

**LOUISIANA STATE UNIVERSITY  
HEALTH SCIENCES CENTER  
NEW ORLEANS**



**CATALOG / BULLETIN  
2011 – 2012**

**JULY 1, 2011**

**NOTE:**

This Catalog/Bulletin represents a flexible program of the current curricula, educational plans, offerings, and requirements, which may be altered from time to time to carry out the purposes and objectives of the Louisiana State University and Agricultural and Mechanical College System. The provisions of this catalog do not constitute an offer of a contract, which may be accepted by students through registration and enrollment in the LSU System. The LSU System reserves the right to change any provision, offering, or requirement at any time within a student's period of study in the LSU System. The LSU System further reserves the right to require a student to withdraw from the LSU System for cause at any time.

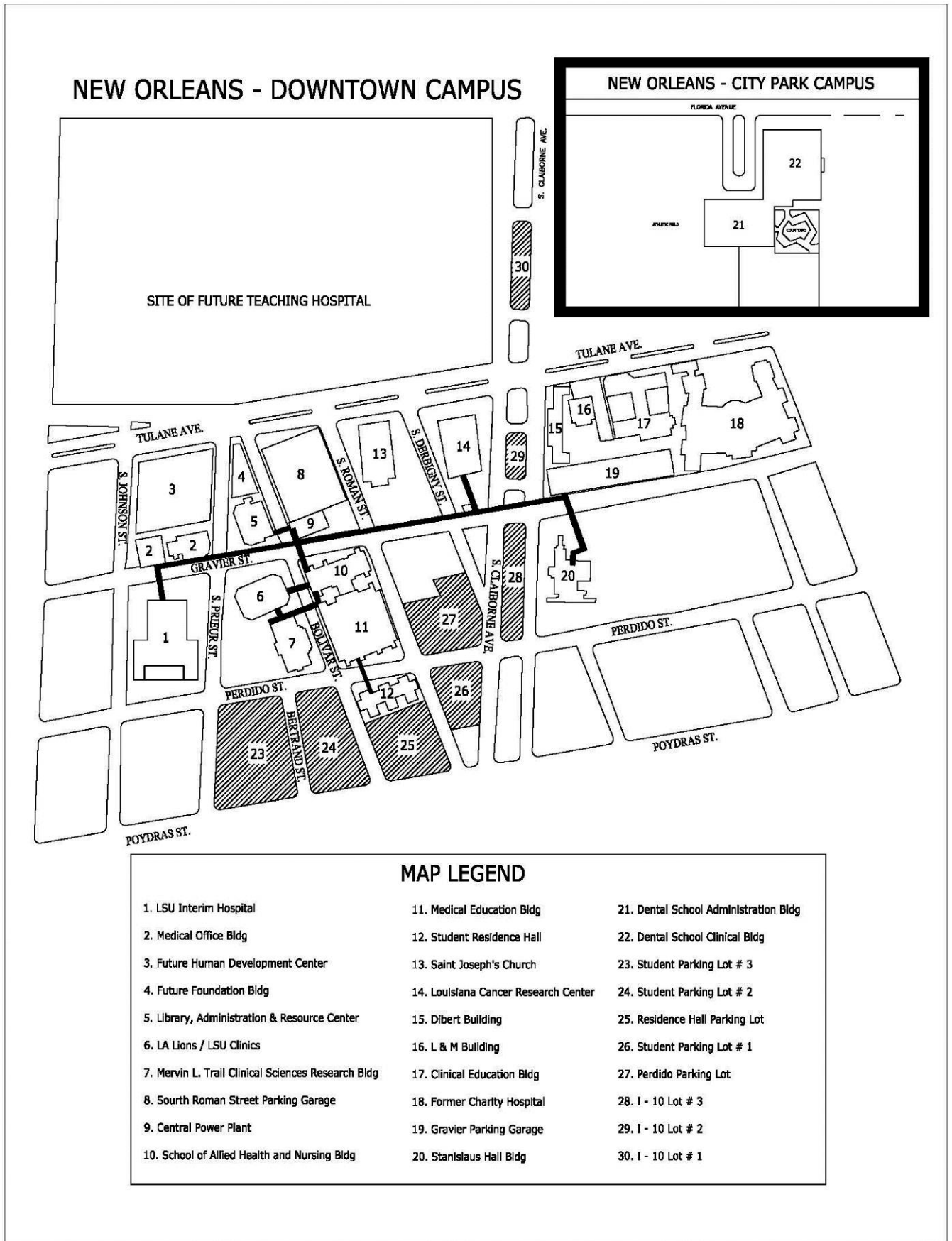
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## MAP OF LSUHSC-NO BUILDING LOCATIONS

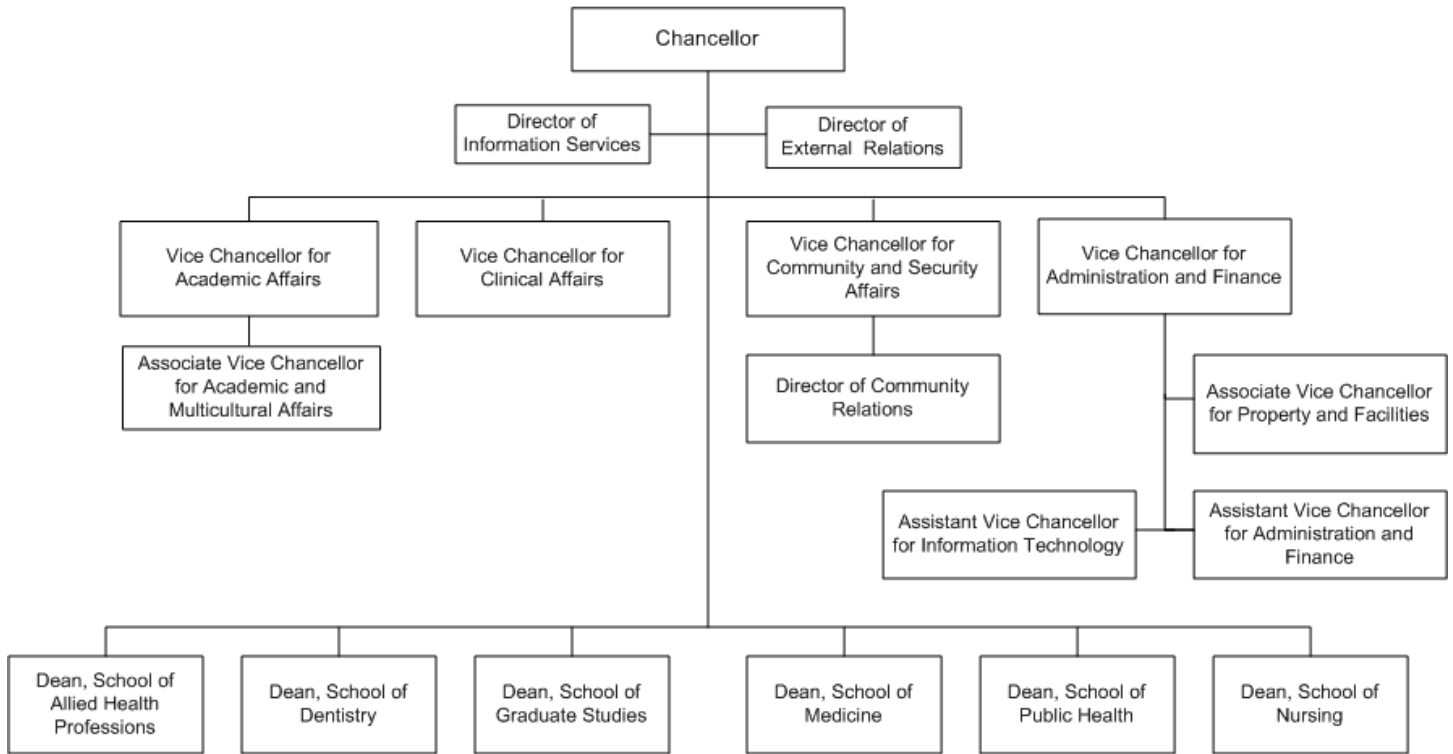


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# ORGANIZATIONAL CHART

## LSU Health Sciences Center in New Orleans



### STUDENT RESPONSIBILITY

It is the responsibility of each student to read, understand, and inform themselves of all the terms conditions, and regulations set forth in the current LSU Health Sciences Center at New Orleans *Catalog/Bulletin*. The printed form of the current *Catalog/Bulletin* is available from the LSU Health Sciences Center, Office of the Registrar. The electronic version of this *Catalog/Bulletin* is available at [WWW.LSUHSC.EDU/NO/CATALOG/](http://WWW.LSUHSC.EDU/NO/CATALOG/).

Each student is personally responsible for observing dates relevant to registration, adding courses, dropping courses, withdrawals, and resignation from the University. In addition, each student is expected to comply with time limits set forth by their school for the attainment of their degree or certificate.

### INQUIRIES

Any inquiries relative to the text or faculty listings contained herein should be directed to the Office of the Dean, or to the Office of Student Affairs of the particular school of interest.

## ADMINISTRATION OF THE LOUISIANA STATE UNIVERSITY SYSTEM



**JOHN V. LOMBARDI, PHD**  
**APPOINTED PRESIDENT**  
**SEPTEMBER 1, 2008**

Dr. John V. Lombardi is the fifth President of the Louisiana State University System. As its Chief Executive Officer, Dr. Lombardi oversees 11 institutions as well as 10 public hospitals located throughout the state. In addition, Dr. Lombardi is a Professor of History at Louisiana State University and Agricultural and Mechanical College.

Dr. Lombardi was born in Los Angeles, California and attended Pomona College where he earned his bachelor's degree. He received his M.A. and Ph.D. degrees in history from Columbia University. He joined the faculty in the Department of History at Indiana University, where he later served as Dean of International Programs and Dean of the College of Arts and Sciences. In 1987, he became Provost and Vice President for Academic Affairs at the Johns Hopkins University. From 1990-1999, Dr. Lombardi was President of the University of Florida. Prior to his appointment as President of the LSU System, he served as Chancellor of the University of Massachusetts Amherst.

He is a Latin American scholar, with a special interest in Venezuela. Dr. Lombardi is also one of the country's foremost authorities in higher education, serving as Co-Editor of *The Top American Research Universities*. He is the author of numerous professional publications, and along with his wife, Cathryn, co-authored a teaching atlas on Latin American History. He has taught courses in history, intercollegiate sports, and university management.

**JOHN V. LOMBARDI, PhD**  
*President*

**CAROLYN H. HARGRAVE, PhD**  
*Chief of Staff: Vice President for Academic Affairs and Technology Transfer*

**WENDY SIMONEAUX**  
*Chief Financial Officer / Assistant Vice President for Budget and Finance Comptroller*

**FRED CERISE, MD, MPH**  
*Vice President for Health Affairs and Medical Education*

**CHARLES F. ZEWE**  
*Vice President of Communications and External Affairs*

**MIKE GARGANO**  
*Vice President of Student and Academic Support Services*

## ADMINISTRATION OF THE HEALTH SCIENCES CENTER AT NEW ORLEANS



**LARRY H. HOLLIER, MD**  
**APPOINTED CHANCELLOR**  
**FEBRUARY 3, 2006**

Dr. Larry H. Hollier is Chancellor of LSU Health Sciences Center at New Orleans, which includes six professional schools.

Dr. Hollier is a native of Crowley, La. and a LSU School of Medicine graduate. He served as Dean of the LSU School of Medicine from January 2004 through September 2007 and was Appointed Chancellor of the

LSU Health Sciences Center in 2006. Before being named Dean, Dr. Hollier was President of the Mount Sinai Hospital in New York and has served as Professor of Surgery and Chairman of the Department of Surgery at the Mount Sinai School of Medicine for eight years.

### Chronology

Six individuals have served as Permanent Chancellor of the Louisiana State University Medical Center since its present organizational structure was implemented in 1965.

The names of the former Chancellors and their period of chancellorship follow.

- William Wesley Frye, PhD, MD (1956-1969)
- William Huffman Stewart, MD. (1969-1974)
- John Charles Finerty, PhD (1974) Acting
- Allen Anthony Copping, DDS (1974-1985)
- Donna Harrington Ryan, MD (1985) Acting
- Perry Gardner Rigby, MD (1985-1994)
- Mervin Lee Trail, MD (1994-2000)
- Mary Ella Sanders, MD (2000-2002) Interim
- John A. Rock, MD (2002-2005)

## Administration

HOLLIER, LARRY H., MD  
*Chancellor*

CAPO, LESLIE L., BA  
*Director of Information Services*

VIDRINE, CHRISTOPHER, MBA  
*Director of External Relations*

MOERSCHBAECHER III, JOSEPH M., PhD  
*Vice Chancellor for Academic Affairs*  
*Dean of the School of Graduate Studies*

ROVARIS, DERECK J. PhD  
*Associate Vice Chancellor for Academic and  
Multicultural Affairs*

CHATELAIN, ROSE D.  
*Director of International Services*

FAUST, WILLIAM BRYANT, IV, MAST  
*University Registrar*

GONZALES, REYNALDO R., DVM  
*Director of Animal Care*

GORMAN, PATRICK, BS  
*Director of Financial Aid*

HARDY, JAMES, BS  
*Director of Technology Development*

KRATZ, KENNETH, PhD  
*Director Office of Research Services*

RIGBY, PERRY G., MD  
*Director of Health Care Systems*

SIBLEY, DEBORAH, MEd, MLS  
*Interim Director of Libraries*

VACANT  
*Director of Planning and Institutional Research*

OPELKA, FRANK, MD  
*Vice Chancellor for Clinical Affairs*

GARDNER, RONALD E., MPH  
*Vice Chancellor for Community, and Security Affairs*

BAJOIE, DIANA E.  
*Director of Community Relations, BA*

SMITH, RONALD E., MPA  
*Vice Chancellor for Administration and Finance*

BALL, JOHN, ME  
*Associate Vice Chancellor for Property and Facilities*

FAHEY, ROBERT, ME  
*Executive Director of Environmental Health  
and Safety*

ULLRICH, TERRY W., MPA  
*Assistant Vice Chancellor for Administration  
and Finance*

OWENS, BETTINA, MPA  
*Assistant Vice Chancellor for Information  
Technology*

LANDRY, PATRICK, BBA  
*Executive Director of Accounting Services*

CLAY, ROY, III, BS  
*Compliance Officer*

HAROLD, BRENT D., MS  
*Director of Supply Chain Management*

LABBE, DUANE, MBA  
*Director of Human Resource Management*

VACANT  
*Executive Director of Auxiliary Enterprises*

CAIRO, J.M., PhD  
*Dean of the School of Allied Health Professions*

FONTHAM, ELIZABETH T. H., MPH, DrPH  
*Dean of the School of Public Health*

GREMILLION, HENRY, DDS  
*Dean of the School of Dentistry*

NELSON, STEVE, MD  
*Dean of the School of Medicine*

PORCHE, DEMETRIUS J., DNS  
*Dean of the School of Nursing*

## GOVERNING BOARDS

### THE BOARD OF SUPERVISORS LOUISIANA STATE UNIVERSITY SYSTEM

LOCATION: 104B System Bldg.  
3810 W. Lakeshore Drive  
Baton Rouge, LA  
PHONE: (225) 578-2154  
FAX: (225) 578-5524  
<http://www.lsusystem.lsu.edu/>

The Board of Supervisors of Louisiana State University and Agricultural and Mechanical College serves as the management board for the Louisiana State University System. The Board is composed of 16 members who serve overlapping terms of six years.

Two members are appointed from each congressional district and one member from the state at large. As provided by the Louisiana Constitution, the Board also has a student member who serves a one-year term.

