You will recall that on March 3, 1982, I sent a Memorandum to Presidents, Vol. 82, No. 2, which attached copies of the two revised resolutions on student health services adopted by the Board of Trustees at its February 24, 1982 meeting. I am writing with further reference to the first resolution (#82-49) which called for the submission of campus plans and authorized the Chancellor or his designee to develop guidelines for the development of these plans and which are consistent with the ten principles enumerated in the resolution. After extended consultations with the SUNY Committee on Student Health Services and with other principals involved in student health services, the following guidelines have been developed and are being sent to you.

A campus plan for student health services will be submitted every third year to the Chancellor, or his designee, for review, the first plan for which will be submitted according to the attached schedule. The campus plan will adhere to the provisions of Trustee Resolution #82-49, and it will contain, but not be limited to, each of the following guidelines:

A. Goals and mission of the student health services;

B. Historical perspective of the last five years of the student health services;

C. Student epidemiological data collected on an ongoing basis;

D. Organization, personnel, and operations proposed for the student health services;

E. Physical facilities to be assigned to the student health services and their upkeep;

F. Financial resources to be applied to the student health services;
G. Services to be rendered by the student health services, including those rendered to full-time and/or part-time students. (Refer to principle #6 in Board Resolution #82-49).

The three year campus plan should include, but not be limited to, details of proposed initiatives concerning:

A. Procedure to receive and monitor a required physical examination and health history prior to attendance;

B. Provision of emergency care and/or referral on a 24-hour basis;

C. Method to address isolation in the event of a communicable health problem;

D. Emergency transportation of an incapacitated student;

E. System of referral;

F. The preparation and maintenance of a campus student health services manual;

G. Annual assessment of the quality of care;

H. Maintenance of communication between physical education and training activities and the Office of Student Health Services;

I. Environmental surveillance affecting health;

J. Voluntary regular programs of health lectures and the dissemination of health education on the promotion of wellness and the prevention of illness, disease and substance abuse;

K. Maintenance of confidentiality of health records;

L. Methods of communication, when indicated, among elements of the health system beyond the campus;
M. The student health services, if used as a clinical training site for health science students, to include assurance of adequate supervision of such students.

As part of the submission of the three year campus plan, the chief administrator's office shall state the role of current mandatory or voluntary student health insurance and, if voluntary, submit a proposal for the implementation of future mandatory student health insurance.

As an attachment to the submission of the three year campus plan, copies of any evaluations, internally or externally prepared, of the student health services during the prior five year period will be submitted.

The plan will be reviewed and returned to the campus within a sixty-day period after its receipt.

We appreciate your assistance and cooperation in the implementation of this new uniform planning program which has been designed to provide improved health services for the University's students. If you have any questions, please do not hesitate to contact me.

Alden N. Haffner

Attachment

cc: Chancellor Wharton
    Executive Staff
    Committee on Student Health Services
    Campus Chief Student Affairs Administrators
    Campus Directors of Student Health Services

This memorandum addressed to:

    Presidents, State-operated campuses

Copies for information only to:

    Presidents, Community Colleges
    Deans, Statutory Colleges
    President Col1
    Dr. Spencer
Timetable for submission of the
Student Health Service Campus Plans

September 1, 1983
University Center at Albany
Agricultural and Technical College at Alfred
College at Brockport

October 1, 1983
University Center at Binghamton
College at Buffalo
University Center at Buffalo

November 1, 1983
Agricultural and Technical College at Canton
Agricultural and Technical College at Cobleskill

December 1, 1983
College at Cortland
Agricultural and Technical College at Delhi

September 1, 1984
Downstate Medical Center
Empire State College
College of Environmental Science and Forestry

October 1, 1984
Agricultural and Technical College at Farmingdale
College at Fredonia
College at Geneseo

November 1, 1984
Maritime College
Agricultural and Technical College at Morrisville

December 1, 1984
College at New Paltz
College at Old Westbury

September 1, 1985
College at Oneonta
State College of Optometry

October 1, 1985
College at Oswego
College at Plattsburgh
College at Potsdam

November 1, 1985
College at Purchase
University Center at Stony Brook

December 1, 1985
College of Technology at Utica/Rome
Upstate Medical Center