

# Memo

**To:** Doctors and Managers  
**From:** Management  
**cc:**  
**Date:** April 30, 2021  
**Re:** Requirements for Student Shadows

## **Requirements for Student Shadows**

1. Must provide emergency contact information before the start of rotation.
2. Must sign our confidentiality policy before the start of rotation.
3. Must have completed HIPAA & OSHA training. If training is not current, our office will provide training before the start of rotation.\*

\* Medical students and physicians do not need to complete HIPAA and OSHA training