

長榮大學特殊疾病學生個案管理須知

Chang Jung Christian University Student Case Management Regulations for Special Diseases

103 年 9 月 10 日衛生委員會會議通過

Approved on September 10, 2014 by the Health Committee Meeting.

第一條為維護及加強特殊疾病學生在校時的安全與健康，訂定「長榮大學特殊疾病學生個案管理須知」（以下簡稱本須知）。

Article I The Chang Jung Christian University Student Case Management Regulations for Special Diseases (hereinafter referred to as the Regulations) is formulated to protect and strengthen the safety and health of students with special diseases when in school.

第二條特殊疾病學生指慢性病未癒需預防再發或協同照護者、傳染疾病需予監測或隔離者、重大傷病需長期追蹤診療者、先天性疾病需長期追蹤照護者、或特殊疾病與狀況者。

Article II Students with special diseases refer to those with chronic diseases who need recurrence prevention or co-care, those with communicable diseases who require monitoring or isolation, those with major illnesses or injuries who need long-term follow-up treatment, those with congenital diseases who need long-term follow-up care, or those with other special diseases and conditions.

第三條透過學生自行求助、相關單位轉介、因校園急症救護管道發現、或健檢資料得知前述學生狀況，在徵得學生同意下，本校衛生保健組列案管理，直到學生病癒超過一學期（不需前往醫院繼續追蹤）、個案拒絕被收案、或個案離校時方得結案。

Article III With their approval, students with the abovementioned conditions found through student initiated request for assistance, referral, campus emergency rescue channels or health checkup shall have their case

managed by the University's Health Services Section. Case management shall terminate when the student has recovered for more than one semester (hospital follow-up no longer required), when the student refuses case management or when the student has left the University.

第四條 個案管理之內容包括身心狀況與治療情形評估、資源瞭解、健康指導、溝通代言、治療協調、轉介服務、資料建檔登錄與持續追蹤。

Article IV The content of case management includes physical and mental status and treatment assessment, resource assessment, health guidance, communication and advocacy, treatment coordination, referral service, database collection and ongoing follow-up.

第五條在尊重學生意願下，衛生保健組工作人員得向學生及其家長瞭解病情與治療；為求學生學習品質與安全，必要時得視學生需要報請學校召開聯合會議；同時必要時得調整其課業與活動。

Article V With respect to the wishes of students, the staff of the Health Services Section may consult with students and parents on their condition and treatment. To ensure the learning quality and safety of the students, a joint University meeting may be requested according to student needs, and at the same time, coursework and activities may be adjusted if necessary.

第六條個案疾病控制不良、健康行為嚴重干擾學習、或因身體因素常缺席之際，應加強提供個案關懷與照護。

Article VI Case management and care shall be increased in the event that student disease is poorly controlled, health behaviors are seriously interfering with learning, or students are often absent due to physical condition.

第七條對於具特殊性、長期性、危險性疾病之個案，需定期追蹤並提供護理指導。

Article VII Regular follow-up and care guidance are required for cases with special, long-term and dangerous diseases.

第八條對罹患傳染性疾病學生，應依衛生主管機關相關法令辦理，並需經醫師證明已無傳染性後方得返校；返校後應實施個案管理，並提供健康指導與心理支持。

Article VIII Students with communicable diseases shall be handled in accordance with the relevant laws and regulations of competent health authorities, and they shall be certified by a physician as no longer contagiousness before being allowed to return to school. Upon return to school, case management shall be implemented, and health guidance and psychological support shall be provided.

第九條當重大事件發生、個案狀況危及生命時，應依「長榮大學緊急傷病處理辦法」給予緊急救護、通知家長、分層通報並紀錄。

Article IX In case of a major incident, or dangerous or life-threatening situation, emergency rescue shall be provided in accordance with the Chang Jung Christian University Contingency, Injury and Illness Management Regulations. Parents shall be notified and stratified report filed and recorded accordingly.

第十條 個案管理過程應尊重學生與家長之感受，隨時提供支持與協助。

Article X Case management shall be conducted in a manner that is respectful of the feelings of students and their parents, and shall provide support and assistance at any time.

第十一條個案資料之蒐集、處理與運用，應遵守「個人資料保護法」之規定，尊重當事人權益，依誠實及信用方法為之。所有資料應予保密，不得無故洩漏，但應教學、輔導、醫療之需要，經學生之監護人同意或依其他法律規定應予提供者，不在此限。

Article XI The collection, processing and utilization of case information shall comply with the provisions of the Personal Information Protection Act, respect the rights and interests of the parties involved, and based on honesty and trust. Except for teaching, counseling or medical treatment purpose, all information shall be kept confidential and shall not be disclosed without cause. Release authorized by the guardian of students or as required by law shall be exempted from this stipulation.

第十二條為維護個案的隱私權，所有建檔書面資料應有妥善之安全保護措施；
書面紀錄由本組密件保存至少七年。

Article XII To protect case privacy, all written documents shall be properly protected by security measures. Written records shall be secured by the Health Services Section for at least seven years.

第十三條本須知經衛生委員會通過後，陳請校長核定後公布實施，修正時亦同。

Article XIII The Regulations are issued and implemented upon approval by the Health Committee Meeting and subsequent approval by the University President; the same procedures shall be applied to any amendment.