**高雄醫學大學關懷懷孕學生實施要點**

**Kaohsiung Medical University**

**Directives Governing the Care for Pregnant Students**

101.10.09 101學年度第1次性別平等教育委員會通過

October 9, 2012 Passed by the 1st Gender Equity Education Committee Meeting of the Academic Year 2012

101.10.18 101學年度第3次行政會議審議通過

October 18, 2012 Reviewed and passed by the 3rd Administrative Meeting of the Academic Year 2012

101.11.07 高醫秘字第1011103088號函公布

November 7, 2012 Promulgated via the KMU official letter Mi Tzu No. 1011103088

103.11.18 103學年度第1次性別平等教育委員會通過

November 18, 2014 Passed by the 1st Gender Equity Education Committee Meeting of the Academic Year 2014

103.12.18 103學年度第5次行政會議通過

December 18, 2014 Passed by the 5th Administrative Meeting of the Academic Year 2014

104.01.15 高醫秘字第1041100106號公布

January 15, 2015 Promulgated via the KMU official letter Mi Tzu No. 1041100106

108.04.17 107學年度第4次性別平等教育委員會通過

April 17, 2019 Passed by the 4th Gender Equity Education Committee Meeting of the Academic Year 2018

109.01.14 108學年度第1次性別平等教育委員會通過

January 14, 2020 Passed by the 1st Gender Equity Education Committee Meeting of the Academic Year 2019

109.02.20 108學年度第7次行政會議通過

February 20, 2020 Passed by the 7th Administrative Meeting of the Academic Year 2019

109.03.11 高醫學務字第1091100590號函公布

March 11, 2020 Promulgated via the KMU official letter Hsueh Wu Tzu No. 1091100590

111.04.06 110學年度第2次性別平等教育委員會通過

April 6, 2022 Passed by the 2nd Gender Equity Education Committee Meeting of the Academic Year 2021

