

Employee Health FAQ

The clinic is Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliant and will not share information without your consent.

1 Is it mandatory that I participate?

No. The Employee Health Clinic and any wellness programs are benefits to employees designed to assist with health care needs and reduce out-of-pocket medical expenses.

2 I'm concerned medical information gathered at the clinic could be passed along to my supervisor/manager and be used in some way against me. What assurances do I have that this will not happen?

All medical records and information fall under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and are confidential.

3 Is there paperwork such as a "return to work" form showing in and out times at the clinic to be used when an employee returns to the workplace?

There is not a return to work form; however, you will be asked to sign an attestation form which will let us know that your supervisor is aware you are away from your workspace for a medical visit (no details as to why is required).

4 What are the details about not having to use sick time?

You do not have to use sick leave to visit the Employee Health Clinic or the Behavioral Health Program. If you are sent home by our provider because of illness, sick leave starts after departure from the clinic.

5 Why do I (employee) not need to use my sick leave to go to an appointment at the Employee Health Clinic, but I have to use my sick leave to go to a doctor's appointment?

The benefit of not using sick leave to be seen at the Employee Health Clinic is an incentive to use the offered clinic and to save both the county and the employee money.

6 Is there a Behavioral Health Service?

Yes, the Health Department has a Behavioral Health Program, to include working with anxiety, depression, substance abuse, social work, or marriage counseling.

7 Will services be by appointment or walk-in?

Provisions for both scheduled and same-day care will be provided. Employees will need to call the clinic at 252-946-1902 for an appointment time. The intent is to accommodate employees as soon as possible

8 Will there be a set time you have to remain home on sick leave if you are sent home from the clinic?

Time recommendations for recovery from an illness (convalescent time) will depend on the type of illness and treatment required and will be recommended by the provider.

9**Do I need to bring in my insurance card?**

Yes. You should always have your insurance card with you for every visit to the clinic.

10**Will the Employee Health Clinic be able to prescribe any medication if needed and if so what type?**

Prescription medications, when clinically indicated, will be in support of the defined medical practice guidelines for the treatment of common acute minor illnesses. These medications will generally include antibiotics, antivirals, antifungals, antihistamines, antitussives, expectorants, mucolytics, common eye, ear, nose and throat preparations, inhaled medications, common non-narcotic pain medications, topical medications, immunizations (Td, Tdap, Pneumovax, influenza, etc.) and more.

11**Do I also need to use sick leave for pharmacy pick-up?**

You will be on your own time for drop off and pick up of prescriptions.

12**Do I have to get my supervisor's approval if I want to be seen on my day off?**

If you are on a scheduled day off or on annual leave, you do not need to notify your supervisor. If you are on sick leave, you will want to notify your supervisor so that the clinic visit time will not be deducted from your leave balance.

13**If my direct supervisor is not at work, do I have to physically go see the supervisor at a different location before I am allowed to go to the clinic?**

Telephone notification to your supervisor is acceptable. In case the supervisor is not able to be reached, an alternate person within each department should be designated.

14**What are some services I can go to the clinic for?**

The clinic will evaluate, diagnose, and treat common minor illnesses, such as cough, sore throat, sinus symptoms, urinary tract infection, ear infection, allergies, cold symptoms, bug bite/sting, pink eye, minor lacerations and soft tissue injuries and non-work-related sprains/strains. They will treat skin conditions such as athlete's foot, acne, poison ivy, oral/mouth sores, rashes, and sunburn.

