END OF SEMESTER MENTAL HEALTH MONITORING
FOR SUMMER, WINTER GRADUATING STUDENTS

Effective Date
This policy goes into effect April 1st each year to assist with the care of students needing psychotropic medications at the end of a semester who will not be in Flagstaff for their required follow-up visit 3 to 4 weeks after starting the medication.

Reason for the policy
The end of the semester presents unique challenges to beginning a psychotropic medication. When started on medications, best clinical practice requires a follow-up appointment with a prescribing provider (not a counselor) within 3-4 weeks of starting the medication. The provider must see you to ensure you are tolerating the medication and that you are not having any dangerous side effects. Because of this, and the need for your safety and the best quality care, we require that you schedule a follow-up visit in the town in which you will be residing.

Important: We will not turn away a patient who wants to be seen. However, it is important to be aware of possible limitations on starting medications at end of semester (the decision will be made on a case-by-case basis, according to risks/benefits of starting medications vs. not starting medications)

Follow these steps:

1. Do you think you might want to start medications for your mental health issue (i.e. depression, anxiety, sleep disorder, panic attacks, bi-polar disorder)? Yes No (if no, make your appointment with the psychiatric provider and if the provider and you decide medications will be helpful, the following will then apply to you).
2. If yes, will you be outside of Flagstaff and unable to come to Campus Health Services for a follow-up appointment in 3-4 weeks? Yes No (if no, you can follow-up at Campus Health Services)
3. If yes, find a prescribing provider in the town in which you will be staying 3-4 weeks after your appointment. It is recommended that this provider be a psychiatric nurse practitioner, an Adult or Family Nurse Practitioner or a physician (Family Practice, Internist, General Practitioner, or Psychiatrist). Tell the provider’s office that you need a follow-up appointment after starting a medication 3-4 weeks prior while away at school and make the appointment.
4. Make your appointment with the psychiatric provider at Campus Health Services. Fill out the following information and bring it to your psychiatric evaluation appointment. This information will allow us to send your records to the provider selected for your follow-up care.

   Name and Title (MD, PMHNP, NP) of follow-up Provider: ________________________________

   Phone number of follow-up Provider: ________________________________

   Fax number of follow-up Provider: ________________________________

   Date and Time of follow-up appointment: ________________________________

5. YOU MUST ALSO sign a “Release of Information” form PRIOR to your CHS appointment in order for the CHS provider to fax the confidential psychiatric evaluation to your provider who you will see over the Summer/Winter Break or after graduation. The instructions to find/sign this form are as follows:
- Go to www.campushealth.nau.edu
- Log in
- Put in your date of birth
- Go to messages
- Go to new messages
- Go to release of medical records
- Sign and submit medical (not counseling) form

Please sign below indicating that a “Release of Information” has been processed:

________________________________________________   ________________
Signature         Date

6. This form **MUST** be signed and brought to your upcoming appointment at CHS for a psychiatric evaluation.

**WHAT HAPPENS IN THE PSYCHIATRIC EVALUATION AT CAMPUS HEALTH SERVICES**

- During your appointment at CHS, you will have a full one-hour psychiatric evaluation. This will allow us to explore all the psychiatric disorders to make sure nothing is missed and to look at your family, social, medical and past psychiatric history. This evaluation is done in order to make an assessment of what may be a diagnosis of a psychiatric disorder and to make a medication recommendation, if appropriate.

- During this appointment, we may or may not recommend medications. This will be assessed on an individual patient basis and based on patient safety, risks and benefits. Whether medications are started or not at your CHS appointment, we will be able to provide a printed evaluation with our recommendations for medication treatment.