



Family Medicine Summer Externship
2018 Program Description
June 4- July 13, 2018

Summer Externship Approval: The selected summer extern is required to follow these procedures.

1. Immunization and Infection Control:
 - a. All medical students must provide evidence of any immunization records identical to that required of employees, which is at the medical school of medical student's expense. Medical students may not enter in close proximity of patients until TB results have been read. From October 1st to March 31st proof of a flu shot given the current year is required.
 - b. Medical students showing signs of active communicable illness will be required to discontinue the externship
2. Confidentiality statement: All medical students will be required to sign a confidentiality statement for HIPPA.
3. Medical Student Handbook: All medical students will be given a student handbook and they will be required a handbook acknowledgement form. The student handbook covers the following topics: confidentiality, infection control, emergency management, safety, attendance, parking and other human resource guidelines.
4. ID Badge: Medical students will be required to wear at all times while on-site at all Deaconess Health System locations, an ID badge printed with student's picture, name, and MEDICAL STUDENT. Badges must be returned to the Academic Coordinator at the end of his/her rotation. Failure to return ID badge may result in withholding of rotation evaluation until ID badge is returned.
5. Dress: All medical students are expected to dress in a manner appropriate to a professional setting. Jeans, shorts, capri pants, tee shirts, tank tops, exposing the midriff, and flip-flop shoes are not appropriate. Clothing should be clean and in good condition.
6. Patient consent for medical students: Before a medical student enters a room or cubicle to observe a patient process, the sponsor or preceptor must obtain permission from the patient or the patient's personal representative. Medical students may not enter into a patient room or cubicle if permission cannot be obtained or is denied.

Guidelines for Medical Students:

- The student's role will be that of an observer and not an acute care provider. Students should not participate in invasive or "hands on" procedures. Examples of more active student participation can include, but are not limited to, taking patient histories and/or checking vital signs (with preceptor follow up). Additionally, the student's prior experience, skill level, knowledge and the preceptor's level of comfort with and

confidence in student's ability will determine the degree of "hands on" experience that the student may receive.

- The student will be closely supervised by the preceptor in all patient care activities. The preceptor should discuss the range of activities and participation that the student might expect early on in the placement.
- The student is responsible for submitting completed paperwork 30 days in advance or he/she will not be allowed to participate in their summer externship.