

STANDARD OPERATING PROCEDURES
FOR
LCCC COUNSELING AND CAMPUS WELLNESS RN HEALTH CLINIC

- I. The purpose of the health clinic RN is to provide health care services/education/referrals to any student currently enrolled at LCCC
 - A. The hours of operation for the RN health clinic office will be: Monday, Wednesday, Thursday and Friday from Noon to 3:00
 1. Students may call ahead for an appointment to see the nurse or walk in during available hours.
 2. RN will also be present for and assist with the Tuesday evening UWFP clinic between the hours of 6-8pm
 - B. The nurse will be available to assess and treat minor injuries and illnesses, provide first aid, perform clinic designated Clinical Laboratory Improvement Amendments (CLIA) waved laboratory tests, administer designated Over the Counter (OTC) medications, provide health counseling and education on birth control and other health/wellness concerns, make referrals to local physicians and other community resources as needed.
 - C. Any Emergent Illness or Injury 911 will be called. Laramie County Community College Campus Safety will be automatically alerted once 911 is called. The RN will provide direction to Student Health Clinic staff, Campus Safety and remain with the student until emergency help arrives.
- II. Prior to being seen, students will need to provide their student ID and sign and/or complete the following: (info should be updated at new semester, or initialed with no change)
 - A. Consent to Treat
 1. Authorization to Share Medical Information/or Decline
 2. Provide contact Information for follow up
 - B. Receipt of LCCC Privacy Practice Information
 - C. Health History Questionnaire