Allergy Injection Policy

Patient’s Name: ________________________________

To the Allergist:

To safely and accurately administer the desensitization schedule to your patient, we need the following from you:

1. Immunotherapy injection schedule for each vial.
2. Expiration date on each vial.
3. Specific orders for treatment of an adverse reaction
4. Specific instructions regarding the next dosage of serum to be administered following a local reaction.
5. Specific instructions regarding the next dosage of serum to be administered when the regular schedule is not maintained (one week, two weeks, three weeks, and four weeks missed).

Orders should be signed by you, along with your address and telephone number.

Please mail serum to our physical address on Chestnut Street via Fed Ex or UPS only.

Thank you,

UNT Student Health and Wellness Center
University of North Texas Student Health and Wellness Center  
Physical Address: 1800 Chestnut St, Denton, TX 76201  
Mailing Address: 1155 Union Circle #305160, Denton, TX 76203  
Phone: (940) 565-2333  
Fax: (940) 369-7042

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To the patient:

Each patient must provide his/her own allergy serum. An injection schedule & orders from their allergist must accompany the serum. Orders from the allergist must be received before we will give any allergy injections. New allergy patients will be seen by a physician to review allergy instructions.

**Check-in times for allergy injections**

**Fall and Spring Semester**
Monday-Thursday: 9:00 am – 11:15 am and 2:00 pm – 4:30 pm  
Friday: 9:30 am – 11:15 am and 2:00 pm – 4:30 pm

**Summer Sessions**
Monday through Thursday: 8:00 am – 11:15 am and 2:00 pm – 4:30 pm  
Friday: 9:30 am – 11:15 am and 2:00 pm – 4:30 pm

Allergy injection patients will be required to wait the allotted amount of time specified by their allergist for monitoring for adverse reactions following injection. Patients need to plan on being in the Health Center 45-60 minutes based on wait times specified by the allergist.

There will be times during breaks and holidays when allergy services will not be available. Patients may ask the Treatment Nurses for a schedule of closure dates for each academic year. **Patients will pay a $20 office visit fee or the co-pay determined by their insurance plan.**

We store allergy serum in the Health Center’s Treatments refrigerator, and patients will sign a log when the serum is checked out or taken home.

Students will be required to reorder their serum from their allergist, and the allergist must provide an updated injection schedule with each order. The student is responsible for bringing their allergy serum to the Health Center or having their allergist mail it to the Health Center’s physical address.

The student is responsible for picking up their serum or making arrangements to have their serum sent to their allergist at the end of the semester. It is the student’s responsibility to make arrangements for injections when the Health Center is closed, either at their allergist’s office or at a facility where a physician is present.

**We encourage each student to be compliant with their allergy schedule to minimize delays in getting injections caused by dosage adjustments. Treatment nurses will discard any unclaimed serum after the expiration date.**