Watkins Health Services (WHS) welcomes you to The University of Kansas!

As you begin this new chapter in your education, we stand ready to assist you with your health care needs. WHS is an appointment-based health center, but also meets walk-in needs. We offer a “Nurse Helpline” to assess student needs and answer medical questions 24 hours a day! If our building is closed or if emergency care is required, Lawrence Memorial Hospital is available, as is Douglas County Fire & Ambulance for response and transportation.

For complete information on WHS including our hours of service, visit our website at studenthealth.ku.edu.

We need you to complete the following forms:

**Form #1. Immunization Screening History** – This form is available at: http://studenthealth.ku.edu/sites/studenthealth.drupal.ku.edu/files/docs/ImmandHHF.pdf

This must be completed and signed by a provider in PAPER format, or you may submit an official copy of your immunization records. If you have questions, please contact the WHS Immunization Compliance Office at (785) 864-9533.

Please submit this form or the official copy of immunization records by ONE of these processes:

- During your “New Student Orientation” session, or
- By Fax: (785) 864-5327, or
- By taking to Watkins Memorial Health Center during the first week of school, or
- By mailing to this specific address:

  **ATTENTION:**
  Immunization Compliance Office
  KU Watkins Health Services
  Watkins Memorial Health Center
  1200 Schwegler Dr.
  Lawrence, KS 66045-7538

We need you to complete three additional forms ONLINE. Directions for completing these forms:

- 72 hours after you have enrolled in classes at KU, go to the Watkins Health Services website at www.studenthealth.ku.edu.
- Click on the box “LOG INTO myWHS” and then use your assigned university login. You will then be inside YOUR account in our secure patient portal.
- Select “Forms” on the left side of the page; then click the form name.

**Form #2. “Health History Form”** – This form can be completed online and includes your personal medication history, medication/material allergies, personal and family medical history, hospitalizations and/or surgeries. After providing your health history information, click on “Submit Final” toward the bottom of the document.

*International Students – This online Health History process does NOT apply to you. We will work with you upon your arrival at KU to complete this form.*
**Form #3. “Notice of Privacy Practices”** – After reading this document, you may click the “Acknowledge” box and also click the “Proceed” box to submit the completed form. This Privacy notice describes how medical information about you may be used and disclosed and how you can get access to this information.

**Form #4. “Treatment Agreement”** - After reading this document, you may click the “Acknowledge” box and also click the “Proceed” box to submit the completed form. This form allows the patient to consent to treatment and acknowledge financial responsibility.

**And Finally… PLEASE Review your health insurance.**
Because the potential for financial hardship is so great in unexpected health related situations, students at KU are strongly encouraged to have health insurance. To assist in this effort, The Kansas Board of Regents (KBOR), in cooperation with the universities in Kansas, sponsors a voluntary health insurance plan designed specifically for students. United HealthCare Student Resources is the carrier for this plan, which is fully compliant with the federal health care law. The plan offers comprehensive benefits for a premium which may be considerably less than students could find in other commercial plans.

For more information on the KBOR plan, or to enroll, go to [uhcsr.com/ku](http://uhcsr.com/ku).

If students have other coverage, the plans should be reviewed for any “prior authorization” or “referral” requirements from the carrier. If KU Watkins Health Services (WHS) is in-network or out-of-network with insurance carriers, benefit coverage may vary depending on the plan. Provided with the appropriate information on an initial visit, WHS can file claims with insurance carriers, with the exception of Medicare, Medicaid, or HealthWave, as WHS is not a participating provider with these plans. Charges not covered by insurance plans are the student’s responsibility for payment.

For questions about using insurance at the health center, call the Watkins Health Services Business Office at (785) 864-9522.

Sincerely,

**Carrie A. Hildenbrand, MA, RHIA**
Health Information Manager, Registration & Records
Watkins Health Services
University of Kansas
Lawrence, KS 66045-7559

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Watkins Memorial Health Center
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KU is an EO/AA institution.