



Phillips Academy
ANDOVER

Isham Health Center 2013–2014



Checklist

New Students Need to Return:	Returning Students Need to Return:
<ul style="list-style-type: none"><input type="checkbox"/> Medical Questionnaire for New Students<input type="checkbox"/> Record of Immunization and Physical Exam form<input type="checkbox"/> Permission for Medical Care form<input type="checkbox"/> Health Insurance Enrollment/Waiver form<input type="checkbox"/> Meningococcal Consent/Waiver form <p><i>Please keep copies for your files.</i></p>	<ul style="list-style-type: none"><input type="checkbox"/> Medical Questionnaire for Returning Students<input type="checkbox"/> Permission for Medical Care form<input type="checkbox"/> Health Insurance Enrollment/Waiver form <p><i>Please keep copies for your files.</i></p>

Please return all forms by July 1, 2013.

Note: These forms also are available as PDF files at www.andover.edu/isham.

May 2013

Dear Phillips Academy Students and Parents:

Many of you, especially new students and parents, may have questions about your health care at school next year. This document is a description of services available at Isham Health Center and a summary of some important policies. The health center is committed to providing quality health care for acute and chronic medical problems, comprehensive preventive medical services, and health education.

Enclosed is a packet of forms that we hope will assist you in communicating detailed and accurate medical information to help us provide care for your child's medical needs while he/she is away from home. It has been our experience that we usually become the primary health-care providers for children who are attending Phillips Academy. Thus, it is very important that we receive detailed medical information about your child. (Also, documents detailing the **Patients' Bill of Rights** and the **Notice of Privacy Practices** are available at www.andover.edu/isham. If you would like a hard copy, please contact the health center at 978-749-4455.)

The health center providers and staff look forward to meeting your child in September and to taking care of his/her health-care needs while at Phillips Academy.

Sincerely,

The Isham Health Center Providers and Staff

Please return all materials to Isham Health Center in the enclosed envelope by *July 1, 2013*.

INTRODUCTION

Isham Health Center is an 18-bed hospital facility staffed 24 hours a day by registered nurses, with physician coverage while school is in session. The school physician keeps regular daytime hours in the health center for urgent-care needs, walk-in visits, and scheduled appointments, and is on call at other times. In addition, there are several community pediatricians and family practitioners who may serve as the covering physician on weekends or other times. The health center has an associated medical-dental staff of 50 local specialists and subspecialists who will see PA students on short notice for consultation on specific problems as needed. Emergency care is available at nearby Lawrence General Hospital. More complicated problems can be referred to Children's Hospital in Boston.

The health center has laboratory and X-ray facilities available on-site, as well as a pharmacy. Specific programs include nutritional counseling, reproductive health services, a weekly orthopedic/sports medicine clinic, a monthly dermatology clinic, and psychiatric services. Psychological services are available through Graham House, the Academy's counseling center, or through referrals to mental health professionals in the area. Regular orthodontic care can be arranged through the health center. Dentistry, ophthalmology, ENT, and other surgical and medical specialists can be seen off campus by appointments made by the health center. If any of your child's needs for consultative medical care is nonurgent or elective, we will try to call you first in case you prefer to make specific arrangements for care at home or elsewhere.

As with other aspects of life at Phillips Academy, students will need to take some responsibility for their own health; for instance, they will need to seek medical attention when ill or injured, take medications as prescribed, and keep follow-up medical appointments. Boarding students who are ill are required to come to the health center to be excused from classes, rather than remaining alone in their dormitories. We have 12 inpatient beds for overnight stays and additional bed space for students who need to rest or convalesce for part of the day. Outpatient visits with the school physician or nurse practitioner can be scheduled in advance, and students can walk in at any time, 24 hours a day, to see a nurse. If your child needs ongoing medical treatment or care for a specific problem while at school, please let us know. Students' physicians from home are encouraged to contact us regarding any follow-up care, lab tests, X-rays, or physical therapy that they wish to arrange for times when students are at school.

SPECIAL CLINICS AND OUTSIDE REFERRALS

An orthopedic/sports medicine clinic is scheduled weekly at the health center by Dr. Tahsin Ergin of Essex Orthopedics for students referred by the school physician or outside physicians. Most athletic or traumatic injuries that require the care of an orthopedist will be referred there. The athletics training staff is also present to receive instructions on rehabilitation. Copies of Dr. Ergin's dictated notes will be sent home to you. Copies of X-rays taken may be brought home by students if requested. All charges associated with the orthopedic clinic will be billed by Essex Orthopedics to your primary insurance carrier.

