

WELCOME TO STUDENT HEALTH SERVICES TEXAS WOMAN'S UNIVERSITY

If you are a TWU student registered for face-to-face classes, or a combination of distance education and face-to-face classes, you are eligible to use Student Health Services as your healthcare provider, regardless of the source of your health insurance.

When using Student Health Services, please be aware that there are charges for office visits as well as services such as laboratory tests, prescriptions, and immunizations. Payment is expected to be made at the time of service. Acceptable methods of payment are cash, check, Visa, MasterCard, Pioneer Card or billing of your student account. Any unpaid charges will be forwarded to your student account. Expenses incurred outside of Student Health Services such as emergency room, x-ray, etc. are the sole responsibility of the student. It is the Student's responsibility to check with the Cashier's Office to find out when they must pay their student account off. Failure to do so could result in the student being dropped from class role sheets or classes altogether.

Student Health Services' hours of operation are Monday – Friday from 8 a.m. to 5 p.m. SHS is closed during holidays and inclement weather (if university is closed).

Appointments are encouraged, however, walk-ins are permitted. Walk-ins will be seen by a nurse to determine the urgency of the visit. Walk-ins that are seen by a provider will be charged an urgent care fee. Immunizations are offered Monday – Thursday from 8 a.m. – 4 p.m. and on Fridays from 8 a.m. – 11:30 a.m. and 2 p.m. – 4 p.m.

Student Health Services will charge a fee for No Show Appointments. One of the following fees will be assessed to a student's account, based on the total appointment time allotted:

- Regular Appointments (20 minutes) = \$5.00 charge
- Extended Appointments (40 minutes) = \$10.00 charge
- Annual Exam (40 minutes) = \$10.00 charge

If you are unable to make a scheduled appointment, you must cancel the appointment with one hour's advance notice in order to avoid this fee.

There is an on-site pharmacy staffed with a part-time pharmacist; outside prescriptions are filled as well as those written by the SHS providers. If a prescription is transferred either from our pharmacy to another or vice versa, please allow 2 business days for the transfer to take place. Prescription refills take 24 business hours so don't get caught in a bind...order your refills early!

In order to effectively treat our patients we must have certain information, including, but not limited to: vital signs (blood pressure, pulse, respirations, temperature), height, weight, allergies, current and/or past medications, last menstrual cycle (for women), and an accurate health history. When you request services at TWU SHS, you agree to comply with these conditions.

I have read and understand the above information. I understand that my student account will be billed for any unpaid charges. I further understand that it is my responsibility to find out when I must pay the bill if charges are forwarded to my student account. I understand that failure to pay charges can result in being dropped from class role sheets or classes altogether.

Student Signature

Date Signed

PRINT Name