From the University Health Service (UHS) . . .

Congratulations on your admission. Welcome to the University of Rochester!

The University Health Service (UHS) has two requirements for students to complete prior to the start of classes. The first is the Health History Form, which is used to document a student’s health history and required immunizations. The second requirement is completion of the online Health Insurance Enrollment/Waiver Process. Instructions for completing these two requirements follow.

1. Health History Form (HHF) – This envelope contains the Health History Form. Please complete and return the form to the University Health Service (UHS). The original form must be returned. We cannot accept an email, faxed, or photo copy of the Health History Form. You may wish to make a copy of the form for yourself before mailing the original to the University Health Service.

• New York State Law and the University of Rochester mandate completion of this form and all requirements. Required tests and immunizations must be completed and verified by a health practitioner or public health official as specified within this packet.
• All immunization information must be submitted in English.
• Students not in compliance with all requirements by the first day of classes will be subject to a late fee, may be withdrawn from the University, and may have subsequent semester registrations blocked.
• For any HHF questions please go to http://www.rochester.edu/uhs/studentinsurance/files/FAQsHHF.pdf
• If you need assistance, contact the office at hhf@uhs.rochester.edu or 585-275-0697 or toll free at 888-363-2519.

Also included in this packet:

• Allergy & Medication List: Please complete this form and return it with your Health History Form.

• Notice of Privacy Practices: The Health Insurance Portability & Accountability Act (HIPAA) requires all health care institutions to provide patients with information about privacy practices. You are asked to indicate your receipt of the Notice of Privacy Practices on the Health History Form.

• Meningococcal Disease Information Sheet: Colleges and universities are required by New York State law to provide students with information about the risks, benefits, availability, and alternatives to Meningococcal vaccination. You are asked to indicate your receipt of this information on the Health History Form.

• Use of E-mail for Communication of Non-Urgent Health Concerns: Your consent is required for you and your health care provider to use e-mail for communication of personal health information. Please review the enclosed information. Most email communication from UHS is sent through Voltage secure email to protect your privacy.

Form Due Dates:  
Fall Entering Students  
Winter/Spring Entering Students  
Summer & Other Acceptances  

RETURN BY:  
June 30  
December 31  
Within 4 weeks of acceptance

2. Health Insurance Enrollment/Waiver Process – See reverse side for instructions

Every year, all full-time students must complete the Health Insurance Open Enrollment/Waiver Process to document their insurance coverage for the year. Completing the process by June 30th (for students entering in fall), will help assure accurate coverage and billing by the start of classes. The process is done online between late May and September 15th for fall entering students and between November 15th and January 31st for Winter/Spring entering students. The process must be completed on paper for students entering outside these open enrollment periods.
Online Health Insurance Enrollment/Waiver Process – All full-time students must have health insurance for medical care, mental health, catastrophic illness and injury, and prescription medication. The University Health Service sponsors a health insurance plan for students. Spouses, domestic partners, and dependent children of students may also enroll in the plan. Information about the University-sponsored insurance plan is available on the UHS web site (www.rochester.edu/uhs). Students can enroll in University-sponsored insurance plan, or students with insurance coverage that meets University criteria can remain on their own (or their parent’s or spouse’s) insurance by waiving the University sponsored insurance.

All requests for waiver of the University-sponsored insurance plan are audited to verify coverage and to assure compliance with University Insurance Criteria. (See below.) All Bronze level plans purchased through a US State or Federal ACA-compliant health insurance exchange will be accepted for waiver. If your request for waiver is denied, you will be enrolled in the University-sponsored insurance plan.

Before completing the online insurance process, review the University Insurance Criteria listed below. If you have coverage or are considering coverage through an international-based insurance company, please read the section, International-Based Insurance Companies, below.

• **University Insurance Criteria:** To be eligible for waiver of the University-sponsored insurance, the student’s health insurance plan:
  - Must cover a minimum of $500,000 US in medical benefits due to illness, accident, or injury per plan year.
  - Must have a deductible of $5,000 US or less per covered person per plan year. (Note: Plans without a deductible meet this requirement.)
  - Must cover prescription medications to a minimum of $100,000 US per plan year.
  - Must cover all pre-existing health conditions without restrictions
  - Must cover mental health conditions at the same level as other medical conditions.
  - Must cover care related to pregnancy and delivery, for women.
  - Must cover care for self-inflicted injury, intercollegiate athletics, or recreational activities.
  - Must be in force for the duration of the academic year, or through the end of the month in which graduation occurs or the student’s academic program ends.

• **International-Based Insurance Companies:** International-based plans generally do not meet University standards for waiver. Students who have insurance with an international-based insurance company are encouraged to enroll in the University-sponsored plan. Students with international insurance can appeal enrollment in the University-sponsored insurance by submitting an Insurance Verification Appeal Form by August 15th (January 15th for Winter/Spring). This form is available on the UHS web site. All waiver requests are audited. Students whose plans cannot be verified as meeting criteria are enrolled on the UR-sponsored plan.

• **Completing the online Health Insurance Enrollment/Waiver Process:** Click on “On-line insurance process” in the pink Quick Links box on the UHS home page (www.rochester.edu/uhs).
  - You will need your student ID number to access the web site.
  - You will need your current insurance ID card if you wish to waive the University-sponsored insurance.

• UHS Insurance Advisors are available to assist students with questions about health insurance and can be reached at insurance@uhs.rochester.edu.

• Students not completing the Enrollment/Waiver process by September 15th (for fall entry) will be enrolled in the University-sponsored insurance plan and may experience delays in access to coverage, January 30th (for winter/spring entry).

Mandatory Health Fee – In addition to health insurance, all full-time students must pay the mandatory health fee. This fee covers unlimited primary care visits to the University Health Service (UHS); time-limited therapy at the University Counseling Center (UCC); the availability of a physician and a mental health professional on-call when the offices are closed; health promotion programs and services; and public health surveillance. This fee will be included on your tuition billing statement. For more information about the services covered by the mandatory health fee see Student Services on the UHS web site (www.rochester.edu/uhs). The mandatory health fee cannot be waived.