#### Chairman

Mr. James W. Moore, Jr., Monroe

#### Chairman-Elect

Mr. Ben W. Mount, Lake Charles

#### Board Members

Mr. Ronald R. Anderson, Baton Rouge  
Dr. Jack A. Andonie, Metairie  
Mr. R. Blake Chatelain, Alexandria  
Mr. Garret "Hank" Danos, Larose  
Ms. Ann Duplessis, New Orleans  
Mr. Anthony G. "Tony" Falterman, Napoleonville  
Dr. John George, Shreveport  
Mr. Stanley J. Jacobs, New Orleans  
Mr. Alvin Kimble, Baton Rouge  
Mr. Ray Lasseigne, Bossier City  
Mrs. Laura A. Leach, Lake Charles  
Mr. Roderick K. West, New Orleans  
Mr. Robert "Bobbie" Yarborough, Baton Rouge  
Mr. Ryan Perkins (student-member)

### THE BOARD OF REGENTS FOR HIGHER EDUCATION FOR THE STATE OF LOUISIANA

LOCATION: 1201 North Third Street, Suite 6200  
Baton Rouge, LA 70802  
PHONE: (225) 342-4253  
FAX (225) 342-9318  
<http://www.regents.state.la.us/>

The Board of Regents for Higher Education of the State of Louisiana was created by the Constitution of 1974 with 15 members on the Board, as prescribed in the Constitution. A student member was added by constitutional amendment in 1980. Fifteen of the members are appointed by the Governor with the advice and consent of the Senate for overlapping terms of six years, and the student member serves a one-year term beginning June 1 of each year after being selected from the Council of Student Body Presidents-Elect of the colleges and universities under the jurisdiction of the Board. The Board of Regents has the power to revise or eliminate existing programs, departments and divisions; to study and/or recommend the creation of a new higher-education institution or management board; to formulate and revise a master plan for higher education; to recommend budgets for all institutions of higher education to the Governor and the Legislature; and to perform all other duties as prescribed by law. (Constitution of 1974, Article VIII, Section 5; Act 313 of the Louisiana Legislature, 1975 Regular Session)

#### Board of Regents 2010

##### Chairman

Robert Levy, Ruston

##### Vice Chairman

Mary Ellen Roy, New Orleans

##### Secretary

Charlotte Bollinger, Lockport

##### Board Members

Ed Antie, Carencro  
Scott Ballard, Covington  
Robert J. Bruno, Covington  
Maurice C. Durbin, Denham Springs  
Joseph P. Farr, Monroe  
Chris D. Gorman, Shreveport  
Donna Guinn Klein, New Orleans  
W. Clinton "Bubba" Rasberry, Jr., Shreveport  
Albert D. Sam II, Baton Rouge  
Victor T. Stelly, Lake Charles  
Harold M. Stokes, Metairie  
Joseph C. Wiley, Baton Rouge  
John D. Mineo, IV, New Orleans (student)

## GENERAL INFORMATION

### INSTITUTIONAL PROFILE

The Louisiana State University Health Sciences Center at New Orleans has teaching, research, and health care functions state-wide through its six professional schools; as well as the more than one hundred hospitals and other health science related institutions throughout the State, region, nation, and the world, with which they maintain affiliations. The Health Sciences Center provides health care for approximately 75 percent of Louisiana's indigent population.

Component professional schools, each headed by a dean, which now constitute the Health Sciences Center include, in the order of their establishment.

- The School of Medicine in New Orleans, 1931
- The School of Graduate Studies of the Health Sciences Center, 1965
- The School of Dentistry, 1966
- The School of Nursing, 1968
- The School of Allied Health Professions, 1970
- The School of Public Health, 2003

This *Catalog/Bulletin* is an official publication of The Louisiana State University System relating to the professional schools of the Health Sciences Center at New Orleans, compiled, edited, and published by the Office of the Registrar, LSU Health Sciences Center New Orleans, by authority of the

Office of the Chancellor  
LSU Health Sciences Center at New Orleans  
433 Bolivar Street  
New Orleans, LA 70112-2223

Catalog/Bulletins published by, and relating to, other segments of The Louisiana State University System may be obtained directly from the individual institutions concerned.

Information regarding faculty contained in the individual rosters of the respective professional schools of the Health Sciences Center reflects the academic status of the person concerned, as recorded in the department files at the time the regular *Catalog/Bulletin* was printed. Faculty who are promoted after the publication of the current *Catalog/Bulletin* will be correctly listed in this electronic version of the *Catalog/Bulletin*.

The current electronic version of the *Catalog/Bulletin* is available online at <http://www.lsuhscc.edu/no/catalog>.

### ROLE, SCOPE, AND MISSION

The mission of the Louisiana State University Health Sciences Center at New Orleans (LSUHSC-NO) is to provide education, research, and public service through direct patient care and community outreach. LSUHSC-NO comprises the Schools of Allied Health Professions, Dentistry, Graduate Studies, Medicine, Nursing, and Public Health.

LSUHSC-NO educational programs prepare students for careers as health care professionals and scientists. The Health Sciences Center disseminates and advances knowledge through State and national programs of basic and clinical research, resulting in publications, technology transfer, and related economic enhancements to meet the changing needs of the State of Louisiana and the nation.

LSUHSC-NO provides vital public service through direct patient care, including care of uninsured and indigent patients. Health care services are provided through LSUHSC-NO clinics in allied health, dentistry, medicine, nursing, and in numerous affiliated hospitals, and clinics throughout Louisiana.

LSUHSC-NO provides referral services, continuing education, and information relevant to the public health of the citizens of Louisiana. In addition, LSUHSC-NO works cooperatively with two Area Health Education Centers (AHECs), whose programs focus on improving the number and distribution of health care providers in underserved rural and urban areas of Louisiana and on supporting existing rural health care providers through continuing education programs.

### FACULTY MEMBERSHIP

The faculty of the Health Sciences Center is composed of approximately 1,000 professionals including physicians, dentists, nurses, research scientists, and other allied health professionals, nearly 800 of whom are involved in full-time teaching and research activities of its professional schools. They are augmented by more than 200 who are involved part-time in the Health Sciences Center's academic programs.

Full-time members of the faculty have the same academic status as members of the faculty of other institutions of The LSU System.

The four faculty academic levels are, in the ascending order of their rank: Instructor, Assistant Professor, Associate Professor and Professor, or their equivalents.

- Full-time academic personnel of the Health Sciences Center whose primary role is related to a clinical setting but who do not hold tenure at the rank indicated are designated by the word "Clinical" following their academic rank.
- Full-time academic personnel of the Health Sciences Center whose primary role is related to a research setting but who do not hold tenure at the rank indicated are designated by the word "Research" following their academic rank.
- Part-time academic personnel whose primary role is related to a clinical setting are designated by the word "Clinical" preceding their academic rank.
- Part-time academic personnel whose primary role is related to a non-clinical setting are designated by the words "Part-time" following their academic rank.
- Faculty primarily involved in activity outside of The LSU System are designated by the term "Adjunct."
- Adjunct faculty of exceptional distinction are designated by the term "Consulting."
- Retired faculty members may be designated by the term "Emeritus".
- The term "Visiting" indicates a courtesy title held by a visiting full-time faculty member.

The title "Special Lecturer" is authorized and limited to part-time appointments without rank or designation and is restricted to specialists and professional people whose primary occupation is the practice of their profession.

## Boyd Professorships

Boyd Professorships, authorized by the LSU Board of Supervisors in 1952, are The LSU System's highest designated professorial rank, awarded only to faculty scholar-researchers who have attained singular international recognition in their respective academic disciplines. The Professorships honor brothers who were presidents of The LSU System, David French Boyd (1865-1880) (1884-1886) and Thomas Duckett Boyd (1896-1927).

Boyd Professorships have been awarded to LSU Health Sciences Center faculty, as follows.

### Active

- Nicolas G. Bazan, MD, Boyd Professor of Biochemistry and Molecular Biology, Neurology and Ophthalmology

### Emeriti

- Herbert E. Kaufman, MD, Boyd Professor of Ophthalmology, and Pharmacology and Experimental Therapeutics
- John N. Kent, DDS, Boyd Professor of Oral and Maxillofacial Surgery
- David G. Kline, MD, Boyd Professor of Neurosurgery
- Jack P. Strong, MD, Boyd Professor of Pathology; and Boyd Professor of Medical Technology
- John J. Spitzer, MD, Boyd Professor of Physiology



## ACCREDITATION

### Regional Accreditation

Louisiana State University Health Sciences Center (LSUHSC) is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to award associate degrees, baccalaureate degrees, masters degrees, doctoral degrees and professional certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of this institution.

### National, Institutional, and Specialized Accrediting Bodies

Commission on Accreditation of Allied Health Education Programs, Committee for Accreditation of Respiratory Care

- Respiratory Therapy

Commission on Accreditation of Allied Health Education Programs, Joint Review Committee on Education in Cardiovascular Technology

- Cardiovascular Technology

National Accrediting Agency for Clinical Laboratory Sciences

- Medical Technology

Council on Rehabilitation Education

- Rehabilitation Counseling

American Dental Association, Commission on Dental Accreditation

- Dental Hygiene
- Dental Laboratory Technology
- Dentistry

American Occupational Therapy Association, Accreditation Council for Occupational Therapy Education

- Occupational Therapy

American Physical Therapy Association, Commission on Accreditation in Physical Therapy Education

- Physical Therapy

American Psychological Association, Committee on Accreditation

- Professional Psychology

Council on Academic Accreditation of the Speech-Language-Hearing Association

- Audiology
- Speech-Language Pathology

Commission on Collegiate Nursing Education

- Nursing

Council on Accreditation of Nurse Anesthesia Educational Programs

- Nurse Anesthesia

Liaison Committee on Medical Education

- Medicine

## REGISTRAR

LOCATION: Resource Center Building, Room 401C

PHONE: (504) 568-4829

FAX: (504) 568-5545

<http://www.lsuhscc.edu/no/students/registrar@lsuhscc.edu>

## Degrees Conferred

Through June 2010, a total of 33,393 LSU System degrees and certificates in the health sciences have been conferred on students completing academic programs included in the LSU Health Sciences Center's professional schools, dating from the initial academic convocation of the LSU Medical Center, October 1, 1931. Approximately 70 percent of these graduates are now actively involved in practice, teaching, research and service in the health sciences within the State of Louisiana. They are also located throughout the United States of America, as well as in many foreign countries.

## Academic Credit

LSU Health Sciences Center does not award academic credit for course work taken on a non-credit basis.

## Student Identification Cards

Student identification cards are issued upon matriculation by the Office of the Registrar, and are electronically validated each subsequent semester of enrollment. Students must present their cards for identification to authorized University authorities, for building access, for access to library services, and for use with the campus wide Pay-Paw system. The identification card must be worn at all times while on campus. Replacement identification cards are available from the Office of the Registrar. A fee of \$10 will be charged for each replacement of a lost card.

## Registration

Registration in any program of study is valid only when all appropriate fees have been paid and the conditions of enrollment have been fully satisfied.

The dates for registration are determined by the individual schools and are listed in the calendars throughout this publication. Registration after the designated dates incurs the assessment of the Special Registration Fee.

Any person who is eligible to register for the federal draft and has not done so will be denied permission to register as a student in LSU Health Sciences Center. A statement of Selective Service status is required at the time of applying for admission.

## Auditing Courses

The auditing of courses is permitted only by authorization from the student's advisor. Regular fees apply to audited courses as courses taken for credit. The intent to audit must be noted on the Schedule of Courses at the time of registration.

## Adding and Dropping Courses

The adding and dropping of courses may be accomplished only in accordance with the dates specified in the school calendars. The effective dates of drops and the applicable grades are determined when the Request for Course Change form is received in the Registrar's Office and validated with the imprint of the date/time stamp. Courses scheduled as "audit" at registration, may be changed to "for credit" only up to the final date for adding courses for credit as specified in the calendar of the school in which the course is offered.

## Termination of Enrollment

The Registrar is the designated institutional official for the notification of termination of enrollment. Termination of Enrollment Forms are available in the Office of Student Affairs in each school.

## Effective Date of Change of Status

The official date-of-record for all changes in student status shall be determined by the last date of class attendance, last exam taken or the date on which other actions were last initiated and approved by the respective schools.

## Leave of Absence

A school may authorize a student leave of absence, which like the Termination of Enrollment, requires authorization from the dean or other school official, and clearance by certain campus departments.

## Student Academic Appeals

Each of the professional schools of the Health Sciences Center has a procedure for the implementation of student academic appeals of final grades. Detailed information concerning same may be obtained from the Office of the Dean of the school concerned.

## Student Enrollment

Professional education is a continuum that extends from undergraduate school through internship and residency. Students at all of these levels of training are included within the mission of the LSU Health Sciences Center and its individual Schools.

More than 2,700 individuals are now enrolled in educational and training programs operating within the professional schools of the LSU Health Sciences Center, including undergraduate students, graduate and professional students, post-graduate students, residents, and persons undergoing special fellowship training.

## Academic Common Market

LSU Health Sciences Center is a participant in the Southern Regional Education Board's Academic Common Market ([www.sreb.org](http://www.sreb.org)). Students interested in enrolling in a degree program offered through this initiative should contact the institutional coordinator in the Office of the Registrar ([registrar@lsuhscc.edu](mailto:registrar@lsuhscc.edu) or 504-568-4829).

## Louisiana Residence Status

Residents of the State of Louisiana are given preference in the admissions processes of all LSU Health Sciences Center certificate and degree programs. For certain highly competitive curricula, non-resident applications will not be accepted.

Residence status is determined by the Office of the Registrar and is based upon guidelines established by The LSU System in [Permanent Memoranda 31](#).

### Definition of a Resident Student

A resident student for tuition purposes is defined as one who has abandoned all prior domiciles and has been domiciled in the State of Louisiana continuously for at least one full year (365 days) immediately preceding the first day of classes of the term for which resident classification is sought. A non-resident student for tuition purposes is one who is not eligible for classification as a resident student under these regulations.

The individual's physical presence within this state for one year must be associated with substantial evidence that such presence was with the intent to maintain a Louisiana domicile. Physical presence within the state solely for educational purposes without substantial evidence of the intent to remain in Louisiana will not be sufficient for resident classification regardless of the length of time within the state.

### Establishing the Requisite Intent to Become a Louisiana Domiciliary

The following facts and circumstances, although not necessarily conclusive, may support one's claim for resident classification for tuition purposes: financial independence from parents residing in another state or country; reliance on Louisiana resources for financial support; possession of a valid Louisiana voter registration card for at least one year and voting in Louisiana; designating Louisiana as his or her permanent address on all school and employment records, including military records if one is in the military service; possession of a valid Louisiana driver's license (if applicable) for at least one year; possession of a valid Louisiana vehicle registration (if applicable) for at least one year; continuous presence in Louisiana during periods when not enrolled as a student; commitments indicating an intent to stay in Louisiana permanently; paying Louisiana income taxes as a resident during the past tax year, including income earned outside Louisiana from the date Louisiana domicile was claimed; establishing an abode where one's permanent belongings are kept within Louisiana; licensing for professional practice (if applicable) in Louisiana; and the absence of these indicia in other states during any period for which domicile in Louisiana is asserted.

In order to establish financial independence, a student seeking reclassification should meet the following criteria for the current and immediately preceding calendar year: (1) that the student has not been claimed as an exemption for state or federal income tax purposes by his/her non-resident parents; (2) that the student has not lived in the home of his/her non-resident parents for more than six weeks after the time at which a Louisiana domicile is claimed; and (3) that the student's primary source of financial support not be derived from Federal programs and/or campus employment (such as graduate assistant scholarships and scholarships that provide full waiver of fees).

Documentary evidence shall be required; all relevant indicia will be considered in the classification determination. The facts suggested above are neither conclusive nor exclusive; each claim shall be determined on its own merits. Relevant indicia should be collected and reviewed with each admission regardless of prior classification of the applicant.

### Non-U.S. Citizens

A student who is a non U.S. citizen is entitled to resident classification if the student has been lawfully admitted to the United States for permanent residence (refugees, persons who are married to a U.S. citizen, "temporary" or amnesty aliens, parolees of asylum or permanent residency, etc.), in accordance with all applicable laws of the U.S. and relative requirements of these regulations (PM-31).

Students present in the United States under terms of the following visa classifications

- E: Treaty trader or investor
- G: Representative of international organization
- H: Specialty occupation worker
- I: Foreign information media representative
- K: Fiancé, children of U. S. citizen
- L: Intra-company transferee/foreign employer
- R: Religious Worker
- V: Spouse, children of legal permanent resident

who demonstrate a Louisiana domicile for at least one full year (according to these regulations) prior to the first day of class of the beginning of the semester will be eligible for an exemption of the non-resident fees while holding such a visa.

Students holding the following valid visa classification

- A - Government officials

will be immediately eligible for an exemption of the non-resident fees while holding such a visa.

Students holding the following valid visa classifications

- B: Visitor for business/pleasure
- C: In transit
- D: Crewman
- F: Academic student
- J: Exchange visitor
- M: Vocational/non-academic student
- O: Worker of extraordinary ability
- P: Performing artist or athlete
- Q: International cultural exchange visitor
- TN: Professional worker from Canada or Mexico
- TPS: Temporary protected status

are not eligible to establish Louisiana domicile nor be exempted from non-resident fees unless otherwise permitted by law or by these or other regulations.



