

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

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.