

Applications for MDU 4004 Physician Shadowing: Summer 2025

APPLICATION DEADLINE: Saturday, April 12th, 2025 @ 11:59pm

Email questions that are not clarified in this packet to: mel4012@psychiatry.ufl.edu

Introduction:

Building on coursework from MDU 4003: Introduction to the Medical Professions, MDU 4004: Physician Shadowing allows students to shadow a doctor in various fields of medicine. In addition to online didactics related to patient privacy, professionalism, and compassion, students will gain hands-on experience by shadowing a practicing physician at UF Health. This class is a great CV builder and provides undergraduate students with a unique opportunity to observe patient care.

Enrollment in MDU4004 is closely controlled by the College of Medicine in an effort to protect the patients of UF Health. Selection of students is based on academic performance in MDU4003 and also the information contained in this application. **The number of students we can enroll is limited by the number of physicians available to be shadowed for any given term.**

Approximately the top 25% of students who take MDU4003 will have a chance to take MDU4004. This is a highly competitive course and should be treated as such.

Selection criteria include:

- Must have completed **at least 30 credit hours earned while at UF**. Transfer credits are not accepted in this total. However, the current semester's credit hours are counted (i.e., Fall credits count towards this total.)
- **Minimum overall UF GPA of 3.3** (students with GPA lower than 3.3 will not be considered)
- **A grade of "A" or "A-" in MDU4003** (from current Spring 2025 semester or previous semester taken)
 - **Competitive essay and resume** (see instructions below)
 - **Proof of required immunizations** (see instructions below)

TRANSPORTATION - Some of the clinics are located outside of Shands hospital and require students to have a personal means of transportation to travel to the location. **Please note in section 2 of your application if you do not have adequate transportation**, and keep in mind that it will limit the specialties that you may be able to shadow.

SCHEDULING - Many physicians prefer to have students shadow on their **morning weekday clinics**. If this semester is particularly busy for you, or if your schedule is relatively inflexible with few large time blocks available, this semester may not be the best time for you to take this course. For example, most physicians have one time block for shadowing, so if *you* enroll with only one time block to shadow (i.e., you can only shadow Tuesday afternoon 1pm-4pm), it will be EXTREMELY difficult to be paired with a physician. Please keep this in mind when applying and when committing to other inflexible, important positions during the upcoming semester.

PROFESSIONALISM - Shadowing a physician as an undergraduate is a rare and great opportunity to learn more about different specialties of medicine. **You are expected to uphold a high standard of professionalism to ensure this opportunity remains for future students.** You represent not only yourself, but also MDU4004 and the University of Florida. A portion of your grade will be based on how your physician judges your professionalism.

PRIVACY - Shadowing a physician means you may be getting your first exposure to patient contact. Please make sure you pay close attention to the **required HIPAA trainings (see below)**. You should try to minimize your exposure to personal health information while shadowing. You should never try to learn about other patients you are not directly interacting with. You should always be with your assigned physician. If they need to attend to something, please make sure you find a place to wait away from patient data (e.g., in a conference room). **NEVER** speak of the patients you work with to anyone outside the direct care of that patient. You should never discuss patients in hallways or other public areas in the hospital (i.e., wait until you are in a private location). Always ask your physician about how they approach patient privacy and continue this discussion throughout the semester.

SCHOOL BREAKS/MISSING DAYS – Physician practices operate on a different schedule than the main university and may be open when the university/classes are closed. Please provide the physician with advanced notice if you're going to miss a scheduled day of shadowing.

APPLICATION PROCESS – Students will submit applications through REDCap (see under the Application Instructions section). REDCap is a HIPAA-compliant, web-based application offered to UF faculty, staff, and students through UF's Clinical and Translational Science Institute. More information about REDCap can be found here: <https://www.ctsi.ufl.edu/research/study-design-and-analysis/redcap/>.

Observers exhibiting any of the following signs or symptoms that cannot be attributed to other non- flu related reason (i.e. allergies) are not permitted to observe patient care in order to maximize patient safety and minimize patient exposure to communicable diseases: diarrhea, nausea, vomiting, fever, cough, running nose, sore throat, cold sores, infected or draining lesions, impetigo (common skin infection, rash, or blisters), or chicken pox.

