

# THE WHITE BOOK

## CHAPTER 4

### Cadet Support Services

## SECTION 5

### MUSC Multi-specialty Clinic Operations

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- I. **Organization:** The Medical University of South Carolina multi-specialty clinic is a medical care facility for Citadel cadets, only. It is staffed by two primary-care sports medicine physicians, a family nurse practitioner, 7 registered nurses, 4 mental health counselors, 1 Psychiatrist and a Physical Therapist.
- II. **Functions:** The multi-specialty clinic provides comprehensive primary care, sports medicine, mental health rehabilitative care and medical referrals for the SC Corps of Cadets. This section provides procedures for:
  - A. **Outpatient Primary Care and Sports Medicine Services**
  - B. **Inpatient services**
  - C. **Off-Campus Care**
- III. **Procedures:**
  - A. **Outpatient Services:**
    1. **Multi-specialty Clinic Access:** The Clinic is open 24/7 during the school year, with limited hours during the summer. For security reasons, the Clinic entrance is locked at 2100 each night. After that time, cadets requiring urgent care can ring the front doorbell and the nurse on duty will let them in. For non-urgent conditions, cadets will report for Sick Call, Nurse Clinic. Cadet insurance will be utilized for visits and completely cover services provided within the clinic however lab services and prescriptions may require remaining balance payment.
    2. **Sick Call:** The doctors and nurse practitioners are available to see sick or injured cadets during Sick Call. Hours for Sick Call 0630-1630, Monday through Thursday and 0630-1430 on Friday.
    3. **Nurse Clinic:** After Sick Call hours (1630 hours on weekdays and on weekends), treatment for minor ailments and injuries are provided by a nurse practicing under standard medical protocols with an on-call physician for additional assistance. More complicated, but non-urgent, conditions may be deferred to the doctor or nurse practitioner on the next duty day. More serious conditions may require referral to a local urgent-care clinic or emergency room.

4. **Primary Care Clinic:** Dr's McLeod, Brownlee, and our nurse practitioner Ms. Leia Oberg provide full-scope primary care services for our patients. This includes any and all care you would receive from your Family Medicine physician or Pediatrician. Point of care laboratory testing for strep throat, influenza, COVID-19, and mononucleosis are available at the clinic. Standard laboratory tests (if necessary) can be drawn and processed by MUSC Lab Client Services. Medications may be prescribed and delivered by MUSC courier to the Clinic by 1700.
5. **Sports Medicine Clinic:** Drs. McLeod and Brownlee are Sports Medicine physicians providing full medical and orthopedic assessment during normal operating hours. Services include laceration care, abscess incision and drainage, toenail removal, x-ray, diagnostic ultrasound, splinting, casting, fracture management, dry needling, cupping, trigger point injections, prolotherapy injection (for chronic recurring tendon/ligament injuries), and OMT (spinal adjustments).
6. **Physical Therapy Clinic:** Monday-Thursday 0630-1630 our physical therapist Dr. Andrea Word is available to provide therapy services for the Corps of Cadets. Physical therapy is not a walk-in clinic, and patients must be referred by one of our physicians or nurse practitioner. Following referral cadets will be placed on duty status and directed to the front desk for scheduling. Please keep in mind therapy may be scheduled before, between, or following classes and you will be held accountable if you fail to present for treatment.
7. **Mental Health Clinic:** Mental health care is available Monday-Friday 0700-1830. The Clinic staffs 3 licensed clinic social workers, a clinical psychologist and psychiatrist for treatment of all mental health concerns. If necessary, medication management for depression, anxiety, ADHD, and other mental health concerns may be prescribed by our psychiatrist. **The Clinic is a safe space for all Cadets. Anyone experiencing crisis at any time of day may come to us for help!**
8. **Sign In:** Upon arrival at the Clinic, Cadets must sign into the CAS computers at the entrance of the clinic, then present to the front desk to be registered for an appointment. Following check in each patient will be directed to their respective waiting room for care. If you forget to sign into CAS it can affect your absence/excuse from classes and accountability.
9. **Sign Out:** Each practitioner will sign the Cadet out with their duty status or direct them to the MUSC staff member who will sign them out of CAS. All duty statuses are updated in CAS. Please remember your duty status is a direct order and must be followed accordingly.
10. **Cadet Illness During Parades:** Cadets who feel they are too ill to participate in parade must come to the Clinic for medical evaluation and treatment. Unit commanders, TACs, etc. may not excuse cadets from parade or other duties because of sudden illness. Cadet commanders are not authorized to excuse cadets to stay in their rooms because of illness. Cadets previously placed on excused duty will meet the company parade formation, then observe the parade from the reviewing stands.
  - i. Cadets who get sick after Adjutant's Call for parade will fall out of parade formation and report to the Clinic after informing their chain of command.
  - ii. Cadets who feel weak or dizzy during parade may fall out of formation with the assistance of one or two other cadets, and then move to the rear of the formation.
  - iii. If a cadet loses consciousness during parade, they will be carried to the rear of the formation and transported to the Clinic.

