PURPOSE: To define the conditions under which the Campus Health Fee is charged, including when only a portion is initially charged by the University of Kansas (KU) and the “remainder” is charged by Student Health Services (SHS).

BACKGROUND: The “Campus Health Fee” is a necessary component of the revenue generated each semester to help fund the operations of SHS, as is the guiding principle that those patients who do not qualify to pay the Campus Health Fee should be assessed reasonable, additional charges to help underwrite SHS operations. A two-tiered rate structure is in place for most services rendered within SHS, with the lower rate charged to those who have paid the Health Fee and the higher rate charged to those who do not qualify to pay the Health Fee.

The exact amount of the Campus Health Fee is established by KU administration in concert with SHS administration and the Student Senate. This fee is paid at the time of other mandatory campus fees for study at the Lawrence campus. The fee is waived along with other campus fees only when in compliance with policies of KU Registrar’s Office, such as when the student is:
- Designated primarily as “KU Staff / Faculty”
- A senior citizen
- Performing “fieldwork”
- Preparing for study abroad

Note: The Campus Health Fee has a “life span” that runs from the Monday prior to the start of classes for that semester until and through the Sunday prior to the start of the following semester.

POLICY:

1. Students enrolled simultaneously at KU and KUMC are charged a reduced, mandatory Campus Health Fee at both campuses. If the total hours are six or more in Fall and Spring or five or more in Summer, they are considered to have fully paid their Health Fee. If the total hours are less than these amounts, then a Health Fee Remainder will be charged.
2. The Health Fee or the Health Fee Remainder is charged the first time a patient makes use of SHS services in the following example scenarios:
   - Patient is enrolled on Lawrence Campus (Health Fee Remainder only)
   - Patient is an enrolled student only at the Edwards Campus or KUMC
   - Patient is seen by a provider during the summer when not currently enrolled but is “between semesters”
   - Patient is a student and is using one of the SHS ancillary service areas (including Pharmacy) per a prescription or a written order from an outside physician
   - Patient is a student and is initiating INH therapy
   - Patient falls into one of the categories for which the mandatory Health Fee is initially waived, (except for students whose primary designation is “KU Staff / Faculty” and those that are “Study Abroad”)
   - Student athlete receives immunizations by SHS nurse at KUA training facility
   - Patient is an “Affiliate”

3. The Health Fee or the Health Fee Remainder is not charged and the Non-Fee Rate is charged for services rendered to patients under the following example scenarios:
   - Patient is a non-student (e.g., from the “community”, a campus visitor, student’s spouse/domestic partner, etc.) and is using any SHS service
   - Patient is a former student receiving services within the six-month “grace period” following last semester of enrollment
   - Patient is not enrolled in summer semester and is only using an ancillary service during the summer, i.e. Lab, Pharmacy, Physical Therapy or Radiology
   - Patient had mandatory Health Fee waived due to “Study Abroad” designation
   - Patient is a “J-1 Visiting Scholar” and is a KU employee being seen during the initial insurance waiting period, typically 60-90 days in duration
   - Patient is current or retired KU Faculty / Staff
   - Patient is a student not yet enrolled who begins INH therapy
   - Patient is a Baker University student

4. The Health Fee Remainder and the Doctor/Nurse visit is not charged but the Health-Fee-Paid Rate is charged for services under the following example scenarios:
   - Anyone receiving vaccination at Flu Clinics
   - International students receiving pre-enrollment physical exams
   - Students and future students that receive immunizations as part of New Student Orientation (NSO)
   - Student athlete receiving KUAC physical prior to student being enrolled
   - SHS employees
5. Regarding “Content of Service” – The following applies to people who are not enrolled in Summer and those who are in their six-month “grace period” after last semester of enrollment: Only the Fee-Paid Rate is charged on services rendered as part of “Content of Service”. Though most of these services are completed within 90 days of initial treatment, this is merely a guideline and up to the discretion of the provider. The following list reflects those conditions / procedures / therapies that qualify (and that have been approved by Administration):
- INH therapy
- Cryotherapy
- Depo injections
- Incision & Drainage for abscesses, Bartholin’s cysts, pilonidal cysts
- Suture removal for laceration, skin biopsy, mole excision
- Toe nail removal
- Immunization series if started when enrolled (e.g. Hep B)

NOTE: “Content of Service” includes access to any ancillary services associated with the conditions / procedures / therapies above.

6. The Director of each summer camp has the option to pay a “health fee” created just for campers (e.g., $2.00/day/camper).
   6.1.1. If they do pay the Fee, the camper/patient is charged the discounted, or Health-Fee-Paid Rate for services.
   6.1.2. If they opt not to pay the Fee, the camper/patient is charged the Non-Fee-Paid Rate for services.

7. KUA Athletes
   7.1. Those arriving in June for training are to be considered summer enrollees. If they come to SHS for service, they will be charged either the Health Fee or Health Fee Remainder (for summer session) depending upon their enrollment status.
   7.2. Those athletes arriving in August for training are to be considered fall semester enrollees. If they come to SHS for service, they will be charged either the Health Fee or Health Fee Remainder (for fall session) depending upon their enrollment status.

8. All individuals coming to SHS to participate in certain classes are charged the standing fee for such classes, regardless of Health Fee status. Examples: CPR classes; Alcohol Education classes.

9. Anytime the Health Fee or Remainder is charged, only 40% is charged after the following dates:
- Fall Semester – After Dec. 1
- Spring Semester – After May 1
- Summer Semester – After August 1
10. All individuals participating in research studies who receive study-related services at SHS are not assessed any fees or charges for those services, regardless of the participant’s Health Fee status.

GLOSSARY OF TERMS:

- **Campus Health Fee** = The fee charged by KU (Lawrence Campus) at the beginning of each semester to most students and which provides some of the operating revenue for Student Health Services. Generally, the fee entitles the student to a discounted rate for services as well as no charge for provider visits. Students enrolled in six (6) or fewer hours in Fall or Spring Semester, or five (5) or fewer hours in Summer Semester are charged only a portion of the full Health Fee. The exact amount of this partial fee is based on a sliding scale of actual enrolled hours (see Appendix A).

- **Content of Service** = The follow-up clinical visits and resulting services provided to patients as a result of certain conditions / procedures / therapies.

- **Health Fee Remainder** = The portion of the full Campus Health Fee that was not charged at the beginning of the semester.

- **Non-Fee-Paid Rate** = The higher rate charged for services rendered to those who are not eligible to pay the Campus Health Fee.

- **Visiting Scholars as “Affiliates”** = These individuals are considered students and are to be assessed the Campus Health Fee and they will be eligible for services at SHS like any other student.

- **Visiting Scholars as “J-1 Scholars”** = These individuals are paid employees of KU during their stay here and are identified by way of a letter from the International Student Services Office. This letter must be presented to the SHS Business Office to ensure correct billing and it must include the ending date of the waiting period, which is typically 60-90 days long. During this waiting period, SHS will provide:
  - Medical assessment upon arrival at KU
  - Treatment of urgent/acute needs
  - Referrals to providers in the local community

  After this waiting period, the J-1 scholars are classified as KU employees and are to receive the same limited level of service.

- **Health-Fee-Paid Rate** = the discounted rate charged for services rendered to those who have paid the Campus Health Fee.

- **User Fee** = The additional charge applied to pharmaceuticals and to lab tests performed by the outside reference lab when provided to or performed for those patients who are not eligible to pay the Campus Health Fee.