REVISED POLICY for Shadow Students and Visitors

The Shadow Student/Visitor program here at UNC Health Care System (UNC HCS) is just one of the many ways in which we fulfill our mission of *Leading, Teaching and Caring.*

This program provides wonderful educational opportunities to the community by allowing students, professionals, physicians and researchers the opportunity to shadow physicians practicing at UNC hospitals and clinics while also protecting the patient’s privacy, confidentiality and safety.

Our Shadow Student/Visitor Policy was recently updated to include additional requirements for those individuals wishing to shadow for a continuous period greater than six weeks.

1. the student/visitor must be part of a formal clinical training program
2. arrange with the sponsoring department to execute a Student Affiliation Agreement (SAA)
3. complete the SAA requirements, including immunizations and criminal background checks

Remember, a shadow student/visitor may include but is not limited to:
1. an elementary, middle, high school student
2. a community college student
3. a community professional
4. a visiting physician/researcher

Students participating in a contracted program of study with UNC HCS are not considered shadow students or visitors.

NOTE: Shadow students or visitors may only observe and are not entitled to perform any work functions which are performed by employees or volunteers. Shadow students/visitors may not participate in patient care in any way.

Requirements:

There are several categories of students/visitors and depending upon the purpose of the visit, formalized training may or may not be required.
Please refer to the **UNC HCS Shadow Students or Visitors Policy** to determine which category applies to the shadow student/visitor.

Remember, while the UNC Hospitals Volunteer Services Department coordinates the program, the **sponsoring department** is **responsible** for making sure all the requirements have been met prior to the first visit.

If you need to report a violation of the procedures, please contact the UNC Volunteer Services Department at **volsvcs@unchealth.unc.edu**.

To register for this program and obtain additional information, please visit [http://www.med.unc.edu/security/hipaa](http://www.med.unc.edu/security/hipaa)

*Created by Jane Teeter*