

**UNIVERSITY OF KENTUCKY
COLLEGE OF MEDICINE
VISITING ROTATION APPROVAL**

NAME

CLASS OF

VISITING ROTATION INFORMATION:

Preferred Rotation Period **Dates** **to**
(MUST BE 4 WEEKS)

Course Title

Institution Name

Is this a sub-internship or acting internship rotation? **Yes** **No**
(If "Yes", a course description **MUST** be attached. If confirmed by the registrar, this will be counted as a secondary acting internship.)

Faculty Supervisor or Contact Person at host institution, if known:

Name

Phone

Email

NOTICE TO STUDENTS:

Please attach a copy of the course/clerkship description. The appropriate departmental faculty member at the University of Kentucky College of Medicine needs to approve the visiting rotation by signing below (see list of faculty on checklist). **This allows you to receive credit for the rotation.**

You will be provided with an evaluation form (Clinical Assessment Form) via email while you are doing the visiting rotation. It is your responsibility to give it to the appropriate person at the extramural site, and to be sure that it is returned with a final letter grade to the UKCOM Registrar.

DEPARTMENTAL REPRESENTATIVE APPROVAL SIGNATURE:

I agree that this student may receive academic credit at the University of Kentucky College of Medicine for successful completion of this rotation.

Signature

Printed Name

Date

Please return this form to COM Registrar, MN-104, Fax 859-323-4094, email med.registrar@uky.edu.

Visiting Rotation Checklist

1. Identify institutions that offer visiting rotations that you would like to apply for. The AAMC's Visiting Student Application System (VSAS) is being used by the majority of programs and contains most or all of the information you will need to apply to those programs. Additional residency programs can be researched by specialty and location in the AMA's Frieda Online. Look online for visiting student policies and processes for those institutions in which you are interested. Only make direct contact if you are unable to find the needed information online or if you have specific questions. Applications for visiting rotations may be done in two ways, depending on the requirements of the host program:
2. Many or most medical schools and residency programs require that students apply through the AAMC's Visiting Student Application System (VSAS). That system is accessed online at <https://services.aamc.org/20/vsas/>. All students in the class will be given access and authorizations to apply for rotations through VSAS. You will need to inform the registrars if and when you would like your photo and/or transcript uploaded to VSAS, as well as any other documents that need to be provided by the registrars.
3. For programs that are not using VSAS, review the online application information to familiarize yourself with the documentation that will be required. Pay special attention to requirements for immunizations, titers, background checks, drug screens, or other requirements that may require follow-up and expense on your part.
4. Download an Visiting Rotation Approval Form from the Fourth-Year Resources Page.
5. A visiting rotation course must be approved by the designated departmental representative from UK before any certification of your eligibility can be provided or any VSAS application released. This approval document allows you to receive academic credit for the rotation. For visiting rotations that do not require COM certification (such as military rotations,) the signed approval form must be turned in to the registrars prior to the start of the visiting rotation. Your Visiting Rotation Approval Form with attached course description must be signed by the appropriate faculty member listed (emailed approval from the faculty member will be accepted in lieu of a signature on the form):

DEPARTMENT	REPRESENTATIVE	LOCATION	EMAIL
Anatomy	Wayne Cass		
Anesthesiology	Dung Nguyen, M.D.	A.02.406, UKMC	dung.nguyen@uky.edu
Behavioral Science	H. Jean Wiese, Ph.D.	107 COM Office Bldg.	mjwiese@uky.edu
Biochemistry	Louis Hersh, Ph.D.	MS-607B, UKMC	mlhersh@uky.edu
Dermatology	Stuart Tobin, M.D.	N109E Nursing Bldg.	sto223@email.uky.edu
Emergency Medicine	Rebecca Bowers, M.D.	M-53, UKMC	rckeen0@uky.edu
Family & Community Med	William Elder, PhD (email and copy Shari Levy)	K-309, Kentucky Clinic	welder@email.uky.edu slevy@email.uky.edu
Micro & Immunology	Alan Kaplan, Ph.D.	MS-411, UKMC	makaplan@uky.edu
Internal Medicine	Adam Gray, M.D.		adam.gray2@uky.edu
Neurology	Amy B. Hessler, D.O.	L-442 Kentucky Clinic	amy.hessler@uky.edu
Neurosurgery	Craig van Horne, M.D.	MS-108B UKMC	craigvanhorne@uky.edu
OB/GYN	Wendy Hansen, M.D.	C-367, UKMC	wfhans2@uky.edu
Ophthalmology	Julia Stevens, M.D.	E-302, Kentucky Clinic	jlstev@uky.edu
Orthopaedics	Raymond Wright, M.D. (contact Chris Tutsch)	K-400 Kentucky Clinic	chris.tutsch@uky.edu
Pathology	Janna Neltner, M.D.	MS-155, UKMC	jmhack0@uky.edu
Pediatrics	Elizabeth "Berry" Seelbach, M.D.	Kentucky Children's Hospital	berry.seelbach@uky.edu
Pharmacology	Nada Porter, PhD	MS-315, UKMC	mnadap@uky.edu
Physiology	Brian Jackson, Ph.D.	MS-581, UKMC	brian.jackson@uky.edu
Preventive Medicine	Scott Prince, M.D.	2400 Greatstone Pt.	tprince@uky.edu
Psychiatry	Jim Norton, Ph.D.	292N College of Pharm Bldg	jnorton@email.uky.edu
Radiation Medicine	Mahesh Kudrimoti, M.D.	N-013, UKMC	mkudr0@email.uky.edu
Radiology	Arthur Lieber, M.D.	A-125 Kentucky Clinic	
Rehabilitation Medicine	Sara Salles Shahid, D.O.	Cardinal Hill	ssall0@email.uky.edu
Surgery	Raleigh Jones, M.D. (meeting required)	C-236, UKMC	one1@uky.edu

6. Notify the registrars as soon as you have been accepted for an visiting rotation that you plan to do. If you decide to drop a visiting rotation for which you have been accepted, notify the institution immediately and no later than one month prior to the beginning of the rotation. Keep a record of your cancellation in case it is needed later.
7. The UKCOM evaluation form is available to programs in VSAS. The registrars will also email you an evaluation/grade form and instructions while you are at your visiting rotation. It is your responsibility to be sure that a completed evaluation with a final numeric grade is returned to the registrars so that academic credit can be awarded.