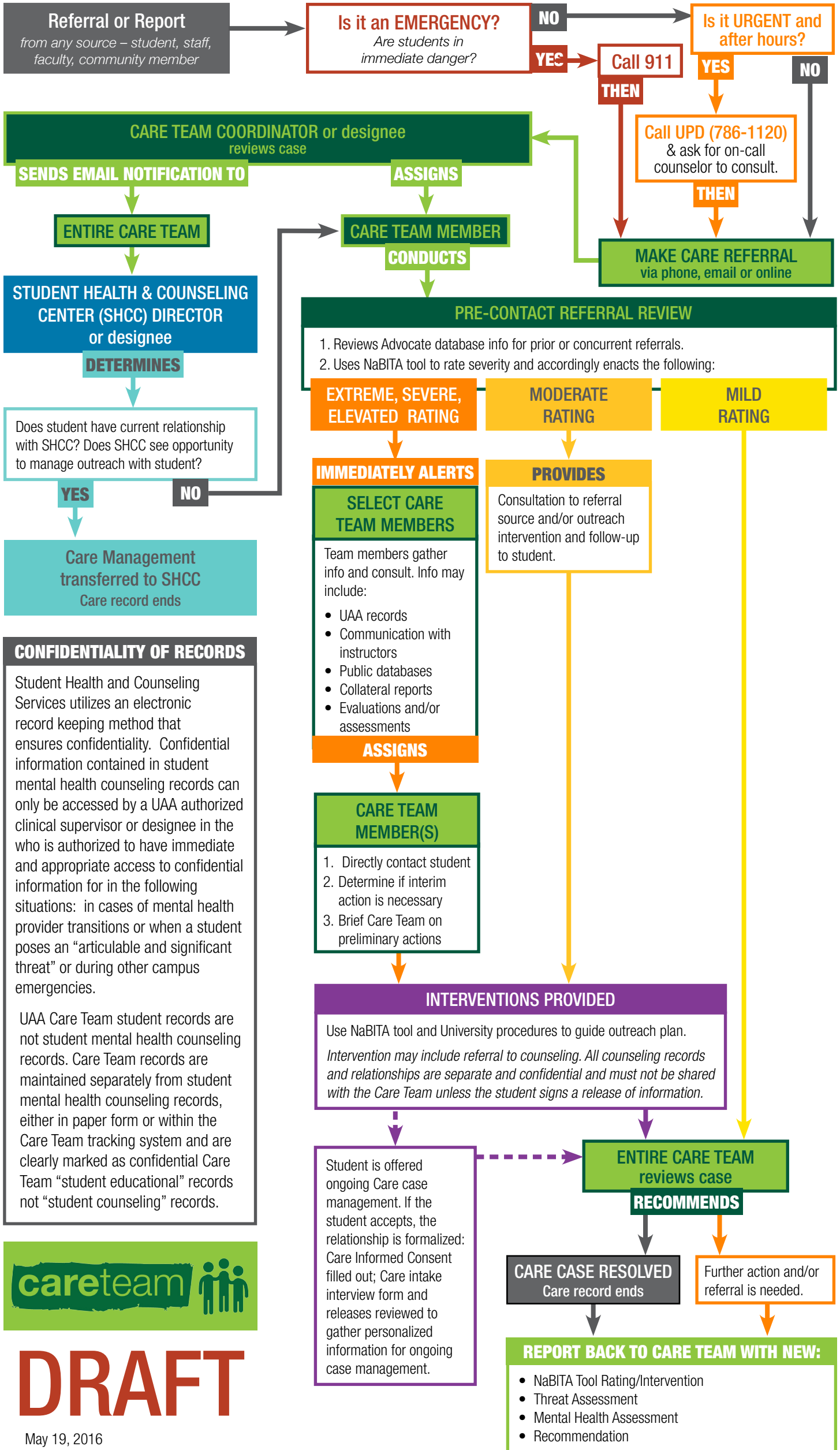


Appendix D: UAA Care Team Actionable Case Workflow



CONFIDENTIALITY OF RECORDS

Student Health and Counseling Services utilizes an electronic record keeping method that ensures confidentiality. Confidential information contained in student mental health counseling records can only be accessed by a UAA authorized clinical supervisor or designee in the who is authorized to have immediate and appropriate access to confidential information for in the following situations: in cases of mental health provider transitions or when a student poses an “articulable and significant threat” or during other campus emergencies.

UAA Care Team student records are not student mental health counseling records. Care Team records are maintained separately from student mental health counseling records, either in paper form or within the Care Team tracking system and are clearly marked as confidential Care Team “student educational” records not “student counseling” records.



DRAFT