



**HWC
COM POLICY TITLE: HWC
COM Medical Student Observerships**

**HWC
COM POLICY NUMBER: AA.148**

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| INITIAL EFFECTIVE DATE: January 23, 2026 | LAST REVISION DATE: January 23, 2026 | RESPONSIBLE DEPARTMENT, DIVISION: Curriculum Committee Office of Student Affairs |
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POLICY STATEMENT

HWC
COM recognizes that clinical observerships may provide first- and second-year medical students with opportunities to explore different medical specialties, network, and enhance research opportunities.

HWC
COM first- and second-year medical students seeking approval for clinical observerships must meet the following criteria:

1. No units initially marked Unsatisfactory Pending Reassessment (UPR) or course failures in the current Academic Year
2. Maintenance of updated required compliance documents with the Office of Student Affairs to allow for the completion of hospital onboarding.
3. Completion of formal sterile technique and scrub training, in the case that an observership includes scrubbing into cases in the operating room.

HWC
COM first- and second-year medical students completing clinical observerships must be supervised by HWC
COM faculty and follow the process outlined in Procedure: HWC
COM Medical Student Observership.

SCOPE

This policy applies to all first- and second-year HWC
COM medical students.

REASON FOR POLICY

This policy sets forth conditions and expectations for HWC
COM medical students choosing to participate in observerships.



| DEFINITIONS | |
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| TERM | DEFINITIONS |
| Observership | A non-credit experience during which a medical student observes (“shadows”) a faculty physician in order to learn about clinical practice without direct patient contact. |

| ROLES AND RESPONSIBILITIES |
|------------------------------------|
| Associate Dean for Student Affairs |

| RELATED RESOURCES |
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| Policy and Procedure, Protection from Infectious and Environmental Exposures Policy and Procedure, Supervision of Medical Students Policy and Procedure, Effects of Infectious and/or Environmental Disease or Disability on Educational Activities Procedure: HWCOM Medical Student Observerships |

| CONTACTS |
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| Office of Student Affairs 11200 SW 8th ST, AHC2 390W2 (305) 348-0644 |

| HISTORY |
|---|
| List initial effective date, revision dates, and/or review date. Initial Effective Date: January 23, 2026 Review Dates: Revision Dates: |



**HWC
COM PROCEDURE TITLE: HWC
COM Medical Student Observerships**

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PROCEDURE STATEMENT

HWC
COM medical students seeking approval for an observership should reach out to the Compliance Unit within the Office of Student Affairs.

1. The Compliance Unit will ensure the student meets the criteria as outlined in Policy: HWC
COM Medical Student Observership.
2. The Compliance Unit will provide the student with the documentation needed for onboarding as required by the clinical site.
3. The student is responsible for completing any additional paperwork (ie. Observership packet) as required by a specific clinical site.
4. The student is responsible for the scheduling of clinical observership hours outside of classroom or other curricular activities, whether designated as mandatory or non-mandatory.

Operating Rooms

In the case that the supervising faculty has requested that the student scrub into cases in the operating room, the following is required:

1. If the observership is at a Baptist Health facility, the Compliance Unit will share a student’s onboarding information via Complio.
2. Completion of formal sterile technique or scrub training, which may happen during Academic Year One Orientation. If not completed during Orientation, the student and his/her supervising faculty member must reach out to the nurse-educators at the relevant clinical site to ensure completion of the appropriate training.

FORMS

Additional forms/paperwork may be required by the individual clinical site.



ROLES AND RESPONSIBILITIES

Associate Dean for Student Affairs

RELATED RESOURCES

[Policy and Procedure, Protection from Infectious and Environmental Exposures](#)

[Policy and Procedure, Supervision of Medical Students](#)

[Policy and Procedure, Effects of Infectious and/or Environmental Disease or Disability on Educational Activities](#)

Policy, HWCOM Medical Student Observerships

CONTACTS

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Review Dates:

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