

**MARSHALL UNIVERSITY  
JOAN C. EDWARDS SCHOOL OF MEDICINE**

**STUDENT HEALTH SERVICES ATTENDANCE POLICY**

**I. Introduction**

It is the policy of the Joan C. Edwards School of Medicine based upon recommendations of the Liaison Committee on Medical Education (LCME) that all enrolled medical students receive timely access to diagnostic, preventive, and therapeutic health services. Students are to be excused from educational and clinical experiences to seek and receive needed care.

**II. Definitions**

From the LCME Structures and Functions of a Medical School, the following standard has been provided:

*Standard 12: Medical Student Health Services, Personal Counseling, and Financial Aid Services: A medical school provides effective student services to all medical students to assist them in achieving the program's goals for its students. All medical students have the same rights and receive comparable services.*

*Element 12.4 Student Access to Health Care Services: A medical school provides its medical students with timely access to needed diagnostic, preventive, and therapeutic health services at sites in reasonable proximity to the locations of their required educational experiences and has policies and procedures in place that permit students to be excused from these experiences to seek needed care.*

For the purpose of the policy, health care services is defined as any medical, psychiatric, psychological, or counseling services.

**III. Procedure**

1. In the event that a student and/or their dependent is in need of emergent health services, the student must obtain services and communicate the emergency situation to their current block leader or clerkship coordinator/director at the first available opportunity.
2. In the event that a student is in need of routine or non-emergent health care services, every effort should be made to schedule appointments around course and clinical activities. In the case that is not possible, the student must communicate with the block leader or clerkship coordinator/director at the time the services are being scheduled.
3. Documentation of any absences from a required session or clinical duties must be submitted to the Assistant Dean of Student Affairs by the block leader or clerkship coordinator/director.
4. Students are required to submit an excuse from the health care provider to the Office of Student Affairs. The Office of Student Affairs will then communicate receipt of excuse to the block leader or clerkship coordinator/director.

Initiated: AMS 2/23/18; 3/1/18 Student Policy Committee

Approved: MS3-MS4 Subcommittee 4/10/18

Approved: 5/2018 Curriculum Committee & Dean