A dermatology clinic is run on a monthly basis by Dr. Michael Terlizzi and is announced on PANet. All charges for services rendered will be billed directly to your primary insurance. Psychiatrists schedule regular office visits in the health center and bill independently for their services.

Referrals to any other specialists within the Andover community or in Boston can be made upon parental request or upon referral by the school physician or other physicians.

For transportation to off-campus appointments, the health center employs several part-time drivers. Charges for transportation are billed through the comptroller's office and will appear on the Academy tuition bill.

MEDICATIONS

Students are permitted to keep and take prescribed medications in their dormitories unless the prescribing physician or a parent requests otherwise. **However, to ensure student safety, all psychotropic medications, including medications for attention deficit disorder or ADD (e.g., Ritalin, Adderall, Concerta), antidepressants, and medications for anxiety or mood disorders, need to be kept in the health center and are dispensed to students in one- or two-week supplies.** Please note that students are given the responsibility to pick up their medications and take them as prescribed. If you feel your child may not be able to assume this responsibility, please contact us so we can discuss possible alternate arrangements.

Experience has shown that some students taking Ritalin or similar drugs may make the drug available to other students. This practice can significantly jeopardize the health of others and could result in dismissal from the Academy. Please discuss these concerns with your child if he/she has been prescribed Ritalin or a similar medication for ADD. Students diagnosed with ADD or other learning problems are advised to contact the Academic Skills Center at the Oliver Wendell Holmes Library early in the year to discuss any specific educational needs.

Please contact the health center if your child needs permission for a small refrigerator for specific medications. Parents who are physicians are urged to resist the temptation to make a diagnosis over the telephone and send their child medication on that basis. Please note that we are not able to administer allergy sera injections at the health center. If your child needs allergy injections while at school, we are happy to help make arrangements with a local allergist.

DISABILITIES

If your child has a physical, psychological, or learning disability that may require accommodations, please contact Pat Davison, coordinator of student disability services, in the Oliver Wendell Holmes Library (978-749-4365) at your earliest convenience.

INFECTIOUS DISEASES

For the welfare of your child and the entire school community, you are strongly advised to inform the Medical Director of any

potentially serious infectious medical conditions your child may have (e.g., hepatitis B or C, tuberculosis, HIV infection). Such information will remain strictly confidential and will not be released to anyone without your permission.

MEDICAL RECORDS AND CONFIDENTIALITY

Similar to other medical facilities, medical records and visits to the health center are treated with confidentiality. While it is the obligation of every employee and agent of the Academy to maintain the privacy and confidentiality of patient medical information, the Academy must also balance matters of privacy and confidentiality with safeguarding the interests and well-being of our students and our community. Thus, the Academy requires, as a condition of enrollment, that parents and students consent to permit the Medical Director of the Isham Health Center ("health center") or his/her designees and the counselors from Graham House to disclose to authorized employees and agents of the Academy, who have a need to know, the minimum amount of medical and/or psychological information necessary to protect the health, safety, or welfare of the student and/or the community. Students and parents who have questions with regard to confidentiality and its limits should direct those questions to the Medical Director or his/her designee or to the Administrator at the health center. In the event of a disclosure to authorities required by law, every effort will be made to notify the student and/or parents in advance. If your child has a medical condition you feel his/her house counselors should be aware of, please inform them directly.

HEALTH INSURANCE

Included in this packet you will find information about health insurance. As in previous years, Supplemental Health Insurance (Plan A) is required for all students with their own insurance from home, in order to ensure that we can provide optimal care for your child. If you do not have adequate health insurance for your child while he/she is at Andover, if you have Medicaid or Champus/Tricare, or if your child is an international student, you will be required to subscribe to Phillips Academy's Primary Health Insurance (Plan B). This policy, which we obtain through an outside carrier, is reasonably priced and comprehensive. Students who do not qualify for Supplemental Health Insurance (Plan A) are required to have Primary Health Insurance (Plan B).

