University of Illinois
College of Medicine at Urbana-Champaign
Psychiatry Residency Program

Program Policy

Subject: Observership
Category: Educational Environment
Scope: Program

Effective date: 11/30/2016

Purpose: The goal of our Observership Program is to provide students that have graduated medical school the opportunity to observe clinical practice in a variety of health care settings (outpatient, inpatient, consults, addiction) and also the opportunity to interact with many different faculty under the guidance of a physician mentor during a 2-4 week rotation.

NOTE: The Observership Program does not provide travel, lodging and meals expenses. There is no monetary compensation for this experience; all related expenses, including travel, lodging and meals are at the discretion of the Observership Participant. Additionally, Letters of Recommendation cannot be requested by the observer, only offered by the preceptor.

The Observership does not guarantee an interview to our Psychiatry Residency Program. Please refer to our Program Applicant Information requirement.

Policy:

- Eligibility of observers:

  1. Basic Requirements
     - Applicant must be able to speak English.
     - Applicant is required to have adequate health insurance coverage for the duration of their rotation.
     - Applicant is responsible for obtaining required immunizations or tests at his/her own expense before arrival in the United States.
     - Applicant must have completed undergraduate and postgraduate medical training (a graduation certificate is required).
     - Applicant must be actively engaged in the practice of medicine.

If you meet all of the above basic requirements, please send the following required documents to mlim3@illinois.edu (Linda Stone, Psychiatry Residency Program Coordinator) for the Department Chair’s, Program Director’s and Observership Program Director for review/consideration.

  2. Documents for the Program Observership Review/Consideration
     - Curriculum Vitae (CV)/Resume
     - Letters of recommendation (1-3)
     - References (3)
Upon approval of your observership application, a Letter of Acceptance/Agreement will be sent and acceptance may also require a phone interview. Applicant must select his/her rotation# dates preference upon acceptance; however, no specific dates are guaranteed and will be filled based on availability and timeline of request.

- **Responsibilities of observers:**
  - Arrange your own transportation, meals and lodging
  - Select your preferred rotation# dates
  - Provide necessary documentation at each rotation sites prior to the observership rotation begins.
  - Pay for actual costs of administrative or prerequisite items (State Issued/School ID or Passport, FLU shot, immunizations records (MMR, Varicella, 2-Step TB test within the year of observation, etc.)
  - Participate in any prerequisite training (e.g., HIPAA) at the hospital, clinic or private practice
  - Follow the rules and regulations of the hospital, clinic or private practice at all times
  - Follow the instructions of the physician preceptor and don’t spend time in the clinic, hospital or private practice unless scheduled and approved by the preceptor
  - Record observership hours and confirm your schedule and responsibilities with your physician preceptor regularly

- **Eligibility of physician preceptors:**
  - A licensed, preferably board-certified physician who volunteers to be a preceptor for an agreed upon period of time
  - A licensed physician with current hospital privileges and permission from his/her hospital and department chair

- **Responsibilities of physician preceptors:**
  - Effectively communicate to the observer his/her role and responsibilities in the program
  - Assure the observer adheres to the requirements of the program
  - Introduce the observer to patients and obtain their verbal consent to allow observation of the clinical interaction
  - Enter in the patient’s medical record that there was an observer present, and that the patient gave permission for the observer to remain in the room
  - Provide feedback and complete a formal evaluation for your observer