

LOUISIANA STATE UNIVERSITY
STUDENT HEALTH CENTER

Authored: August 2008
Reviewed/ Revised: August 2008

Section 1-19
Page 1 of 1

ADMINISTRATION

Title: Media Management

In keeping with the educational mission of the University, the Student Health Center staff, when able, will be available to share information about emerging health issues as well as health services available at the Center with members of the media. However, in order to protect the privacy of our patients and clients, no audio recordings, no video, digital, or still photography, and no reporters are allowed in our facilities or at programs we present without permission of the administration.

The Associate Director will serve as the primary contact for all media request. S/he will then delegate the request to the individual most appropriate to manage it, based on their expertise and availability.

All local, regional and national media request require the approval of the Director and the Office of Public Affairs.

Requests should be made at least 48 hours prior to the stated deadline. If given shorter notice, the request may be denied.

Representatives from the media will be directed to the Health Center website, www.lsu.edu/shc, as part of their background research, to review information on Health Center services and upcoming initiatives.