Non-Involvement of Providers of Student Health Services in Student Assessment/Location of Student Health Records

Educational program Committee Approved: March 16, 2005
Educational Program Committee Last Revised: October 2, 2019

Non-Involvement of Providers of Student Health Services in Student Assessment

Students have the right to strict confidentiality of their health and medical conditions, inclusive of both physical and mental health or learning disability.

Any clinical preceptor and/or faculty member who provides psychiatric, psychological counseling or physical health services must have no role in the academic assessment of, or in decisions about, the promotion or graduation of that student.

This policy does not prevent clinical preceptors and/or faculty from treating students in an emergency situation. In these instances where students are treated by clinical preceptors, care should be handed over to qualified clinicians after the student is stabilized. In all such cases, decisions should be made with the best interest of the student’s health taking precedence. Once a preceptor has provided clinical care, he/she cannot be that student’s primary assigned clinical instructor or evaluator.

Clinical preceptors and/or faculty members who have provided clinical care services to a student may function as a large-group classroom teacher and may provide general support for classroom-based learning experiences. However, they may not participate in assessment or grading activities for that student.

A formal statement, “To my knowledge, I (Students will mark have or have not) provided psychiatric, psychological counseling, or other health care services to this student,” will be included on evaluation forms for all clerkships, Interdisciplinary Clinical Cases (ICCs), and Problem-Based Learning (PBL) sessions. Any faculty member, resident, or fellow must be in agreement with this statement in order to participate in the academic assessment of that student.

Any member of the Student Promotions Committee is required to recuse him or herself if they have been involved in providing psychiatry, psychological counseling, or other health care services to the student being discussed.

This policy will be included in all required course and clerkship syllabi. This policy will also be discussed at all student orientations and at the annual new faculty orientation and the new resident orientation.

Location of Student Health Records

Student health records are maintained in the electronic medical record (EMR) and subject to HIPAA requirements for confidentiality. For students receiving psychiatric services, treatment/therapy notes are
maintained separately in the EMR and can only be accessed by psychiatric providers who provide services to those students.

For students receiving psychological counseling from the HSC Counselor, counseling records are maintained solely by the HSC Counselor in the HSC Counselor’s office in locked files. Arrangements are in place for the Director of Student Health to gain access in emergency situations such as the death or disability of the HSC Counselor.

This policy supports LCME Element 12.5: Non-Involvement of Providers of Student Health Services in Student Assessment/Location of Student Health Records

Policy History
Approved: March 16, 2005
Revised: January 16, 2013
Revised June 6, 2018: Changed title of policy from Confidentiality in Health and Counseling Services to Non-Involvement of Providers of Student Health Services in Student Assessment/Location of Student Health Records.
Revised June 21, 2018: Added paragraphs 1, 3, and 4; waiver to paragraph 3; and amended formal statement to include “to my knowledge.”
Revised October 2, 2019: Deleted paragraph three regarding waivers and added “Once a preceptor has provided clinical care, he/she cannot be that student’s primary assigned clinical instructor or evaluator” to the end of the third paragraph.