

February 2019

Dear Colleague:

The Visiting Clerkship Program (VCP), sponsored by the Minority Faculty Development Program (MFDP) of the Harvard Medical School (HMS) Office for Diversity Inclusion and Community Partnership, provides support for fourth-year and qualified third-year medical students from groups underrepresented in medicine (African-American, Hispanic/Latino and American Indian/Alaska Native) to participate in the HMS Exchange Clerkship Program.

Since VCP's inception in 1990, more than 1,450 (URiM) students from all 50 states, plus Puerto Rico and Canada have participated in the program. The Program 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 brochures (with monthly application deadline dates for 2019-2020 academic year) and flyers. The brochure provides details on eligibility requirements and financial assistance for applicants. We encourage prospective students to download our [Training Directory](#), which describes each of the HMS teaching hospitals and research facilities, as well as summaries of training programs in each area of specialty.

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](mailto:vcp_hpsp@hms.harvard.edu).

Sincerely,



Joan Y. Reede, MD, MPH, MS, MBA  
Professor of Medicine  
Director, Minority Faculty Development Program  
Dean for Diversity and Community Partnership  
Harvard Medical School

Enc.



**HARVARD**  
MEDICAL SCHOOL



OFFICE FOR DIVERSITY INCLUSION & COMMUNITY PARTNERSHIP

## *Harvard Medical School*

### *Visiting Clerkship Program for AY 2019-2020*

#### **About the Visiting Clerkship Program:**

The Minority Faculty Development Program of Harvard Medical School (HMS) sponsors a Visiting Clerkship Program (VCP) for medical students, particularly African-American, Hispanic/Latino and American Indian/Alaska Native students in their fourth year of medical school. Third-year medical students in their last quarter, who have completed 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. The VCP is offered throughout the calendar year and electives are available at HMS-affiliated institutions that include:

Beth Israel Deaconess Medical Center  
Brigham and Women's Hospital  
Brockton/West Roxbury VA Hospitals  
Boston Children's Hospital  
Cambridge Health Alliance  
Dana Farber Cancer Institute  
Harvard Vanguard Medical Association

Joslin Diabetes Center  
Massachusetts Eye and Ear Infirmary  
Massachusetts General Hospital  
McLean Hospital  
Mount Auburn Hospital  
Spaulding Rehabilitation Hospital

#### **Financial Assistance and Networking Support:**

The program will reimburse up to \$400 toward the cost of traveling to and from Boston and will provide housing for participating students. Clerkship students are assigned a faculty advisor, can meet with Residency Training Program Directors or their associates and are offered the opportunity to network with HMS faculty, house-staff and students. The program hosts a Minority Faculty/Student Dinner each month for our visiting students.

#### **Director:**

Joan Y. Reede, MD, MPH, MS, MBA  
Professor of Medicine  
Dean for Diversity Inclusion and Community Partnership  
Harvard Medical School

#### **Contact Information:**

Visiting Clerkship Program  
Minority Faculty Development Program  
Harvard Medical School  
164 Longwood Avenue, 2<sup>nd</sup> Floor  
Boston, MA 02115-5818  
Telephone: (617) 432-4422  
Fax: (617) 432-3834  
Web-page: [www.mfdp.med.harvard.edu/vcp](http://www.mfdp.med.harvard.edu/vcp)  
Email: [vcp\\_hpsp@hms.harvard.edu](mailto:vcp_hpsp@hms.harvard.edu)



**HARVARD MEDICAL SCHOOL  
MINORITY FACULTY DEVELOPMENT PROGRAM  
2017-2019 TRAINING DIRECTORY**

AVAILABLE FOR DOWNLOAD AT: [http://mfdp.med.harvard.edu/training\\_and\\_jobs](http://mfdp.med.harvard.edu/training_and_jobs)



**HARVARD**  
MEDICAL SCHOOL



OFFICE FOR DIVERSITY INCLUSION & COMMUNITY PARTNERSHIP

## Comments from VCP Participants

*"I had an incredible clerkship experience during my pediatric GI rotation. I felt feeling inspired and motivated about a career in academic medicine and I am looking forward to applying to the Boston area."*