111.05.12 110學年度第10次行政會議通過

May 12, 2022 Passed by the 10th Administrative Meeting of the Academic Year 2021

111.05.30 高醫學務字第1111102063號函公布

May 30, 2022 Promulgated via the KMU official letter Hsueh Wu Tzu No. 1111102063

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| 一、  Article 1 | 為落實性別平等教育法第14-1條規定，積極維護懷孕學生受教權，並提供必要之協助，特訂定本要點。  Kaohsiung Medical University (KMU or “the University”) formulates the KMU Directives Governing the Care for Pregnant Students to implement Paragraph 1 of Article 14 of the Gender Equity Education Act, actively protect pregnant students’ right to education, and provide them with necessary assistance. |
| 二、  Article 2 | 本校為關懷懷孕、曾懷孕（人工流產、自然流產或出養）、育有子女、以及因配偶或伴侶懷孕、曾懷孕，而有受教權維護及輔導協助需求之學生，秉持多元、包容之精神，保障學生受教權；並於處理過程中嚴守專業倫理，尊重隱私，採取必要之保密措施，以維護適用本要點學生（以下簡稱適用學生）之權益，提供最大協助。  The University upholds the spirit of diversity and inclusion to safeguard the right to education of students who need protection and counseling assistance because they are pregnant, were pregnant (due to induced abortion, spontaneous abortion, or adoption giving), are raising children, or have spouses or partners who are pregnant or were pregnant. During the process of handling, it strictly observes professional ethics, respects privacy, takes necessary confidentiality measures to protect the rights and benefits of students to whom the Directives apply (“applicable students”), and provides them with the utmost assistance. |
| 三、  Article 3 | 為提供適用學生求助管道，於學生事務處（以下簡稱學務處）設置專責之窗口及電子郵件信箱。  The University has established a designated point of contact and email at the Office of Student Affairs to provide applicable students with channels to seek assistance.  學校知悉適用學生時，應依本校關懷懷孕學生流程轉介至學務處，視其需求提供相關協助。  When the University becomes aware of the applicable students, it shall follow its procedure for caring for pregnant students and refer them to the Office of Student Affairs, which will provide relevant assistance based on the students’ needs. |
| 四、  Article 4 | 本校適用學生為未成年者，應即成立處理小組，由校長或校長指派校內主管擔任召集人，並指派學務處為單一處理窗口。與適用學生課業、出缺勤、學習環境及學生輔導相關之處室主管及性別平等教育委員會委員為當然成員，並得邀請相關專業之校內外人士參與，共同研議關懷措施。  If applicable students are minors, the University shall establish a handling group. The President or an on-campus head appointed by the President will serve as the convener and designate the Office of Student Affairs as the single point of contact for handling. Heads responsible for academic affairs, attendance affairs, the learning environment, and counseling affairs of applicable students, as well as members of the Gender Equity Education Committee, will serve as ex officio members of the handling group. On-campus and off-campus professionals may be invited to participate in the group to collectively discuss care measures. |
| 五、  Article 5 | 本校有相關需求之成年適用學生提出申請時，本校得視需求評估成立關懷團隊，其成員包括學務處生活輔導組組長、學生心理輔導中心主任、衛生保健組組長及導師，並依需求提供關懷措施。  When adult applicable students with relevant needs submit their requests, the University may establish a care team based on needs assessments. The team will consist of the director of the Guidance and Counseling Section of the Office of Student Affairs, the director of the Student Counseling Center, the director of the Health Section, and mentors. Care measures will be provided based on the students’ needs. |
| 六、  Article 6 | 本校對適用學生依個別需求得提供下列協助：  The following assistance may be provided based on the individual needs of applicable students:  (一)提供適用學生個別輔導與諮商。  1. Provide individual guidance and counseling to applicable students.  (二)提供適用學生相關決定作成之諮商與協助。  2. Provide counseling and assistance to applicable students in making relevant decisions.  (三)提供多元適性教育之實施方案，協助適用學生完成學業，維護受教權。  3. Provide implementation plans for diverse and adaptive education to protect the right to education of applicable students by supporting them in completing their studies.  (四)運用社會資源，協助適用學生待產時之安置問題，及托育需求。  4. Utilize social resources to help applicable students with placement needs related to childbirth and childcare.  (五)提供適用學生家庭諮詢與支持。  5. Provide counseling and support to the families of applicable students.  (六)協助提供適用學生及其家長法律諮詢。  6. Help with the provision of legal consultation to applicable students and their parents.  (七)協助相關社會福利資源轉介。  7. Help with the referrals to relevant social welfare resources.  (八)提供班級團體輔導。  8. Provide group counseling to classes.  (九)協調提供孕程保健諮詢、嬰幼兒保育諮詢等衛生醫療協助。  9. Help with the provision of health and medical assistance, including consultation on pregnancy health and infant care and childcare.  (十)其他必要之協助。  10. Other necessary assistance. |
| 七、  Article 7 | 適用學生對於其入學資格保留、修業年限、請假、成績考核及休學等依本校學則相關規定辦理。  Matters related to deferred admission, maximum period of study, leave requests, performance assessment, and leaves of absence for applicable students will be handled in accordance with the Academic Regulations of the University. |
| 八、  Article 8 | 本校視適用學生個別需求提供學生多元適性教育。  The University will provide diverse and adaptive education to applicable students based on their individual needs.  (一)補救教學：協助完成學制內之課程。  1. Remedial education: This aims to help applicable students complete classes within academic programs.  (二)因懷孕所產生之需求：孕程及產後照護、非預期性懷孕知能、家庭親職教育等。  2. Needs caused by pregnancy: This aims to meet the needs of applicable students related to care during pregnancy and the postnatal period, knowledge related to unexpected pregnancy, and parental education.  (三)生涯規劃：生涯規劃輔導及轉介技職訓練課程等。  3. Career planning: This aims to provide career planning counseling to applicable students and refer them to technical and vocational training courses. |
| 九、  Article 9 | 為提供適用學生無障礙學習環境，視學生之需求，規劃下列設施。  The University has planned the following facilities based on the needs of applicable students to provide them with an accessible learning environment.  (一)合乎需要之教室安排、課桌椅調整、停車設施、如廁地點等。  1. Suitable classroom arrangement, desk and chair adjustment, parking facilities, toilet locations, etc.  (二)醫務室設備器材之增購等。  2. The purchase of more equipment for the infirmary.  (三)提供母乳哺（集）之相關設施，如集奶室、冰箱、哺餵室等。  3. The provision of facilities for breastfeeding or breastmilk collection, such as lactation rooms, refrigerators, and breastfeeding rooms. |
| 十、  Article 10 | 本要點經性別平等教育委員會、行政會議審議通過，自公布日起實施，修正時亦同。  The Directives shall be passed by the Gender Equity Education Committee Meeting and the Administrative Meeting and then implemented on the date of promulgation and shall apply to subsequent amendments. |

