Required items for – **Physician Shadowing**

Training and documentation requirements for physician shadowing include the following.

**Training (taken through myTraining):**
- Maintaining Safe and Respectful Campus - [UF_GET803_OLT](#)
- HIPAA & Privacy – General - [UF_PVR800_OLT](#)
- BBP/BMW – [UF_EHS850G_OLT](#)
- Protection of SSN – [UF_PRV804_OLT](#)

**Additional items that need to be accomplished:**
- From the [HR website](http://hr.ufl.edu), click on Manager Resources > Forms
  - Record of Volunteer service - (Volunteer - Section 1 and person being shadowed – Section 2)
  - Emergency Contact and Campus Directory Information
- From the [Privacy Office website](http://privacy.ufl.edu/), Click on UF Health Privacy > Shadowing (on the sidebar)
  - Confidentiality Statement (Health) is on the sidebar
  - Request for Observation form (21 days or less) – sponsor completes
- Copy of driver’s license
- Copy of I-94, EAD, I-20 and/or DS2019 if Foreign National
- CV/Resume – (Updated to include your current position within the department)
- Health Assessment – From the [Environmental Health and Safety (EHS)](http://www.ehs.ufl.edu/) website, then click on Forms > OCCMED Forms > INOP Form (Individuals Not On Positions):
  - There are forms the shadower needs to complete.
    - Contact With Human Blood – click T&V Form
    - Patient Contact – click both Form 1 and Form 2
  - The volunteer is responsible for associated costs. Call SHCC at Shands (SHCC@Shands) Occupational Medicine Clinic to set up an appointment: 352-294-5700.
  - We will submit the INOP form so SHCC can access the volunteer’s information.

Thank you,

Jay

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