

# Physician Assistant Student Training Guidelines

## Benefis Health System Office of Medical Education

### 1. Program Description

- a. To provide outstanding physician assistant students an exceptional educational opportunity, Benefis Health System has established clinical guidelines for graduate students which requires some limitation on the volume of students. Our goal is to accommodate excellent physician assistant students and develop common clinical education curriculum and timelines for our preceptors.
- b. Do NOT contact providers directly to request training rotations**
- c. It is possible that Benefis will not be able to accommodate your request as not all applicants are accepted for clinical rotations.
- d. If accepted, the coordinator will work directly with Benefis Health System preceptors to arrange your clinical experience. All communication will need to be directly with the coordinator for tracking purposes. Students may not work directly with preceptors unless directed to do so by the coordinator.
- e. Students who do not follow the outlined process are at risk of having arranged clinical hours revoked.**
- f. The clinicals are facilitated by Benefis Health System professional providers, including physician assistants, nurse practitioners when available and allowed, and physicians to provide students opportunities to work alongside other professionals in a multidisciplinary health care environment.
- g. Students observe and experience the delivery of patient care in a comprehensive health care center that offers:
  - i. A caring, collaborative environment
  - ii. State-of-the-art facilities
  - iii. A large, diverse patient population
  - iv. An environment based on a team approach and with a commitment to mutual respect

### 2. Hours and Scheduled Clinicals

- a. Rotations:
  - i. The availability of rotations will be based on perceived community, regional and statewide need as well as preceptor availability.
  - ii. PA students selected to participate in this program will be considered for placement of up to 144-hour rotations, based on preceptor availability, in each of the following departments: Family Practice (very limited), Walk-In, Pediatrics, Orthopedics, Emergency Medicine, Psychiatry, Pulmonology and Hospital Medicine.

### 3. Application Process

**Graduate physician assistant students wishing to participate in a clinical rotation at Benefis Health System must:**

- i. Have a current signed Education Affiliation Agreement between a Benefis approved graduate institution and Benefis Health System

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- ii. Submit a completed application and required documentation:
    - 1. By July 1 for desired rotations January through June of the subsequent year.
    - 2. By January 1 for desired rotations July through December the same year.
  - iii. Submit the required documentation outlined below to [ShannonAnderson@benefis.org](mailto:ShannonAnderson@benefis.org):
    - 1. A document describing your motivation for seeking an advanced practice degree, your career aspirations, and where you see yourself working in five years.
    - 2. Letter from your academic department on school letterhead indicating you are a current student in good standing in your program
    - 3. Current immunizations (See Employee Immunization Requirements)
    - 4. Flu vaccination verification if rotating between November 1 and March 31
    - 5. Background check done within the past year (it may be a background check submitted by your school or another institution)
    - 6. Liability insurance (your school will have a copy of the certificate of insurance)
    - 7. Confidentiality Agreement
    - 8. References as required in the application
    - 9. Clinical hour requirements from your program (Clerkship/Rotation Form)
    - 10. Total number of hours you are hoping to arrange by available specialty
    - 11. Your anticipated starting and ending dates
    - 12. Your anticipated hours per week for each rotation.
  - iv. Complete an in-person or video interview prior to approval
- b. Students accepted for clinical rotations in the prior term are required to submit the following by the dates above for consideration of further rotations:
- i. Total number of hours you are hoping to arrange by department
  - ii. Anticipated starting and ending dates

#### 4. Selection:

- a. Due to high demand, graduate students currently or previously employed at BHS and in good standing, or with current or previous ties to Great Falls, Montana, will have priority over other applicants. Association with

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Benefis or with Great Falls, does not guarantee acceptance for clinical rotations at Benefis.

- b. Students in good standing who have additional clinical rotation requirements will be given priority over new applicants.
- c. Incomplete applications will not be considered.
- d. You will be notified in writing of the decision within 6 weeks of the application due date.
- e. If approval is granted, then the Office of Medical Education will work directly with Benefis Health System preceptors to arrange for your clinical experience. Note that it may not be feasible to accommodate your ideal timeline.

### **5. Please note:**

- a. Acceptance for clinical rotations at Benefis does not in anyway guarantee employment at Benefis once your advanced degree is completed. In select circumstances Benefis may request a work commitment at Benefis assuming satisfactory completion of your training.
- b. If your rotation involves crossing the red line in the operating room, you must complete operating room preparation training.
- c. Student dress attire is business casual
- d. A student ID will be issued and is required to be worn during your student rotations. The badge must be returned upon completion of clinical hours.