CCLCM serves as the centralized area for students seeking electives and is responsible for credentialing, scheduling, orienting, monitoring, collecting assessments and overseeing the elective process. All medical students doing clinical and clinical research rotations must register through CCLCM.

**NATIONAL VISITING MEDICAL STUDENTS**

Elective Rotations for Academic Credit

The application process and list of electives can be found on the Visiting Medical Student Elective Program webpage [http://www.clevelandclinic.org/cclcm/elective.htm](http://www.clevelandclinic.org/cclcm/elective.htm). The website details the electives and requirements. You may also go to the Cleveland Clinic Intranet home page, select Education tab, center column under the heading Cleveland Clinic Lerner College of Medicine, the title “Elective Program”.

- Students must meet all prerequisites before approval for the elective rotation for academic credit.
- Students must be in good academic standing, approved by their medical school for the elective and provide a letter to that effect from their Dean. An evaluation of the student’s performance on the rotation will be forwarded to the student’s school upon completion of the elective. The student’s academic record will be maintained in CCLCM.
- Students must provide proof of medical liability insurance. Most medical schools will provide a certificate of insurance with the application form. If the school does not provide malpractice insurance for the student on “away” electives, the student is expected to provide proof of insurance. Students will not be approved without documentation that he/she has malpractice insurance.
- Students must provide proof required immunizations.
- Students will be required to complete the HIPAA and OSHA training modules in COMET no later than the first week of the scheduled rotation.
- Students are required to provide proof of a background check.
- Students may complete no more than two 4-week electives.

Observer Rotations – No Academic Credit

Medical students who do not meet the above requirements may qualify to spend time at the Cleveland Clinic as an observer if they have a faculty sponsor. This will most commonly apply to students from other US medical schools who want to spend part of their summer vacation at the Cleveland Clinic. In these situations, students cannot participate in any type of direct patient care; they can just observe. As such, they will not receive formal documentation of any clinical training at the Cleveland Clinic. In addition, sponsoring faculty must make sure that the addition of an observer does not compromise the accreditation rules for their training program in terms of the number of trainees that can be present on clinical rotations. Two months is the limit for observer rotations.

- Students must be in good academic standing, are approved by their medical school for the elective.
- Students must provide proof of required immunizations.
• Students will be required to complete the HIPAA and OSHA training modules in COMET no later than the first week of the scheduled rotation.
• Observers do not need to provide liability insurance.
• Students must provide proof of a background check.

INTERNATIONAL VISITING MEDICAL STUDENTS

Elective Rotations for Academic Credit

In addition to the above criteria, additional requirements for international medical students include the following:

• Students must be in their final year of education.
• USMLE Step I – Students must provide proof of a passing score on this examination. The USMLE is not waived. It is required for all international medical students.
• A demonstrated proficiency in written and spoken English is to be provided (TOEFL exam).
• International students are encouraged to apply in the noncompetitive months of December – April.
• Students must be in good academic standing, are approved by their medical school for the elective and provide a letter to that effect from their Dean.
• Students must provide proof of required immunizations.
• Students will be required to complete the HIPAA and OSHA training modules in COMET no later than the first week of the scheduled rotation.
• Students must provide proof of liability insurance.
• Students must provide proof of a background check.

Observer Rotations – No Academic Credit

Medical students who do not meet the prerequisites to apply for an elective may apply as an Observer. Observers do not receive academic credit for the rotation and may apply through the Center of International Medical Education (CIME) at www.clevelandclinic.org/CIME or e-mail to intleducation@ccf.org.

RESEARCH ROTATIONS

Basic Science Research
Medical students seeking basic science research rotations or academic requirements to be completed in the Lerner Research Institute (LRI) laboratories are to be processed through the LRI Research Education Office (REO). Students must first get approval from the Research Faculty and the Department and then provide the Department with proof of permission from their medical program and an updated resume. They also must attend an orientation in the REO. For more information, contact Erica Healey, Education Coordinator at 216-445-6690 or healeye@ccf.org.

Clinical Research
Any medical student requesting to complete a research project within a department and receive academic credit for their time, must complete the application form and provide the same documentation as for an elective rotation. Students may not do more than 3 months of a research elective.

AFFILIATION AGREEMENTS

Any affiliation agreement with other medical schools must be reviewed and approved by the Executive Dean of the College of Medicine.