11. **Excused Duty on Friday Afternoon:** All cadets placed on excused duty (XMD, XPT, etc) on Friday afternoons will be restricted to campus for the remainder of the weekend.
12. **Duty Restrictions:** Cadets with certain medical or surgical conditions may require duty restrictions for optimal recovery. Dispositions other than “full duty” are ordered by the Clinic staff or Sports Medicine staff, as needed. These dispositions are indicated by abbreviations, e.g., XMD, XPT, etc. Some cadets with conditions that can be expected to require restricted duty for an extended period are granted Temporary Duty Status (TDS) along with the duty restriction(s); e.g., TDS with XMD, or TDS with SS, until (date). A cadet who receives a duty restriction must notify his or her chain of command (specifically his or her squad leader and 1SG) and carry his or her duty restriction paperwork with him if it involves uniform or grooming restrictions.
13. **Completion of Cadet Year – Medical / Campus Assessment Team (CAT) / Commandant Review.** Knobs must participate in and successfully complete numerous events throughout their freshman year. Freshmen cadets missing more than 30% of Challenge week may be referred to the CAT to determine whether they will be allowed to continue as a cadet. Additionally, any cadet (C1 to C4) visiting the Clinic more than 21 times in a semester or spending 21 days or more in any combination of X-status, medical leave or hospitalization status in a semester may also be referred to the CAT for determination of continuation as a cadet. In cases when freshmen exceed any of these criteria, they also may be referred to the Commandant for determination on whether they have successfully completed all Knob year requirements. Freshman found not completing all Knob year requirements may be directed to repeating another semester in the 4<sup>th</sup> Class System. Cadets can be referred to the CAT in several other situations as well. See Citadel Memorandum 2023, for details.
14.
  - i. **XMD (Excused Military Duty):** Not required to perform any military duties. XMD includes XPT, X-Brace, X-Run, X-Push-Ups, X-Pull-Ups, X-Sit-Ups, X-Brace, X-Rifle, and X-Instrument. XMD prohibits participation in inspections, parade, drill, rifle manual, rapid gallery walking (“knobby walking”), rapidly climbing/descending (“driving”) the stairs, sweep detail and all other military duties. XMD does not include X-Uniform, which requires a separate restriction (XU). The cadet on XMD must report for all company formations. After the unit report of absentees is received by the first sergeant, the XMD cadet then falls out and proceeds individually to his/her destination. XMD status usually does not exceed 21 days; if it does, the physician will generally grant TDS status along with XMD (see below) or refer the cadet to the CAT for medical review.
  - ii. **XPT (Excused Physical Training):** XPT includes X-Run, X-Push-Ups, X-Pull-Ups, and X-Sit-Ups. Cadets on XPT status must report in PT uniform to observe scheduled PT instruction but not participate in exercise.
  - iii. **X-Run:** Excused from running, rapid gallery walking (“knobby walking”), and rapid stair climbing/descending without using handrails (“driving the stairs”).
  - iv. **X-Push-Ups (XP):** Excused from push-ups.
  - v. **X-Pull-Ups (XPU):** Excused from pull-ups.
  - vi. **X-Sit-Ups (XSI):** Excused from sit-ups/crunches/plank.
  - vii. **XR (Excused Rifle) or XI (Excused Instrument):** Excused from carrying a rifle or musical instrument; the cadet must march with the unit for all activities other than parades or ceremonies.
  - viii. **XC (X-Cover):** Excused from wearing a uniform cap or hat. While on XC restriction, cadet may

- not leave campus except for approved medical appointments.
- ix. **XU (X-Uniform):** Cadet will wear the standard PT uniform in lieu of the duty or leave uniform. While on XU status, the cadet cannot leave campus except for approved medical appointments.
  - x. **SS (Soft Shoe):** Cadet will wear tennis shoes in lieu of duty shoes or boots. When on SS restriction, cadet may not leave campus except for approved medical appointments.
  - xi. **X-Brace:** Not required to come to a brace during the designated period.
  - xii. **X-Haircut:** No haircut during designated period.
  - xiii. **X-Shave:** Excused from shaving during the designated period, usually two weeks. Must keep beard trimmed with electric clippers to a uniform length no more than 1/4 inch for the entire period.

