

Frequently Asked Questions on Immunizations & Health History

1. Do I submit hardcopy forms in the mail/fax/email? **No. Starting this year all immunization and health information must be SUBMITTED ONLINE through the Student Health Portal. To access the portal please go to <http://medi.furman.edu>.**
2. When are my online forms due? **June 15, 2016.**
3. What if I can't access the Student Health Portal? **Please contact Student Health Services by email studenthealth@furman.edu or call us at 864-294-2180.**
4. How do I login into the portal? **You will need your Furman issued username and password.**
70. What if I wanted to take a form to the doctor for him/her to review Furman's general immunization requirements? **To view the general immunization requirements please visit [j vr<dy y y 0wt o cp0f whwf gpvktgj gcnj IRci gulfqt o utur z '0'](#)**
6. How do I upload my immunization and medical documentation if I do not have a scanner? **You can take a picture of your documents using your smartphone or camera, then save your images to your computer for uploading to the portal.**
7. If I'm a Furman Athlete do I need to complete the online immunization and health history information for Student Health Services? **Yes. All incoming students (freshman, international, and transfer students) must complete the forms in the Student Health Portal.**

If students fail to complete their information, then you could be removed from classes, unable to remain in residential housing, unable to play your sport, and/or unable to register for classes.
8. Do I need a TB Test (tuberculosis screening)? **All incoming students (freshman, international, and transfer students) are required to have this screening performed within this year (valid test dates must be given between August 2015 – August 2016). Vj ku'uetggpki 'hqt o 'y knif gyto kp'kh'v g'uwf gpv'pggf u'c'VD'Unkp'Vgu0**
9. Do I need to get a Tetanus Booster? **Yes. Your booster must be given in accordance to your Furman graduation year, so if you received your booster in 2011 your shot will be valid until your graduation year of 2020. Any booster before 2011 is not valid.**
10. Do I need immunization titers for Hep B, MMR, Varicella (Chicken Pox)? **If you did not receive the full dose series of each of the required immunizations, then you are required to get the titer.**
11. I had Chicken Pox when I was young, do I still need a titer? **Yes, to prove your immunity to Chicken Pox you must have a Varicella Titer.**
12. How will I know if I'm missing something or if further actions are required? **PLEASE CHECK YOUR FURMAN EMAIL!!!!Students will be contacted through their Furman University Email Address that**

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will be provided to them. Our staff is constantly reviewing records throughout the summer, so please monitor your Furman email address and respond to our staff in a timely manner.

13. I am having difficulty getting everything by the **JUNE 15th** deadline. All my information will not be complete. Would it be alright to send everything late? What are the penalties if turning such information in late? **Our staff tries to be as flexible as possible, but students and guardians must understand that everyone is held to the same standard. This is why it is important to attempt to meet the deadline. If the student cannot do this in the given timeframe he or she must contact Student Health Services. We update our records daily to seek 100% compliance for Furman University.**

*****If you are a noncompliant student you could be removed from class, unable to remain in residential housing, unable to play your sport, and/or unable to register for classes. *****

14. Do I need a physician's signature for my health forms to be compliant? **As stated on the last page of the health form packet a healthcare provider's signature is only required for PPD or other vital medical information.**
15. Is a physician examination required to be completed before I matriculate to Furman University? **No. A physical examination is NOT required to enter into Furman University. It is important to remember that Student Health Services is your primary care away from home. We STRONGLY ENCOURAGE students to present us with any extra information pertaining to health history if felt necessary.**
16. What if I need a medical or religious exemption for my immunization? **Provide a legal state form with appropriate information as to why you need an immunization waiver, or complete Student Health Services' form that can be found online at our website or in the Student Health Portal under the "Forms" button. Once the proper form is complete, please upload the forms in the "Upload" section in the Student Health Portal.**
17. What if I don't have health insurance, does Furman University require me to have it? **No. You are not required to have health insurance, but it is recommended. Furman does not provide student domestic student and would like health insurance please visit www.healthcare.gov .**

If you have any remaining questions please contact Furman's Student Health Services at studenthealth@furman.edu or call at (864)-294-2180.

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Access to Furman's Student Health Portal

- (1) Access Furman University's Student Health Portal website by clicking "**Complete Our Online Form**" or by visiting the website at <http://medi.furman.edu/>
 - You must use an updated version of **Explorer, Chrome, Firefox, or Safari**
- (2) Once you have accessed the website, login by using your username and password provided to you by Furman Information Technology department
 - **Once you have logged in, please make sure to turn off your internet pop-up blocker for the website in-order to complete the necessary information for each of the forms.**
- (3) After logging into the Student Health Portal webpage, you should be able to locate the "Home, Immunizations, Insurance, Forms, Messages, and Upload" buttons on the top of the webpage.

Buttons on Student Health Portal:

- a. **Home** – Provides directions to sections that need completion and Student Health contact information.
- b. **Immunization** - Click the **Immunization Button** to enter the dates for your immunizations. In addition enter your TB Risk Assessment Date and TB Screening Form Dates and Results. Once all dates are entered press "**Submit**" at the bottom of the page.

****Remember*** Verification documentation is required for your immunizations. Click the **Upload Button** to upload a copy of your immunization records for review. If you received immunization titers, please upload your titer results in the "Upload" Section.*

- c. **Insurance Information:** You are required to provide a front and back copy of your insurance card if you have health insurance.
 - Click the **Insurance Button** to complete all necessary information to be submitted to Student Health.
 - Click the **Upload Button** to upload a front and back copy of your insurance card.
- d. **Forms** - Click **Forms Button** to complete the "Comprehensive Student Health History",

** Furman's Immunization Waiver Form can be downloaded in this section**

- e. **Upload** – You are required to upload supporting documentation to each section:

Immunization Record

TB Risk Assessment

Insurance Card (Front & Back)

TB Screening Form (If Necessary)

Titers (If Necessary)

Pertinent Medical Records

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Instructions for Uploading Documents

Step #1: Scan and save your documents individually to your local computer. This is completed outside of the Patient Portal using your scanner software. If you are uploading multiple documents, you will need to scan and save each document as a separate file on your local machine. For example, if you are uploading a copy of your insurance card and your immunization record, you need to scan and save each one as a separate file.

*****What if you don't have a scanner?*****

Take a picture of your information using your smartphone or camera. Upload your information after saving the pictures to your computer from your smartphone or camera.

- **Images must be .gif, .png, .tiff, .jpg, .jpeg. Documents must be .txt or .pdf.**
- **File must be smaller than 30 MB. Scan in black and white, or at a setting of 150 DPI to achieve a smaller file.**
- **Be sure your file names do not include any special characters.**

Step #2: In the “**Choose document you are uploading**” drop down menu provides a list of documents that can be uploaded.

Step #3: Next you click on Select File, and locate the file on your local machine.

Step #4: You will then click on the Upload button. The document will be listed below, as a confirmation that the document was added to the queue. If you made a mistake you may delete the file by clicking on the X at the end of the document name which is listed next to the Change box.

Step #5: Repeat Steps #2 though #4 for each document you are uploading.

Step #6: All the documents you have chosen to upload will appear in the “**Documents already on file**” section as a confirmation they were successfully uploaded.

- **PLEASE MAKE SURE YOUR NAME AND DATE OF BIRTH ARE ON ALL SUPPORTING DOCUMENTATION!**
- **Outside medical information such as previous lab results or ADD/ADHD records must be coordinated with Student Health Services before uploading.**
- **If information is eligible you WILL BE REQUIRED TO SUBMIT YOUR INFORMATION AGAIN (NO EXCEPTIONS)**