Department of Medicine Policy on Visiting Students, Residents and Observerships

Visiting Students

The Emory Office of Medical Education and Student Affairs (OMESA) has a visiting student policy which can be found here: [https://www.med.emory.edu/education/admissions/visiting/index.html](https://www.med.emory.edu/education/admissions/visiting/index.html)

In short, students at MD or DO schools in the US or Puerto Rico must apply for a position through the Visiting Student Application System (VSAS) while International medical students must apply using the International Visiting Student Application. Both of these can be accessed through links at the above website, require a fee to the School of Medicine and require acceptance by the director of the elective. This must be processed through OMESA and cannot be approved independently by a DOM faculty member.

Visiting Residents/Fellows

Faculty members are frequently approached to accommodate visiting residents (including fellows). Many of these residents cannot be accommodated in the current system. ACGME requirements stipulate a resident-to-faculty ratio and that the learning environment cannot be compromised by learners from other programs.

1) All Visiting residents must be approved by the IM Residency Program Director, in addition to the Fellowship Program Director for subspecialty rotations.
2) Visiting Residents cannot be accommodated on general medicine ward services or other required resident rotations.
3) Visiting Residents cannot impact the experience of Emory residents.
4) Visiting Residents who are APPROVED by the Internal Medicine Program Director must then be processed by the GME office which includes an application process and receipt of a training permit from the GA Composite Medical Board. This process takes more than 90 days and can only be initiated after appropriate approval.

Observerships

Individuals not enrolled in medical school or residency often request observerships. Many of these are perceived as opportunities for international medical graduates to “audition” for a residency position, although in other cases this may be a person interested in learning more about careers in medicine. Unfortunately, the opportunities for observerships are very limited in our system.

1) Emory Healthcare accepts Emory University undergraduate students who are qualified. Criteria are strict. The guidelines can be found here: [http://prehealth.emory.edu/documents/prepare/emory-healthcare-observership-prerequisites-may-2018.pdf](http://prehealth.emory.edu/documents/prepare/emory-healthcare-observership-prerequisites-may-2018.pdf) and must be processed through the pre-health office. Emory students must receive an observership attestation from the pre-health office before they approach a sponsor. The potential sponsor must discuss the observership with the Internal Medicine PD (regardless of whether the learner will primarily be rotating on a general medicine or subspecialty service before accepting the learner. The observership must ultimately be approved by the CMO.
Emory Healthcare does not accept any other observers besides Emory University Undergraduate students.

2) Grady will accommodate observers in its hospital systems who are not Emory undergraduates with strict limitations. Observers cannot touch patients nor can they see patients independently. There must be a supervising physician who will be present and take full responsibility for the observer. Subsequently the Grady Observership application must be completed and approved. https://www.med.emory.edu/research/_documents/gradyobservshipapp.pdf

Observers cannot be accommodated on the general medicine ward teams or other required resident rotations.

3) Observerships are not allowed at the VA under any circumstances.

FAQs:

- I have been asked by a colleague or individual to sponsor an observer. How should I handle this request?

  Refer them to this policy, which will be posted and accessible here: http://medicine.emory.edu/faculty-staff-resources/internal-resources/index.html

- I am attending on a wards service. Can’t I just bring a visiting student/observer on my team under my supervision?

  All persons who participate on our patient care teams MUST be credentialed through the appropriate channels to ensure that they have had the appropriate HIPAA training and hospital policy training. There have been several instances of impostor students in our hospitals and therefore the SOM and hospitals are increasing security controls on all personnel, with consequences for faculty and individuals who do not abide by these policies.

  In addition, we must abide by LCME and ACGME guidelines for our Emory students and residents, which includes maintaining a stated learner-to-faculty ratio and not compromising the learning environment for our Emory students and residents by having outside learners.