## General Rules Applying to Minors and Dependents

The domicile of an unmarried minor (under age of 18) or dependent (see Internal Revenue Code of 1954, Section 152) is regarded to be that of the parent with whom such a minor or dependent maintains his or her place of abode. The domicile of an unmarried minor or dependent who has a parent living cannot be changed by his or her own act or by the relinquishment of a parent's right of control. When the minor or dependent lives with neither parent, domicile is that of the parent with whom the student maintained the last place of abode. The minor or dependent may establish domicile when both parents are deceased and a legal guardian has not been appointed. When the residence of a minor or dependent is derived from the Louisiana residence of the parent, that parent must meet requirements described elsewhere in this document.

A parent who was eligible to be classified as a resident of Louisiana under these regulations for at least two years and then moves to another state retains the right to enroll himself/herself or any minor child or dependent as a resident for a period equal to the number of years he/she was thus eligible; but the right shall expire upon the person's residing continuously for a period of at least five years in another state, or outside the State of Louisiana continuously for a period of ten years.

When there is clear and convincing documentation that the parent(s) with whom a dependent child is domiciled has abandoned out-of-state domiciles and moved to Louisiana to work and/or live, the dependent student is eligible for immediate resident classification. Similarly, when an independent applicant for enrollment other than in graduate or professional study, who is more than twenty-two years of age, shows convincing evidence that he/she has abandoned out-of-state domiciles and moved to this state to live and work, the applicant may be granted immediate residency.

## Employees of the University

The unmarried dependent or spouse of a full-time University employee is eligible for a waiver of the non-resident fees.

## Military Personnel

An individual on active duty in the Armed Forces currently stationed in Louisiana may be classified as a "Temporary Resident" upon submission of an appropriate statement signed by the unit commander verifying his/her being on active duty and stationed in Louisiana. For the purpose of this memorandum, current membership in a National Guard Unit shall be construed as "active duty in the Armed Forces." The classification of "Temporary Resident" is valid as long as the student remains enrolled.

A member of the Armed Forces currently stationed in Louisiana on active duty may enroll any of his/her dependents as "Temporary Residents." A member of the Armed Forces who was eligible for classification as a resident of Louisiana under these regulations immediately prior to entering the Armed Forces retains the right to enroll himself/herself and any of his/her dependents as residents as long as he/she is in the Armed Forces and for a five-year period after separation from service.

When a member of the military who has a spouse or dependent enrolled as a "Temporary Resident" is transferred out of the state, the temporary resident may continue to attend under this classification as long as he/she remains in this State.

## Maintaining a Residence during a Temporary Absence

A person who was eligible to be classified as a resident of Louisiana under these regulations does not lose the right to be classified as a resident during the period of employment in a foreign country. In cases of prolonged employment in a foreign country, evidence of retention of United States citizenship may be required.

## Miscellaneous

Resident status is not determined for student auditing only or for students enrolled in extramural or correspondence courses, except when such enrollment is for resident credit.

An individual who marries a Louisiana resident may be immediately considered a Louisiana resident for fee purposes.

Students who have been classified as residents of Louisiana under the regulations now superseded shall not be reclassified as a result of these regulations.

## Classification Procedures

The resident status of an applicant or student is determined by the Admissions Office (Registrar's Office within the Health Sciences Center) on each campus in accordance with these regulations and is based upon evidence provided in the application for admission and related documents.

An application for reclassification from non-resident status to resident shall be filed with the Admissions Office on the respective campus not later than 21 calendar days following the first day of classes of the term for which such reclassification is sought. Such application shall include any information or documents required by the Admissions Office, together with any supporting evidence, which the student desires to submit.

## Appeals Procedures

Any student may appeal the decision of the Admissions Office (Registrar's Office within the Health Sciences Center) pursuant to the above classification procedures. This written appeal must be filed not later than 21 calendar days after notice of such decision is mailed to the student by the Admissions Office. Such appeal will be forwarded to the Chairman of the System Residence Appeals Committee by the Admissions Office.

The System Residence Appeals Committee shall consist of three members of the LSU System staff appointed by the President. The Committee shall function as an appellate body with appropriate legal counsel. The Committee shall recommend to the President the reclassification of any student who has appealed his/her classification as a non-resident if the Committee finds from the evidence submitted that the student is entitled to reclassification under these regulations.

Failure to comply timely with the appeals procedure shall constitute a waiver of all claims for reclassification for the applicable term or terms.

### Incorrect Classification

All students classified incorrectly as residents are subject to reclassification and payment of all non-resident fees not paid. If incorrect classification results from false or concealed facts by the student, the student is also subject to University discipline.

### Commencement

Beginning in 2006, a single commencement ceremony, honoring candidates for degrees of the respective professional schools of the LSU Health Sciences Center, will be held each academic year. Payment of all financial indebtedness to the LSU System prior to commencement, as well as attendance at commencement, unless excused, in writing, by the student's Dean, is degree requirements. The complete schedule of graduation ceremonies through 2013 is as follows:

- Thursday, May 17, 2012, 10:00 am
- Thursday, May 16, 2013, 10:00 am
- Thursday, May 15, 2014, 10:00 am
- Thursday, May 14, 2015, 10:00 am

Students completing academic requirements during a semester in which a commencement ceremony is not held will have their degrees conferred at the end of the academic term. Conferral dates will generally be the second Saturday in August and the second Thursday in December.

- Saturday, August 13, 2011
- Thursday, December 8, 2011
- Saturday, August 11, 2012
- Thursday, December 13, 2012
- Saturday, August 9, 2013
- Thursday, December 12, 2013



### Transcripts

Official LSU Health Sciences Center New Orleans transcripts of an academic record may be requested by submitting a request in writing along with a check in the amount of \$2.00 per copy, payable to LSU Health Sciences Center.

All transcript requests must include a student's

- Name
- Social security number or ID number
- Mailing Address
- Years of attendance
- School attended (Allied Health Professions, Dental, Graduate Studies, Public Health, Medical or Nursing)
- Signature

Note: If the current name is different from the name under which you were enrolled, the former name must also be referenced.

The transcript will usually be mailed from the Office of the Registrar within one business day of receipt of the request except during periods of high demand.

Unofficial transcripts may be requested free of charge and can be mailed to students for their personal use.

The mailing address for transcript requests is

LSU Health Sciences Center New Orleans  
Library, Administration and Resource Center  
Office of the Registrar  
433 Bolivar Street, Room 401C  
New Orleans, LA 70112-2223

Official LSU Health Sciences Center at New Orleans transcripts of an academic record may also be ordered online through the National Student Clearinghouse website at <http://www.getmytranscript.com>. The cost is \$2 per copy plus a \$2.25 per recipient processing fee.

### Degree Verification

LSUHSC New Orleans has authorized the National Student Clearinghouse to act as our agent for verification of student degrees. Outside agencies requiring a verification of a degree should be directed to contact the Clearinghouse online at <http://www.degreeverify.com> or by phone at (703) 742-4200.

### Enrollment Verification

Enrollment Verification Certificates are available to currently enrolled students. Students may print their own verification certificate by using our secure Student Self-Service Portal provided by the National Student Clearinghouse. Outside agencies requiring a verification of enrollment should contact the National Student Clearinghouse online at <http://www.studentclearinghouse.org/> or by phone at (703) 742-4200.

## TUITION AND FEES

Students in most professional curricula are enrolled on an academic-year basis, whereas certain others are enrolled by semesters. Tuition and fees vary by school and are based on the number of hours for which the student is enrolled.

All students, depending upon the program in which they are enrolled may incur additional expenses apart from those outlined below. A detailing of the estimate of such additional expenses, when applicable, appears in each such appropriate section of this *Catalog/Bulletin*.

Tuition and fees listed here are subject to change. Please visit our website at <http://www.lsuohsc.edu/no/tuition> or contact the offices of admissions for the individual schools to verify current tuition and fees.

### Application Fee

A non-refundable application fee of \$50 must accompany each application for admission for the Schools of Allied Health Professions, Dentistry, Medicine, and Nursing. A non-refundable application fee of \$30 must accompany each application for admission to the Schools of Graduate Studies and Public Health. Checks or money orders should be made payable to: LSU Health Sciences Center. Certain limited-enrollment curricula require an acceptance deposit to insure a place in the class after a student has been accepted by the Committee on Admissions of the respective professional school concerned. This deposit is credited toward payment of fees due at the time of registration. The acceptance deposit is only refunded if the student is unable to complete registration for reasons beyond the student's control.

### Adding and Dropping of Courses

Adding a course costs \$5 per transaction. There is no charge for dropping a course

### Graduation Fees

Fees for graduation are normally assessed at registration for the semester in which the student intends to graduate.

Associates or bachelors degree	\$10
Masters degree	\$15
Doctorate or professional degree	\$25

The fee for a duplicate diploma is \$25. This fee is also assessed when a diploma is ordered and the student does not graduate as scheduled.

A fee of \$15 is charged to cover the cost of thesis or dissertation binding.

All dissertations must be microfilmed, and a charge of \$45 is assessed for this services

## Payment of Fees and Tuition

All fees, tuition, and other charges are to be paid at the time of registration by the student for the academic coursework for which the student is registering.

LSU Health Sciences Center permits students to defer the payment of a portion of fees assessed at registration, e.g., the University Fee, the Non-resident Tuition and miscellaneous charges. In general, deferments will be granted to students with extenuating personal or family circumstances, and to students with financial assistance pending who have completed the appropriate forms and provided the appropriate documentation to process their application for assistance.

LSU Health Sciences Center has established the following policy with respect to delinquent student accounts receivable:

1. A student shall be dropped from the rolls of The LSU Health Sciences Center within fourteen (14) days after the student's account becomes delinquent as a result of the student's failure to pay deferred payments and/or other charges when due and payable or when the check offered by the student in satisfaction of the obligation for registration fees and/or other charges is not honored by the bank on which it was drawn, unless within fourteen (14) days the student, the student's parents or legal guardian make payment in full or take other appropriate steps, acceptable to The LSU Health Sciences Center, to satisfy and fulfill the student's financial obligation to The LSU Health Sciences Center.
2. The date under which a student is officially dropped from the rolls of The LSU Health Sciences Center shall determine the effective date under which refunds shall be made and under which appropriate scholastic regulations of The LSU Health Sciences Center shall be applied.
3. All financial indebtedness to the Health Sciences Center must be cleared prior to the issuance of grade reports, scholastic and financial aid transcripts, re-enrollment for students who were either previously dropped from school, withdrew from school, or took a leave of absence from school, and prior to graduation.
4. A statement of this policy shall be included in all issues of catalog-bulletins and shall be made a part of all deferred agreements.

The LSU Board of Supervisors reserves the right to change fees without prior notice.

### Transcripts of Academic Record

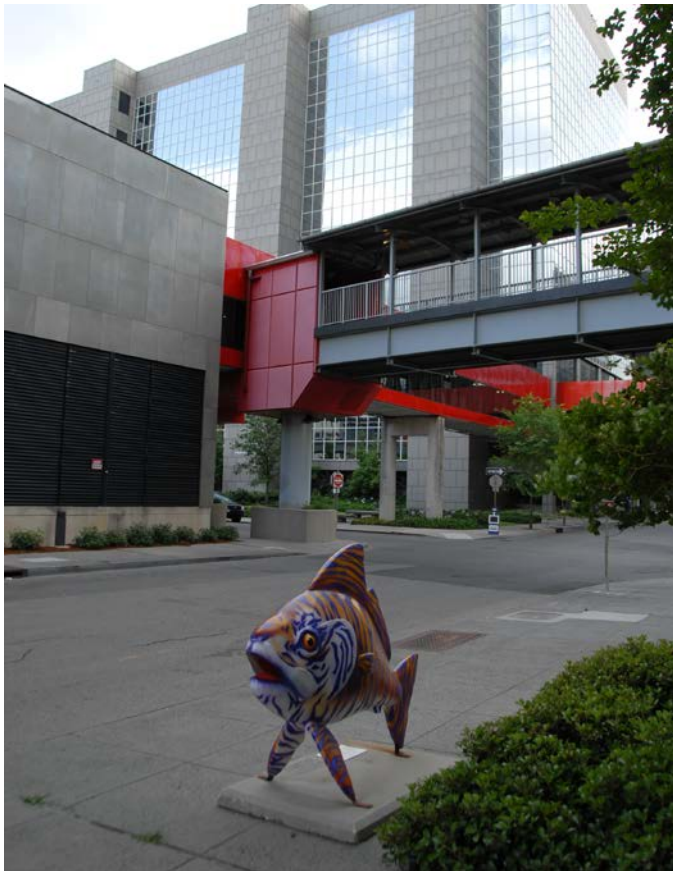
A fee of \$2 per copy is charged for official transcripts. Transcripts are issued upon request providing the student is current in all his/her financial obligations to the University and the LSU Health Sciences Center. Official transcripts may be issued to students or mailed directly to other institutions. Transcript requests may be submitted through our website at: <http://www.lsuohsc.edu/no/students/transcript.htm>.

## Academic Load

A full time academic load for Undergraduate Students at LSUHSC-NO is normally 12 hours in a Fall or Spring semester and 6 hours in a Summer Semester. A full time Academic Load for Graduate Students at LSUHSC-NO is normally 9 hours in a Fall or Spring Semester and 6 hours in the Summer Semester.

Fulltime enrollment is required in the following programs.

- Dentistry
- Medicine
- Master of Nursing - Nurse Anesthesia
- Career Alternative RN Education (C.A.R.E.)
- Advanced Dental Education



## REFUND OF FEES AND TUITION

### Upon Termination of Enrollment

Students who withdraw during the first 60% of an enrollment period (semester, term, or billing period) receive a proportional refund of applicable fees based on the percentage of days remaining in the enrollment period as of the withdrawal date. For example, a student who withdraws on the 36th day of a 118- day enrollment period would receive a 70.34% refund of applicable fees. Students who withdraw after the first 60% of the enrollment period do not receive a refund.

For student financial aid recipients, the refund is generally returned to the aid programs (SEE "Return of Title IV Funds" in the Student Financial Aid Section of this *Catalog/Bulletin*).

Withdrawal date is the day the student begins the official Termination of Enrollment process or otherwise officially notifies the institution of their intent to withdraw. For unofficial withdrawals, the latter of the 50% point in the enrollment period or the last documented date of a student's educational activity (such as an exam, lab assignment, or academic advisement appointment) is used. The first day of a leave of absence is considered the withdrawal date, unless the student is granted a special exemption based on the nature and length of the leave and their ability to return during the same academic period and resume studies without incurring any additional financial liability.

### Upon Dropping Courses

The refund of fees will be made on the following basis.

1. Before classes begin, 90 per cent
2. During the first two full weeks of classes, 75 per cent
3. During the third and fourth full weeks of classes, 50 per cent
4. Thereafter, none

In making refunds during the summer term, time lapses are reduced to one-half of the above. Fees for auditing courses will not be refunded. Refunds or fee adjustments and the assignment of appropriate grades, which may be necessitated by course changes, board examinations, or terminations of enrollment, will be determined by the date on which such notices are received in the Registrar's Office.

