



Policy Title

Observation Experience

Identifier

USCSOMG – STAF – 13.01

Prepared by: Office for Student Affairs	
Reviewed by: Interim Associate Dean for Student Affairs	Review Date: 12/09/2022
Approved by: USCSOMG Policy Committee	Approval Date: 12/12/2022
	Effective Date: 01/02.2023

LCME Standards

N/A

Scope

University of South Carolina (USC) School of Medicine Greenville students

Policy Statement

Medical students may participate in extracurricular observation experiences within the partner health system when the following criteria are met:

- Student must obtain approval from the USC School of Medicine Greenville Office for Student Affairs based on the following requirements:
 - Student must be in good standing, as described in the [policy](#).
 - Student must have completed the fall term of the M1 year to participate.
 - Student must have completed training in operation room (OR) protocol during M1 Integrated Practice of Medicine (IPM) course in order to enter the operating room.
 - Student must be up to date on all required Learning Hub computer-based tests (CBT).
 - Student must be up to date on all required Prisma Health immunizations listed in myClinicalExchange (mCE).
 - Student cannot be under review by the Honor and Professionalism Council (HPC), which will be verified by the Office for Student Affairs.
- The observation experience must not interfere with any required curricular activity.
- The experience is requested by a host faculty member who has followed the Prisma Health approval process outlined below.
- If the experience is to take place in an operating room or other area that may require a radiation badge, the student must obtain one prior to participation, as described in the [policy](#).

- During the M1 and M2 years, student liability insurance does not cover this non-curricular observation experience. During the M3 and M4 years, the student should maintain observership status when the experience is a non-curricular assigned activity. All students, regardless of year are to maintain observership status when not on their assigned curricular clinical rotation.

Reason for Policy

The purpose of this policy is to provide USC School of Medicine Greenville students clarity on the observation experience approval process and expectations.

Procedures

Students interested in participating in an approved observation experience outside of their core curriculum should notify the USC School of Medicine Greenville Office for Student Affairs. If the student has met the requirements outlined above, they will be permitted by the Office for Student Affairs to obtain approval to participate in observation from a Faculty Host. The student should then send the Prisma Health [Observation Request Form](#) to the faculty host. The faculty host will complete the request form to be routed to the department Academic Vice Chair for approval. The approval of the Observation Request Form and clearance completion requirements are tracked by the Prisma Health Student Affairs Administration (SAA). Then USC School of Medicine Greenville Office for Student Affairs Lead Student Affairs Coordinator will be notified. The Lead Student Affairs Coordinator will confirm with the student that the experience is approved. Students should expect this process to take a few weeks.

Sanctions

Failure to comply with requirements or procedures will result in denial of Observation Experience request. If a student is found to be shadowing without going through the policy and procedures listed above, the student will be immediately pulled from the experience. If a student fails to comply with school policy and procedures for a second time, the student will be submitted to the Honor and Professionalism Council for review.

Additional Contacts

Office for Student Affairs

Prisma Health Student Affairs Administration

Related Information

USC School of Medicine Greenville Student Handbook

[Shadowing at Prisma Health](#)

[Observation Request Form](#)

History

Date of Change	Change
December 2022	Expectations and approval process for observation experience has been updated to align with Prisma Health policy.
May 2019	Added comment on liability insurance. Editorial changes made due to branding updates and titles.
August 2018	Policy formalized into standardized template, LCME CQI