SYNAPSE Physician Shadowing Instructions

In order to receive an assignment for shadowing each student must:

1) **Complete online HIPAA certification.**
In order to do this you must contact Erin Gerrity in the Biology office to be assigned a user name to gain access to the HIPAA training module. HIPAA certification must be renewed yearly.

   Email: gerrity@biology2.wustl.edu
   Phone: (314) 935-5064
   Office: Plant Growth 105

2) **Sign the confidentiality agreement.**
After HIPAA training has been completed, sign and scan the confidentiality agreement. This must be emailed to Lorraine Edrington,

   Email: edringtonl@neuro.wustl.edu
   Be sure to include your name and ‘Synapse Shadowing’ in the subject line.

3) **Your immunizations must be up to date and you must obtain a TB test (this must be renewed annually and can be done at SHS).** You do not have to send in any paperwork, just indicate in the email to Shivani Rangwala that this was done.

4) **E-mail Shivani Rangwala (synapse.shadowing@gmail.com) indicating that you have completed the requirements (HIPPA, signed the confidentiality agreement, and have a negative TB test) and stating your preference for shadowing.**

Preferences that each student should include:

1. Specialty (neurology or neurosurgery). Note: The neurosurgery department will NOT allow non-medical students in the operating room and there is no live video. You will only be able to shadow in the clinic and post-op.
2. Subspecialty, if there is a particular interest (eg. Multiple sclerosis, epilepsy, movement disorders, stroke, etc.)
3. Adult or pediatric population
4. Willingness to shadow outside of Wash U Medical Center

I will check to make sure you have completed all of the above requirements (please do not e-mail until ALL of the requirements are complete) and you will be assigned a physician to contact and set up shadowing. Your assignment will come in an email from our coordinator (Lorraine Edrington) at the medical school. **Physicians and their specialties will be assigned on a first-come first-serve basis.**

PLEASE EMAIL SHADOWING COORDINATER,
synapse.shadowing@gmail.com