Boston University School of Medicine Policy Regarding Externships and Clinically Related Extracurricular Experiences

Boston University School of Medicine is committed to providing and facilitating high quality educational experiences for its students. Educational experiences that take place during summer vacation periods, or part-time during the academic year, and are not taken for credit are known as “externships” or “clinically related extracurricular experiences.” In some cases, students are asked to provide assurance to the externship or extracurricular experience supervisor that his/her activities during the experience are covered under the University’s professional liability (malpractice) policy for students. The following policy has been promulgated to explain the conditions under which the University will authorize such coverage.

The Associate Dean for Student Affairs, or his/her designee, will review a description of the program in which the student wishes to participate and approve the experience if it is deemed to be both educationally beneficial and appropriate to the student’s expected level of training and expertise as of the starting date of the program.

This approval process begins when the student submits a signed form which contains the name and dates of the program, and a statement that the student agrees to abide by any clinical restrictions mentioned in the program description or noted by the Associate Dean or designee in the approval section of the form. A description of the program duties and responsibilities should also be attached to the request form.

The completed form, containing the program description, student signature and approval signature of the Associate Dean or designee, is then forwarded to the Office of Risk Management as an official request to issue a certificate of insurance as evidence of student professional liability insurance required under the particular program.