

# Chapter 12. Counseling and Mental Health Center

## Subchapter 12–100. General Provisions

### Sec. 12–101. Purpose

The purpose of the Counseling and Mental Health Center (CMHC) is to assess the needs of students with mental health concerns and connect them to the most appropriate CMHC or community resource. The CMHC provides crisis intervention, individual counseling, group counseling and psychiatric services and medication, if indicated.

### Sec. 12–102. Definitions

In this chapter, unless the context requires a different meaning, the following definitions apply.

- a. “Executive Director” means the executive director of the Counseling and Mental Health Center.
- b. “Services” means services provided by the Counseling and Mental Health Center.
- c. “University” means The University of Texas at Austin.
- d. “Student” means a person enrolled at the University.

## Subchapter 12–200. Administration

### Sec. 12–201. Duties of the Executive Director

- a. The executive director will:
  1. maintain and administer programs and services so they relate meaningfully to the mental health needs of the student body and the consultation or training needs of students, faculty and staff,
  2. appoint assistants and coordinators for various phases of program planning, administration and development, and
  3. designate specific staff members to perform assigned duties in the absence of the executive director.
- b. The executive director is responsible for the mission and services of the CMHC and is administratively responsible to and reports regularly to the associate vice president for health and well-being.

### Sec. 12–202. Duties of the Directors and Associate Directors

- a. The directors and associate directors are responsible for the duties assigned by the executive director.
- b. During the executive director’s absence, the directors, as designated, will assume the duties of the executive director.

## Subchapter 12–300. Services Provided

### Sec. 12–301. Services Provided to Students

The services provide general and specific functions which include:

- a. brief assessment and referral to determine which CMHC or community resources are most appropriate for the needs of the student;
- b. individual counseling,
- c. group counseling,
- d. psychiatric evaluation and medication services,
- e. crisis intervention, triage and 24/7 CMHC crisis line,
- f. access to 24/7 real-time virtual counseling available via chat and phone,
- g. integrated health services in collaboration with University Health Services,

- h. counselors in academic residence (CARE),
- i. mental health consultation and workshops,
- j. traumatic events responses as requested, and
- k. internships, practicum and residency programs for graduate-level, professional and medical students.

### Sec. 12–302. Services Provided to the University

CMHC provides mental health consultation services to faculty, staff and administrators regarding student mental health concerns. Upon request, CMHC also responds to traumatic events impacting the campus and provides consultation to students, faculty, staff and administrators about coping with these events. CMHC is also a training facility for university professional and graduate students in counseling psychology, clinical psychology, social work, and medical school.

## Subchapter 12–400. Counseling and Mental Health Center Records

### Sec. 12–401. Confidentiality of Records

- a. All original medical records (whether electronic or paper) and other records of treatment, whether originating within CMHC or another facility or provider, are the property of CMHC.
- b. Confidentiality of CMHC records is governed by the laws of the State of Texas and applicable federal law. A notice of CMHC privacy practices is available at <http://cmhc.utexas.edu/ppn.html>.
- c. With certain exceptions, a student has the right to review, inspect or request copies of their medical record.
- d. Many items summarizing patient care are available on the patient portal. Additional information from patient records will be release only with informed written consent.

## Subchapter 12–500. Fees, Payment for Services, Eligibility for Counseling and Mental Health Center Services and Medical Withdrawals

### Sec. 12–501. Fees

CMHC is funded by student tuition, university subsidies, charges to student clients, and grants and private contributions. Services are currently provided at no charge to students, except for psychiatric services. For more information about CMHC charges and payments go to <http://www.cmhc.utexas.edu/charges.html>.

### Sec. 12–502. Payment for Services

Any student who incurs charges for CMHC services must pay the charges owed. If payment is not received or arrangements for payment are not made within 10 days of the date charges are posted to “What I Owe,” a financial hold will be placed on the student’s record. Students with a hold can contact the UHS/CMHC Billing and Insurance Office to discuss options that will allow them to register. Diplomas and/or continued registration will be withheld until outstanding charges have been paid. When necessary, CMHC will assist students in making arrangements for payment

### Sec. 12–503. Eligibility for Counseling and Mental Health Center Services

An individual may use CMHC if:

- a. the person is a currently registered student at the University;
- b. the person is a student covered by the Vice President for Student Affairs Inter-agency Agreements such as the University of Texas Medical Branch and the University of Texas Health Science Center,
- c. the person was registered during the semester immediately preceding the semester when services are requested (excluding University students who have graduated or withdrawn from the

University before the twelfth class day of the current semester) and will enroll the semester immediately following the time services are requested,

- d. the person has paid the access fee and is a visiting scholar/ researcher who is not officially registered for classes at the University, a post-doctoral fellow or a person enrolled in the English as a Second Language Program,
- e. the person has withdrawn from the University but was enrolled after the twelfth class day of the current semester,
- f. the person is attending an orientation session for new students, but is not registered for the current semester, and requires CMHC crisis services,
- g. the person is admitted to the University but is not registered for the current semester and requires CMHC Brief Assessment and Referral (BART) services or
- h. the person meets one of the criteria above (a-h), is age 12 to 17 and is able either to consent to their own treatment according to the State of Texas statute or has appropriate written consent from a parent or guardian.

#### **Sec. 12-504. Medical Withdrawal**

Requests for withdrawal from the university due to mental health reasons may be initiated at the request of the student. Applications to request consideration of a medical withdrawal should be submitted to Disability and Access. Disability and Access will involve CMHC as indicated by the student's individual circumstances.