



Indiana University School of Medicine
Department of Pathology and Laboratory Medicine
Global Outreach Observership Program
Policies and Procedures

Purpose

The Global Outreach Observership Program at the Indiana University Health Department of Pathology and Laboratory Medicine provides qualified medical graduates the opportunity to learn more about our practicing pathologists and their purpose within the greater healthcare system through a robust interaction with anatomical and clinical pathology. The observership program is intended for national and international individuals seeking further pathology training which may lead to a residency position in the US in the field of pathology.

Program

Pathology-focused activities during an observership rotation occur at the Indiana University Health Pathology Laboratory (IUHPL) located at 350 W. 11th Street, Indianapolis, IN, 46202. Our affiliate facilities include but are not limited to IU Health University Hospital, IU Health Methodist Hospital, Marion County Coroner's Office, and IU School of Medicine on the campus of Indiana University-Indianapolis. The IUHPL has a cafeteria, break room, locker rooms, auditorium, pathology library, and an autopsy suite. Parking is available at a daily cost at the building. Free parking is currently available across the street from the laboratory and along various side streets. IU Health (IUH) provides a free shuttle to campus and affiliate hospitals. Any questions or concerns prior to or during the rotation should be directed to the education coordinator, who schedules all visiting learners in the lab.

Observers participate in routine practices and educational activities in the laboratory, including but not limited to sign-out cases, gross dissection, autopsies, or clinical pathology. As schedules are created prior to the rotation, observers must select a desired sub-specialty. Observers will be assigned to a specific division/sub-specialty for the duration of their time with the department.

Observers are expected to attend daily morning and afternoon educational conferences and are welcome to attend lectures, grand rounds, and any other learning opportunities within the department. Observers are added to an email distribution list once the rotation starts and receive communication from the residents regarding learning opportunity locations, times, and topics. Observers can expect to interact with residents, fellows, and attending pathologists during daily rotations in scheduled sub-specialties. Observers can expect to be in the laboratory Monday through Friday between the hours of 7:30AM and 4:30PM EST. As space allows, observers are given a cubicle in the residents' and fellows' room that will include a microscope and access to pathology resources.



Observers are encouraged to seek time with the director of the observership program as appropriate. Observers meet with the director at the beginning of the rotation. Observers will also be scheduled to meet with the director of the residency program during the rotation. Unless scheduled to work with the program director on a sub-specialty, observers are **not** encouraged to ask for a letter of recommendation from the program director but are encouraged to interact with the attending pathologists with whom they spend quality time.

The observership program provides no compensation, stipend, or reimbursement. All arrangements and expenses, including but not limited to travel, lodging, travel documents, immunizations, health insurance, and living costs will be the full responsibility of the observer. Upon the end of the rotation, the observer will no longer be permitted to access the IUH pathology laboratory or its affiliate facilities. Observerships at IUHPL are strictly voluntary and can be terminated at any time by either the observer or IUH Department of Pathology and Laboratory Sciences, with or without cause.

Objectives

National and international medical school graduates may apply for consideration for a 4-week rotation in our department. We accommodate 2-week rotations if space allows. At the end of the rotation, the observer

- Will be familiar with the functioning of the department of pathology and specific divisions of the department interact with each other.
- Will leave with basic understanding of the various processes involved in acquiring and processing and diagnostic interpretation of anatomic and/or clinical specimens.
- Will acquire basic knowledge of interpreting the morphologic findings as well as clinical results.
- Will have a clear concept of the importance of accurate diagnosis, reporting, and communication with the healthcare providers in patient management.
- May participate in teaching, intradepartmental and interdepartmental conferences, and research projects to gain experience in order to function in an academic environment.

Application Process

All applicants will be directed to submit documents through an application portal that is found on the IUH Department of Pathology and Laboratory Medicine website. Applicants must submit the following documents to be considered for the program. Applications lacking any of the listed materials are not considered. Applicants will pick one subspecialty to complete their observations in.

- Updated medical curriculum vitae (CV)
- Medical school transcripts (translated if non-English)
- USMLE Step 1 score
- USMLE Step 2 score
- Headshot



Applications are accepted January 1st-March 1st each year via web form found on the Department of Pathology and Laboratory Medicine website.

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Completed applications are forwarded to the program director for review. Applicants are accepted, waitlisted, or denied via email from the education coordinator. Due to the extreme level of interest in the program for the limited numbers of spots, combined with space in the laboratory dedicated to medical school learners, we regret that we cannot accept all applicants.

