

FLORIDA A&M UNIVERSITY BOARD OF TRUSTEES



NOTICE OF PROPOSED AMENDED REGULATION

DATE: February 22, 2023

REGULATION CHAPTER NO.: Chapter 2

REGULATION CHAPTER TITLE: Student Affairs

REGULATION TITLE AND NUMBER: Counseling Services (2.006)

SUMMARY OF REGULATION: This amendment clarifies that counseling services are available to currently enrolled students and are based upon a student's individualized needs. The revision also specifies the criteria for professional staff to submit documentation in support of a student's request for a term or retroactive withdrawal.

AUTHORITY FOR REGULATION: Section 7, Article IX, Florida Constitution and Board of Governors Regulations 1.001.

RESPONSIBLE VICE PRESIDENT/UNIVERSITY OFFICIAL INITIATING THIS REGULATION: William E. Hudson, Jr., Ph.D., Vice President for Student Affairs.

PROCEDURE FOR COMMENTS: Written comments concerning this proposed regulation shall be submitted within 14 days of the date of this notice to the person identified below. The comments must specifically identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS: William E. Hudson, Jr., Ph.D., Vice President for Student Affairs, 1735 Wahnish Way, Suite 303, Tallahassee, Florida 32307-3100, (850) 599-3183 (Telephone), (850) 599-2674 (Fax), william.hudsonjr@famu.edu OR Dr. Anika Fields, Director, Office of Counseling Services, 1735 Wahnish Way, Suite 304, Tallahassee, Florida 32307-3100, (850) 599-3145 (Telephone), (850) 599-8481 (Fax), anika.fields@famu.edu.

FULL TEXT OF THE PROPOSED REGULATION: The full text of this amended regulation follows:

**Florida A&M University
Regulation**



2.006 Counseling Services.

(1) Counseling services are available to currently enrolled students only, beginning the first day of each term the student is enrolled. ~~All referrals are by appointment only~~. All services are confidential except as required stated by law. Students may obtain services on a walk-in or appointment basis when in crisis, based on staff availability. All other services are by appointment only.

(2) Upon the written request of an adult student (18 years or older) and emancipated minors or the guardian of a minor student (17 years or younger), if appropriate, the Office of Counseling Services (Counseling Services) will make a student's records available to the person ~~so~~ designated on the Release of Information Request Form, as required by law. Counseling Services has ten (10) business days to provide the requested information.

(3) All Counseling Services records are kept at the Office of Counseling Services ~~in a locked cabinet on Titanium Schedule~~, a secure Electronic Medical Record (EMR) Service and are maintained for seven years after the last entry on contact with the student's Counseling Services records has reached the age of 18. After this time period has elapsed, all records are disposed of properly to protect the confidentiality of the student.

(4) Counseling Services are ~~limited to short term treatment (i.e., no more than 12 individual sessions a semester)~~ provided based on a student's individualized needs. Currently, students can choose in-person counseling or virtual counseling through Zoom Healthcare platform. In addition, Counseling Services partners with an online company that provides additional virtual counseling services through their virtual platform are available.

(5) Students who require more intensive outpatient services will be referred to community agencies for mental health care at the student's expense.

(6) For the purpose of requesting a term or retroactive withdrawal, the professional staff may submit supporting documentation for a student's petition when the professional staff has direct

evidence that the student is, or has been, a threat to self or others during the semester in question, or when the student has experienced severe symptoms and has participated in ~~utilized the Office of Counseling services for~~ at least four counseling sessions ~~visits~~ within a four-week period ~~the semester in question.~~ has experienced severe symptoms, and has a diagnosis listed in the current Diagnostic and Statistical Manual of Mental Disorders.

Specific Authority 1001.74(4) FS. Law Implemented 1001.74(4)(10) FS. History—New 10-1-75, Formerly 6C3-2.06, Amended 9-14-87, Amended June 29, 2006, Amended _____, 2023.