**FEE SCHEDULE 2011-2012** (Note: Fees are as of July 1, 2011 and are subject to change)

**ALLIED HEALTH PROFESSIONS  
Full Time Students**

<b>Undergraduate</b>	FALL SPRING (Cost per semester)	SUMMER
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University Fee (Tuition)	\$2,316.50	\$1,170.00
Other Fees	\$380.00	\$177.50
<b>Total Student Fees Resident</b>	<b>\$2,696.50</b>	<b>\$1,347.50</b>
Non-Resident Fee	\$1841.00	\$921.00
<b>Total Student Fees Non-Resident</b>	<b>\$4,537.50</b>	<b>\$2,268.50</b>

<b>Graduate Except Physical Therapy</b>	FALL SPRING (Cost per semester)	SUMMER
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University Fee (Tuition)	\$2,750.50	\$1,382.50
Other Fees	\$348.00	\$183.50
<b>Total Student Fees Resident</b>	<b>\$3,098.50</b>	<b>\$1,566.00</b>
Non-Resident Fee	\$1,880.00	\$940.00
<b>Total Student Fees Non-Resident</b>	<b>\$4,978.50</b>	<b>\$2,506.00</b>

<b>Graduate Physical Therapy</b>	FALL SPRING (Cost per semester)	SUMMER
--------------------------------------	--	--------

University Fee (Tuition)	\$5,012.00	\$3,032.75
Other Fees	\$348.00	\$183.50
<b>Total Student Fees Resident</b>	<b>\$5,360.00</b>	<b>\$3,216.25</b>
Non-Resident Fee	\$2,115.00	\$1,057.00
<b>Total Student Fees Non-Resident</b>	<b>\$7,475.00</b>	<b>\$4,273.25</b>

**GRADUATE STUDIES  
Full-Time Students**

<b>Graduate</b>	FALL SPRING (Cost per semester)	SUMMER
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University Fee (Tuition)	\$2,750.00	\$1,475.00
Other Fees	\$348.00	\$187.50
<b>Total Student Fees Resident</b>	<b>\$3,098.00</b>	<b>\$1,663.00</b>
Non-Resident Fee	\$1884.00	\$941.00
<b>Total Student Fees Non-Resident</b>	<b>\$4,982.00</b>	<b>\$2,604.00</b>

**DENTISTRY**  
Full-Time Students

D.D.S.	TOTAL
University Fee (Tuition)	\$14,188.00
Other Fees	\$1,128.00
<b>Total Student Fees Resident</b>	<b>\$15,316.00</b>
Non-Resident Fee	\$17,075.00
<b>Total Student Fees Non-Resident</b>	<b>\$32,391.00</b>

Dental Hygiene	FALL SPRING (Cost per semester)
University Fee (Tuition)	\$1,649.25
Other Fees	\$363.75
<b>Total Student Fees Resident</b>	<b>\$2,013.00</b>
Non-Resident Fee	\$1,078.00
<b>Total Student Fees Non-Resident</b>	<b>\$3,091.00</b>

Dental Lab Tech	FALL SPRING (Cost per semester)
University Fee (Tuition)	\$1,485.75
Other Fees	\$359.75
<b>Total Student Fees Resident</b>	<b>\$1,845.50</b>
Non-Resident Student Fees	\$999.00
<b>Total Student Fees Non-Resident</b>	<b>\$2,844.50</b>

Advanced Dental Education	SUMMER	FALL	SPRING
University Fee (Tuition)	1,035.00	1,733.25	1,733.25
Other Fees	\$209.00	\$346.25	\$346.25
<b>Total Student Fees Resident</b>	<b>\$1,244.00</b>	<b>\$2,079.50</b>	<b>\$2,079.50</b>
Non-Resident Fee	\$894.00	\$1,791.00	\$1,791.00
<b>Total Student Fees Non-Resident</b>	<b>\$2,138.00</b>	<b>\$3,870.50</b>	<b>\$3,870.50</b>

**NURSING**  
Full Time Students

Undergraduate Except C.A.R.E.	FALL SPRING (Cost per semester)	SUMMER
University Fee (Tuition)	\$1,679.50	\$846.50
Other Fees	\$362.00	\$168.50
<b>Total Student Fees Resident</b>	<b>\$2,041.50</b>	<b>\$1,015.00</b>
Non-Resident Fee	\$1272.00	\$635.00
<b>Total Student Fees Non-Resident</b>	<b>\$3,313.50</b>	<b>\$1,650.00</b>

Undergraduate C.A.R.E.	FALL SPRING (Cost per semester)	SUMMER
University Fee (Tuition)	\$1,679.50	\$1,758.00
Other Fees	\$362.00	\$284.50
<b>Total Student Fees Resident</b>	<b>\$2,041.50</b>	<b>\$2,042.50</b>
Non-Resident Fee	\$1,272.00	\$1,272.00
<b>Total Student Fees Non-Resident</b>	<b>\$3,313.50</b>	<b>\$3,314.50</b>

Graduate Except Nurse Anesthesia	FALL SPRING (Cost per semester)	SUMMER
University Fee (Tuition)	\$2,084.50	\$1,139.00
Other Fees	\$329.00	\$175.50
<b>Total Student Fees Resident Student Fees</b>	<b>\$2,413.50</b>	<b>\$1,314.50</b>
Non-Resident Fee	\$1,819.00	\$908.00
<b>Total Student Fees Non-Resident</b>	<b>\$4,232.50</b>	<b>\$2,222.50</b>

Graduate Nurse Anesthesia	TOTAL
University Fee (Tuition)	\$11,517.50
Other Fees	\$1,066.50
<b>Total Student Fees Resident</b>	<b>\$12,584.00</b>
Non-Resident Fee	\$5,159.00
<b>Total Student Fees Non-Resident</b>	<b>\$17,743.00</b>

**MEDICINE**  
Full-Time Students

M.D. Students	TOTAL
University Fee (Tuition)	\$16,712.50
Other Fees	\$1,191.50
<b>Total Student Fees Resident</b>	<b>\$17,904.00</b>
Non-Resident Fee	\$19,559.00
<b>Total Student Fees Non-Resident</b>	<b>\$37,463.00</b>

**PUBLIC HEALTH**  
Full-Time Students

Graduate	FALL SPRING (Cost per semester)	SUMMER
University Fee (Tuition)	\$2,750.00	\$1,475.50
Other Fees	\$348.00	\$187.50
<b>Total Student Fees Resident</b>	<b>\$3,098.00</b>	<b>\$1,663.00</b>
Non-Resident Fee	\$1,884.00	\$941.00
<b>Total Student Fees Non-Resident</b>	<b>\$4,982.00</b>	<b>\$2,604.00</b>

## STUDENT FINANCIAL AID

LOCATION: Resource Center Building, Suite 215

PHONE: (504) 568-4820

FAX: (504) 599-1390

<http://www.lsuohsc.edu/no/students/financialaid/finaid@lsuohsc.edu>

Financial aid, including grants, loans, scholarships, and part-time employment is handled through the Office of Student Financial Aid. Students interested in receiving financial aid should contact this Office well in advance of their expected enrollment. Each student's need for aid will be evaluated on information supplied and in accordance with Financial Aid Policy of the Health Sciences Center. Representatives of the Office are available for consultation with all candidates for admission and students.

Although the primary responsibility for financing an education rests with the student and the student's immediate family, it is recognized that many students require additional assistance in order to meet their educational costs.

Awards from aid programs funded by the Federal or State government are administered according to laws and guidelines governing those programs. Priority is given to students with the greatest documented need whose completed applications are received by the appropriate deadline.

## Deadlines

### Fall Enrollment

Priority date is April 15.

### Spring Enrollment

Priority date is November 15.

### Summer Enrollment

Priority date is April 15

Although students can apply for aid after the start of the award period, LSUHSC must generally receive an official valid Free Application for Federal Student Aid (FAFSA) result before the end of the award/enrollment period in order to consider the student for most types of aid. For Federal Direct loans, students must also meet all loan related requirements early enough to allow the school to certify a loan prior to the end of the award/enrollment period.

## General Eligibility

To be eligible for federal aid, a student must:

1. Be accepted for enrollment and be in good standing, making satisfactory progress;
2. Be a citizen or eligible non-citizen;
3. Meet federal requirements regarding selective service registration and prior drug convictions;
4. Not be in default or beyond applicable aggregate limits on any federal student loan;
5. Not owe a refund on any federal grant (i.e., Pell Grant, Supplemental Educational Opportunity Grant, or LEAP).

## Satisfactory Academic Progress

Each school of the Health Sciences Center at New Orleans has established and administers policies on the satisfactory academic progress of its students. These policies include:

1. A delineation of the minimum grades, which must be achieved to meet the criteria for satisfactory academic progress
2. A full description of the application of these policies in regard to the various categories of students
3. A specific definition of the effects of course incompletes, withdrawals, and repetitions on satisfactory academic progress
4. An explanation of the appeals process for those students who have been determined as not making satisfactory progress

For a full description of each school's policies, consult the appropriate section of this Catalog.

Generally, students must have successfully earn at least 67% of hours attempted and maintain a GPA consistent with the requirements for graduation to maintain eligibility for federal student aid. Satisfactory Academic Progress is reviewed for financial aid purposes at the end of each regular academic year.

Students not meeting the applicable qualitative (GPA/successful course completion) and quantitative (pace of completion) standards for their programs of study become ineligible for federal student aid, even if they are allowed to continue their program of study. Loss of federal aid eligibility remains in effect unless and until the student returns to satisfactory academic progress, unless the student successfully appeals for earlier reinstatement.

Written appeals for reinstatement of eligibility are reviewed by the Student Financial Aid Director and Associate Director in consultation with academic officials. Appeals must identify any circumstances related to the students' academic standing, and present a plan for recovery to satisfactory progress by the end of the next semester/payment period. An approved appeal results in a status of financial aid probation with federal aid eligibility for one semester/payment period.

Failure of a student on financial aid probation to attain satisfactory academic progress at the end of the probationary term results in the loss of federal aid eligibility. In such cases students may request development of an Academic Plan in conjunction with an academic official of the school. Students placed on an Academic Plan remain eligible for federal student aid while they meet the requirements of the plan. Failure to do so results in the loss of federal aid eligibility.

The Health Sciences Center requires that all work towards a bachelors, graduate, or professional degree be completed in not more than eight calendar years and that all work toward a certificate or an associate degree be completed in not more than five calendar years. Any requests for extension of this policy are subject to approval by the appropriate committee within each school and the dean of that school.

## The Application Process

All persons desiring aid must submit an application. Some types of aid, including all federal programs, require a resource analysis; applicants must file a Free Application for Federal Student Aid (FAFSA) and make the results available to the LSUHSC Financial Aid Office. Application materials and links are available through the website noted above, and a counselor is available to discuss programs and advise on application and awarding procedures.

## Types of Financial Assistance

An applicant will be considered for all the following types of financial aid with a single application (except some programs require their own applications in addition to the general application).

## Scholarships and Grants

The Federal Pell Grant is designed to assist students in pursuing their first undergraduate degree. The purpose of the program is to provide eligible students with a "foundation" of financial aid to help defray the cost of post-secondary education. Full awards are based on a minimum of 12 semester hours. Students taking between 9-11 hours will be awarded on a three-fourths basis. Those taking 6-8 hours will be awarded on a one-half basis. Federal Pell eligible students taking under six hours may qualify for an award amount roughly one fourth of the full time amount. Graduate students and students enrolled as undergraduates, but who already have a baccalaureate degree, are not eligible.

Federal Supplemental Educational Opportunity Grant (SEOG) is for Federal Pell Grant recipients with exceptional financial need.

Go Grant is a Louisiana need based grant program, which provides funding to Federal Pell Grant Recipients. For 2011-12, the fifth academic year of the program, funding is limited to students who attended college for the first time in 2007 or later and students who will be 25 or older by the end of 2011 and who have not attended college in the previous two regular semesters. Funding during any academic year may be limited in a manner that would prevent full awards to all qualified applicants. LSUHSC awards Go Grants to qualified applicants with complete aid application files based on FAFSA completion date (earliest dates first) until available funding is exhausted.

Taylor Opportunity Program for Students (TOPS) award recipients identified by Louisiana Office of Student Financial Assistance (LOSFA) as maintaining TOPS eligibility receive payment equal to basic allowable fees through the TOPS program. Those who qualify for TOPS Performance and Honors level awards also receive an additional \$200 or \$400, respectively, per semester.

LSU Board of Supervisors Scholarship applications are available in the Student Financial Aid Office. Members of the Louisiana State University Board of Supervisors and the LSU System President select scholarship recipients.

LSUHSC Hardship Waiver: This is a need based grant program meeting a State legislative mandate to set aside a portion of funds from tuition increases to alleviate the impact of those increases for needy students. Funds are awarded to Louisiana residents demonstrating significant financial need;

this is defined as an official Expected Family Contribution (EFC) Free Application for Federal Student Aid result in the Federal Pell-Eligible range. Due to limited available funds, the school may consider for funding only applicants with Zero EFC and no other significant gift assistance. Awards are made on a first come first served basis. Award amounts vary.

Centennial Award: Students who matriculate from Louisiana State University, Baton Rouge, and hold the award, will be continued at the Health Sciences Center as long as they maintain their eligibility as established for the original award (undergraduate study only). However, at LSUHSC-NO the award is not available concurrent with TOPS.

Decennial Award: Students who matriculate from the University of New Orleans and hold the award will be continued at the Health Sciences Center as long as they maintain their eligibility as established for the original award (undergraduate study only). ). However, at LSUHSC-NO, the award is not available concurrent with TOPS.

Honor Awards: Each participating school makes selection as only one award is made per class, per year, in each professional school. The award is worth \$270 per academic year.

## Loans

The Office assists students through various long-term loan programs. Repayment of Federal loans is deferred as long as the borrower is enrolled at least half-time. Qualifications for the loan programs are listed below. Specific information regarding loan terms and repayment/deferment options is available in the Student Financial Aid Office.

Private Alternative Loans: Aid office staff will assist and counsel borrowers seeking private alternative loans, and certify private loan applications after all federal funding sources are exhausted, only if the student aid budget minus other aid indicates additional eligibility

Federal Perkins Loan: This loan requires evidence of financial need for eligibility. The interest rate is five (5) per cent and does not accrue while the student is enrolled on at least a half-time basis. There are provisions for partial cancellation for designated public service. Repayment may be extended for ten years, depending upon the amount borrowed.

Nursing Student Loan: Nursing Student Loans provide funds for Masters level graduate nursing students. The interest rate is five (5) percent and does not accrue while the student is enrolled on at least a half-time basis. The major criterion for this program is demonstration of financial need. Repayment may be extended for ten years, depending upon the amount borrowed.

Health Professions Student Loans (HPSL): The Health Professions Student Loan program is for students in dentistry. The interest rate on these need-based loans is five (5) percent during the repayment period.

Primary Care Loan (PCL): Medical students who demonstrate financial need and make a commitment to pursue primary care training and practice may have access to these loans, which are interest free during the in-school and primary care residency periods and feature a five percent interest rate during repayment periods. Significant interest penalties are assessed on borrowers who fail to meet the primary care

training and practice requirements stipulated in the loan promissory note.

NOTE: Students seeking HPSL or PCL must include parent data on their FAFSA.

Federal Direct Stafford (Subsidized/Unsubsidized) Loan Program: These government loans feature a subsidized need based component and an unsubsidized non-need based component. The government does not charge interest on the subsidized component during qualifying in-school, grace, and deferment periods. Interest rate is 6.8% for graduate and professional students. The interest rate for subsidized loans for undergraduate level students is reduced to 3.4% for 2011-12; the rate on unsubsidized loans will remain at 6.8% for undergraduates.

Federal Direct PLUS: Graduate/Professional level students and the parents of undergraduate dependent students can apply for PLUS loans. These loans are non-need based and feature a 7.9% fixed interest rate. For parent borrowers, repayment generally begins when the loan is disbursed unless the parent borrower requests deferment; Graduate/Professional level student borrowers can defer payment while enrolled at least half time. To qualify, PLUS borrowers must pass a credit check and may be denied the loan based on adverse borrower credit history. Borrowers denied for credit reasons may reapply with an endorser.

To be eligible for federal student loan funding in any academic term (Fall, Spring, or Summer), undergraduate students must be enrolled in at least six credit hours of course work. Generally, graduate level students must be enrolled in at least five credit hours in a regular semester or three credit hours in a Summer Term for federal loan eligibility. Only courses meeting previously unmet degree requirements are counted in determining enrollment level for federal student aid eligibility purposes.

## Employment

Federal College Work-Study Program (FWSP): The FWSP provides employment opportunities for college students who are in need of earnings from part-time employment in order to pursue a course of study. This program enables students to earn money during the academic year and/or Summer to help defray expenses. The Office is responsible for determining the eligibility of all students who apply for work under this program. Job placement, hours of work, and rates of pay are also handled by the Office. Several FWSP positions involve community service in health care delivery and in reading tutoring for primary school children. The FWSP program at the Health Sciences Center has been dormant from 2005-2006 to the present, but it may be reactivated.

## Other Aid Programs

The Health Sciences Center does recognize and administer other programs over which it has no authority to determine qualifications or amounts.

Scholarships offered by persons or organizations that determine the recipient and amount, but require the funds to be handled through the Health Sciences Center, are welcome. Any questions concerning such a program in which any applicant is interested should be discussed with the counselor for the appropriate school.

Veterans Benefits: The Registrar is the Veterans Administration certifying official for the Health Sciences Center. The Veterans Administration determines the amount.

Louisiana Vocational Rehabilitation Program: provides fee payments and other support to eligible participants. Information is available through local state vocational rehabilitation offices.