Sub-Specialty Options:

- Breast
- GU
- GI
- Head and Neck
- GYN
- Renal
- Heart and Lung
- Neuropathology
- Bone and Soft Tissue
- Dermatopathology
- Cytology
- Microbiology
- Blood Bank
- Chemistry
- Hemepath
- Molecular

Available Rotations:

- May 4- 31st 2026
- June 1st- 28th 2026
- July 27th- August 23rd 2026
- August 24th-September 20th 2026
- September 21st- October 18th 2026
- October 19th- November 15th 2026
- January 4th- 31st 2027
- February 1st- 28th 2027
- March 1st- 28th 2027
- March 29th-April 25th 2027



Approved applicants will receive a Letter of Invitation (LOI) via email indicating the block to which they are accepted. Applicants have 7 days from receipt of the LOI to accept or decline the offer and agree to the terms of the program. Slots will be filled in the order they are received. The observership program director expects accepted applicants to

- Be proficient in the English language.
- Be financially able to incur all costs associated with the program, including but not limited to travel, lodging, insurance, and living expenses.
- Have all applicable visas procured by the start of the rotation.
- Have all required immunizations prior to the start of the rotation.
- Agree to review and adhere to the policies, regulations and practices of Indiana University Health.

- **ETHICS – PROFESSIONALISM**

I understand, like staff, I cannot initiate telephone calls, write notes, or arrange social interactions with patients. I will clearly define boundaries of staff-patient relationships during chance meetings in the community. Any pre-existing relationships with patients are to be discussed with the Director of the Department. Should a discharged patient attempt to develop a personal relationship with me post- discharge, I will clearly define again the staff-patient relationship boundaries and report this to the Director, who will provide specific guidance for professional conduct. Violation of this policy is grounds for termination of my placement experience.

- **CONFIDENTIALITY**

As a Non-Hospital Personnel/Visitor at IU Health I recognize the extreme importance of confidentiality with respect to information concerning patients, IU Health operations, and employees / Human Resources. I acknowledge that I will adhere to the provisions of the Health Insurance Portability and Accountability Act (HIPAA) and any other federal or state laws regarding confidentiality. **I understand that violations of confidentiality will result in disciplinary action up to and including termination of contract, association, or appointment. Disciplinary action may also include the imposition of fines and other legal action pursuant to HIPAA and other applicable state and federal laws.** I agree to report any violations of confidentiality that I become aware of to my supervisor, department director, member of the Senior Leadership Group, or the HIPAA Privacy Officer. I have read and understand the Privacy education provided in the Non-Hospital Personnel Education In-Service.

- **HOLD HARMLESS**

The undersigned, being an adult, in return for being allowed to participate in certain IU Health activities agrees to assume the risks of participating in these activities and does hereby agree to release, indemnify and hold harmless IU Health, its employees, agents and representatives, from any and all damages of any nature whatsoever which the undersigned may suffer as a result of these activities such as being a passenger in an IU Health vehicle, including an IU Health Emergency Medical Transport Services emergency vehicle, owned or



operated by IU Health. The undersigned fully understands and assumes the risks involved in being a passenger in an IU Health vehicle, including an Emergency Medical Transport Services emergency vehicle owned or operated by IU Health, and assumes risk freely and voluntarily. These risks include an increased risk of injury and even death from being a passenger in a vehicle and/or in an emergency vehicle responding to an injury, accident or illness in an emergent fashion. This assumption of risk, release, indemnity and holds harmless is given by the undersigned in consideration of IU Health granting permission to ride in an IU Health vehicle, including an Emergency Medical Transport Services emergency vehicle, owned or operated by IU Health for training, observation and evaluation purpose of benefit to the undersigned.

○ **Model Release**

I hereby give IU Health Hospital permission to use images of me (photos, video footage, etc.), and to publish it without incurring any debts or liabilities of any kind. I understand that these images may be used in IU Health Hospital publications. Although it is anticipated that my image will appear in only one type of medium (print publication), there is a chance that it may be used in other media as well (IU Health Websites or in an IU Health Hospital future publication), if the facility deems it appropriate. I understand that I will not be reimbursed for the use of images that include me in them.

○ **Smoking & Tobacco Use Policy**

Smoking and/or use of tobacco products will not be allowed on the IU Health campus (including: in buildings or in vehicles owned and operated by IU Health). This includes all satellite buildings and the property associated with those satellites. All tobacco products, including chewing tobacco and snuff, are included in the policy. Violation of this policy may result in termination of the observer experience.

Observerships may be canceled by the participant at any point prior to the start of the rotation, but once canceled, the participant may not reschedule, and the cancelation is final. Waitlisted applicants will be contacted if slots become available, giving as much time as possible to arrange for travel and lodging.