It is recommended that this policy be eliminated for the following reasons:

1. The essence of the document describes the Counseling Center but doesn’t make any statements or describe any processes that are relevant to guiding University function. The statement made in this policy are really internal operating procedures unique to the Counseling Center.

2. This is not a system policy. The statements below only apply to services offered at the Tampa campus.

3. The only true policy statements in this document relate to item II.B. - “Service Eligibility.” This topic is covered in USF Regulation 6.0161 Access to Student Health Services and the Counseling Center.

I. INTRODUCTION (Purpose and Intent)

The Counseling Center is the University of South Florida System’s (USF System) comprehensive, community-based psychological human service provider. The Center’s mandate is to enhance students’ ability to learn and to adjust to college life by strengthening their intellectual, social and emotional functioning. This is accomplished through preventive services; psychological and psychiatric treatment; substance abuse services; career counseling; learning enhancement; pre- and post-doctoral internship and practicum training; consultation to academic, service and administrative units; and professional contributions and service to the public and private sectors of the community.

The focus on student issues and academic success define the Counseling Center as a unique and specialized service that is linked to the USF System and Administrative Services. For a detailed description, view http://usfweb.usf.edu/counsel.

II. STATEMENT OF POLICY

A. PROGRAM ADMINISTRATION

Fully accredited as an independent Counseling Center by the International Association of Counseling Services (IACS), the Counseling Center is staffed by professional psychologists and psychiatrists licensed to practice in the State of Florida. Center programs include:
Counseling Services
Psychiatric Services
Testing and Assessment
Outreach and Consultation
Veterans Services
Employee Assistance Program (EAP)
Center for Addiction and Substance Abuse Program
Cognitive-Behavioral Program
Training and Research

The Center also maintains a liaison with the state Division of Vocational Rehabilitation (VR) by housing a VR counselor available to deliver services to USF students. The Counseling Center Director reports to the Associate Vice President for the Division of Student Affairs. The pre-doctoral internship in professional psychology is fully accredited by the American Psychological Association (APA).

B. SERVICE ELIGIBILITY
Counseling Center direct services are available to currently registered USF System students who have paid the student health fee and to non-students who were enrolled during a prior semester and who have paid the student health fee during the present semester.

USF System staff, faculty and administrators are provided direct services through the Employee Assistance Program. USF System consultation services are provided through the Counseling Center and EAP when such requests are consistent with the mission of the Center.

C. PROCEDURES
USF System students, faculty or staff may expect to be evaluated for treatment at any time during normal business hours through a prescheduled appointment, walk-in appointment or an emergency screening. Based on this evaluation, students or employees may be offered the option of participating in any of our time-limited services/programs or, on some occasions, may be provided appropriate external referrals.

Clinical records maintained within the Counseling Center and EAP are monitored by professionally trained program assistants who utilize the Client Information Database System. Issues of confidentiality, privacy, content, and security regarding psychological records are enforced by state and national rules, laws and standards that regulate psychology as a discipline, relevant accreditation boards (the International Association of Counseling Services, the American Psychological Association), the USF System Information Disclosure and Confidentiality Policy, the Ethical Principles of Psychologists (Principle 5: Privacy and Confidentiality), Chapter 490, Florida Statutes and Chapter 64B19, F.A.C.

Regional campuses and separately accredited institutions may have unique counseling center characteristics. Students, faculty and staff must check with their individual campuses and apply System-wide policies in conjunction and consistent with the specific characteristics and guidelines applicable to those campuses.
Authorized and signed by:
Dr. Jennifer Meningall, Vice President for Student Affairs
Judy Genshaft, President