**高雄醫學大學關懷懷孕學生校內系統分工表與協助方案**

**Kaohsiung Medical University Division of Labor within School System and Assistance Plans for the Care of Pregnant Students**

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| **單位**  **Unit** | **相關業務職掌**  **Relevant Responsibilities and Duties** |
| 秘書室  Secretariat Office | 協助提供適用學生及其家長法律諮詢。  Help with the provision of legal consultation to applicable students and their parents. |
| 性別平等教育委員會  Gender Equity Education Committee | 辦理學生與教師之性別平等教育。  Organize gender equity education for students and teachers |
| 教務處  Office of Academic Affairs | 1. 適用學生對於其入學資格保留、修業年限、請假成績考核及休學等依本校學則相關規定辦理。 2. Handle matters related to deferred admission, maximum period of study, leave requests, performance assessment, and leaves of absence for applicable students in accordance with the Academic Regulations of the University. 3. 提供多元適性教育之實施方案，協助適用學生完成學業，維護受教權。 4. Provide implementation plans for diverse and adaptive education to protect the right to education of applicable students by supporting them in completing their studies. 5. 補救教學：協助完成學制內之課程。 6. 因懷孕所產生之需求：孕程及產後照護、非預期性懷孕知能、家庭親職教育等。 7. Remedial education: This aims to help applicable students complete classes within academic programs. 8. Needs caused by pregnancy: This aims to meet the needs of applicable students related to care during pregnancy and the postnatal period, knowledge related to unexpected pregnancy, and parental education. |
| 總務處  Office of General Affairs | 為提供適用學生無障礙學習環境，視學生之需求，規劃下列設施：  Plan the following facilities based on the needs of applicable students to provide them with an accessible learning environment：   1. 合乎需要之教室安排、課桌椅調整、停車設施、如廁地點等。 2. 醫務室設備器材之增購等。 3. 提供母乳哺（集）之相關設施，如集奶室、冰箱、哺餵室等。 4. Suitable classroom arrangement, desk and chair adjustment, parking facilities, toilet locations, etc. 5. The purchase of more equipment for the infirmary. 6. The provision of facilities for breastfeeding or breastmilk collection, such as lactation rooms, refrigerators, and breastfeeding rooms. |
| 學務處  Office of Student Affairs | 與適用學生進行協談，視學生個別需求提供關懷與協助。  Conduct counseling sessions with applicable students to provide care and assistance based on their individual needs.   1. 提供適用學生個別輔導與諮商。 2. 提供適用學生相關決定作成之諮商與協助。 3. 提供多元適性教育之實施方案，協助適用學生完成學業，維護受教權。 4. 運用社會資源，協助適用學生待產時之安置問題及托育需求。 5. 提供適用學生家庭諮詢與支持。 6. 協助相關社會福利資源轉介。 7. 提供班級團體輔導。 8. 協調提供孕程保健諮詢、嬰幼兒保育諮詢等衛生醫療協助。 9. 生涯規劃輔導及轉介技職訓練課程等。 10. Provide individual guidance and counseling to applicable students. 11. Provide counseling and assistance to applicable students in making relevant decisions. 12. Provide implementation plans for diverse and adaptive education to protect the right to education of applicable students by supporting them in completing their studies. 13. Utilize social resources to help applicable students with placement needs related to childbirth and childcare. 14. Provide counseling and support to the families of applicable students. 15. Help with the referrals to relevant social welfare resources. 16. Provide group counseling to classes. 17. Help with the provision of health and medical assistance, including consultation on pregnancy health and infant and childcare. 18. Provide career planning counseling to applicable students and refer them to technical and vocational training courses. |

\*\* 下圖無法直接編輯的文字之譯文附在此處

「學校在學生生產或中止懷孕後才得知此事」：The school is informed only after the delivery or abortion by the students.