APPLICATION INSTRUCTIONS (READ CAREFULLY)

Please submit your application via this link:

<https://redcap.ctsi.ufl.edu/redcap/surveys/?s=ELXDJ3N4HY87HDPW> no later than **11:59 pm EST on Saturday, April 12th, 2025.**

You must click the **"Submit"** button at the end of the application for the application to officially be submitted. Otherwise, your application will not be considered complete, and it will not be evaluated for entry into the course. Only completed applications containing all required materials will be considered for entry into the course. To reduce the likelihood of technical difficulties getting in the way, it is suggested that you complete this application at least one day before the deadline.

If, for whatever reason, you complete more than one application, only your most recent application will be evaluated. You will be able to save and come back to your application should you need to do so by clicking the "Save & Return Later" button. You will be issued a code that you will need to retain to be able to access your application. Once you have submitted your application, you will also receive a code that will allow you to make edits to your application up until the application deadline passes.

What To Submit:

Please make sure to look through the application requirements listed on this form in addition to the application survey through REDCap. This form provides more complete information about the application requirements than the survey does. If any information here seems to contradict with what is listed in the application survey on REDCap, please let the course coordinator know (mel4012@psychiatry.ufl.edu).

FAILURE TO TURN IN ALL REQUIRED ITEMS OR ADHERE TO THE REQUIREMENTS WILL RESULT IN NON-ACCEPTANCE INTO THE COURSE.

1) General Information Page

- Full Name
- UFID # (*Please double check to make sure this is correct!*)
- UF email (non-UF email is NOT acceptable)
- Previous MDU4004 application semesters (If none, write NA. If applicable, for example if you previously applied for the MDU4004 section for Spring 2023, write Spring 2023)
- Projected graduation semester
- Transportation information
 - I have adequate transportation to get to and from offsite clinics
 - I do not have adequate transportation to get to and from offsite clinics and will need to shadow a physician at the main Shands hospital (this may limit what specialties you are able to shadow)

2) Shadowing Availability Page

- Indicate blocks of time you have free for shadowing each week

3) Specialty Preferences Page

- Please rank your top 8 preferences for shadowing in the following Specialty Departments in order from your First Choice to Eighth Choice. Be sure that you only list each specialty ONCE. If you are chosen to enroll in the course, your rankings do not guarantee you will get one of your top 8 ranked specialties, as the specialties we have vary by the # of physicians who are able to take students each semester. With that said, we will do our best to match you with your preferred specialties.
 - Anesthesiology***
 - Cardiology
 - ENT - Ear Nose & Throat
 - ER - Emergency Medicine*
 - Gastroenterology
 - Hematology/ Oncology
 - Infectious Disease
 - Internal Medicine
 - Neurology
 - OBGYN - Obstetrics & Gynecology
 - Ophthalmology
 - Orthopedics/Orthopedic Surgery/Sports Medicine
 - Pediatrics
 - Psychiatry
 - Pulmonology
 - Radiology
 - Surgery**

*Emergency Room: Be aware that ER doctors have many shifts on nights and weekends. These are often great times for students who are interested because they happen to be the most exciting times to shadow in the ER. Just make sure that this would be possible for your schedule.

**Surgery: Past students on this rotation have expressed that they would have liked to be informed that this specialty is different than the other specialties; If assigned to surgery, you will likely not do weekly shadowing over the course of the entire semester. You will likely shadow 3-4 times in total, for larger chunks of time, as this 1) works best for the surgery dept to accommodate student shadowers, and b) mimics the life of a surgeon. Please take this into consideration when deciding to list surgery, as you may get less hours overall, but it is still as unique and special of an experience as you would get on any other specialty

