University Health Services (UHS) Online Appointment Scheduling

You may now schedule some Primary Care/Women’s Care (Gynecology-GYN), Behavioral Health and Health Education appointments by following these steps:

1. Access myUK by going to https://myuk.uky.edu and logging in using your LinkBlue ID

2. Click on the Student Services Tab and then the myInfo link at the top

3. Click on the Student Health link at the bottom of the menu on the left hand side of the screen

4. You can begin scheduling a new appointment by clicking on the New Appointment link on the left hand side of the screen

5. In the “Clinic” dropdown box, select either Student Health Clinic (Students only) for Primary care and Gyn problems or Health Education (STUDENTS ONLY) for tobacco cessation counseling; or Behavioral Health (Students only) for follow up medication check appointments.

6. Select the appropriate “Date” and “Time” ranges that meet your scheduling needs

7. In the “Provider” dropdown box, either select ALL or choose the name of the provider that you prefer.

8. Select the reason for your appointment from the “Reason” dropdown box using the guide below:

   **Student Health Appointment reasons:**
• **Allergy shot with the nurse** - established allergy shot patients only. New patients must call the appointment line at 859-323-2778. After your first visit, you will be able to schedule your allergy shots online.

• **Annual Well Woman GYN exam** - Annual visit for a pap test/pelvic exam, contraception (birth control) counseling/renewal and/or STI testing as indicated. *If this will be your first GYN exam or first time starting birth control, please schedule an appointment for the Sexual Health session prior to your exam by calling 859-323-2778.* If you are having a GYN problem, please select the Gynecology (GYN) medical problem.

• **Cold, flu, sore throat or respiratory problem** - any respiratory illness including colds, flu, sore throat, sinus, cough, ear pain.

• **Gynecology (GYN) medical problem** - FEMALES ONLY - any GYN/female problem EXCEPT excessive vaginal bleeding, pelvic or abdominal pain or pregnancy problem. If you are having vaginal bleeding, pelvic or abdominal pain or pregnancy problem, you must call the PIN at 859-323-4636 to be assessed by the nurse. In case of an emergency, call 911 or go to the nearest Emergency Room.

• **Medical problem or concern (NO GYN problems)** - any medical problem or screening not listed under one of the other appointment reasons. Females who have a GYN problem or need an STI check should use the “Gynecology (GYN) medical problem”. *If you are having pelvic pain/abdominal pain, chest pain or depression/anxiety, you must call the triage nurse at 859-323-4636 so she can make sure you are OK to wait for an appointment. In case of an emergency, please call 911 or go to the nearest Emergency Room.*

• **Nausea, Vomiting or Diarrhea** - any nausea, vomiting, diarrhea (regardless of how long you have had the symptoms). *If you are having severe abdominal pain (belly pain)—you must call the triage nurse at 859-323-4636 so she can make sure you are OK to wait for an appointment. In case of an emergency, please call 911 or go to the nearest Emergency Room.*

• **Nurse visit for a Flu shot** - Use to schedule a 10 minute appointment with the Primary Care Nurse to receive a flu shot (students only).

• **Nurse visit for NEW Health Science Students, International Students or Form completion more than 3 pages** - Health Science Students who need TB skin test/immunizations; International Students who need to meet TB skin test requirements; or if you have a form greater than 3 pages which needs completed by the nurse (Medical school rotations/internships which require immunization information to be recorded by the nurse).

• **Nurse visit for returning Health Science Students or anyone needing a simple TB skin test** - Use this if you are a returning Health Science Student or if you need a simple TB skin test for student teaching, camp counselor, travel abroad. This is a 10 minute appointment to be used for simple TB skin Tests. If you need anything else, please use the “nurse visit for New health science....”

• **Physical exam (NO GYN)** - use for a general physical exam for work/student teaching/basic check up to make sure you are healthy. If you are having problems/symptoms, please use the reason code most appropriate for your symptoms. *YOU MUST CALL 859-323-2778 TO SCHEDULE THE FOLLOWING TYPES OF PHYSICALS: PEACE CORP, SCUBA DIVING, RHODES SCHOLAR, FULBRIGHT, PRE-OP, TRAVEL TO AUSTRALIA. These require special times/physicians. ALSO--WE DO NOT PROVIDE DEPARTMENT OF TRANSPORTATION/DRIVING PHYSICALS. YOU MUST GET THIS DONE AT AN APPROVED FACILITY.*

• **Travel Advice** - Use this to schedule an appointment for advice regarding immunizations for travel abroad. You must bring your immunization records with you to the clinic. You need to know exactly what countries/cities you will be visiting.

• **Verification of minor illness** - Use this to schedule a virtual appointment (not a real appointment) when you have a minor illness or injury which does not require a clinic visit but you need something to show
your professors if you must miss class. You will complete a form online and then UHS will send you an email confirming you have a minor illness/injury which has prevented you from attending class. You are limited to using this 8 times per semester so use it wisely.

**Tobacco Counseling Appointment Reason:**
- **Tobacco Treatment counseling with Fadyia Lowe** - Get the help you need to successfully quit using tobacco products. Free nicotine replacement therapy is available (patches, gum and lozenges). If you can’t find an appointment to meet your needs, you may email Fadyia at fadyia.lowe@uky.edu.

**Behavioral Health Appointment Reasons:**
NEW PATIENTS CANNOT SCHEDULE ONLINE APPOINTMENTS. New patients, please call 859-323-5511 to schedule an appointment.
- **Follow up Visit/Medication Check**: This is for established patients to schedule follow up visits/medication check with Dr. Neltner, Dr. Littleton or NP Molenaar. If you are seeing a resident/fellow or NP Student, you cannot schedule online (you must call 859-323-5511 to schedule or reschedule your follow up appt). **THIS CANNOT BE USED BY NEW PATIENTS** (New patients must call 859-323-5511 to schedule an initial appointment).

9. Click SEARCH at the bottom.

10. Click “Select” next to the appointment that best fits your schedule

You will receive an email confirmation for your appointment.

**To CANCEL An Appointment:**

1. Click “Home” link on the left hand side of the screen

2. Scroll to bottom of screen and find the appointment you wish to cancel

3. Hit the CANCEL button

You will receive an email appointment cancellation confirmation.