未成年：Minors

**高雄醫學大學關懷懷孕學生流程**

學務處（和學生進行協談，視需求提供關懷）

視學生需求轉介至學生心理輔導中心，以提供學生輔導與諮商

視需求評估成立關懷團隊

否

是

**成立處理小組**

**由校長或校長指派校內主管擔任召集人**

學校在學生生產或中止懷孕後才得知此事

**學校知悉適用學生（任一處室或老師接案之後均得轉介）**

列入學校校務評鑑

學校年彙報教育主管機關

視情況轉介至社福

或相關單位

學務處

**適用學生**

定期召開個案會議，訂立/修正輔導計畫

成年或已婚

未成年

學校依法規劃或辦理

選定合適個管員進行諮商協談

1. 同理**適用學生**
2. 確認、分析問題，了解需求並協助處理
3. 告知未成年**適用學生**通報之責
4. 共同擬定關懷措施

是否生產

是

追蹤輔導

結案

1. 提供**適用學生**個別輔導與諮商
2. 提供**適用學生**相關決定作成之諮商與協助
3. 提供多元適性教育之實施方案，協助**適用學生**完成學業，維護受教權。
4. 運用社會資源，協助**適用學生**待產時之安置問題及托育需求。
5. 提供**適用學生**家庭諮詢與支持。
6. 協助提供**適用學生**及其家長法律諮詢。
7. 協助相關社會福利資源轉介。
8. 提供處理小組與其他教師諮詢。
9. 提供班級團體輔導。
10. 協調提供孕程保健諮詢、嬰幼兒保育諮詢等衛生醫療協助。

中止懷孕

1. 提供**適用學生**諮商輔導
2. 提供**適用學生**家長諮詢與支持
3. 視需要提供**適用學生**協助
4. 提供相關衛生醫療資源
5. 視需要提供**適用學生**多元適性教育

辦理全校性別平等教育

平時整合政府與社會資源

**Kaohsiung Medical University Process for the Care of Pregnant Students**

Office of Student Affairs (Conduct counseling sessions applicable students to provide care based on their needs.)

Refer students to the Student Counseling Center based on their needs to provide guidance and counseling

Establish a care team based on needs assessments

否

是

**Establish a handling group**

**The President or an on-campus head appointed by the President serves as the convener.**

學校在學生生產或中止懷孕後才得知此事

**The school becomes aware of applicable students (through referrals from sections or teachers).**

Office of Student Affairs

Convene case meetings regularly to formulate or amend guidance plans.

Adults or Married

**Applicable Students**

未成年

The school plans or handles in accordance with regulations.

Select suitable case managers to conduct counseling sessions

1. Empathize with **applicable students**.
2. Identify and analyze problems, understand needs, and provide assistance.
3. Inform applicable students who are minors of their responsibility to report their cases
4. Collectively formulate care measures
5. Provide individual guidance and counseling to **applicable students**.
6. Provide counseling and assistance to **applicable** **students** in making relevant decisions.
7. Provide implementation plans for diverse and adaptive education to protect the right to education of **applicable** **students** by supporting them in completing their studies.
8. Utilize social resources to help **applicable** **students** with placement needs related to childbirth and childcare.
9. Provide counseling and support to the families of **applicable** **students**.
10. Help with the provision of legal consultation to **applicable** **students** and their parents.
11. Help with the referrals to relevant social welfare resources.
12. Provide consultation to the handling group and other teachers.
13. Provide group counseling to classes.
14. Help with the provision of health and medical assistance, including consultation on pregnancy health and infant and childcare.

Abortion

1. Provide counseling and guidance to **applicable students**.
2. Provide counseling and support to the parents of **applicable** **students**.
3. Provide assistance to **applicable** **students** based on their needs.
4. Provide relevant health and medical resources.
5. Provide diverse and adaptive education to **applicable** **students** based on their needs.

Include the cases into the school’s academic affairs evaluation.

The school reports to the education authorities in its annual report.

Refer to social welfare units or relevant units when necessary

Yes

Delivery or not

Organize school-wide gender equity education

Follow-up counseling

Case closure

Integrate government and social resources