**Bemidji State University**

**Student Center for Health & Counseling**

**CLIENTS’ RIGHTS AND RESPONSIBILITIES**

YOUR RIGHTS INCLUDE:

1. The right to be treated with respect, consideration and dignity regardless of your race, age beliefs, sex and/or lifestyle.
2. The right to receive an explanation of your diagnosis, treatment, and prognosis in terms you can understand.
3. The right to receive the necessary information to participate in decisions about your care and to give informed consent before any diagnostic or therapeutic procedure is performed.
4. The right to refuse treatment, except as prohibited by law, and to be informed of the consequences of making this decision.
5. The right to expect that your personal privacy will be respected by all staff at the Student Center for Health and Counseling.
6. The right to expect that your medical records will be kept confidential and will be released only with your consent, or in cases of medical emergencies, reporting communicable disease to the State Health Department, or in response to court-ordered subpoenas. (Confidentiality can be violated if the individual poses a significant threat of harm to self or others).
7. The right to know the names and positions of people involved in your care by official name tag and/or personal introduction.
8. The right to full explanation of any research or experimental procedure proposed for treatment and the opportunity to give your informed consent before any procedure will begin.
9. The right to ask and receive an explanation of any charges that may be made by the SCHC even though they may be covered by insurance.
10. The right to obtain another medical opinion prior to any procedure or treatment.
11. The right to review any medical records created and maintained by the SCHC regarding your care and treatment.

YOUR RESPONSIBILITIES INCLUDE:

1. Providing accurate, honest and complete information concerning your present and past health history to your health care provider.
2. Asking question if you do not understand the explanation of your diagnosis, treatment, prognosis or any instructions.
3. Keeping appointments on time, or if necessary to cancel scheduled appointments.
4. Communicating with faculty in order to make up missed class work.
5. Any fees billed to you.
6. Following rules and regulations that are posted within the SCHC.
7. Providing proof that you are a registered student at Bemidji State University.
8. Honoring the terms of equipment loans and other special arrangements that you make with the SCHC.
9. Providing the SCHC with constructive criticism of your experience at the SCHC to allow our continued improvement of services.