High School & Undergraduate Student Observers:
Students who wish to shadow in the hospital are allowed to rotate for a maximum of three days total under the close supervision of a physician (MD). Students are not allowed to participate in procedures or have any direct patient contact. All requests for shadowing must be approved by the sponsoring department and/or physician and must follow all credentialing processes set forth by Hospital Human Resources. The College of Medicine Dean’s Office is not responsible for the credentialing of these students.

Students who wish to observe for a period longer than three days will not be considered unless an established agreement exists between the College of Medicine and the student’s home institution. All agreements must be approved by the Associate Dean for Curriculum, Clinical Sciences.

In any case, students are not permitted to observe in environments where clinical training space is more constrained (i.e. Intensive Care Units, the Department of Emergency Medicine, the Department of Obstetrics & Gynecology, and in the operating rooms).

Dr. Craig Crosson, Senior Associate Dean for Research must approve all students who wish to participate in clinical research.

Visiting US Medical Students:
Visiting US medical students are defined as students who are fully enrolled in a US medical school and are in the final year of their clinical training. These students may only apply to participate in an existing 4th year elective and/or externship. All applications must be submitted using the AAMC’s Visiting Student Application Service (VSAS). Tuition and fees will apply.

All applications are reviewed by the department to which the student applies. Students must have successfully completed the basic core clerkships (Internal Medicine, OB/GYN, Pediatrics, Surgery, Psychiatry, and Family Medicine) in order to be eligible. All approvals are at the discretion of the department and College of Medicine Dean’s Office.

The contact for all visiting medical student rotations is the Manager of Clinical Coordination, Credentialing, and Compliance for Medical Students.

Visiting Students from Other Health Professions:
Students from other health professions will not be assigned to work with MD preceptors. These students can be mentored by a health professional in another field and should be arranged through their specific college.

Visiting International Medical Students:
The Visiting Student Application Service (VSAS) does not facilitate applications for international students. International medical students may only apply for established rotations (i.e., cannot have separately designed clinical rotations or experiences). Students applying must be enrolled full-time at their home institution and in their final year of medical school. Applications will only be accepted for rotations from September – June.

To apply, the student must first have an MUSC faculty sponsor who knows the student personally and must obtain a letter of support from that faculty member addressing the student’s attributes, professionalism and academic credentials before applying. Once the letter of support is received and approved by the Manager of Clinical Coordination, Credentialing and Compliance for Medical students, an elective application will be sent to the student. Both the clinical department and the Dean’s Office must approve the application. Rotations will only be permitted where there is clinical space available (i.e., spaces will not be created to accommodate international students).
A visiting international medical student may only be accepted to a maximum of three 4-week rotations. Prorated out of state tuition for each rotation will be assessed. Applications are due at least 90 days before the start of the rotation.

**Visiting Clinical Faculty**

All visiting faculty members (US and international) requesting a clinical experience must be cleared through the respective department in the College of Medicine. Departments who invite faculty to visit and attend clinic for the purpose of educating residents, teaching faculty a new procedure, etc. do not require Dean’s Office approval. These invitations are made solely at the discretion of the Chair.

The sponsoring department is responsible for following correct hospital protocol to get approval for the visitor to be in clinic, in the OR assisting with a procedure, etc.

*If the visiting faculty member wishes to participate as a “learner” on an existing clinical rotation, Dean’s Office approval will be required and prorated tuition may apply.*

Dr. Craig Cresson, Senior Associate Dean for Research must clear visiting researchers.
College of Medicine Visiting Students & Faculty Policy
High School & Undergraduate Student Observers

Student contacts the sponsoring department to make a request for clinical shadowing.

The request for clinical shadowing is approved at the department level (no ER, OR, OBGYN).
*See full policy for details. All requests for research must be approved by Dr. Craig Crosson's Office.

Sponsoring department contacts Hospital Human Resources to let them know that a student has been approved to shadow.

Hospital human resources credential the student and approves a 3 day shadowing experience.

The request to shadow is denied at the department level.
College of Medicine Visiting Students & Faculty Policy
Visiting US Medical Students

A 4th year medical student from another US institution applies for an elective using the Visiting Student Application Service (VSAS).

Applications are reviewed and marked as eligible or ineligible by the Manager of Clinical Coordination, Credentialing and Compliance for Medical Students.

Eligible applications are reviewed by department coordinators and course directors.

Application is approved at the department level and an offer is sent through VSAS to the student.

Student has one week to accept/deny offer.

Accepted students are scheduled, tracked, and credentialed by the Manager of Clinical Coordination, Credentialing and Compliance for Medical Students.

Application is denied at the department level and student is notified through VSAS.
College of Medicine Visiting Students & Faculty Policy
Visiting International Medical Students

International student identifies a faculty sponsor and obtains a personal letter of support.

Letter of support is sent to the Manager of Clinical Coordination, Credentialing and Compliance for Medical Students for review and preliminary approval.

Manager forwards elective application to students who are approved. *See full policy for details. Approval based on dates, space, department, etc.

Students who are not able to identify a faculty sponsor and obtain a personal letter of support are denied eligibility.

Student completes Visiting International Medical Student (VIMS) application.

Application is forwarded to the department to which the student has applied.

Application is approved at the department level.

Application is denied at the department level.

Student pays prorated out of state tuition and is scheduled and credentialed by the Manager of Clinical Coordination, Credentialing and Compliance for Medical Students.
College of Medicine Visiting Students & Faculty Policy
Visiting Clinical Faculty

Sponsoring department approves a visiting faculty member.
*See full policy for details. **All visiting faculty who wish to rotate in the role of a learner must obtain approval from the College of Medicine Dean's Office prior to arrival.** All visiting researchers must be approved by Dr. Craig Crosson's Office.

Sponsoring department contacts hospital human resources to obtain approval and credentialing documents.

Hospital Human Resources approves and credentials visiting faculty member.