

POLICY TITLE: <i>Medical Student Shadowing Policy</i>	APPROVAL DATE: <i>July 2, 2020</i> <i>Revised: August 28, 2020</i>
RESPONSIBLE DEPARTMENT: <i>Office of Medical Education</i>	APPLIES TO: <i>All medical students</i>

Medical Student Shadowing Policy

Shadowing opportunities allow students to explore a field of interest and experience first-hand the daily activities within a particular specialty or health care provider role. As part of the required curriculum, medical students may be required to shadow healthcare providers such as nurses, dietitians, physical or occupational therapists. As part of career exploration, students may also choose to shadow physicians, fellows, or residents. Students who pursue shadowing opportunities outside of the Tri-State region are expected to adhere to the safety and privacy guidelines articulated below.

Student Responsibilities

- The specific shadowing shifts can be any time that the physician/practitioner and student mutually agree on. However, students may not miss mandatory events to attend a shadowing session.
- Arrive 15 minutes prior to your scheduled session.
- Wear professional attire or follow the dress code required by the healthcare provider, site or course director if the shadowing experience is a required part of the curriculum. If shadowing is scheduled through student interest group or independently, student should inquire about the necessary attire for the clinical setting.
- Maintain strict confidentiality and privacy about patient information.
- Respects patients' rights to refuse to have students present.
- Treat all patients and staff with respect and dignity, regardless of age, sex, gender, race, ethnicity, national origin, religion, disability, or sexual orientation.
- Be aware of and follow the guidelines of the hosting institution and of the setting, in which you are an observer.
- At all times, students are expected to utilize PPE appropriately for the safety of patients and other students/employees, follow the same guidelines for COVID symptoms monitoring/reporting as employees, and contact University Health Services in the event of exposure. Students will need to inquire whether they need to bring their own PPE or if PPE will be provided for the shadowing session.
- Ensure patient safety by remaining at home if you are ill; notify physician/coordinator of an absence due to illness.
- The management of the hospital has the right to revoke permission for observation at any time, and the student must agree to immediately leave the Patient Care Area, if requested to do so.
- If the student has a concern about the learning environment, it should be reported either through anonymous reporting online (<https://comdo-wcnlb.uc.edu/EMOS/Resources/ReportMistreatment.aspx> to UCCOM Student Affairs) or by phone (1-800-889-1547 to UC Title IX).

Scheduling of Shadowing

- Students are expected to reach out to the contact identified below to schedule a shadowing experience at UC Health or CCHMC. (For Applications in Interprofessional Collaborative Practice, the coordinator schedules all required shadowing.)
- Students who want to schedule a shadowing experience for career exploration, will be expected to complete the paperwork, if applicable, 21 days in advance to schedule a session (though it may be possible to schedule session sooner). Note students could be required to complete the paperwork for each shadowing experience. The required paperwork and badging will be provided by the department coordinator, if applicable (this is also the case for affiliate sites).
- For students who are required to shadow as part LPCC, they are not required to complete any paperwork in advance at UCH, but still need to provide 21 days in advance to schedule a session (though it may be possible to schedule a session sooner).

Physician/Healthcare Provider Responsibilities

- Introduce students to patients.
- Establish a protocol as to how and when a patient is asked if the medical student can observe the patient-physician interaction (e.g., informed verbal consent - patient is asked by medical staff during check in; patient’s response noted in medical record).
- Establish boundaries and expectations as to when a medical student’s questions are to be asked and answered (e.g., between patients visits or at the end of a shadowing shift).

I understand my responsibilities as described above and the required Code of Conduct:

Print name _____ Signature _____ Date _____

*Adapted from the AAMC guidelines for shadowing experiences <https://www.aamc.org/system/files/c/2/356316-shadowingguidelines2013.pdf> and <https://www.brown.edu/academics/medical/student-affairs/career-development/shadowing-opportunities>.