:

If a student has not sent in proof of immunizations, titers, and health insurance to the appropriate person (depending on the year of their program) by the stated deadlines, the person responsible for collecting and recording the proof will contact the student via email or phone. He or she has 10 business days to send in their proof/documents.

1. If after this time the student remains noncompliant, he/she will be sent a letter via email from the Senior Associate Dean of Student Affairs or the Associate Dean of Academic Affairs stating that the Assistant Registrar will officially remove them from his/her current class or clerkship, so they will no longer be enrolled.
2. The College of Medicine's affiliated hospitals and clinical sites have requirements that all healthcare workers, including medical students, are required to follow regarding immunizations and/or have proof of immunity from specific diseases. This immunization documentation is required by our training sites before any students are allowed into these institutions. This extends to institutions students visit for away electives. All US medical students are required to have active health insurance coverage as enrolled students. Noncompliance with our requirements will prevent the student from participating in his/her clinical training and meeting the curricular and graduation requirements.

The College of Medicine and CMU Partners reserve the right to make exceptions, modify or eliminate this policy and or its content. This document supersedes all previous policies, procedures or guidelines relative to this subject.

History	
2/17/2016	Initial approval by Curriculum Committee
7/26/2016	Reviewed and approved by Curriculum Committee