

## **POLICY # 610: Students/Residents Observing or Performing a Clinical Rotation**

**REVISED: February 25, 2009**

### **SCOPE:**

A student in a recognized formal educational program for a health related profession.

### **PURPOSE:**

To establish a procedure by which students/residents from recognized professional educational programs may observe physicians and other employees of Medical Associates or accomplish pre-determined educational objectives when in the clinical setting at Medical Associates.

### **STATEMENT OF POLICY:**

In order to facilitate students who are enrolled in health related training programs to observe or perform residency, internship or clinical rotations, the following procedures should be followed:

1. The student should be enrolled in a formal professional education program for a health related profession (i.e., nursing student, medical student, Physical Therapy student, Physician Assistant student, Nurse Practitioner student, Radiology Technologist student, etc.).
2. The Human Resources Department will be responsible for central coordination of all students. The Administration Department will be responsible for central coordination of all residents.
3. All student requests must come directly from their school, or must be submitted by the student via our students intranet page on-line at [www.mahealthcare.com](http://www.mahealthcare.com).
4. Student status
  - a. Student Observers:
    - i. Will observe only; there will be no "hands-on" care offered or provided by the observer.
    - ii. Are limited to a maximum of one week of shadowing.
  - b. Limited Hands On Students
    - i. Have limited "hands-on" learning (i.e. vitals) based on their short time period with Medical Associates
    - ii. Will need an affiliate agreement between the student's school and Medical Associates Clinic, P.C.
    - iii. Will need to provide a copy of Certificate of Insurance from the school.

- iv. Will need to provide clinical objectives to the departments they are rotating through.
  - c. Students completing a Residency, Internship, or Clinical Rotation:
    - i. Will engage in "hands-on" learning experience with the supervising provider.
    - ii. Will need an affiliate agreement between the student's school and Medical Associates Clinic, P.C.
    - iii. Will need to provide a copy of Certificate of Insurance from the school.
    - iv. Will need to provide clinical objectives to the departments they are rotating through.
    - v. For all NP/PA students, the supervising physician will be required to review all documentation.
- 5. The student/ resident must agree to maintain complete confidentiality of all patient information and will demonstrate this agreement by signing a **Student/ Resident/Observer Confidentiality Statement (#0503105)** which will be kept on record with the student request to observe in the Human Resources Department or if a Resident in the Administration Department. Violation of this confidentiality agreement will result in termination of the student/residency educational experience and notification of the educational institution. It could also result in civil litigation and penalties.
- 6. The clinical supervisor/manager is responsible for:
  - a. Communicating if their department is able to accommodate the student request
  - b. Conducting an appropriate orientation to department, including the expectation of all students wearing a student name tag
  - c. Completing and returning evaluation form to HR
  - d. Giving student a student rotation survey on their last day.
  - e. Ensuring all Medical Associates property used by the student is returned to Medical Associates on their last day.
- 7. All patients to be observed must be informed by a Medical Associates physician or employee of the role of the student and will consent verbally to the presence of the student.