***Anesthesiology: Not offered during the summer semester

4) Documentation Page

- **Transcript of UF Coursework and Grades with GPA and MDU courses**
 - An unofficial print-out from <https://student.ufl.edu/> is acceptable (minimum UF GPA of 3.3 is required).
 - Please **highlight** evidence that you took MDU4003 and the grade you received (a grade of “A” is required). Also **highlight** your overall GPA.
 - If you are currently enrolled in MDU4003, please wait until your grades have been averaged through Lesson 10 before submitting your application. Also, please include a printout of your MDU4003 grades through Lesson 10 along with your application (your overall raw average through lesson 10 must be 90 or higher).
- **HIPAA and Confidentiality Statements (please also keep a copy for yourself and your physician = 2 extra copies)**
 - Note: These must be current for the 2025 year. UF Health policy requires that HIPAA is updated every calendar year, which means that if you completed HIPAA training prior to 2025, you will not be eligible for the Summer 2025 semester.
 - Please visit the UF Privacy Office website at <http://privacy.health.ufl.edu/>
 - Complete “Level 1: HIPAA & Privacy - General Awareness Training” and include a printout of your completion certificate. To find this training,
 - Go to <http://mytraining.hr.ufl.edu/> and click “University of Florida”
 - Log in using your GatorLink account and password
 - Type “UF_PRV800v_OLT” in the search box in the upper left hand corner
 - Click green “Start” button.
 - Print your diploma at the end. You can print your diploma at any time by returning to your training transcript and clicking the diploma icon to the left of your training.

For technical assistance with training, please contact:

UF Training & Organizational Development

Phone: (352) 392-4626 Email: training@ufl.edu

- **Immunization Records (please also keep a copy for yourself and your physician = 2 extra copies)**
 - Please include a copy of the following 4 immunization records and **highlight** them (you can order a copy of your records through UF here: <https://shcc.ufl.edu/forms-records/get-medical-immunization-records/>):
 - MMR (measles, mumps, rubella with appropriate boosters)
 - Current PPD/Tuberculosis Test (within the last 12 months) - copy of test results with date taken and read
 - Students historically leave this out of their application. Call UF student health to schedule a PPD skin test – it takes at least two days to get the result. The QuantiFERON-TB Gold Plus test is also appropriate, and you may also schedule a PPD/TB test through a physician in your hometown. The date must be within the past 12 months to be current AND MUST STATE NEGATIVE.
 - If you have a positive reading on your PPD skin test, you will need to get a chest x-ray and submit the radiologist’s report.
 - Varicella (Chicken Pox) - date and year of infection or immunization
 - You need to provide documentation of the date/year of chicken pox infection OR date of varicella vaccine OR documentation showing positive titer. If you had chicken pox, most pediatricians indicate that on your immunization forms, however, if it is not then just state the year you had the disease.
 - Influenza/Flu Vaccine for 2024-2025 Season
 - You will be required to receive an influenza shot for the 2024-2025 flu season and submit proof as part of the application. Your uploaded proof should include the date that you received the vaccine, and it must be for the 2024-2025 season.
 - In your submitted application, you will also be asked to answer yes to the following statement:
 - “I understand that I am required to receive the Yes influenza shot for the 2024-2025 flu season to be considered for the course. Failure to provide adequate proof that I have received this vaccination as part of my application will result in the immediate dismissal of my application.

5) Essay and resume:

- Please include a **statement about why you are seeking out a career in healthcare and why you believe you will be a great healthcare professional.**
 - NOTE: Please feel free to include any diversity factors you would like us to consider.
 - This should be no longer than 500 words.
- Please include a **resume** detailing your previous experiences working in a clinic, shadowing a physician, volunteering, doing research, and any other form of employment/activity demonstrating responsibility
 - This document should be no longer than one page.
 - NOTE: Please feel free to include any diversity factors you would like us to consider.
 - This should be no longer than 500 words.

- Please include a **resume** detailing your previous experiences working in a clinic, shadowing a physician, volunteering, doing research, and any other form of employment/activity demonstrating responsibility
 - This document should be no longer than one page.

Admission Decisions:

Decisions will be announced right before or during drop/add week for the semester to which you are applying. All decisions will be announced via email to UFL email addresses only. Only students who submitted complete applications will be notified of acceptance or waitlist decisions.

It is recommended you have a “plan B” class you are registered for or will register for in case you are not accepted into MDU 4004. Coordinators may not be able to let you know prior to drop/add if you are going to be admitted, which is why it is important to have a back-up plan and monitor your email.

Only completed applications will be considered. Your application will be inspected to make certain all required materials are present. Applications will then be reviewed in detail and will receive a priority score. For a given term, the number of available slots will be determined and offers will be made to the highest priority scores. MDU4004 is offered each Fall, Spring, and Summer C.

If you are not accepted to MDU4004 for the term in which you apply, you are welcome to submit a new application for subsequent semesters. We recommend that you consider the Summer C term as we traditionally receive fewer applications then. If you are applying for MDU4004 again after having been turned down previously, **please indicate in your application when you applied before and we will take this into consideration.**