

There is a charge for lab tests performed at the Student Health Center and/or specimens sent out to the Reference Lab (QUEST).

Payment for lab tests, pharmacy and supplies is expected at time of service.

It is your responsibility to pay the charges incurred the **same day** of your visit. Stop by the SHC Cashier's window before leaving. If you have a prescription for the SHC Pharmacy, take it to the pharmacist and he will direct you back to the Cashier to pay for your prescription before picking up your medicines.

If you are unable to pay in full today, notify the cashier and you will be placed on Registration Hold until payment is made in full. This is following the Board of Regents policy.

All labs within normal limits **WILL NOT** be given over the phone. You may pick up lab results in _____ days. Picture ID is required to pick up card. Lab Notification cards are destroyed after 30 days from the date of lab review. You may request a Lab Notification Card be mailed to you or you may schedule an appointment with a clinician to review your lab results in about 10 to 15 days.

If your lab results **ARE** abnormal, **you will be contacted** by phone and/or mail. Please keep your address and phone number current, so we may contact you.

You may request a copy of your test results, by completing the Authorization for Disclosure of Patient Health Information. Forms are available in the SHC lobby. Your request will be processed within **15 business days** and copies will be mailed to the address provided. The copying fee of **\$.60 per page** will be charged to your SHC patient account.

If you prefer to pick up the copies, you may call us at 895-0680 to check the status of your request. If you want copies sent to a healthcare provider, please provide complete name, address, telephone and fax number of your physician.