- xiv. **X-Sitcon:** Will not sit Confinements or receive credit for them.
  - xv. **Bed Rest:** A cadet may be given bed rest status for up to 24 hours at a time; RIR must be renewed each day to remain in force. While on RIR status, the cadet is excused from all military and academic duties, including formations, and may remain in bed. RIR is the equivalent of inpatient admission to the Clinic and is restricted to upper classmen with selected medical conditions.
  - xvi. **Restriction to Campus:** Cadets on X-Uniform, X-Cover, and Soft Shoe restrictions are prohibited from leaving campus until they are released to wear the standard leave uniform.
  - xvii. **R (“Restricted”) designation:** "R" added to any of the above other-than-duty status designations restricts the cadet to the campus. This generally applies to cadets who are placed on excused duty which prevents marching on a Friday afternoon; cadets are then restricted to campus for the entire weekend.
  - xviii. **TDS (Temporary Disability Status):** A cadet is placed on TDS Status when his/her medical condition requires a medical excuse from duty for an extended period of time. TDS must be accompanied by the actual duty restriction(s); e.g., TDS-XMD, TDS-XPT, or TDS-XRun. The expected recovery time required to warrant placing a cadet on TDS will vary with the particular disease or injury and with the duties, training, or classes the cadet will be required to miss. A short-term illness such as “sore throat” would not warrant TDS. However, rehabilitation after knee surgery will take weeks for recovery and does warrant TDS. Only the Citadel Surgeon, or his designee, places cadets on TDS status. A cadet placed on TDS will not be referred to the CAT for medical review except under unusual circumstances. See Campus Assessment Team, below.
  - xix. **Tours and Confinements:** XMD and XPT cadets must serve confinements in lieu of walking punishment tours at the rate of two confinements for one tour. XR and XI cadets will walk tours without a rifle.
  - xx. **Inspections:** XMD, XR, XI, XC, XU, and SS cadets will place their rooms in MRI order for SMI inspections. They will not stand in-ranks for the personal appearance portion of the SMI. They will remain in their rooms, waiting for the inspector to come by for the room inspection portion of the SMI. They will not be allowed to use the Clinic as a place of duty during the inspection.
- 15. Campus Assessment Team (Medical Review Board):** The Campus Assessment Team (CAT) meets regularly to assess applicants’ and cadets’ abilities to comply with the physical and behavioral requirements of The Citadel’s program. Freshman cadets missing more than 30% of initial knob training will be referred to the CAT to determine whether they will be allowed to continue as a cadet. Cadets can be referred to the CAT in several other situations as well. See Citadel Memorandum Number 2-23, Campus Assessment Team, for details.
- 16. Transportation to the Clinic:** If a cadet needs assistance in getting to the Clinic, other cadets can walk him/her over; alternatively, he/she can obtain transportation by golf-cart from the JOD or the athletic trainers. Cadets who are too ill to walk can also call Citadel Public Safety for transport to the Clinic. Cadets who are seriously ill or severely injured should call EMS for transport to a local emergency room. See Emergency Care, below.

- 17. Restriction Sheets:** Any cadet with confinements or tours who receives bed rest is confined to bed is not required to sign Restriction Sheets in the guard room during con/tour periods. They are advised to inform the Company duty NCO responsible for the Restriction Sheets of their status to limit confusion. Cadets other than those on bed rest with confinements or tours and medical dispositions other than duty must sign the Restriction Sheets.

#### B. Inpatient Services:

- 1. Admission.** Cadets requiring in-patient treatment will be admitted to the Clinic as either a day patient ("bunkie") or an overnight in-patient and will be assigned a bed.
- 2. Uniform.** The uniform for cadets admitted to the Clinic is the PT uniform. Inpatients on Class Status may wear an appropriate PT uniform to class by in lieu of the duty uniform.
- 3. Class Status.** A cadet who has been admitted to the Clinic as an in-patient must obtain permission (Class Status) from the Clinic staff before leaving the Clinic for any reason. He/ she must report the departure and return times, along with destination (class, barracks, library, etc.), on the Clinic sign-out sheet. Upon entering the barracks, the cadet must report departure and return to the Officer of the Guard (OG) or OG representative.
- 4. Visitation.** During initial knob training, only TACs, cadet commanders, first sergeants/sergeants major, and human affairs officers are permitted to visit knob inpatients. Visitors must report to the front desk of the Clinic, tell the receptionist who they want to visit, and wait in the waiting room for the inpatient to be escorted out for a visit. Following initial knob training, any cadet may visit an inpatient cadet between the hours of 14:00 and 20:00 daily. (regular visiting hours). Visitors are not allowed to enter the wards because of privacy and infection-control considerations.
- 5. Leaving campus while admitted.** Sick and injured cadets admitted to the Clinic are not eligible for weekend or general leave. In special cases the Citadel Surgeon can grant medical leave for medical visits or convalescence with the concurrence of the Deputy Commandant.