*"Great opportunity to network, excellent advice on residency applications and the whole process. I honestly got more information on how to apply for residencies from here than my home school!"*

*"I had an absolute amazing time on my clerkship and as a result the program at MGH is very high on my list of places to train. Three major things. First, the connections & networking with faculty and other minority students, second, it allowed for me to visit a new hospital in a different state than where I am from, Third it helped to alleviate the financial burden to travel and housing cost. I would like to thank the VCP program and the MFDP and staff for all of its help and support."*

*"I would highly recommend it because it provides you the ability to experience a premier medical education in some of the nation's top hospitals with less financial burden but with more academic guidance. What's not to like?"*

*"This is a very well-organized program. It provides an excellent opportunity to network within one's field of interest. The program provides the student with the resources and connections to be a successful extern. In addition, the travel and housing financial aid is extremely beneficial for students who otherwise would not consider doing an away rotation because of the costs."*

*"Provides exposure to fantastic residency programs. Offers you connections to meet with several faculty members that could have a strong say in the application process. Great way to get a strong letter. Will meet many great mentors."*

*"The program does an excellent job of supporting students and putting students in the best possible position to succeed. My advisor was a great mentor and resource and I learned an incredible amount from some wonderful medical educators throughout my rotation. I was truly lucky to have participated in this program."*

## ABOUT THE OFFICE FOR DIVERSITY INCLUSION AND COMMUNITY PARTNERSHIP AND THE MINORITY FACULTY DEVELOPMENT PROGRAM

The Minority Faculty Development Program (MFDP) 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 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  
Office for Diversity Inclusion and Community Partnership  
164 Longwood Avenue, 2nd Floor  
Boston, MA 02115

[www.mfdp.med.harvard.edu/vcp](http://www.mfdp.med.harvard.edu/vcp)  
617-432-4422  
[vcp\\_hpsp@hms.harvard.edu](mailto:vcp_hpsp@hms.harvard.edu)



## VCP VISITING CLERKSHIP PROGRAM

## 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](mailto:vcp_hpsp@hms.harvard.edu) or visit the website at [www.mfdp.med.harvard.edu/vcp](http://www.mfdp.med.harvard.edu/vcp)

More information about the Harvard Medical School Exchange Clerk Program for Visiting Medical Students can be found at the HMS Registrar's website: [www.hms.harvard.edu/registrar](http://www.hms.harvard.edu/registrar)

## 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](http://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](mailto: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](http://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 the VCP office. We will forward all information to the registrar's office. The registrar's office will contact you with your assigned clerkship.

## ROTATION DATES

ROTATION MONTH	2019 - 2020 ROTATION DATES	ONLINE APPLICATION DEADLINE
June 2019	June 3 - June 30	February 28th
<i>Recess</i>	<i>July 1 - July 7</i>	---
July 2019	July 8 - August 4	March 31st
August 2019	August 5 - September 1	April 30th
September 2019	September 2 - September 29	May 31st
October 2019	September 30 - October 27	June 30th
November 2019	October 28 - November 24	July 31st
December 2019	November 25 - December 22	August 31st
<i>Recess</i>	<i>December 23 - January 5, 2020</i>	---
January 20	January 6 - February 2	September 30th
February 2020	February 3 - March 1	October 31st
March 2020	March 2 - March 29	November 30th
<i>Recess</i>	<i>March 30 - April 5</i>	---
April 2020	April 6 - May 3	December 31st
May 2020	May 4 - May 31	January 31st
June 2020	June 1 - June 28	February 28th

## DEADLINES

You must submit the online clerkship application on the registrar's website at least 3 months prior to the desired rotation month. The HMS registrar's office strictly enforces application deadlines.

In order to be competitive for a clerkship, it is strongly recommended that you submit VCP application before the 3 month deadline or earlier. For application information, please call: 617-432-4422 or email: [vcp\\_hpsp@hms.harvard.edu](mailto:vcp_hpsp@hms.harvard.edu).