Service Oriented Scholarships and Loans, such as the National Health Service Corps and Military scholarships, provide extensive funding in exchange for future service or practice commitments. Additional information regarding these programs is available in the Student Financial Aid Office.

## Emergency Loans

Short-term loans for use in emergencies related to education are available through the Office of Student Affairs of each school in the Health Sciences Center. Processing time for checks is two working days following loan approval.

## Aid Disbursement

Loan or Grant checks may be disbursed to registered students only. Registered students may have their loan amount credited to their account up to 10 days before the beginning of classes. The balance due the student is usually available within 14 days of the beginning of classes for the term or billing period. Second (Spring) loan disbursements for medical, dental, and nurse anesthesia students are initiated after completion of the first half of the weeks of instruction for the academic year.

All funds are disbursed by the Health Sciences Center Cashier's Office (also known as the Business Office).

## How to Apply

1. Submit an application for admission.
2. Complete Free Application for Federal Student Aid (FAFSA), and designate LSUHSC (Code Number 002014) as a data recipient.
3. If selected for verification, complete and submit a verification worksheet along with relevant IRS forms. LSUHSC-NO does not award federal aid until any required verification process is complete.
4. Promptly submit relevant loan application forms and any documents requested by the Financial Aid Office.
5. After the applicant has been posted in the LSUHSC computer system as accepted for admission and the financial aid file is complete, the Office will process the application for aid.
6. The applicant will receive notification of awards from the Office.

## Appeal Procedure

Students may appeal decisions made concerning their initial and continuing eligibility for financial assistance through the following appeal mechanism.

1. The Student Financial Aid Counselor
2. The Director of the Office
3. The Vice Chancellor for Academic Affairs

Information contained above, under the heading "TYPES OF STUDENT FINANCIAL AID AVAILABLE," constitutes fulfillment by The LSU System of requirements of the United States Department of Education, Student Consumer Information Provisions, P.L. 94-475.

## Eligibility for Deferment of Fees

Students wishing to register and request a deferment of fees must meet the following requirements.

1. Have applied for financial aid with a completed application prior to the registration date
2. Have financial aid funds that have not arrived
3. Special circumstance approved by the administration.

## Return of Title IV Funds

In cases of student full withdrawal during the first 60% of the term, semester, or billing period, the U.S. Department of Education requires the return of a portion of Title IV funds (Federal Stafford loans, Federal Perkins loans, PLUS, Federal Pell Grant, and SEOG). The percentage of such funds considered "earned" by the student is determined by dividing the number of days prior to withdrawal by the total number of days in the term, semester or billing period, with the results expressed as a percentage rounded to the first decimal point.

The remaining percentage is considered "unearned." The unearned percentage is applied first to applicable fees. The school returns this percentage to the federal aid programs. If this percentage of fees exceeds Title IV aid, the amount in excess of Title IV aid is generally returned first to other aid programs, with any remaining excess returned to the student.

If the Title IV aid exceeds the amount of applicable fees, the unearned percentage is applied to the funds in excess of fees. The student repays unearned loan funds in excess of applicable fees on the normal repayment schedule. However, the student is responsible for repaying 50% of the calculated unearned grant funds not attributable to the returned applicable fees.

Unearned funds are attributed to Title IV programs in the following order:

1. Unsubsidized Federal Stafford loans
2. Subsidized Federal Stafford loans
3. Perkins loans
4. Federal PLUS loans
5. Federal Pell Grant
6. Federal Supplemental Grants (FSEOG)

Withdrawal date is the day the student begins the official Termination of Enrollment process or otherwise officially notifies their school's Student Affairs Office of their intent to withdraw. For unofficial withdrawals, the latter of the 50%

point in the enrollment period or the last documented date of a student's educational activity (such as an exam or lab assignment) is used. The first day of a leave of absence is considered the withdrawal date for financial aid purposes, unless the student is granted a special exemption based on the nature and length of the leave and their ability to return during the same academic period and resume studies without incurring any additional financial liability.

## Return of Title IV Funds Example

Jane receives a \$500 subsidized Federal Stafford disbursement and a \$1000 Federal Pell grant for her 113 day long Spring semester. Her applicable fees are \$1000. She signs her Termination of Enrollment Form on the 33<sup>rd</sup> day of the semester and is considered in attendance for 33 days. Therefore, 29.2% of her Title IV aid, \$438, is considered earned, while 70.8%, \$1,062, is considered unearned.

The school must return 70.8% of Jane's applicable fees, \$708, to her Title IV aid. The school first attributes the return to Jane's Stafford disbursement, fully repaying the \$500 to the lender, thus reducing Jane's student loan debt. The school then returns \$208 to the Federal Pell Grant program.

Jane is not off the hook yet; she still has \$354 in unearned Title IV funds attributable to her Federal Pell Grant. However, federal regulations give Jane a break. She is responsible to return only half of this amount, \$177, to the Federal Pell Grant program; she must return this amount or make satisfactory repayment arrangements with the U.S. Department of Education before she can receive any further Title IV student aid from any institution.

## STUDENT HEALTH

### Student Health Insurance

The Health Sciences Center offers a [group health insurance program](#) for students. At the time of registration, students must either purchase coverage from this plan or must be prepared to show evidence of coverage by another plan, in which case the requirement to purchase may be waived. Students who receive medical treatment or who are referred to outside hospitals or clinics will be responsible for their bills. Students will be expected to pay the charges and then file a claim with their insurance carrier.

### Student Health Services and Records

LOCATION: [Administration](#)  
Lions-LSU Clinic Building, Rm. 716r  
[Student Clinic](#)  
2820 Napoleon Ave. Suite 890

PHONE: [Administration](#)  
(504) 525-4839  
[Student Clinic](#)  
(504) 412-1366

AFTER HOURS: (504) 412-1366  
<http://www.lsuhscc.edu/no/organizations/campushealth/studenthealth/>

Out-patient care for episodic illnesses, emergencies, and chronic illnesses is provided by student health services. The cost of primary care services for student out-patient visits at student health is supplemented with a portion of the University Fee. Students, and/or their insurance carriers are

responsible for costs related to laboratory, X-ray, medications, hospital bills, consultants and other non-reimbursed fees. A physician is on call 24 hours a day, including weekends and holidays.

Registration in the Health Sciences Center is not complete until a student submits the completed Student Health History and Physical Examination form, and the student's health has been determined to be adequate for the performance of assignments and duties. Documentation of titer level or date of immunization for the following is required: Measles, Mumps, Rubella, Varicella, Diphtheria, Tetanus Poliomyelitis and Meningitis Vaccine. In addition, a tuberculin skin test, or chest x-ray if the skin test is positive, is required within 90 days of registration and Hepatitis B vaccination is required for admission to clinical curricula in the Schools of Dentistry, Graduate Studies, Medicine, Nursing and Allied Health Professions. All students must have tuberculin skin tests on a yearly basis. All students must provide written documentation of the satisfaction of all health requirements at least two weeks prior to the first day of registration. Those students not in compliance with student health requirements will not be allowed to register for classes until student health requirements are completely satisfied.

Under the auspices of the Student Health Service there is no provision for dental care, or the treatment of visual problems or chronic physical disabilities, which are present and amenable to correction. These problems should be corrected before matriculation.

Student Health Service is not responsible for the care of students who withdraw or resign from the University.

Students who wish to be treated by health care providers other than those furnished by the Student Health Service relieve the Health Service of responsibility for their welfare. There is no refund of any portion of the University fee if this option is selected.

Short-term mental health crisis/stress counseling services are available to enrolled students through partial funding from student health fees. Counselors are available on and off campus.

A health promotion program is also partially funded as a component of Student Health Services. Programs are offered in aerobics, stress management, time management, and other wellness promotion topics. A health analysis is available to assist in lifestyle modifications for an improved health status. An active student/faculty committee has developed this component.

Complete details on the available Student Health Services will be provided to students at registration.

When leaving the University, graduates may pick up a copy of their records from Student Health Service. Records are kept on active file for five years after the student graduates.

### **Billing and Payment**

There is a requisite student health fee at registration. This fee includes the Fitness Center registration.

LSUHSC requires that students purchase and maintain health insurance either through our agent or independently. If purchased independently, the policy obtained by the student must offer comprehensive medical insurance coverage comparable to or exceeding the level of coverage offered through the Health Sciences Center. Students are

encouraged to purchase health insurance for their dependents through LSU or independently.

### **Privacy of Student Health Records**

Student health records are protected by HIPPA and are kept separate from other student records in the Office of Student Health Services.

### **Campus Assistance Program**

PHONE/CRISIS LINE: (504) 568-8888

<http://www.lsuohsc.edu/no/organizations/campushealth/ceap.htm>

The LSUHSC Campus Assistance Program (CAP) is a free service provided by the LSU Health Sciences Center to assist faculty, staff, residents, and students in the resolution of personal problems.

LSUHSC recognizes that everyone, at sometime, needs a "helping hand" or assistance. Whether it is a simple or complex problem, the LSUHSC Campus Assistance Program can help. CAP provides the following resources.

- Crisis Line (568-8888) with a CAP counselor on-call 24 hours a day 365 days a year
- Services provided for problems with anxiety, depression, stress, marriage and family, relationships, legal or financial concerns, grief, and alcohol or drugs
- Free short-term confidential counseling and referral services for students, their significant others, and/or immediate family members and, when needed, referral will be made to a specialist within the community for the most cost effective services

### **ACADEMIC PERFORMANCE RESOURCES AT LSUHSC-NO (APRIL)**

APRIL provides an umbrella of academic support services for all LSU Health Sciences Center students in New Orleans through LSUHSC Student Health. Funding for many of these services comes from Student Health Fees and Student Health Insurance. However, not all services may be covered. Please familiarize yourself with the scope of your health insurance coverage.

For convenience, the APRIL for Students Brochure at <http://www.lsuohsc.edu/no/administration/academic/april.htm> outlines the services available, the providers and contact numbers. Students may choose to contact any of the service providers directly or may seek information through their Office of Student Affairs.

### **PEER ADVOCATE LIAISON (PAL) PROGRAM**

In the Peer Advocate Liaison Program, LSUHSC student volunteers (PALs) learn about LSUHSC-NO academic resources for Students. PALs are available to help guide students to the appropriate resources for any of the following problems:

- Relationship or family issues
- Academic problems
- Concerns with alcohol or drugs
- Depression
- Adjustment to new environments
- Stress or anxiety

PALs act as temporary liaisons between students and the campus resources that assist them. PALs are not trained for counseling or crisis intervention. When unsure what LSUHSC-NO resource to use, students can ask a PAL representative, which resource might be the most appropriate. To find a PAL volunteer, students can call their Office of Student Affairs or look for nametag holders that say, "Ask me about PALs." For more information about PALS go to <http://www.lsuohsc.edu/no/organizations/campushealth/pal.htm>

### COUNCIL OF STUDENT BODY PRESIDENTS

The Council of Student Body Presidents was organized in 1979 with the primary purpose of improving communication among students attending the professional schools of the Health Sciences Center. This Group also expresses student opinion and interest to the administration and implements various programs which concern all students. Each May, the newly elected presidents representing the various schools meet to elect a chairperson. This person, in addition to conducting meetings and other Council business, is the designated representative to The LSU System Council of Student Body Presidents from the Health Sciences Center. A member of The LSU System Council of Student Body Presidents is selected yearly for appointment by the Governor to serve as the student member of the LSU Board of Supervisors.

### FACULTY SENATE

<http://www.lsuohsc.edu/no/schools/facultysenate/>

The Faculty Senate of the Louisiana State University Health Sciences Center serves as a representative voice of the faculty. The Senate consists of faculty elected representatives from the schools of Allied Health, Dentistry, Graduate Studies, Medicine, Public Health and Nursing. The Senate provides a means of communication between the faculty and the Chancellor and a means whereby the administration, through the Chancellor, may refer matters of common faculty interest to a body representing the faculty. The Senate also provides a means whereby the faculty can offer suggestions or recommendations to the Chancellor pertaining to matters of common faculty interest. The Senate may hear, consider, and advise the Chancellor on any matter of faculty interest. The Senate, upon its request, may be furnished by appropriate to its consideration in such a matter. The Senate accepts and shares responsibility with administration and students in all efforts to improve the stature and to accomplish the mission of the Louisiana State University Health Sciences Center.

### STUDENT DISCIPLINE

The disciplinary powers of The LSU System are derived from the provisions of the Louisiana Constitution of 1974, and the Louisiana Revised Statutes which established the Board of Supervisors with the power to adopt rules and regulations necessary for the government of The University System consistent with the purposes for which it was founded and to adopt rules and regulations governing student conduct.

The University System, therefore, has a responsibility to protect its educational purposes, and, as a corollary, its community. It follows that the function of its disciplinary powers is to protect its educational purposes and the health and safety of its community and the safety of property therein, through regulating the use of University System

facilities and setting standards of scholarship and conduct for its students.

### LIBRARY FACILITIES

LOCATION: Resource Center Building, 3<sup>rd</sup> Floor  
PHONE (504) 568-6100  
<http://www.lsuohsc.edu/no/library/library@lsuohsc.edu>

LOCATION: Dental Administration Building 3<sup>rd</sup> Floor  
PHONE (504) 941-8158  
<http://www.lsuohsc.edu/dentlib@lsuohsc.edu>

The Division of Libraries of the LSU Health Sciences Center at New Orleans includes the John P. Isché Library and the Dental School Library at the William Pitcher Plaza Dental Campus. The Isché Library occupies floors 3-5 of the Resource Center Building. The Dental Library occupies the third floor of the Dental Administration Building.

The New Orleans collection includes over 238,000 bound volumes, 3,000 audiovisual titles, and approximately 12,000 serials in electronic format and 200 print journals. There are approximately 400 electronic monographs. A web-based integrated library system, networked databases, search systems, and full-text databases provide patrons access to a variety of resources. Remote access to online resources is available through WAM (Web Access Management) a part of the integrated online catalog, INNOPAC (<http://innopac.lsuohsc.edu/>).

Reference librarians provide help with searching the Library's almost 400 databases. A fully equipped electronic classroom is available for bibliographic instruction. Computer labs with multimedia programs, internet access, and assorted software programs for faculty and student use are located at both the Isché Library and the Dental Library. Reference librarians teach courses, seminars, and regularly schedule training sessions in the access and use of the biomedical literature and in the use of the Library.

The Libraries offer online reference service and online interlibrary loan service. Both libraries have wireless networks. The Isché Library is open 83 hours per week. The Library Commons is adjacent to the Isché Library and is available for study and relaxation 24 hours a day, 7 days a week. The Dental Library is open 74 hours per week. The Isché Library serves as a Resource Library in the National Network of Libraries of Medicine, is a member of the South Central Academic Medical Libraries (SCAMEL), and LALINC, the Louisiana Academic Library Information Network Consortiums.



## AUXILIARY ENTERPRISES

LOCATION: Residence Hall, 2<sup>nd</sup> Floor Mezzanine  
PHONE: (504) 568-4452  
FAX: (504) 568-4599  
<http://www.auxent.lsuohsc.edu>

Our objective is to provide a diversity of services in order to enhance the University experience for students, faculty, staff, and campus visitors through quality, value and efficiency. Auxiliary Enterprises Administration is located in the LSU Health Sciences Center Student Housing Building at 1900 Perdido Street. Our mission is to provide the highest quality products and services to the Louisiana State University Health Sciences Center's community while setting the highest operational standards possible in support of the University's mission to provide education, research, and public service through direct patient care and community outreach.



## Student Housing

LOCATION: Residence Hall 2<sup>nd</sup> Floor, Room 210  
PHONE: (504) 568-6260  
FAX: (504) 568-7204  
<http://www.auxent.lsuohsc.edu/rehall>  
[aehousing@lsuohsc.edu](mailto:aehousing@lsuohsc.edu)

The Residence Hall office hours are 8:00 am to 4:30 pm, Monday through Friday. Application forms for reserving accommodations can be obtained from the Office of the Residence Hall Manager by phone or email. Application forms may also be obtained by mail by sending a written request to the following address or from the Student Housing web site <http://www.auxent.lsuohsc.edu/reshall/applications.aspx>

The Residence Hall  
1900 Perdido Street, Room 210  
New Orleans, LA 70112

LSU Health Sciences Center has two residence facilities which serve up to 466 students.