#### C. Off-Campus Care

- 1. Emergency Care.** Several near-by emergency departments provide emergency care for cadets. If brought to the Clinic, the Clinic staff will arrange for emergency transportation (EMS ambulance) for sick/injured cadets if necessary. Many "emergencies" can be handled by the Clinic and do not require transport to a hospital. Some serious injuries / illnesses require immediate transport directly to a hospital. These include neck or spine injuries, severe difficulty breathing, profuse bleeding from an open wound, attempted suicide or homicide, and inability to get to the Clinic by walking, golf cart, or car. To request an EMS ambulance, dial 8-1-1 from any on-campus phone; from a cell phone, call (843) 953-5114 for campus dispatch or dial 9-1-1. Identify the illness or injury and the location of the cadet; please stay with the patient until help arrives.

- 2. Medical Specialist and Dental Care.** Cadets may be referred to local specialists for services not available at the Clinic. If the services of a local medical specialist or dentist are required for an acute condition, the Clinic staff will help Cadets schedule an appointment. Alternatively, cadets or their families may make their own appointments; however, they must present to the Clinic to obtain a Medical Pass or if they need Special Orders, to go on Medical Leave (see para 3 below).

Appointments for routine dental work, eye examinations, etc. should be made during furlough periods whenever possible. At the medical visit, off-campus providers are asked to report diagnoses, procedures, prescribed medications, and recommendations for duty restrictions (usually on the Medical Pass Referral form). Cadets must return the annotated forms to the Clinic upon their return from a Medical Pass. Leave for non-urgent appointments is not usually approved during scheduled classes, drill periods, parades, or inspections. Specifically, non-urgent appointments will not be approved for Friday afternoons except under unusual circumstances.
- 3. Medical Pass and Medical Leave.** For non-emergency, off-campus medical or dental treatment, cadets may apply for a Medical Leave or Charleston Medical Pass (local area medical visit). Medical Pass and Medical Leave may not be granted 48 hours prior to or following a Furlough, 24 hours prior to or following a weekend of an SMI, 24 hours prior to or following a period over which a ROTC FTX is conducted, or 24 hours prior to or following a weekend of a scheduled Corps wide military or leadership event. The Citadel Surgeon approves all special-order requests for Medical Leave. Medical Leave will only be granted for the time necessary for travel to and from the appointment-recovery time may be granted based on medical necessity. Cadets wanting to “extend” this Medical Leave must coordinate Special Leave with their TAC and be charged for the overnight(s). Medical Passes must be approved by the Citadel Surgeon during Sick Call hours. At the medical visit, off-campus providers are asked to report diagnoses, procedures, prescribed medications, and recommendations for duty restrictions (usually on the Medical Pass Referral form). Cadets must return the annotated forms to the Clinic-upon their return from a Medical Pass.
- 4. Transportation for Medical Care.** Cadets requiring non-emergency transportation to a local physician’s office or emergency room for non-emergent conditions must call RideShare Company or obtain transport by personal vehicle (parent, cadet, TAC Officer, etc.). The MUSC Shuttle is available to transport to MUSC campus for medical appointments Monday-Friday with pick up behind the Clinic at 8am, 9am, 10am, 11am, 12pm and 2pm. Cadet transportation is covered in Citadel Memo 4-003, Transporting Cadets for Medical Care.
- 5. Pregnancy.** The Clinic does not offer obstetric care for cadets. This care must be provided by off-campus providers. Pregnancy is considered by The Citadel to be a temporary disability, under Title IX and The Citadel’s Pregnancy Policy. Pregnancy will preclude one from performing certain cadet duties at some point in the pregnancy and from meeting the standards expected of a cadet at a certain point during the pregnancy. Thus, the pregnant cadet may (1) remain in school as long as she does not miss more than 3 weeks of classes per semester, or (2) medically withdraw from The Citadel with readmission after delivery. Readmission procedures are stated in the Temporary Disability Policy for cadets. A cadet who desires to remain in school but who exceeds the allowed time on disability status under the pregnancy policy may be referred to the Campus Assessment Team for a review (see Citadel Memo 2-23, Campus Assessment Team).

6. **Medical Insurance.** All cadets are required to maintain personal health insurance while attending The Citadel. Updated insurance cards will need to be submitted to MUSC Health at The Citadel via email to [citadel@musc.edu](mailto:citadel@musc.edu) or updated in their MyChart account. **Cadets that fail to maintain personal health insurance will be enrolled in a Statewide Student Health Insurance Plan and will have the applicable insurance premiums charged to their student account. (Effective Jan 2025)** Additional information about insurance can be found on the Clinic website at: <http://www.citadel.edu/root/images/Clinic/student-health-insurance.pdf>.