

**University of Pennsylvania
Perelman School of Medicine
Visiting Student Check List
(US or Canadian LCME or AOA approved schools)**

Revised 4/12/2021

Students applying for electives must be in their final year of medical school and indicate that the elective is to be taken for credit at the parent institution. All items on this checklist must be submitted at the time of application. **Incomplete applications will not be processed until all documents on the check list are received.**

PLEASE NOTE:

There is a distinction between the Medicine, OBGYN and Radiology residency programs at the Hospital of the University of Pennsylvania (HUP) and Pennsylvania Hospital.

Your application will be delayed if our office is not clear as to which program you are interested in.

MEDICINE: Apply for HUP electives if interested in the HUP Medicine residency program.
<http://www.uphs.upenn.edu/internal-medicine-residency/>

Apply for Pennsylvania Hospital electives if interested in the Pennsylvania Hospital medicine residency program. <http://www.uphs.upenn.edu/pahedu/gme/medicine.html>

OBGYN: Apply for HUP electives if interested in the HUP OBGYN residency program.
<http://www.uphs.upenn.edu/obgyn/education/residency.htm>

Apply for Pennsylvania Hospital if interested in the Pennsylvania Hospital OBGYN residency program. <http://www.uphs.upenn.edu/pahedu/gme/ob.html>

A complete application will contain:

Application Form

OASIS Student Component

OASIS Home Institution Component

Health Forms & Proof of Health Insurance

Complete Immunization Record with appropriate signature (health care provider or student health office)

Proof of Health Insurance (Copy of insurance card)

**University of Pennsylvania
Perelman School of Medicine
Visiting Student Check List
(US or Canadian LCME or AOA approved schools)**

Revised 4/12/2021

TB Testing

Results of last (2) PPD's OR (1) IGRA blood test are required. Any student with a positive reaction must forward the results of the evaluation, including results of a chest x-ray and subsequent management, along with this application. (2) PPD results within 12 months of each other with the most recent one within 6 months of the requested elective date. OR (1) IGRA result should be within the past 6 months.

Criminal Background Check (please include one)

Provided by my school—upload a letter or statement to this effect.

OR

I've started the process by contacting my local police station or the FBI or by contacting an online vendor. Documentation has been uploaded.

Pediatric Patient Requirement (please include ALL)

If your selected courses have pediatric patient contact (site location will be listed as CHOP or Children's Hospital of Philadelphia) the State of Pennsylvania requires the following —

Pennsylvania Child Abuse History Clearances (CY113)

A Pennsylvania State Police Request for Criminal History Check (PATCH) (SP4-164A)

Federal Bureau of Investigation (FBI) Fingerprint Criminal History Clearance (*will need documentation before start of rotation; we will accept proof of payment confirmation at the time of application submission*)

**University of Pennsylvania
Perelman School of Medicine
Visiting Student Check List
(US or Canadian LCME or AOA approved schools)**

Revised 4/12/2021

The above can be obtained via the following websites:

- A Child Abuse Clearance [Child Welfare Portal](#).
- A Pennsylvania State Police Request for Criminal History Check (PATCH) [here](#).
- A FBI Fingerprint Criminal History Clearance <http://uenroll.identogo.com> and enter your 6-character service code 1KG738.

Supplemental Requirements

If you are applying for an OB/GYN, Otorhinolaryngology, Plastic Surgery, or Urology elective you will need to upload the following:

- Copy of CV
- Copy of Board Scores
- Copy of your medical school transcript (*does not need to be official*)
- Letter of Recommendation

If you are applying for an Anesthesiology, Emergency Medicine, Neurosurgery, NEU401(Pediatric Neurology) or Radiation Oncology elective you will need to upload the following:

- Copy of CV
- Copy of Board Scores
- Copy of your medical school transcript (*does not need to be official*)

If you are applying for an Orthosurgery elective you will need to upload the following:

- Copy of CV
- Copy of Board Scores

By submitting, I am confirming uploaded documentation is correct. Failure to enclose all required documents will result in a delay in the processing of your application.