**The Residence Hall** contains 208 living units for the community of single students and married couples. Adjacent parking at ground level is fenced. Inside and outside recreational areas include table tennis, billiards, basketball, volleyball, and badminton courts. The outside perimeter of the Residence Hall is measured for lap walking or jogging. Located at 1900 Perdido Street, the Residence Hall connects to the Medical Education Building by covered, elevated walkway for easy and quick access to class rooms, labs, library, seminar rooms, and cafeteria.

**Stanislaus Hall** is located on six floors of the recently renovated Sister Stanislaus Memorial Building, also known as the Old Charity Nursing Dormitory. This building, located at 450A South Claiborne Avenue has 154 single occupancy newly furnished dorm suites. A kitchen, lounge, and laundry are on each floor. Stanislaus Hall is fireproof and air-conditioned. The building is served by two passenger elevators and one freight elevator. A covered crosswalk, the LSUHSC "Walk to Wellness," connects Stanislaus Hall to other building in the LSUHSC downtown complex such as the Medical Education Building, the Nursing-Allied Health Building, and the Entergy Garage where parking for LSUHSC Stanislaus Hall residents is available.

The Office for Stanislaus Hall is located in room 243 on the second floor of the building. Office hours are 8 am to 4:30 pm, Monday through Friday. The mailing address is 450A South Claiborne Ave, New Orleans, La 70112.



## Parking Services

LOCATION: Clinical Sciences Research Bldg., Rm. 265  
PHONE: (504) 568-4884  
FAX: (504) 568-2116  
Email: [parking@lsuohsc.edu](mailto:parking@lsuohsc.edu)  
<http://www.auxent.lsuohsc.edu/parking/>

Parking privileges are regarded as an optional benefit associated with student registration at the LSU Health Sciences Center Parking is offered by the LSUHSC in cooperation with those who enjoy the privilege. The spirit of this cooperation determines the success and efficiency of parking operations. Parking Committee Rules and Regulations apply to day, night, and weekend parking in all campus parking facilities of LSUHSC. The rules and regulations concerning parking are made to protect all users and thus apply equally to everyone. Student lots are located primarily on Perdido Street. In addition, students have night and weekend access to the Roman Street garage. For specific information on University parking regulations and parking lots, visit our website.



### Wellness Center

LOCATION: Stanislaus Hall, 3<sup>rd</sup> Floor  
PHONE: (504) 568-3700  
FAX: (504) 569-3720  
<http://www.lsuohsc.edu/no/administration/wellness/wellness@lsuohsc.edu>

The Wellness Center, located in Stanislaus Hall, offers the following amenities: cardiovascular equipment, selectorized equipment, free weight equipment, multipurpose room, flat panel LCD-HDTV's in cardio room and lounge area, free fitness assessments and exercise orientations, group exercise and Pilates' Reformer classes, lounge area locker rooms with showers and Saunas, towel service. Membership is available to: LSUHSC students, residents, faculty and staff; spouses and children (16 years or older) of LSUHSC students, residents, faculty and staff; and LSUHSC, MCLNO, or LSU Interim Hospital employees.

### Bookstores

LSUHSC-NO bookstores are members of the National Association of College Stores. In addition, the staff participates in Southwest Regional Association, the statewide Louisiana Association of College Stores and in informal local meetings of college bookstore managers. These affiliations help the managers remain current on issues in the university bookstore industry.



### Health Sciences Bookstore

LOCATION: Resource Center Building, 2<sup>nd</sup> Floor  
PHONE: (504) 568-2504  
FAX: (504) 568-2121  
Email: [aehsb@lsuohsc.edu](mailto:aehsb@lsuohsc.edu)  
<http://www.auxent.lsuohsc.edu/hsb/>

The Health Sciences Center Bookstore in New Orleans stocks all course books, reference books and health sciences software plus ancillary supplies needed for Allied Health, Graduate, Medical, Nursing and Public Health school students, residents, and faculty.



### Dental Bookstore and Science Supplies

LOCATION: 1100 Florida Avenue, Room 2106  
PHONE: (504) 941-8129  
FAX: (504) 941-8448  
Email: [aedbs@lsuohsc.edu](mailto:aedbs@lsuohsc.edu)  
<http://www.auxent.lsuohsc.edu/dbs/>

The Dental Bookstore and Science Supplies Store serves the dental school staff, students and patients and also LSUHSC's clinics. It provides assistance in locating hard to find dental books, dental equipment, and supplies.



### Duplicating and Graphics

LOCATION: 1542 Tulane Avenue, Room 111  
PHONE: (504) 568-2565  
FAX: (504) 568-4556  
Email: [aegraphics@lsuohsc.edu](mailto:aegraphics@lsuohsc.edu)  
<http://www.auxent.lsuohsc.edu/dp/>

LSUHSC-NO Duplicating and Graphics provides the academic community with commercial quality duplicating and printing services. With over fifty years of experience, the highly skilled staff is always ready to assist with copying and printing needs and can make presentations pop with color. Duplicating and Graphics offers a wide variety of copy, printing, laminating and bindery services at very attractive pricing.

Duplicating and Graphics maintains public access vending copiers in the Dental School and Resource Center libraries, Medical Education, Allied Health, and Clinical Education buildings. These copiers will accept the Pay Paw card.



## Food Services

<http://www.auxent.lsuhsu.edu/cafeteria/>

The Tiger Den Café in the MEB provides students, faculty, and staff with a convenient and wide variety of meals and snacks without leaving their respective campuses. The newly expanded menus give hungry and rushed customers a wide variety of favorites from traditional hamburgers and New Orleans style red beans and rice, to freshly prepared Deli/Panini Sandwiches and Wraps and personal pizzas. For coffee lovers we Proudly Brew Starbucks coffee as well as many other specialty drinks and we offer an assortment of snacks and pastries at our conveniently located Kiosk.



## Microsystems Sales and Service

LOCATION: Medical Education Building, Room 4221  
PHONE: (504) 568-4578  
Email: [aemss@lsuhsc.edu](mailto:aemss@lsuhsc.edu)  
<http://www.auxent.lsuhsu.edu/mss/>

Microsystems offers its products to students, faculty, staff, departments, hospitals & affiliated clinics. MSS participates in special educational affiliate programs available through many of the major technology suppliers, which passes substantial cost savings to the customers. Our team of technology professionals offers the absolute best in industry knowledge, experience and systems integration "know how", they are available for assistance and consultation 5 days a week by phone, email and in person in our office in the Medical Education Building. Products and services include but not limited to:

- PC systems including workstations, laptops, desktops, tablet PCs and servers from vendors such

as Apple, Dell, HP/Compaq, Lenovo, Sony, and Toshiba.

- Other Hardware: Printers, Scanners, Imaging equipment, Storage devices, Communication devices, Networking infrastructure, Computer System Upgrades, Multi-function devices and PDA's
- Operating Systems, Scientific and Research, Software development tools, Specialty Software, Imaging, Database and Multimedia
- Detect and remove spyware/malware/viruses
- Retrieve lost data in the event of a drive failure or data corruption
- Microsystems functions as an Authorized Repair Center for Dell, Apple and HP computer systems. We also offer printer and peripheral repairs for HP and Lexmark products via established contracts for printer repairs.



## Pay Paw

<http://www.auxent.lsuhsu.edu/paypaw/>

The academic Health Sciences Center at New Orleans, in affiliation with the LSU main campus, began implementing the BlackBoard Transaction System on campus in the month of June 2004. Many students will recognize this as nearly identical to the Tiger Card program at LSU Baton Rouge. The program at the Health Sciences Center is being called the Pay Paw Card, and is a means for faculty, staff and students to access a variety of goods and services without the necessity of carrying cash. It is available for use with vending machines, many updated copy machines, the printing system in the student labs and libraries, all food service and coffee kiosk operations, the bookstores, registrar's office, and the Wellness Center.

## THE FOUNDATION FOR THE LSU HEALTH SCIENCES CENTER AT NEW ORLEANS

LOCATION: 450A South Claiborne Ave  
PHONE: (504) 568-3712  
FAX: (504) 568-3460  
<http://www.lsuahscfoundation.org/>

The Foundation for LSUHSC-NO was incorporated in 1988 as a 501(c)3, tax-exempt organization with the mission of supporting and promoting the educational, research, patient care, and community outreach programs of the LSU Health Sciences Center at New Orleans. It is governed by a corporate board composed of civic, professional and community leaders who are committed to the development and support of LSUHSC.

The Development Staff of the Foundation helps to promote this mission through developing programs of major and annual giving opportunities, by soliciting grants from foundations and corporations, through estate planning, and by facilitating and organizing numerous fundraising and recognition events. Every dollar raised is designated to one of the six LSUHSC schools: Medicine, Dentistry, Allied Health Professions, Nursing, Graduate Studies and Public Health.

LSUHSC fundraising efforts have included

- LSUHSC endowed chairs and professorships
- Centers of Excellence
- community outreach programs
- lecture series
- distinguished faculty fellowship awards
- staff incentive awards
- academic scholarships
- applied research funds

Funds also have been raised to support international faculty travel, graduate student travel, grants to aid theses/dissertation preparation, rare library or museum artifacts and related items not supported by state revenues. These private contributions serve as the primary nourishment for the growth and advancement of the many programs associated with LSUHSC-NO.

The Finance Staff of the Foundation manages \$90 million in funds and maintains accountability for all reporting required by the IRS and the State of Louisiana for LSUHSC at New Orleans. The Research and Development Services staff maintains a database of alumni and donors for all LSUHSC schools, centers and programs.

The entire Foundation staff works closely with the chancellor, schools, the Foundation board of directors and select community and business leaders to continue bringing excellence and value to LSUHSC-NO.

## TECHNOLOGY DEVELOPMENT

LOCATION: Resource Center Building Suite 827  
PHONE: (504) 568-8303  
FAX: (504) 568-5588  
<http://www.lsuahsc.edu/no/administration/otd/jhardy@lsuahsc.edu>

The Office of Technology Development at LSU Health Sciences Center at New Orleans facilitates the research enterprise and provides a means for faculty, staff, and students to bring significant novel intellectual property to the commercial marketplace. This process is called *Technology Transfer*.

The major steps in Technology Transfer include disclosure of inventions, evaluation, patent prosecution, marketing, negotiation of license agreements, and management of active licenses. Employees of LSUHSC-NO have an obligation to disclose their inventions to the University under the terms of employment. Students have the opportunity to utilize these services as well. The Technology Transfer process begins when inventors submit a technology disclosure summary to the Office of Technology Development.

The Technology Transfer Committee, composed of leading LSUHSC-NO researchers and clinicians, evaluates technologies based upon scientific merit, patentability, and marketability.

If technologies are successfully licensed, revenue received from licensing deals is shared with the inventor(s) in accordance with LSU System policy. Detailed information on these issues can be found in [Permanent Memoranda 16](#) on Technology Transfer and [Permanent Memoranda 64](#) concerning Intellectual Property – Distribution of Royalties and Other Matters.

In addition to the actual technology transfer process, the Office of Technology Development is charged with establishing and enabling the relationships necessary for certain aspects of research and collaboration to occur. This includes negotiating Material Transfer Agreements, Confidential Disclosure Agreements, and Inter-Institutional Agreements. The Office of Technology Development is committed to encouraging economic development for the New Orleans region and the State of Louisiana and producing positive social impacts with the work of LSUHSC-NO inventors. We encourage inventors and industry to contact us regarding opportunities for LSUHSC-NO technology.



## ALUMNI ASSOCIATIONS

The LSU Alumni Associations are voluntary organizations of the more than a quarter of a million graduates, former students, and friends of The LSU System. A portion of the diploma fee of each graduate is credited to the Alumni Associations. This provides each graduate with one year of active membership in the Alumni Association.

The official publication of the Alumni Associations, LSU Magazine is published five times a year and is received by all active members.

The LSU Health Sciences Center "Status Report," published quarterly, is received by all Health Sciences Center graduates.

### Allied Health Alumni Association

J.M. Cairo  
1900 Gravier Street  
New Orleans, LA 70112  
(504) 568-4246  
[JCairo@lsuhsc.edu](mailto:JCairo@lsuhsc.edu)  
<http://alliedhealth.lsuhschool.edu/Alumni/>

### LSU School of Dentistry Alumni Association

Joanne Courville, Director, Alumni Relations  
1100 Florida Avenue, Box 143  
New Orleans, LA 70119  
(504) 641-8120  
<http://www.lsusd.lsuhschool.edu/Alumni/AlumniDonors.html>

### Nursing Alumni Association of LSU Health Sciences Center

Kim Kreppein-Becke, President  
(504) 987-8613  
Catherine Lopez, School of Nursing Liaison  
1900 Gravier Street  
New Orleans, LA 70112  
(504) 568-4180  
<http://nursing.lsuhschool.edu/NursingAlumniAssociation/Alumni.html>

### LSU Health Sciences Center Medical Alumni Affairs

Cathi Fontenot, MD  
2020 Gravier Street, Room 523  
New Orleans, LA 70112  
(504) 568-4009  
[roar@lsuhsc.edu](mailto:roar@lsuhsc.edu)  
[http://www.medschool.lsuhschool.edu/alumni\\_affairs/](http://www.medschool.lsuhschool.edu/alumni_affairs/)

## FEDERAL REGULATIONS

### Campus Security

PHONE: (504) 568-8999  
<http://www.is.lsuhschool.edu/police/>

Information relative to the authority, mission composition, and function of the University Police Department for the Health Sciences Center is included in the University Police section of this publication. Beginning September 1, 1992, and annually thereafter, data on specific incidents of crime required under Title II of the Crime Awareness and Campus Security Act of 1990 will be provided upon request by the University Police Department.

### Equal Opportunity

The LSU System assures equal opportunity for all qualified persons without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, marital status, or veteran's status in the admission to, participation in, or employment in the programs and activities, which the LSU System operates. Anyone having questions or complaints regarding equal opportunity at the LSU Health Sciences Center should contact:

Office of Human Resource Management  
433 Bolivar Street  
New Orleans, LA 70112-2223  
(504) 568-3916

Persons believing they have been discriminated against contrary to federal law are entitled to make an inquiry or file a complaint with the

United States Equal Employment Opportunity Commission  
701 Loyola Avenue  
New Orleans, LA 70113

or United States Department of Health and Human Services  
Office for Civil Rights  
1301 Young Street  
Suite Number 1169  
Dallas, TX 75202.

### Family Education Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records. These rights include; the right to inspect and review the student's education records within 45 days of the day the University receives a request for access, the right to request the amendment of the student's education records that the student believes is inaccurate, the right to consent to disclosures of personally identifiable information contained in the student's education records except to the extent that FERPA authorizes disclosure without consent, and the right to file a complaint with the U.S. Department of Education concerning alleged failures by LSUHSC to comply with the requirements of FERPA.

The act further provides that LSUHSC may release certain information about the student, designated as directory

information, unless the student has informed the institution in writing that such information should not be released. Directory information is the information in the education record of the student that generally would not be considered harmful or an invasion of privacy if disclosed. Directory information includes: the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, dates of attendance, enrollment status, degrees, honors and awards received, expected graduation date, planned post-completion placement (e. g. AAMC match), and the most recent educational agency or institution attended by the student. A student who desires that any or all of the above listed information not be released must submit a written request to the Office of the Registrar no later than the 10<sup>th</sup> day of the academic term. For further information, consult the LSUHSC website.

## Health Insurance Portability and Accountability Act

LSU Health Sciences Center at New Orleans is a covered entity under the Health Insurance Portability and Accountability Act of 1996 (HIPAA). All faculty, staff, and students are responsible for familiarizing themselves with University policies CM-53 (privacy) and PM-36 and CM-42 (information security) and are required to complete training modules on protection of patient privacy and security of electronic information. Training is offered in various formats including orientation sessions, web-based, and, self-study. Please direct all inquiries regarding HIPAA to the Office of Compliance Programs at 504-568-2350. Information can also be obtained from the Office of Compliance Programs website at <http://www.lsuhsoc.edu/no/administration/ocp/>.

## Military Selective Service Act

As a condition for admission on all campuses in the LSU System, any person who is required to register for the federal draft under the act and is unable to show proof of having done so will be ineligible for admission to the schools of the LSU Health Sciences Center.

## Reasonable Accommodation for Students with Disabilities

LSU Health Sciences Center seeks to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 by providing reasonable accommodations to students with documented disabilities. Students are responsible for providing documentation of a disability and must contact the Office of Student Affairs of their school to request a disability related accommodation. Costs associated with documentation of a disability are the responsibility of the student.

Upon receipt of such information, the Health Sciences Center will determine what reasonable accommodations, if any, are appropriate for the student.