The cost of all outpatient visits with nurses, appointments with the nurse practitioner or school physician, and counseling sessions at Graham House is included in your tuition and health fee. There are charges for diagnostic tests (laboratory, X-ray, etc.), immunizations, all prescription and many nonprescription medications, medical supplies, and appointments with outside physicians. There is also a daily charge for overnight (inpatient) stays at the health center. Under most circumstances, Plan B coverage or your primary insurance should cover these charges. If your primary insurance will not cover charges due to deductibles, being out of network, or other reasons, charges usually will be covered under the Supplemental

Health Insurance (Plan A). However, we must receive an explanation of benefits or a denial of payment from your primary insurance carrier before we can bill the supplemental insurance carrier. If we do not receive a response from your primary insurance carrier, all outstanding charges will become your responsibility. Please go to the following link to read the brochures for coverage details of the school's insurance plans: <http://www.andover.edu/StudentLife/HealthWellness/IshamHealthCenter/FormsAndConsents/Pages/SchoolEntryForms.aspx>

Our insurance specialist is happy to answer any questions you may have.

Although most medical services are covered by health insurance, some are not, including charges associated with some immunizations, transportation to medical appointments off campus, routine physical examinations, copying of medical records and X-ray films, and some other elective services. Physicians and dentists seen outside of the health center generally will bill you directly.

PERMISSION FOR MEDICAL CARE FORM

This form must be returned before your child arrives on campus in the fall. You will need to sign a new form each year. It allows us to administer routine medical care and to initiate emergency medical treatment for your child in the event we cannot contact you. Please keep us informed of any changes in your addresses and telephone numbers so we may contact the appropriate person(s) in the event of an emergency.

PROOF OF IMMUNIZATION

Massachusetts state law requires that before enrollment in high school, all students must be fully vaccinated against measles, mumps, and rubella (MMR), polio, diphtheria, pertussis, tetanus, hepatitis B, and varicella. Documentation of immunizations must be provided on the Record of Immunization and Physical Exam form. In addition, Massachusetts law requires that all new boarding students receive the meningococcal meningitis vaccine prior to enrollment. (The vaccine is recommended for all other students.) If your child does not have the required immunizations prior to arrival at Phillips Academy, he/she will be unable to register for classes, as mandated by state law. If your child is missing any of the required immunizations, your physician should administer them at the time of the physical examination. If you have religious or medical reasons for declining immunization, we must be informed in writing so your child may be exempted. Please note that yearly flu vaccines are recommended and provided to all interested students.

NEW STUDENTS

Please complete and return the medical questionnaire for new students. Please note that a recent physical exam—within 12 months of entering PA—is required for all new students.

RETURNING STUDENTS

A yearly physical exam is strongly recommended.¹ Please have your physician send us the results of any recent physical exams. Beginning with academic year 2014–2015, a physical exam will be required within 12 months of starting the new year. If significant new health problems develop or if new medications are prescribed, please forward to us a written report from your physician. Also, be sure to let us know if there are any new restrictions to physical activity or sports. Please fill out the Medical Questionnaire for Returning Students and return it to us with the Permission for Medical Care form. Note that nearly all colleges require a physical exam within six to 12 months of matriculation. Arrangements should be made for these physicals to be done at home during the spring break or in June. Because of the large number of graduating seniors, we are unable to perform these physicals at the health center.

DAY STUDENTS

Day students attending Phillips Academy are always welcome to use the health center and all its resources while school is in session. As the health center is closed during the trimester breaks, it is important for day students to maintain an ongoing relationship with their primary care physician. You should consult with your primary care physician anytime school is not in session. If your child is home ill and will not be able to attend classes on a given day, you should call the health center so we can place your child on a class excuse list.

COMMUNICATIONS WITH PARENTS

Because there are approximately 10,000 student visits to the health center each year, we will not inform you every time your child comes to see us. We will make every effort to contact you if your child needs to go off campus for medical care or if a serious medical problem arises. In addition, you will be contacted if your child has been admitted to the health center overnight. Please let us know if you have any special requests regarding notification of your child's routine visits to the health center. Please also feel free to contact us at any time if you have any questions about your child's health or if you have any other specific concerns or requests.

¹ If you reside in Massachusetts and wish to secure a physical exam for your child, you may contact your family health-care provider, or you may consult with your local school committee or board of health about obtaining such an exam.