

## Preceptorship Program 2009-10

The program is designed to give students an opportunity to discover the practice of clinical medicine at Wake Forest University Baptist Medical Center for a duration of three or four weeks for each preceptor you choose to shadow. All Wake Forest undergraduates qualify to participate. However, there are procedures to follow. Please pay strict attention to them.

You must have your current TB immunization record with you when you go for orientation. (get this from Student Health Services on campus). Make sure your TB immunization is current.

### Steps to take:

1. Pick up a packet from Mrs. Johnson, Winston Hall, Room 226.
2. Select a clinician you would like to shadow from the list.
3. Make contact with the clinician and set up a time to meet with him/her

4. Agree with the clinician on a mutually acceptable schedule for you to be there
5. Have the clinician sign the Hazard Assessment Worksheet
6. Complete the “Agreement for Non-Employees” form
7. Have the clinician sign the “Agreement for Non-Employees form
8. Turn in both these forms to Cynthia Evans at the latest by the Thursday before you go for orientation. Ms. Evans is located on the 4<sup>th</sup> floor of Piedmont Plaza 1, 1920 West First Street (corner of First Street and Miller Street) – see map
9. Orientation will be on a Monday from 12.45pm to 4.00pm at the above location. Please contact Ms. Evans by phone or email (716-4539) (cyevans@wfubmc.edu) to set up your orientation afternoon – places are limited.
- 10 Contact your preceptor and have a great time.
- 11 Notify Ms. Johnson (758-5323) once you have completed your Preceptorship