## Sexual Harassment

Sexual harassment is a form of unlawful discrimination on the basis of sex, and is defined as unwelcome verbal or physical

behavior of a sexual nature that is prohibited by both LSU Health Sciences Center policy and federal law.

The Health Sciences Center reaffirms and emphasizes its commitment to provide a learning environment that is free of discriminatory, inappropriate, and disrespectful conduct or communication. Sexual harassment threatens this environment in that it inhibits the individual's ability to function effectively as a student and violates acceptable standards of behavior. For these reasons, the Health Sciences Center will not tolerate any form of sexual harassment.

Sexual harassment may involve submission to verbal or physical conduct of a sexual nature, unwelcome sexual advances, or requests for sexual favors when these are made-either explicitly or implicitly a term or condition of an individual's academic status. Sexual harassment may also include unwelcome verbal or physical conduct of a sexual nature when this conduct interferes with an individual's ability to function effectively in an academic setting by creating an intimidating, hostile, or offensive environment.

All categories of students, including graduate assistants and student-employees, are governed by the Health Sciences Center's sexual harassment policy.

To help the recipient determine how best to remedy sexual harassment, as well as to ensure that appropriate measures are taken when warranted, anyone who believes he or she has been subjected to sexual harassment may address questions or complaints to his academic advisor, department head, the Dean of Students for the student's respective school, or the Human Resources Department. The recipient of such a complaint shall notify HRM and seek that office's assistance in connection with an investigation of the complaint.

## Deficit Reduction Act Notice

<http://www.lsuhsoc.edu/no/administration/ocp/dranotice.aspx>

The Deficit Reduction Act was designed to improve federal and state oversight and enforcement actions against fraud and abuse in the Medicaid program. It requires that any entity receiving more than 5 million dollars in Medicaid funds per year must instruct their workforce on the following issues.

- The federal False Claims Act
- Any state civil or criminal penalties for false claims
- Whistleblower protections

## Federal False Claims Act, 31 USC § 3279

The False Claims Act is a federal statute that covers fraud involving any federally funded contract or program, including the Medicaid and Medicare programs. This act is commonly known as the "Lincoln Law" because it was first enacted to counter fraudulent activities involving military procurement during the Civil War. The act establishes liability for any person who knowingly presents or causes to be presented a false or fraudulent claim to the U.S. government for payment

The term "knowingly" is defined to mean that a person, with respect to information:

- Has actual knowledge of falsity of information in the claim;
- Acts in deliberate ignorance of the truth or falsity of the information in a claim; or
- Acts in reckless disregard of the truth or falsity of the information in a claim

**Claim** – For purposes of the False Claims Act, a “claim” includes any request or demand for money that is submitted to the U.S. government or its contractors.

**Liability** – Health care providers and suppliers who violate the False Claims Act can be subject to the following:

- Civil monetary penalties (CMP) ranging from \$5,500 to \$11,000 for each false claim submitted.
- In addition to the above (CMP), can be required to pay three times the amount of damages sustained by the U.S. government.
- If convicted of a False Claims Act violation, the OIG may seek to exclude the provider or supplier from participation in federal health care programs.

**False Claims Violation** – Any conduct that leads to the submission of fraudulent claims to the government such as knowingly making false statements, falsifying records, double-billing for items or services, submitting bills or services never performed or items never furnished, or otherwise causing a false claim to be submitted.

### Qui Tam “Whistleblower” Provisions

Encourages individuals to come forward and report misconduct involving false claims, the False Claims Act includes a “qui tam” or whistleblower provision. It allows any person with actual knowledge of allegedly false claims to the government. Such persons are known as a “relators.” By way of example, the U.S. Department of Justice reports that the federal government obtained more than \$1.4 billion in settlements and judgments for fraud committed against the government in 2004-2005.

**Qui Tam Procedure** – The relator must file his or her lawsuit on behalf of the government in a federal district court. The lawsuit will be filed “under seal,” meaning that the lawsuit is kept confidential while the government reviews and investigates the allegations contained in the lawsuit and decides how to proceed.

**Rights of Parties to Qui Tam Actions** – If the government determines that the lawsuit has merit and decides to intervene, the prosecution of the lawsuit will be directed by the U.S. Department of Justice. If the government decides not to intervene, the whistleblower can continue with the lawsuit on his or her own.

**Award to Qui Tam Whistleblowers** – If the lawsuit is successful, and provided certain legal requirements are met, the qui tam relator may receive an award ranging from 15 to 30 percent of the amount recovered. The whistleblower may also be entitled to reasonable expenses including attorney’s fees and costs for bringing the lawsuit.

**No Retaliation** – In addition to a financial award, the False Claims Act entitles whistleblowers to additional relief, including employment reinstatement, back pay, and any other compensation arising from retaliatory conduct against a whistleblower for filing an action under the False Claims Act or committing other lawful acts, such as investigating a false claim or providing testimony for, or assistance in, a False Claims Act action.

### Louisiana State Law

Under Louisiana state law, the definition of a false or fraudulent claim is slightly broader, At LSA R.S. 46:437.--, “8)

“False or fraudulent claim” means a claim which the health care provider or his billing agent submits knowing the claim to be false, fictitious, untrue, or misleading in regard to any material information. “

Under state law, (12) “Knowing” or “knowingly” means that the person has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

Just as with the federal whistleblower statute, under Louisiana state law, “a private person (“Qui Tam plaintiff) may institute a civil action (“Qui Tam Action”) in the courts of this state on behalf of the medical assistance programs and himself to seek recovery

A person who is or was a public employee or public official or a person who is or was acting on behalf of the state shall not bring a qui tam action if the person has or had a duty or obligation to report, investigate, or pursue allegations of wrongdoing or misconduct by health care providers, or had access to the records of the state through the normal course and scope of his employment relative to activities of health care providers.

### State Whistleblower Protection

No employer of a qui tam plaintiff shall discharge, demote, suspend, threaten, harass, or discriminate against a qui tam plaintiff at any time arising out of the fact that the qui tam plaintiff brought an action pursuant to this Subpart unless the court finds that the qui tam plaintiff has instituted or proceeded with an action that is frivolous, vexatious, or harassing.

No employee shall be discharged, demoted, suspended, threatened, harassed, or discriminated against in any manner in the terms and conditions of his employment because of any lawful act engaged in by the employee or on behalf of the employee in furtherance of any action taken pursuant to this Part in regard to a health care provider or other person from whom recovery is or could be sought. Such an employee may seek any and all relief for his injury to which he is entitled under state or federal law.

No individual shall be threatened, harassed, or discriminated against in any manner by a health care provider or other person because of any lawful act engaged in by the individual or on behalf of the individual in furtherance of any action taken pursuant to this Part in regard to a health care provider or other person from whom recovery is or could be sought except that a health care provider may arrange for a recipient to receive goods, services, or supplies from another health care provider if the recipient agrees and the arrangement is approved by the secretary. Such an individual may seek any and all relief for his injury to which he is entitled under state or federal law.

An employee of a private entity may bring his action for relief against his employer or the health care provider in the same court as the action or actions were brought pursuant to this Part or as part of an action brought pursuant to this Part.

**Recovery awarded to a qui tam plaintiff** – Generally, if the secretary or the attorney general intervenes in the action brought by a qui tam plaintiff, the qui tam plaintiff shall receive at least ten percent, but not more than twenty percent, of recovery, exclusive of the civil monetary penalty provided in R.S. 46:439.6(C). In making a determination of award to the qui tam plaintiff the court shall consider the extent to which the qui tam plaintiff substantially contributed

to investigations and proceedings related to the qui tam action.

**Rewards for fraud and abuse information** – State law provides that there may be a reward of up to two thousand dollars to an individual who submits information to the secretary which results in recovery pursuant to the provisions of this Part, provided such individual is not himself subject to recovery under this Part.

**Louisiana State False Claims Penalties**

- Payment of actual damages
- In addition to actual damages, a civil fine not to exceed 10,000 dollars per violation; OR
- A civil fine not to exceed three times the value of the illegal remuneration, whichever is greater
- Payment of interest on the mandatory civil fine imposed.

**UNIVERSITY POLICE DEPARTMENT**

PHONE: (504) 568-8999  
<http://www.is.lsuhscc.edu/police/>



Established by Act RS:17-1805 Regular Session of the Louisiana Legislature, the University Police function with full authority for the protection of the LSUHSC Community including students, employees, and property. It is further the responsibility of this office to uphold federal, state and local laws, University regulations, and to provide assistance, guidance and coordination in emergencies and unusual situations.

Orientation of all new students, faculty and staff, includes lectures on Health Sciences Center rules and regulations and on personal safety. Locations and telephone numbers of all University Police Centers are provided in student packets and handbooks.

To become a commissioned officer of the LSUHSC Police Department, Officers must complete and graduate from Police Officers Standard Training (P.O.S.T.) certification training.

**Emergency Telephone Number**

Call (504) 568-8999 to contact University Police.

**LSUHSC-NO POLICIES FOR STUDENTS**

**Alcohol Use**

The use of alcohol is prohibited in classroom buildings, laboratories, auditoriums, library buildings, faculty and administrative offices, athletic facilities, and all other public campus areas. Alcohol may be served for special events on campus sponsored by the institution with written authorization from the Dean, Chancellor, or their authorized designee and when the LSUHSC's Guidelines for Responsible Use of Alcohol are followed. These Guidelines also apply to the use of alcohol at LSUHSC sponsored functions off campus.

The Guidelines are contained in CM-36 (Guidelines for the responsible use of Alcohol at the LSU Health Sciences Center) at <http://www.lsuhscc.edu/no/administration/cm/cm-36.aspx>.

**Violence-Free Workplace**

Everyone has a reasonable expectation to perform his/her assigned duties in an atmosphere free of threats and assaults. Recognizing the increasing incidence of violence in the workplace, the Governor of the State of Louisiana issued an executive order committing the State of Louisiana to work toward a violence-free workplace. Louisiana State University Health Sciences Center at New Orleans fully supports this effort and is committed to a violence-free workplace. In response, LSUHSC-NO issued CM-44 (Violence in the Workplace Policy, and Workplace Violence Prevention Plan) at <http://www.lsuhscc.edu/no/administration/cm/cm-44.aspx>

CM-44 contains LSUHSC-NO's Firearms and Weapons Policy. This policy states that it is illegal and expressly prohibited to engage in the unauthorized carrying of a firearm, or a dangerous weapon, by a student or non-student on University property at anytime. This includes but is not necessarily limited to school sponsored functions or in a firearm-free zone. Violators will be arrested and prosecuted to the fullest extent of the law.

Other topics covered under CM-44 include the following.

- Hazard Prevention and Control
- Personal Conduct to Minimize Violence
- How to Deal with Bomb Threats

**Substance Abuse**

Authorized use of, possession of, or being under the influence of alcohol and the illegal use, abuse, possession, manufacture, dispensation, distribution of, or being under the influence of controlled or illegal drugs is prohibited while at work, on call, on duty, at school, or engaged in Louisiana State University Health Sciences Center New Orleans campus (LSUHSC-NO) business on or off LSUHSC-NO premises. LSUHSC-NO provides for an on-going alcohol and drug-testing program for reasonable suspicion/for cause, post accident, periodic monitoring or aftercare, and random testing.

The schools of the Health Sciences Center actively maintain programs dealing with all aspects of chemical dependency, such as prevention, intervention and rehabilitation. Education in substance abuse is provided through workshops and seminars, and has become an integral part of the curriculum of each school.

This Substance Abuse Policy applies to all faculty, staff, residents, and students of LSUHSC-NO. Students must understand that initial and continued enrollment is contingent upon compliance to this policy. The complete policy is in CM-38 (Substance Abuse Policy and Procedures) and is located at <http://www.lsuhscc.edu/no/administration/cm/cm-38.aspx>.

## Information Technology

Users of the Information Technology infrastructure are expected to exhibit responsible behavior and comply with all federal and state laws, LSUHSC-NO rules and policies, terms of computing contracts, and software licensing rules. Students should not engage in any activity that jeopardizes the availability, performance integrity, or security of the IT infrastructure. For example, students should not

- use peer-to-peer (P2P) applications that take up bandwidth for the downloading of music, games, and video
- deliberately or recklessly overload access links or switching equipment by using streaming media such as web radio and other mechanisms

CM-42 contains the entire LSUHSC-NO Information Technology (IT) Infrastructure Policy and is located at <http://www.lsuhscc.edu/no/administration/cm/cm-42.aspx>. By using a computer on the LSUHSC IT infrastructure, students acknowledge that they are subject to the terms of CM-42 and that they give their unrestricted consent to the monitoring, copying, and unrestricted distribution of any transmission/communication or image generated, received by, sent by, or stored in the computer. Noncompliance could result in disciplinary action up to and including dismissal from an academic program, and civil or criminal liability.

## Weather Related Emergency Procedures

During a weather event that requires closing of the campus, LSUHSC-NO will not function as an evacuation site for students. CM 51 (Policy on Weather Related Emergency Procedures for LSU Health Sciences Center at New Orleans) at <http://www.lsuhscc.edu/no/administration/cm/cm-51.aspx> has information about disaster preparedness. Students are encouraged to familiarize themselves with this information.

## Student Responsibilities and Rights

Students are responsible for complying with all policies/procedures, rules and regulations and other information published by the Health Sciences Center at New Orleans. In addition, students are expected to abide by all federal, State and local laws.

Mistreatment and abuse of students by faculty, residents, staff, or fellow students is contrary to the educational objectives of the LSUHSC at New Orleans and will not be tolerated.

CM-56 (Student Responsibilities and Rights at LSUHSC-NO) located at <http://www.lsuhscc.edu/no/Administration/cm/cm-56.aspx> describes additional responsibilities and rights. CM-56 also describes the procedures for addressing student complaints including informal conflict resolution and filing a formal complaint.

# CENTERS OF EXCELLENCE

## Alcohol and Drug Abuse Center

(Approved by the Board of Regents, 1991)  
Patricia Molina, MD, PhD, Director

The Alcohol and Drug Abuse Center stimulates interdisciplinary collaborative efforts for research and teaching and the dissemination of pertinent information in the area of alcohol and drug abuse. This Center enhances the research capabilities of scientists, stimulates collaborative research efforts, and strengthens educational activities in the biomedical aspects of alcohol and substance abuse throughout the Health Sciences Center. The Center is directed toward building upon existing strength, expanding and elevating our reputation in substance-abuse research, treatment, and prevention. A strong focus of the center is to promote discovery in the field of alcohol and drugs of abuse and their impact on HIV disease prevention, progression and treatment. While major components of the program's activities are focused on biomedical research, continued growth has now involved community based intervention programs.

## Center on Healthy Aging

(Approved by the Board of Regents, 1991)  
Charles Cefalu, MD, MS, Director

It is the mission of the Center on Healthy Aging at the LSUHSC to promote top clinical research in the field of aging at area LSU affiliated clinical training sites in the New Orleans Metro area. The Center also collaborates on research initiatives with the LSU Pennington Research Facility in Baton Rouge regarding research initiatives in Aging.

Recent funded clinical research at the Center have included the following: Horizon Trial-Phase III Study to evaluate the effect of zolidronate in post-operative elderly post hip fracture-2001; Observational Study of the Association between Chronic Anemia and Nursing Home Residents; a cohort Study to evaluate the effect of epogen in elderly nursing home residents with anemia and chronic renal disease, an observational study evaluating the epidemiology of Gastroenteritis in nursing home residents, and a cohort study of Osteoporosis/Fall Risk in nursing home residents.

Area LSU affiliated nursing homes and clinics in the New Orleans Metro area serve as clinical sites for clinical studies including John J. Hainkel Nursing and Rehabilitation Center and St. Ana's Residence as well as affiliated LSU clinics.

Full time clinical faculty, a full-time research associate from the Section of Nephrology, LSUHSC, faculty from the Pennington Research Center in Baton Rouge and research assistants from the School of Public Health provide technical assistance and expertise in research design, methodology, statistics and analysis of research.

Research opportunities exist for medical students, residents, fellows, MPH candidates and nursing and allied health students at clinical practice sites.

St. Ana's Residence, Chateau De Notre Dame in New Orleans and Chateau Living Center in Kenner, La.

Full time clinical faculty, a full-time research associate from the Section of Nephrology, LSUHSC, and research assistants from the School of Public Health provide technical assistance

and expertise in research design, methodology, statistics and analysis of research.

Research opportunities exist for medical students, residents, fellows, MPH candidates and nursing and allied health students at clinical practice sites.

