

Expectations for Observers

The general purpose of an Observership is for a currently practicing and licensed clinician to “watch and listen only with no patient contact and no research activity.” The Observership is undertaken solely for the purposes of gaining knowledge to be utilized in the applicants practice at their home institution, and there will be no access to clinical systems, no compensation, no fringe benefits, no educational credit, and no employment relationship with BCH in connection with this Observership.

The following guidelines apply to the participation in “observation” with the Observer Program:

- Observer will not be permitted any direct, physical patient contact and may not perform any patient services which includes, but is not limited to, performing the following functions: taking medical history, performing physical examination, diagnosing and treating patient’s condition, prescribing and administering drugs, writing notes or orders in patient’s chart, performing and assisting in a procedure, or billing for services rendered.
- Observers must be clearly identified to all patients and staff, and permission must be obtained from each patient (or proxy) for observer to be present during any encounter / procedure. Should a patient request an observer to leave at any point during an encounter, the observer must leave at once. An observer may not behave or speak in any manner that would lead a patient to believe that s/he is a practicing clinician on staff at BCH.
- Observer must be sponsored by the hosting faculty or a department representative throughout the observer appointment. The Observer must also be accompanied by a BCH attending physician or other designated BCH staff clinician when observing patient care activities. Observer will have no access to patient records, whether in electronic or paper form.
- Observerships are limited to [thirty (30)] calendar days, but can be extended up to [ninety (90)] calendar days with appropriate chief approval.
- Observer must wear an ID badge provided by Human Resources upon completion of the institutional orientation and prior to entering the hosting department. The badge will display the title of [“Observer”] and must be returned to [the Observer’s Department Administrator] at the end of the observer appointment.
- Observer will not be permitted to engage in research activity involving a research laboratory, research protocol, or a research project/paper.
- Observer will complete prior to the commencement of the Observership a health status assessment which complies with all applicable BCH policies, rules and regulations. Observer will refrain from patient care observation at any time Observer has an infectious disease or condition that could be transmitted to patients.

- Observers are responsible for their health insurance, personal transportation, accommodations, meals, medical insurance, required immunizations and any other personal expenses incurred while at BCH.
- Observer will not be considered an employee or staff member of BCH and will not be entitled to salary, benefits, reimbursement of expenses or other compensation; nor will this Observer appointment apply towards elective credit or transcripts for completion of educational programs (i.e., clinical schools, residencies or fellowships).
- BCH will not provide any letters of reference, recommendation or commendation on behalf of Observers; upon successful completion of an Observership, a certificate of attendance will be issued by BCH [International Health Services].
- Observers must comply with all BCH standards, rules and regulations, as well as all applicable federal, state and local laws pertaining to government health care programs.
- Observer, the faculty host or BCH may terminate this appointment at any time and for any reason prior to the scheduled conclusion of the observer appointment by providing written or oral notice to the other party. Observer acknowledges that there is no grievance, appeal or other due process procedures available to challenge the termination of an Observer appointment.

Visitor Dress Code (unless otherwise specified by BCH representative):

- Business or business casual attire (dress pants, dress shirt and tie, close-toed shoes).
- [Clinical observers are required to wear lab coats issued by their home institutions.]
- In addition to BCH-issued ID badges, badges issued by their home institution.

Observers May:

- Attend BCH conferences, lectures, seminars and committee meetings.
- Observe both inpatient and outpatient clinical activities with prior approval from assigned BCH sponsor.

Observers May Not:

- Administer treatment or render services to patients.
- Be involved in obtaining patient consent for any encounter or procedure (clinical or research).
- Participate in patient care management, including writing orders or notes in patient records and / or giving verbal orders related to patient care.
- Have access to BCH computers & systems. This includes:
 - Network logon and/or password
 - Direct access to any clinical applications that contain PHI (protected health information)
 - BCH email address
 - Listing in BCH telephone directory
- Access any clinical or research electronic information systems applications under any other users.
- Publish any works that imply a formal affiliation with BCH.
- Obligate BCH financially or suggest or imply that s/he is acting with the authority of BCH.

I understand and agree to abide by the expectations outlined above

Observer signature

Printed name

Date