

Medical Clearance Policy and Process

Revised August 2015

Students who are absent from campus and seek accommodations for missing classes or course work due to a medical emergency and/or a hospitalization may, depending on the circumstances, need to notify the appropriate college staff members and seek medical clearance prior to returning to campus and resuming full participation in college life.

Overview:

There are occasions when a student is absent from campus due to a serious medical condition and re-entry is not feasible or not preferred by the student. However, when re-entry is desired by the student, proper medical clearance shall be in place and a plan established by the student and the college for successful campus engagement. In these situations, the student shall demonstrate his/her ability to maintain the appropriate self-care to function in the college setting. In addition, professional documentation verifying that the student meets the level of safety acceptable to the college and the student shall be provided.

The college values the student's right to privacy and shall proceed using due process in order for basic protections to be met for the student and others. The college, in collaboration with the student, shall assure that adequate support services are available to assist the student with re-entry. The goal is that the student be re-introduced into the college community in a manner helpful to the student and to others whose academic work and living situation may have been disrupted by the condition or behaviors that precipitated the absence. A Wellness Plan will be documented to convey the mutual responsibility of the college and the student for health and re-entry.

Student Responsibilities:

If the student intends to return to Calvin, they shall:

1. Contact a Student Life dean prior to discharge.
2. Sign a standard medical release of information giving the treating facility/provider permission to share information about diagnosis and post-treatment plan with the appropriate campus health care provider. (i.e. Calvin Health Services, Broene Counseling Center, Head Athletic Trainer,).
3. Present the Student Life dean with a medical clearance letter from the outside treating physician or hospital discharge papers from the treating facility. These should include detailed recommendations for parameters regarding a safe and successful return to campus and to coursework.
4. Arrange to meet with a Calvin health care provider for coordination of care upon the day of return to campus or no later than the next working day after meeting with the Student Life dean, in order to review the care plan and develop a wellness plan.
5. Follow treatment recommendations provided by the health care provider.

Student Life Dean Responsibilities:

Upon becoming aware of serious medical intervention, the college will appoint a Student Life dean to meet with the student before his/her return to campus and:

1. Review the immediate and long term needs for successful re-entry
2. Inform SAS of the student's absence for medical reasons
3. Discuss the role of the Wellness Plan developed by the student and ambulatory health care provider
4. Obtain signed permission for the release of the minimally necessary health information with the purpose of coordinating care with parties who are involved in addressing the student's needs upon their return, such as:
 - a. Broene Counseling Center
 - b. Campus Ministries
 - c. Campus Safety
 - d. Head Athletic Trainer (if student is an athlete)
 - e. Health Services
 - f. Resident Director
 - g. Student Academic Services

5. Assist the student with scheduling a post-treatment appointment with the appropriate health care provider to develop the Wellness Plan. This appointment is most helpful if it occurs no later than the next working day after the student's return to campus.
6. Consult with the student's personal representative. (A patient's personal representative is the person who has the authority to act on his/her behalf. A personal representative may be a parent, legal guardian, or someone named as health care power of attorney.)
7. Review attendance and performance data for each of the student's current courses. Students who withdraw will be subject to review by

Assessment:

A Student Life dean will decide, based on the particular student's needs and the situation, whether and when the student is ready to return to campus. The decision shall consider the student's academic standing in current courses and any community living considerations. The decision may be made in consultation with other involved campus offices, if applicable, such as:

1. Broene Counseling Center
2. Health Services
3. Campus Safety
4. Student Academic Services

Withdrawal:

In the event that a Student Life dean decides that the student is not ready to return to college, the process for voluntary medical leave of absence shall be invoked. If the student does not agree to voluntary withdrawal, the process for administrative withdrawal (<http://www.calvin.edu/dotAsset/8610da07-0301-498b-80b3-0687403f9eeb.pdf>) may be followed.

The student life dean should inform the student that the Academic Review Committee will make an independent determination regarding the student's future enrollment based on the student's academic performance and academic standing at the college

Note: If the student is an international student, the Immigration Officer should be informed of intent to withdraw so that appropriate steps are followed.

Re-entry and Wellness Plan:

Once the decision has been made to permit re-entry, the Student Life dean will assist the student and (if applicable) other students during the re-entry process:

1. Ideally the student will return to campus on a weekday, during working hours, when school is in session. Exceptions may be granted by the Student Life dean.
2. Prepare the campus residence, Project Neighborhood house, or off-campus residence for the student's return.
3. Contact Campus Safety about the student's return, if appropriate.
4. Assist the student in scheduling an appointment with SAS to develop an academic plan:
 - a. SAS will notify professors of the student's return to class.
 - b. SAS will inform the dean when the meeting has occurred and provide him/her with a copy of the academic plan.
5. The Wellness Plan will guide the parameters for expected recovery, reasons to call the health care provider, readmission criteria, and other post-treatment care (i.e. labs, Health Services visits, Broene Counseling Center visits, and potential medical transportation needs). These guidelines for the student and the appropriate RD will help the student and the Student Life dean determine if the student is successfully acclimating to campus life.