

## **TO THE WHOLE UNIVERSITY COMMUNITY**

We are pleased to inform that the Office of Medical Services will provide Teleconsultation Services from 9:00 am to 12:00 pm and 1:00 pm to 3:00 pm from Monday to Friday, by telephone with Dr. Zaida Y. Díaz Colón.

Steps to follow to request the consultation:

1. Write your request for medical service to the email:

[consultasOSEM.carolina@upr.edu](mailto:consultasOSEM.carolina@upr.edu)

You must inform:

- your name
- student number
- last 4 digits of Social Security
- phone number

2. You will receive an email with:

- the day and time of your appointment
- the documents to be completed:
  1. Patient Consent for Teleconsultation
  2. Demographic Registry for the creation of an Electronic File

(ALL DOCUMENTS MUST BE COMPLETED AND RECIEVED BY US AT LEAST ONE HOUR BEFORE YOUR APPOINTMENT)

3. You will receive a call from Dr. Díaz at the time of your appointment to make your query.

**NOTE: All students must be enrolled in the current semester AND have completed all the documents required by the Medical Services Office in order to receive the service.**