

## Health Service Hours of Operation\*

**BY APPOINTMENT ONLY!**

*Monday – Friday  
9 am – Noon  
and  
1 – 4 pm*

*Health Service Closes for President's  
Chapel and daily for Lunch.*

*Dr. Appointments\*  
Tuesday  
1 – 4 pm  
and  
Friday  
9 – Noon*

**\* Hours are subject to change  
Closed for President's Chapel  
and Daily for Lunch**

For Questions Regarding the  
MBI Student Health Insurance  
please contact Risk  
Management Department at  
**(312) 329-4367**

Hours current as of 04/01/07.

## HEALTH RECORDS\*

All students are required to have updated health records on file in Health Services. These must be documented on our forms in order to meet Illinois State Law.

These include...

For Undergraduate Students

- ❖ Immunization Records
- ❖ TB Skin Test
- ❖ Physical Exam
- ❖ Personal Health History
- ❖ HIPAA

For Graduate Students

- ❖ Immunization Records
- ❖ TB Skin Test
- ❖ Personal Health History
- ❖ HIPAA

*\*There is a \$50 handling fee for all incomplete Health Records. A hold will also be placed on your student account, prohibiting the student from registering for future classes at MBI, obtaining transcripts, and accessing grade reports.*



Moody Bible Institute  
Health Service  
Smith Second Floor  
820 N. LaSalle Blvd  
Chicago, IL 60610  
312-329-4417

[healthservice@moody.edu](mailto:healthservice@moody.edu)

## HEALTH SERVICE



*Your Guide to Student Health...*

## *Commonly Asked Questions...*

### **Q. How do I know if I should come to Health Service?**

A. You should consider coming to health services for the following reasons...

- ❖ You are nauseous/vomiting
- ❖ You think you might have a fever
- ❖ You have an injury such as a sprain/strain
- ❖ You are bleeding
- ❖ You are having an asthma attack
- ❖ You need your blood pressure/sugar checked
- ❖ You are feeling faint/dizzy
- ❖ You have a rash
- ❖ You need splinters or stitches removed

### **Q. What if I am sick and miss class?**

A. Students are required to email their professors in a timely manner (preferably prior to the missed class session). This email will serve as a notification to faculty, and as a record of the reason for your absence. Copies of these emails must be submitted along with any over cut appeal forms submitted to the Committee on Academic Standards. **Please refer to the current *Student Life Guide* for additional information.**

### **Q. What if I have questions about Health Insurance?**

A. Health Service cannot answer your health insurance related questions. Risk Management handles all student health insurance issues. Risk Management is located on the 4<sup>th</sup> floor of Crowell Hall, and can be reached by calling ext. 4367.

### **Q. Do I have to have the student Health Insurance to be treated in Health Service?**

A. No. All students can have the convenience of being treated on campus by our Health Service Staff. All students must present their insurance card at the time of service.

### **Q. Is there a charge to see the nurse or doctor?**

A. There is no charge to see a nurse. However, there is a charge to see the Campus Physician. A Doctor's appointment costs between \$35 and \$65. This charge is based on the number of issues raised during the appointment, and the amount of time spent with the physician. There are additional charges for any Lab Work, Immunizations, and TB Skin Tests that may be needed.

### **Q. How can I pay for services?**

A. Students can pay either by cash, check, or charge their student account. Payment is due at time of service.

### **Q. Can services obtained in Health Service be billed to my insurance company?**

A. No, the student is responsible for payment of all services. However, we do provide each student with an itemized form that can be submitted to their insurance company for reimbursement for services received in Health Service. Because each insurance company is different, the student will need to check with the insurance company to determine what services are covered.

### **Q. Do I need an appointment to obtain services in Health Service?**

A. An appointment is needed to have an Elementary Education Physical, to see the Doctor, to have Lab Work done, to complete Health Records, or to see a nurse. Appointments are on a first come, first serve basis, and can be made with the Office Coordinator located on the 2<sup>nd</sup> floor of Smith Hall, by calling x 4417, or emailing healthservice@moody.edu.

### **Q. What should I do if Health Service is closed?**

A. If it is a medical emergency and you need immediate attention, contact Culby Desk at ext. 4209. The desk worker will contact the RS on duty and if necessary the Public Safety's H-E-L-P line at ext. 4357 to assist you.

### **Q. Can Health Service give me a referral to a doctor in the area if I need specialized treatment?**

A. Health Services can direct you to doctors in the area if the campus physician is not available for immediate assistance. We also have a list of referrals for various services throughout the Chicago area that is available to all students and employees. You will need to check with your insurance company in order to guarantee coverage.

### **Q. What do I need to bring with me if I need medical attention off campus?**

A. You should always carry your insurance card, a list of medications you take, and any other important medical information should be kept in your wallet or purse.

### **Q. I am going on a mission trip and need immunizations. Can I receive these immunizations in Health Service?**

A. Health Service offers the following...

- ❖ MMR
- ❖ Tetanus/Diphtheria
- ❖ Meningitis
- ❖ Hepatitis A and B (Series must be began at least 6 months prior to departure from MBI)
- ❖ Influenza\*

\*Only offered during the cold and flu season, and only while supplies are readily available.

Health Service also has information on local travel Clinics that is available to all students and employees.