Welcome to the Saddleback College Student Health Center (SHC). Your signature below indicates you are aware of the following policies and procedures regarding patient confidentiality, informed consent, consent for treatment by a physician, clinical psychologist, or psychology intern under the direct supervision of a licensed clinical psychologist, and notice of privacy practices.

CONFIDENTIALITY
Information disclosed to Saddleback College Student Health Center staff is strictly confidential and will not be released to any third party without written authorization, except where required or permitted by law. Exceptions to confidentiality include, but are not limited to, reporting suspected child abuse, elder abuse, or dependent adult abuse; if the provider has knowledge of or suspects that the patient may be a danger to him or herself or to another person or property; or if the patient is gravely disabled; or if disclosure is court ordered. In some cases photo documentation may be utilized in your medical record. In the event a student is hospitalized, this document will serve as written consent to share confidential patient information as needed with necessary hospital personnel.

INFORMED CONSENT
You have the right to be informed about medical treatment options and have the right to consent to or refuse any proposed treatment or test. You will be provided with a medical diagnosis or suspected diagnosis. You will be informed of the nature, purpose, potential risks, complications and/or side effects of available treatment options. You will be informed of the possible consequences if medical advice/treatment is not followed.

CONSENT FOR TREATMENT BY A MULTIDISCIPLINARY TEAM
The SHC staff functions as a multidisciplinary team for the purpose of maintaining continuity of care, and providing the most effective and efficient treatment possible. Under certain circumstances, medical and psychological staff will exchange information regarding a student. This exchange will only occur when it has been determined that it is in the best interest of the student, and only relevant information necessary to treat the student will be exchanged. Psychotherapy services at the Student Health Center are provided by doctoral level psychology interns under the direct supervision of a licensed psychologist. Psychotherapy sessions may be audio/video taped for supervision purposes.

CANCELLATION POLICY:
In order to cancel or reschedule any SHC appointment, the student must contact SHC at least 24 hours in advance of the scheduled appointment time or your appointment will count as a missed appointment. Students must check in at the SHC for their scheduled appointments no more than 15 minutes after their appointment time. Should a student be late to their appointment by 15 minutes or more, the staff reserves the right to cancel and count the appointment as a missed appointment. Three missed appointments will disqualify you from receiving medical or therapy appointments for the semester. Students will still be eligible for crisis and referral services.

Please note: The Saddleback College Student Health Center is not a 24 hour care facility. If an emergency occurs after business hours, seek immediate medical or psychological attention at the nearest emergency room or call 911.

The Saddleback College Student Health Center will provide you with a paper copy of their Notice of Privacy Practices at your request. This notice contains information about how your Protected Health Information (PHI) will be protected and your rights as a patient.

I, the undersigned patient and/or legal guardian authorize treatment by staff at Saddleback College Student Health Center. I have read, understand and agree to all of the above.

Print Name ____________________________  Date ____________

Signature ____________________________  Student ID# ____________________________

Legal Guardian Print Name ____________________________  Legal Guardian Signature ____________________________

Witness ____________________________