

UCLA HEALTH CLEARANCE INSTRUCTIONS

All students are required to obtain a health clearance in order to study abroad on UCEAP. This process is designed to safeguard your health while abroad. It is in your best interest to be open and candid about your health issues. It is your responsibility to begin and complete the health clearance process by the deadline indicated on your [UCEAP Pre-Departure Requirements](#). Note: the process may take 2 or more weeks. Start now.

Most students have one of two options to start their health clearance:

- 1) **Option 1: Online** via the UCLA Ashe Center website.
- 2) **Option 2: In-person** at the UCLA Ashe Center or through a personal physician

FIRST STEP: Refer to [this table](#) to determine which option is available for your program and then follow the instructions for the respective option below.

OPTION 1: ONLINE via the UCLA Ashe Center website. This option still requires you to, ultimately, **mail, fax or email** the Health Clearance Form to UCEAP.

Online Health Clearance Instructions:

- 1) Go to the [UCLA Ashe Center website](#), click “Patient Sign-In,” and log in.
- 2) Click “Messages” on the left-hand bar and then select “New Messages.”
- 3) Select “Request Immunization titers/TB/STI/Pregnancy Tests or EAP clearance” then click “Continue.”
- 4) Read the instructions, fill in the boxes to complete the online Confidential Health History Form (CHHF), and click “Send.”
- 5) Print & keep a copy of your Confidential Health History Form (CHHF) for personal reference. Take the CHHF with you abroad in case you need medical attention.
- 6) Click “Proceed.” You should receive an auto-response message in your inbox immediately.
- 7) An Ashe Center clinician will review your submission and respond to you via secure message within 3-5 business days.
 - a. If there is need for an appointment, you will be instructed to schedule an appointment for additional consultation before your Health Clearance Form is approved.
 - b. If there is no need for an appointment, you will receive your Health Clearance Form via secure message. The Ashe Center cannot mail or fax you this form.
- 8) **Mail, fax or email the completed, signed original Health Clearance Form to:**
 - *Mail to Name of Specialist/Advisor, UCEAP Systemwide Office, 6950 Hollister Ave #200, Goleta, CA 93117-5823*
 - *Fax to 1+805-893-2583*

• *Email to [specialist/advisor email address]. IMPORTANT NOTE: Using non-encrypted email to send your completed health clearance is not private or secure. Also, there is a possibility that the email could be intercepted and read by others whom you did not intend to receive it. Keep another copy for your personal reference.*

OPTION 2: IN-PERSON at the UCLA Ashe Center or through a private physician

Students will use the in-person health clearance option if: 1) the online process is not an option for their program, 2) they prefer to get their health clearance completed by a private physician, and/or 3) are seeing a specialist for a serious, ongoing condition. Note: The physician, health provider, and/or specialist must be licensed and cannot be an immediate family member (AMA Code of Ethics E-8,19).

In-Person Health Clearance Instructions:

- 1) Make an appointment** with the UCLA Ashe Center or your private physician (only if this option is available in the [table](#) below) and any specialist you may be seeing for a serious, ongoing condition. You can make an appointment with the Ashe Center by calling 310-825-4073. The cost of the Ashe Center health clearance assessment is free for students with UCSHIP and \$30 for students without UCSHIP. If a further health evaluation or physical exam is needed there may be additional costs. See the Ashe Center site for more [fee information](#).
- 2) Print the [Confidential Health History Form](#) and the [Health Clearance Form](#).** Complete the Confidential Health History form prior to your appointment.
- 3) Arrive on time for your appointment** to avoid any fees or penalties. If you must cancel, do so prior to any penalty period. Give both forms to the doctor and ask them to follow the instructions on the Health Clearance Form carefully.
- 4) Leave a copy of the Confidential Health History Form (CHHF)** with your doctor so that they will have it on file in case of an emergency. Keep a copy for your personal reference. Take the CHHF with you abroad in case you need medical attention.
- 5) Mail, fax or email the completed, signed original Health Clearance Form and a copy to:**
 - Mail to Name of Specialist/Advisor, UCEAP Systemwide Office, 6950 Hollister Ave #200, Goleta, CA 93117-5823
 - Fax to 1+805-893-2583
 - Email to [specialist/advisor email address]. **IMPORTANT NOTE:** Using non-encrypted email to send your completed health clearance is not private or secure. Also, there is a possibility that the email could be intercepted and read by others whom you did not intend to receive it.

Reference Table Below



Use the Table Below to Determine Which Health Clearance Process to Use

Please choose the online process if it is an option for your program (unless you have ongoing health issues and prefer to see an Ashe Center doctor or private physician in-person). Clicking on a link below will take you the steps to start that option.

UCEAP Country/Program	Where Can I Complete my Health Clearance?
Argentina	Ashe Center Online or Private Physician
Australia	Ashe Center Online or Private Physician
Barbados	Ashe Center Online or Private Physician
Belgium	Ashe Center Online or Private Physician
Botswana	Ashe Center Online Only
Brazil	Ashe Center Online or Private Physician
Canada	Ashe Center Online or Private Physician
Chile	Ashe Center Online or Private Physician
China: Summer, Fall, Spring	Ashe Center Online or Private Physician
China: Year	In-Person Ashe Center or Private Physician
Costa Rica	Ashe Center Online or Private Physician
Cyprus	Ashe Center Online or Private Physician
Czech Republic	Ashe Center Online or Private Physician
Denmark	Ashe Center Online or Private Physician
Dominican Republic	Ashe Center Online or Private Physician
France	Ashe Center Online or Private Physician
Germany	Ashe Center Online or Private Physician
Ghana	Ashe Center Online Only
Hong Kong	Ashe Center Online or Private Physician
Hungary	Ashe Center Online or Private Physician
India	Ashe Center Online Only

Indonesia	Ashe Center Online or Private Physician
Ireland	Ashe Center Online or Private Physician
Israel	In-Person Ashe Center or Private Physician
Italy	Ashe Center Online or Private Physician
Japan	In-Person Ashe Center or Private Physician
Jordan	Ashe Center Online or Private Physician
Korea	Ashe Center Online or Private Physician
Mexico	Ashe Center Online or Private Physician
Morocco	Ashe Center Online or Private Physician
Multi-City Programs	Ashe Center Online or Private Physician
Netherlands	Ashe Center Online or Private Physician
New Zealand	Ashe Center Online or Private Physician
Norway	Ashe Center Online or Private Physician
Russia	In-Person Ashe Center or Private Physician
Singapore: Summer, Fall, Spring	Ashe Center Online or Private Physician
Singapore: Year	In-Person Ashe Center or Private Physician
Solomon Islands	Ashe Center Online Only
South Africa	In Person Ashe Center Only
Spain	Ashe Center Online or Private Physician
Sweden	Ashe Center Online or Private Physician
Switzerland	Ashe Center Online or Private Physician
Taiwan	In-Person Ashe Center or Private Physician
Thailand	Ashe Center Online Only
United Kingdom	Ashe Center Online or Private Physician