Dear Colleague:

We are pleased to announce that the Minority Faculty Development Program within the Office for Diversity Inclusion and Community Partnership of Harvard Medical School is sponsoring the Visiting Clerkship Program (VCP) for medical students, particularly targeting African-American, Hispanic/Latino and American Indian/Alaska Native students in their fourth year of medical school.

Since the VCP’s inception in 1990, more than 1200 students from 50 states, Puerto Rico and Canada have participated in the program. The VCP is for fourth-year and qualified third-year students who wish to do an externship at Harvard Medical School’s affiliated hospitals. The VCP is designed to increase medical student awareness of opportunities in academic medicine, to increase their consideration of an academic training program for internship and residency, and especially, to increase the number of minority students applying to HMS-affiliated hospital training programs.

We have enclosed VCP program brochures (with current monthly application deadline dates for this year’s prospective applicants), and flyers. The brochures provide details on eligibility requirements and financial assistance for applicants. We encourage prospective students to download our most current Training Directory for Harvard Medical School’s affiliated hospitals from the website for the Minority Faculty Development Program at Harvard Medical School: www.mfdp.med.harvard.edu. Please help us reach out to interested students by posting or distributing the program materials. If you have any questions or would like electronic copies of both the flyer and brochure, please feel free to contact us at 617-432-4422 or email the VCP office at vcp_hpsp@hms.harvard.edu.

Sincerely,

Visiting Clerkship Program

Attachments:

1. VCP Brochure
2. Training Directory Flyer
OVERVIEW
The Visiting Clerkship Program provides support for fourth-year and qualified third-year minority (African-American, Hispanic/Latino and American Indian/Alaska Native) medical students to participate in the Harvard Medical School Exchange Clerkship Program. It was designed to:

- Increase awareness of opportunities in academic medicine
- Increase consideration of academic training programs for internship and residency
- Increase the number of minority students applying to HMS-affiliated hospital training programs

The Visiting Clerkship Program is sponsored by the Minority Faculty Development Program of the Harvard Medical School Office for Diversity Inclusion and Community Partnership.

PARTICIPATING HOSPITALS
Participants in the Visiting Clerkship Program will be scheduled at one of the affiliated teaching hospitals of Harvard Medical School:

- Beth Israel Deaconess Medical Center
- Boston Children’s Hospital
- Brigham and Women’s Hospital
- Brockton/West Roxbury Veterans Affairs Medical Center
- Cambridge Health Alliance
- Dana-Farber Cancer Institute
- Harvard Vanguard Medical Associates
- Joslin Diabetes Center
- Massachusetts Eye & Ear Infirmary
- Massachusetts General Hospital
- McLean Hospital
- Mt. Auburn Hospital
- Spaulding Rehabilitation Hospital

MORE INFORMATION
For information about the Visiting Clerkship Program, please contact the Program Coordinator at 617-432-4422 or vcp_hpsp@hms.harvard.edu or visit the website at www.medcatalog.harvard.edu

PROGRAM DETAILS
Eligibility
Eligible participants are: full-time, fourth-year medical students in good standing at accredited US and Canadian medical schools. Third-year students who have completed their core clerkships in medicine, surgery, pediatrics, and obstetrics are also eligible. In addition to completion of core requirements, all students applying to the VCP must have completed USMLE Step 1 prior to the start of their rotation.

Students remain registered at their own schools while participating in exchange clerkships at Harvard Medical School. They are not officially enrolled as students at Harvard University.

Length
Clerkships last four weeks and are offered year-round.

Mentoring and Networking
VCP participants are assigned a faculty advisor and offered opportunities to network with HMS faculty, house staff and students. A dinner/luncheon meeting for faculty and students is held during each rotation.

Course Offerings
Visiting Clerkship Program participants can take elective courses at Harvard Medical School. Please view electives in the online catalog: www.medcatalog.harvard.edu

In addition, participants have access to the Harvard Medical School Countway Library, hospital seminars, and hospital workshops.

Financial Assistance
The program will:

- reimburse up to $400 toward the cost of traveling to and from Boston;
- pay the application processing fee required by HMS Registrar’s Office.

Housing
The Visiting Clerkship Program provides housing for participating students.

APPLICATION
To receive a VCP application, please return the Application Request Form on the back of this brochure or call the Visiting Clerkship office at 617-432-4422; email: vcp_hpsp@hms.harvard.edu. We will send you the forms that are required for VCP application.

In order to complete HMS exchange clerkship application you need to go online at the registrar’s website at www.hms.harvard.edu/registrar and enter your clerkship preferences and your preferred month. You can then return the requested forms along with VCP application to our office. We will forward all information to the registrar’s office. The registrar’s office will contact you with your assigned clerkship.

ROTATION DATES

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<tr>
<th>MONTH</th>
<th>2017 - 2018</th>
<th>ONLINE APPLICATION DEADLINE</th>
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<td>June 2017</td>
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<td>July 2017</td>
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DEADLINES
You must enter the online application at the registrar’s website at least 3 months before the desired rotation but no earlier than 6 months before the rotation. In order to be competitive for a clerkship, it is best to submit your application before the 3 month deadline. Then follow up by sending all requested materials to the VCP office. Again, for application information, please call 617-432-4422. The Registrar strictly enforces application deadlines.
ABOUT THE OFFICE FOR DIVERSITY INCLUSION AND COMMUNITY PARTNERSHIP AND THE MINORITY FACULTY DEVELOPMENT PROGRAM

The Minority Faculty Development Program in the Office for Diversity Inclusion and Community Partnership (DICP) was created by the Harvard Medical School Faculty Council in 1990 to support the career development of junior faculty and to address the following crucial pipeline issues:

- Increasing the pool of minority students interested in careers in science and medicine
- Promoting medical students, graduate students, and fellows to develop the needed skills for success in the academic arena
- Advancing the career development of junior faculty

The Office for Diversity Inclusion and Community Partnership (DICP) was established in 2002 to promote the increased recruitment, retention and advancement of diverse faculty, particularly individuals from groups underrepresented in medicine (URM), at HMS and to oversee all diversity activities involving Harvard Medical School (HMS) faculty, trainees, students and staff.

Our pipeline programs begin as early as the middle school level and carry on through the postgraduate level and involve curriculum development, teacher training, enhancing student research, and career development. DICP/MFDP’s work addresses HMS’ relationship with the community (internal and external) through the provision of programs that link HMS faculty, trainees and students with local, regional and national community-related activities.
HARVARD MEDICAL SCHOOL
MINORITY FACULTY DEVELOPMENT PROGRAM
2015-2017 TRAINING DIRECTORY

AVAILABLE FOR DOWNLOAD AT: