

Greetings from Oklahoma Wesleyan University Student Health Services!

My name is Debra Cook, but everyone calls me “Nurse Deb”. I am your campus nurse. My office is in the Mueller Sports Center. There are a few items I will need from you to keep on file in the Student Health Office. Before you register for classes you should have the following medical records. **If you send these records into my office early, this will expedite your time in the Student Health Department line when you come to register.**

STUDENT HEALTH OFFICE AND MEDICAL ATTENTION

The university provides a Registered Nurse who assists with the routine medical needs of the campus community. Hours are posted on the door of the Student Health Services Office. Local physicians act as consultants and referral sources for those who need special attention.

In case of an accident or serious illness, a member of the staff contacts the nurse or a doctor or assists the student in obtaining necessary medical assistance. A limited amount of first aid supplies are available in the Student Health Office. Any student who is on prescription drugs, medications, or under a physician’s immediate care should register with the nurse.

MEDICAL FORMS

The student fills this form out **completely**, signs and dates. If any student wishes to use the OKWU student health services and take advantage of the insurance program, a medical form must be completed before enrollment. All traditional students whether living on campus or off campus must have a medical form completely filled out and signed by the student. If a student fails to complete a medical form s/he will be prevented from participating in campus activities such as intramurals, intercollegiate competition, official school representation, etc.

PHYSICAL EXAMS

This exam is done the summer before the student begins school and is filled out and signed by the physician who performed the exam. All traditional students living on campus or off campus, or who will be involved in any campus activity, such as intramurals, intercollegiate competition, official school representation must have a college entrance physical exam.

IMMUNIZATION RECORD

You can get a record at the student’s physician’s office. Sometimes they are with the high school transcripts. The nurse must have a record of the student’s immunizations. In the state of Oklahoma it is mandatory for all students to have had their MMR and Hepatitis B shots. If there is any reason that the student has not had these and does not want to receive them, they must sign a waiver form. Meningitis immunization is highly recommended for all freshmen living on campus. They must receive a meningitis brochure and sign a form stating that they have received this shot, intend on receiving it,

do not want to receive it, or turn in an immunization record stating that they have received the shot.

CONSENT FOR TREATMENT FORM

This is a form that must be notarized. It is advisable to have one if the student is 20 or younger and plans to be traveling with the school for any reason. In some states the age of adulthood is 21 and the student must have a consent signed by a parent or guardian for treatment to be administered.

INSURANCE FORMS

For the benefit and protection of all traditional students, each student must be covered by an insurance policy. **All students are required to have medical insurance. The student must sign an insurance form with Student Accounts every year stating their intent.** If the student does have his/her own primary insurance, the insurance that OWU provides becomes a secondary insurance coverage only. This means that the parent's insurance coverage is utilized first, then the insurance with the school will provide additional coverage if necessary. This is especially important for injuries sustained while a student-athlete is participating in intercollegiate athletics. The student must go to a doctor/facility that is in network with their primary insurance. **The school will need a copy of the primary insurance card on file.**

If a student has not made arrangements to provide his/her own insurance, OWU will provide coverage and charge the cost to the student's account. The amount for school insurance will show up on the student's account.

The university nurse will assist with the filling out of insurance claim forms for any student needing help. The claim forms should be completed and given to the medical facility that is used (doctor, ER, rehab, etc.) and a copy given to the nurse. The nurse is available to help the student with his/her insurance claims, but is not responsible to take care of this for the student. **The student is responsible for payment of all bills incurred.**

Well that is about it. I look forward to meeting you. Have a great year and God bless!

"Nurse Deb"

Debra J. Cook, M.S.N., R.N.

Director of Student Health Department

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