

DEPARTMENT OF INTERNAL MEDICINE  
DIVISION OF NEPHROLOGY

OBSERVERSHIP POLICY

FOR ADMISSION TO COMPLETE UP TO A MONTH LONG OBSERVERSHIP  
STATUS ROLE

In support of its educational mission, the Division of Nephrology within the Department of Internal Medicine at the University of Nebraska Medical Center provides individuals with observership experiences. An observership is a shadowing experience of at least two weeks and no more than four weeks. The purpose of this policy is to provide an environment that is safe for patients, office staff, students and medical staff; respect patients' rights to privacy and confidentiality; and enhance the experience of the observers.

- I. An observership is a voluntary experience that does not constitute medical education, graduate medical education, continuing medical education, or any training leading to licensure or board certification. Observers receive no academic credit for the observership, but may receive a letter of recognition or a certificate of completion for fulfillment of an observational or shadowing requirement as necessary.
- II. Open observer spots will be filled as "first come, first served."
- III. All observers must wear a University of Nebraska ("UNMC") photo ID at all times while on sites. The UNMC badge must be returned at the end of the rotation. There is an assessment of \$25.00 for unreturned or damaged ID badges.
- IV. UNMC Division of Nephrology does not provide housing or food for observers.
- V. Observers must complete all compliance requirements prior to starting their observership; including, but not limited to: showing proof of immunizations, proof of PPD within the last 12 months, completing all computer-based learning modules provided by UNMC.
- VI. Observers must be directly supervised at all times by the supervising faculty attending, physician attending, physician in training, or another representative from the Division of Nephrology.

- VII. Observers may participate in lunch conferences and other didactic activities as appropriate.
- VIII. Observers must not provide medical care, conduct patient interviews, take a medical history, examine a patient, provide medical advice to a patient, or assist in any procedure.
- IX. Observers must not make entries into patient medical records. They must not make copies of any patient medical records or other materials identified with patient names or other patient information.
- X. Observers must not write orders for patients or make verbal orders for patients.
- XI. Observers must not bill for any service.
- XII. Any violation of the above policies will result in immediate termination of the observership experience.
- XIII. UNMC Nephrology reserves the right to modify any of the above guidelines.

#### **FEE**

- I. The observership fee must be paid-in-full before the preparation process begins with getting the observer scheduled for compliance requirements.
- II. The observership fee is non-refundable. This is non-negotiable.
- III. If the observer cancels his/her observer appointment, they will forfeit their payment.
- IV. The fee for completing an observership with UNMC Division of Nephrology is \$850.00 USD. There is also a \$250.00 fee to UNMC's International Health and Education Office.
- V. Payment must be made in the form of two separate check or money orders payable to UNMC and mailed to the attention of Leah Niebaum at the address below.

#### **QUESTIONS:**

Leah Niebaum  
Office Associate II  
International Health & Medical Education  
985700 Nebraska Medical Center  
Omaha, NE 68198-5700  
402-559-3595  
[leah.niebaum@unmc.edu](mailto:leah.niebaum@unmc.edu)