

## Instructions for Incoming Full-time Students

### Completing the Health History Form & and the online Health Insurance Selection Process.

**Health History Form** – The Health History Form is included in the admissions packet that is mailed to students who have accepted admission to the University. The form should be completed and returned to the University Health Service (UHS) by the deadline below. The original form must be returned. The form is scannable and cannot be faxed. It is a good idea to make a copy of the form before you mail 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.
- Students not in compliance with all requirements by the first day of classes will be subject to a late fee, may be withdrawn from the University, and may have subsequent semester registrations blocked.
- If you need assistance, call (585) 275-0697 or toll free at (888) 363-2519. You may also contact the office by e-mail at [hhf@uhs.rochester.edu](mailto:hhf@uhs.rochester.edu).

#### Also included in the Health History Form packet:

- *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. This document is available on the UHS web site in “Basics about UHS.”
- *Meningococcus 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.
- *HPV Vaccine Information Sheet* – The HPV vaccine (Gardasil®) has been added to the Health History Form as a recommended vaccine for female students. A fact sheet from the Centers for Disease Control (CDC) provides information about this vaccine that is effective for the prevention of cervical cancer & other diseases caused by HPV.
- *Use of Email for Communication of Non-Urgent Health Concerns* – Your consent is required for you and your health care provider to use email for communication of personal health information. This form is available on the UHS web site in “Basics about UHS.”

#### Health History Form Due Dates:

Fall Entering Students  
Spring Entering Students  
Simon School, Summer & Other Acceptance

#### RETURN BY:

June 30  
December 31  
Within 4 weeks of acceptance

**Health Insurance Selection Process** – Health insurance is required for all full-time students. Every year, every full-time student must complete the online Health Insurance Selection Process to let the University know what their insurance coverage will be. Completing the online process by the dates above will help assure accurate billing and coverage by the start of classes.

- To enter the online Health Insurance Selection Process, click on the pink box on the UHS home page. Students need their University Net ID and password to make their selection.
- Students can enroll in University-sponsored Excellus BlueCross BlueShield (BC/BS) insurance, or they can choose to remain covered by their own (or their parent’s or spouse’s) insurance. Information about the BCBS insurance program is available on the UHS web site in “Health Insurance for Full-time Students.”
- If you have questions about health insurance and/or completing the Health Insurance Selection Process, contact the UHS Insurance Advisor at [insurance@uhs.rochester.edu](mailto:insurance@uhs.rochester.edu) or by phone (585-275-2637).

**Mandatory Health Fee** – In addition to health insurance, all full-time students must pay the mandatory health fee. This fee covers primary care visits to UHS, time-limited therapy at the University Counseling Center (UCC), and health promotion services. This fee appears as a charge on the student’s tuition bill.