### **Cardiovascular Center**

(Approved by the Board of Regents, 1991)

Frank W. Smart, MD, Director

The Center's mission is to improve the understanding and management of cardiovascular diseases by developing a multidisciplinary approach that integrates close, collaborative efforts among programs in basic and clinical research, clinical management, prevention, and epidemiologic and genetic studies. This combined effort will focus on the investigation of cardiovascular disease with a particular emphasis on integrating molecular and cellular perspectives with clinical and population-oriented studies. The Center realizes this goal by fostering the careers of cardiovascular scientists, and enhancing the research infrastructure and core resources for collaborative, multidisciplinary research in thematic areas related to cardiovascular disease progression.

The center will continue to expand ongoing efforts to provide an academic environment to cultivate true 'bidirectional' translational research so that interesting clinical problems identified by our clinician scientists can be addressed in the laboratory, while key findings at the bench can be rapidly translated to larger animal studies and eventually to the bedside.

### **Center for Molecular and Human Genetics**

(Approved by the Board of Regents, 1991)

Director (Vacant)

The Center for Molecular and Human Genetics encourages and fosters interdepartmental collaborations to provide: (1) outstanding and integrated genetics programs in research, teaching, and clinical service; and (2) genetics education throughout the community.

Genetic factors play a major role in essentially all diseases, including cancer, diabetes, neurological and cardiovascular disorders. The Center contributes to basic, translational and clinical research in genetics that is advancing the development of precise diagnoses and effective therapies. Research interests of the members cover areas such as gene structure and expression, molecular genetics, cytogenetics, gene therapy, and genomic variation.

Education programs in genetics and genomics are also a major focus of the Center. Additionally, the latest advancements in diagnosis and treatment are provided through the Center's clinical services. The Center provides a cohesive framework that facilitates communication between basic scientists and clinicians leading to excellent research, training, and clinical programs in genetics.

Two major components of the Center of Molecular and Human Genetics are the LSUHSC-NO Department of Genetics and the LSUHSC-NO Gene Therapy Program

### **Center for Oral and Craniofacial Biology**

(Approved by the Board of Regents, 1994)

Paul L. Fidel, PhD, Director

The Center of Excellence in Oral and Craniofacial Biology is a multidisciplinary center to provide adequate resources to promote and facilitate research, intellectual stimulation, and a network for research opportunities and collaboration in oral health. The Center serves as a nucleus for both clinical and basic science research in the oral and craniofacial region. Clinical research efforts currently center on periodontal disease and restoration. The basic science efforts currently center on oral infectious diseases, inflammation, biomaterials, and cancer. A Statistical Core and Research Facilities Core with state-of-the-art molecular biology and microscopy equipment aid the research effort.

The Center also serves an educational role through the training of predoctoral and postdoctoral students and clinicians throughout the State of Louisiana. Many Center faculty are currently conducting research through federal, industrial, and private foundation grants, and the Center has been funded by NIH Center of Biomedical Research Excellence (COBRE) grant to develop promising junior faculty into scientific independence and provide additional infrastructure to the research enterprise.

### **Epilepsy Center**

(Approved by the Board of Regents, 2002)

Piotr W. Olejniczak, MD, Director

The LSUHSC Epilepsy Center of Excellence is dedicated to providing state-of-the-art, comprehensive epilepsy treatment, enhancing access to epilepsy education for patients and physicians, and promoting multidisciplinary epilepsy research in pharmacology, neuroelectrophysiology, neuroimaging, neurosurgery, neuropsychology, biomedical engineering and public health.

The Epilepsy Center has been the only tertiary care center for epilepsy in Louisiana and the Gulf Coast since its inception (est.1990; member National Association of Epilepsy Centers), serving the approximately 54,000 to 90,000 medically intractable and hard to treat individuals with epilepsy in this region. Our team of professionals offers diagnostic and presurgical monitoring, the strategic use of antiepileptic medications, specialized epilepsy neuroimaging, vagus nerve stimulator implantation, ketogenic diet management, neuropsychological testing, psychiatric support and epilepsy surgery for adults and children. The Center also hosts several clinical research trials each year for investigational medications and devices.

All individuals who continue to have seizures despite treatment by their doctor should be evaluated by the Center's clinical epilepsy team to determine if more advanced approaches to treatment will stop seizures. Information about Center staff, diagnostic and treatment options, available research opportunities and appointment scheduling can be found on our website at [www.epilepsycenter.info](http://www.epilepsycenter.info). Questions about Center services and opportunities can be e-mailed to [epicenter@lsuhsc.edu](mailto:epicenter@lsuhsc.edu).

### **Eye Center**

(Approved by the Board of Regents, 1999)

Jayne S. Weiss, MD - Director

The LSU Eye Center of Excellence was created in 1978 as a comprehensive center for vision care and research, with interdisciplinary cooperation among basic scientists and

clinical scientists to advance the prevention and treatment of blinding eye disease.

The LSU Eye Center is a comprehensive ophthalmic medical center, recognized as a world leader in patient care, in medical education, and in research to preserve and restore vision. For over 30 years, our physician-investigators and scientists have actively searched for causes, preventive measures, and most effective treatments for diseases and disorders of the eye. Our faculty are known for pioneering work in laser vision correction, cataract and other refractive surgeries, viral and bacterial eye disease, corneal transplantation and cornea preservation, ophthalmic plastic and reconstructive surgery, neuro-ophthalmology, glaucoma, wound healing, drug delivery, contact lenses, diabetic eye disease, macular degeneration, retinitis pigmentosa and other retinal diseases and degeneration.

The LSU Eye Center has earned national and international recognition for its comprehensive programs in patient care, research in the vision sciences, ophthalmology education, and outreach to the community. We are particularly proud of the physicians, scientists, and technicians whom we have trained who are now leaders in the local community, the state of Louisiana, and the world at large.

In 1997, the outstanding residency programs of the LSU Eye Center and the Alton Ochsner Medical Foundation merged, combining the strength of the faculties, facilities, and varied patient populations of the two institutions. This ACGME-accredited residency program ensures enriched academic and clinical experiences for the brightest and most highly motivated ophthalmologists in training.

### **Ernest N. Morial Asthma, Allergy, and Respiratory Disease Center**

(Approved by the Board of Regents, 1996)

[Judd E. Shellito, M.D. Director](#)

In 1997 The Ernest N. Morial Asthma, Allergy and Respiratory Disease Center at LSUHSC was dedicated as Louisiana's first comprehensive center for the education, prevention, treatment and research of asthma and other respiratory diseases. The Morial Asthma, Allergy, and Respiratory Disease Center is named for, and dedicated to, Ernest "Dutch" Morial. "Dutch" suffered and eventually died from asthma. An integral part of the mission of the Ernest N. Morial Asthma, Allergy and Respiratory Disease Center is to preserve "Dutch" Morial's passion for wanting to help those who need it most. Because the asthma death rate among African-Americans is almost triple that of Caucasians, and because the largest increase in incidence of asthma has been among inner city African-Americans, much of the Center's work is focused on the African-American Community and the urban poor - helping those who need it the most.

The mission of the center is 1) Patient, community and physician education in asthma management and prevention, for all citizens with a special focus in high-risk groups such as African-Americans and the urban poor; 2) Outstanding patient care for those suffering from asthma and other respiratory diseases, such as pneumonia, emphysema, tuberculosis, cystic fibrosis, chronic bronchitis, pulmonary hypertension and other chronic obstructive pulmonary disease, with a focus on access to care for the under-served; and 3) Basic and clinical research in asthma and respiratory diseases – with an emphasis on at-risk populations – to determine causes and to develop new methods for prevention, treatment and cure.

The Center is an active component of the American Lung Association's Asthma Clinical Research Centers.

### **Neuroscience Center of Excellence**

(Approved by the Board of Regents, 1988)

Nicolas G. Bazan, MD, PhD, Director

The Neuroscience Center of Excellence is dedicated to the study of the fundamental principles of brain, retina and nerve function, and to contribute to understanding and conquering diseases of the nervous system. The Neuroscience Center is comprised of 15 teams led by independent faculty members who focus their creativity on cellular and molecular neuroscience, including the neurobiology of disease and translational neuroscience. All faculty members have joint appointments in clinical and basic science departments. The Center also hosts fellows, residents and faculty from several clinical departments, fostering effective interdisciplinary research.

The Center is dedicated to providing innovative, educational and mentoring programs, such as the Interdisciplinary Neuroscience Graduate Program (M.S. in Neuroscience, Ph.D. in Neuroscience, M.D./Ph.D. degree program), which attracts outstanding students from around the world; the Summer Undergraduate Neuroscience Program, which mentors top Louisiana undergraduate students through lectures and hands-on research; and postdoctoral fellowships for training the next generation of investigators. The annual Neuroscience Retreat is a forum for the showcasing of neuroscience investigation and discovery and has been the birthplace of countless research collaborations. Several seminar programs and lectureships host renowned scientists (including 12 Nobel Laureates) who present their work to the LSUHSC community. In addition, the Center has a keen interest in mentoring junior ifaculty members, helping develop them into independent, competitive scientists. Teams of neuroscience mentors guide junior investigators along the path to acquiring their own independently-funded research, with the goal of strengthening the quality of neuroscience research in Louisiana. The External Advisory Committee for the Neuroscience Center's National Institutes of Health (NIH) COBRE (Centers of Biomedical Research Excellence) grant provides expert mentoring. During the last several years, the Center also has developed a successful grantsmanship education and research enhancement program.

The Center has received significant federal, state and private research funding. Currently, Center investigators have 19 active NIH R01 grants. Other NIH grants include collaborations with Harvard Medical School and the University of Southern California, as well as the Mayo Clinic. Projects are directed toward discovering novel mechanisms for stroke, brain injury, blinding eye diseases, Alzheimer's and Parkinson's Disease, epilepsy, traumatic brain injury and other disorders of the nervous system. Specific faculty research interests include the following: cellular and molecular mechanisms of corneal inflammation, nerve regeneration and wound healing, dry eye; retinal pigment epithelium/photoreceptor interactions, neuroprotection, neurobehavior and histopathology; nonlinear dynamics of single neurons and networks; neuroinflammation, hippocampal synaptic plasticity, neurodegeneration, and synaptic transmission and signaling; mediator lipidomics; proteomics and biochemical approaches for understanding mechanisms of memory and neural disorders; genomics, bioinformatics and developmental plasticity. One major program is supported by the Ernest C. and Yvette C. Villere Endowed Chair for Retinal Degeneration Research and is focused on retinitis pigmentosa and macular degeneration.

In addition, the Neuroscience Center participates in translational research programs, such as those sponsored by the LSUHSC Translational Research Initiative, to bring the innovative research conducted here in the lab to the clinic, providing new therapies and treatments for nervous system injuries and diseases. To date, the innovative research conducted has resulted in more than 20 patents or patent applications.

The Neuroscience Center continues to play a pivotal role in developing innovative approaches to understanding the mechanisms of disease and the advancing treatment for disorders of the brain and retina.

### **Research Institute for Children**

(Approved by the Board of Regents, 2005)

Seth Pincus, MD, Director

The Research Institute for Children (RIC) established in 1998 is a joint collaboration among Children's Hospital, LSU Health Sciences Center (New Orleans) and the University of New Orleans. The RIC is housed in the Research and Education Building on the Children's Hospital campus and is supported by Children's Hospital. The overall objective of the RIC is to promote and conduct medical and basic science research in the diagnosis, treatment, and prevention of pediatric illnesses, particularly infectious diseases, and diabetes. A secondary objective is to provide research training for academic scientists, both basic and translational. To accomplish this, a strong core of basic scientists interacts with clinical faculty from LSUHSC and Children's Hospital. Trainees include undergraduate and graduate students, and both clinical and basic postdoctoral fellows. The individuals trained within these basic science laboratories will become the translational and clinical researchers who fulfill the ultimate mission of the RIC.

### **Stanley S. Scott Cancer Center**

(Approved by the Board of Regents, 1991)

Augusto Ochoa, MD, Director

The Louisiana Board of Regents approved the formation of the Stanley S. Scott Cancer Center in 1991, and in 1995, the Center was awarded a National Cancer Institute Planning Grant, the first step in receiving designation as a Comprehensive Cancer Center. Since that time, the SSSCC has grown into a multidisciplinary matrix organization, drawing membership and expertise from virtually every department within LSUHSC's Schools of Medicine, Nursing, and Dentistry.

The primary mission of the SSSCC is to conduct cancer research with a focus on the prevention, treatment, and eventual eradication of cancer, particularly among underserved populations. The knowledge obtained will lead to providing cutting-edge clinical care for cancer patients and an opportunity to educate professionals and laymen alike.

Currently, SSSCC members hold over \$17 million in annual funding for their research projects. Research is conducted in such areas as Molecular Signaling; Population Studies; Molecular Genetics; Immunology, Infection and Inflammation; and the clinical sciences. Support to researchers is provided in many forms, including several core laboratories, such as Genomics, Proteomics, Immunology, Imaging, and Biostatistics/Bioinformatics. In addition, faculty benefit from a dedicated clinical trials office and a grants and development office that assists with strategic development of proposals as well as with application processing and award management. The Center is actively enhancing its translational and clinical research programs to complement its strong basic science component. This progress is being achieved through an in-house expansion of our clinical activities as well as the development of strategic partnerships.

Of particular significance is the award-winning Minority Based-Community Clinical Oncology Program (MB-CCOP) funded by the National Cancer Institute.

Through partnerships with community oncologists and public and private hospitals in Southeast Louisiana, the MB-CCOP provides patients with access to advanced cancer prevention and treatment trials approved by the National Cancer Institute. In 2009, this institute honored our program with the Harry Hynes award in recognition of outstanding community oncology.

Also noteworthy in terms of the Center's growth are a \$10.1 million COBRE grant from the National Center for Research Resources to Dr. Augusto Ochoa, Director of the Cancer Center, and a \$6.5 million Center of Excellence grant from the National Center on Minority Health and Health Disparities to Dr. John Estrada, who directs education and community services for the Cancer Center, and Dr. Betty Dennis of Dillard University. The COBRE, "Mentoring Translational Researchers in Louisiana," is cultivating a group of talented young faculty members to become independent researchers who are successful at tackling complex issues such as how chronic inflammation may be important in the development of chronic diseases, including cancer, renal disease, and pulmonary disease, and at pioneering new methods for early diagnosis and treatment. The Faculty Development section of this COBRE has been presented as a model of excellence in training young researchers. The Dillard-LSUHSC Minority Health and Health Disparities Research Center features three primary components: 1) research on medical issues such as prostate cancer, cervical cancer, obesity, and asthma that afflict minority and disadvantaged populations disproportionately, 2) advanced training opportunities for current and future health disparity researchers, and 3) formal training for clinical research associates whose focus will include increasing the inclusion of minority patients in potentially life-saving clinical trials.

The progress of the Center over the past two decades has been substantial. Since fiscal year 2007 alone, the funding for sponsored projects routed through the Center grant's office has increased by 900%. The SSSCC is part of the Louisiana Cancer Research Consortium, which also includes the Tulane University Health Sciences Center Cancer Center, Xavier University, and the Ochsner Clinic Foundation. The consortium receives a portion of the tax for all cigarettes sold in the state. At present, this portion amounts to \$10 million per year being invested for the purpose of earning NCI designation for a Cancer Center in Louisiana.

## Louisiana Vaccine Center

(Approved by the Board of Regents, 2009)

Alistair Ramsay, PhD, Director

The Louisiana Vaccine Center focuses interdisciplinary strengths in the basic and translational science of microbial pathogenesis, immunity and vaccine research to foster development of novel vaccines and therapies against infectious disease. The Center encompasses LSUHSC-New Orleans, Tulane HSC, and Xavier University of Louisiana, and is directed towards building a tower of strength, with education, research and development infrastructure to support growth and the commercialization of new discoveries. The Center has developed and consolidated excellent facilities and support services designed to aid the flow of vaccine-related research from discovery through pre-clinical testing and analysis. Center-driven education programs in infectious disease and vaccines span training opportunities for high school students, undergraduates and graduate fellows, and include entrepreneurial fellowships developed in partnership with the New Orleans BioInnovation Center. The Center thus fosters education in infectious disease and vaccines, promotes research collaborations between partner institutions, strengthens our capacity to compete for large-scale research and development grants and contracts, provides a focus for recruitment and retention of established researchers and junior scientists, and facilitates research commercialization and new local biotechnology ventures.