

The Ohio State University Medical Center / College of Nursing Externship Program

The Ohio State University Nurse Externship is an elective, summer term clinical experience. The program offers qualified nursing students the opportunity to work one-on-one with experienced, highly skilled nurse preceptors, to learn more about all clinical specialty areas within The Ohio State University Medical Center, and to collaborate with peers in a Nurse Externship Project.

Who qualifies? - Nursing students enrolled in an accredited program who have completed their junior year of a baccalaureate program or of school or students in the second year in an associate degree program and will graduate in 2013.

What are the program requirements?

- You must be a senior on track to graduate in 2013
- Have a GPA of 3.2 or higher
- Have a current CPR certification and
- Evidence of nursing student liability insurance

What does the program include? - Externs are paired with an experienced RN preceptor for 24 hours per week on clinical units and 8 hours per week of interactive classroom activities. Externs will earn OSU course credit for successful completion of the program. Externs currently employed by as PCAs / SNAs by the OSU Medical Center may have the opportunity to also work outside of the Externship on their home unit this summer.

Externs maybe placed in all hospitals of the OSU Medical Center:

- University Hospital
- The Ross Heart Hospital
- Harding Psychiatric Hospital
- Dodd Hall Rehabilitation
- The James Cancer Hospital
- University Hospitals East

When: Applications will be accepted January 1 – March 10, 2012. The deadline for application is **March 10, 2012**. An interview is required. Students will be notified of acceptance to the program and unit assignment by April 20th, 2012.

To apply for the 2012 Ohio State University Medical Center / College of Nursing Summer Nurse Externship Program visit <http://medicalcenter.osu.edu/careers> and submit an Extern application to:

**Jan Gatto, RN, MS
Associate Director
New Graduate and Professional Development
The Ohio State university Medical Center
842 Doan Hall
410 w. 10th Avenue
Columbus, Ohio 43210**

*Important notice: nurse externs **must** register for a 3 credit clinical elective at the Ohio State University and complete the job application for the Student Nurse Extern at the OSU Medical Center website.*

Senior Status as of June 2012 ___ Yes ___ No

Name:

College / University Attended:

Application Information

The Student Nurse Extern Program Application Packet materials include the following:

1. **Student Nurse Extern Application** - This serves as our base record for the program. If your permanent and school addresses are different, please include both. **Please designate which address, phone number, and e-mail to use to contact you to schedule an interview and for confirmation of your acceptance.**
2. **Personal History Form** - Please complete this form and sign the Commitment Statement to give us some background about you, your interests and your goals and to verify your intent to participate in this program.
3. **Academic Advisor Form** - This is your official verification of student status.
4. **Letters of Recommendation (2)** – These are to be completed by **clinical** faculty. Please ask them to return the letters to you so you can include them with your application. If you are currently employed as a Student Nurse Associate, Patient Care Associate, or in any other clinical role you must include an additional reference letter from your Nurse Manager.
5. **Transcript** – Request that a transcript from your nursing program to be mailed to:
Jan Gatto, RN, MS
Associate Director
New Graduate and Professional Development
The Ohio State University Medical Center
842 Doan Hall
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Columbus, Ohio 43210

Use the checklist on the application to verify that you are returning all required forms.

All application materials (ITEMS 1, 2, 3 and 4) should be mailed together and sent to the above address.

Deadline

Applications must be received no later than **Saturday, March 10, 2012**. Applications will be processed as they are received. Applications received after that date will be reviewed on a space available basis. **A limited number of spaces are available.** Admission to the program is based on the comprehensive application, transcript, and references.

Interview

An interview will be required for candidates not currently employed by the Medical Center. Interviews, if required, will be scheduled as soon as **all** of the application materials are received.

Notification of Acceptance

Students will be notified of acceptance once the application and selection process is complete. All applications whose materials are completed by **March 10, 2012**, will be notified of their selection status by **April 20, 2012**. If you are offered a position as an Extern, and are **not** a current OSU Medical Center employee, a physical exam will be scheduled at Employee

Health. The pre-employment physical, which includes a drug-screen, is required prior to the start of the program. Employment is contingent on passing the physical exam.

Salary

Student Nurse Externs are hired on a temporary status, for 10 weeks, 40 hours a week, and receive a Patient Care Associate pay rate. Externs are eligible for a 15% shift differential for evening and night shifts as well as per hour weekend differential. Externs are paid for both the clinical and educational portions of the program. No other benefits are offered.

Uniforms

A uniform specific to the Student Nurse Extern Program will be required and must be purchased prior to the beginning of the program. More details will be given once the participants are chosen.

Course Fees

All externs must pay the university fees for the course. Non-OSU students will enroll through the Office of Continuing Education Credit Programs. A simplified student application to The Ohio State University will be available to you. For a 3-credit hour course, the cost will be approximately **\$711.75 (instate)** and **\$1182 (out of state)** for tuition and fees, plus a **\$40** application fee for anyone who has NEVER been an OSU student. **Students must enroll to participate in the extern program.** If you currently receive a tuition discount you may be eligible for that discount for this course also.

ALL UNIVERSITY FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Non-OSU students are responsible for verifying transferability of this elective credit to their home program.

More information regarding registration will be given to students accepted to the program.

Parking

Students choosing to have cars on campus will be required to purchase a parking sticker for the summer from OSU Transportation and Parking Department. Costs vary by type of permit.

Nursing Student Liability Insurance

Nurse Externs who do not currently attend The OSU College of Nursing will need to obtain student liability insurance to cover them during the Summer Externship. Several options are available, and we will provide you with information regarding this upon request.

2012 Student Nurse Extern Program Application

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Application program includes: Externship and preceptor for 24 hours per week on clinical

Please use this checklist to assist you in ensuring that you have all information needed to complete your application:

1. _____ Student Nurse Extern application and personal history form completed and signed.
2. _____ Academic Advisor forms completed.
3. _____ Two Reference Letters completed by clinical faculty who have known you for at least one year.
4. _____ Unit Manager Reference Letter, if currently employed in a hospital.
5. _____ Transcript (OSU College of Nursing students may submit OSU advising report instead)

4. List two of your personal strengths and how they will enhance your participation in the Nurse Externship.

5. How would each of the following describe your interpersonal communication skills.

Nursing Faculty / Staff

Patients

Peers / Classmates

Friends / Roommates

Commitment Statement

I realize that if I am offered and accept The Ohio State University Medical Center / College of Nursing Nurse Externship, it is 7- week commitment for 10 weeks from June 18– August 3, 2012. I intend to honor this commitment by not planning for or taking any extended leaves from this program (family vacations or extended weekend trips). I also understand that in order to successfully complete this program I need to have satisfactory attendance and performance in the scheduled classes and clinical assignments.

If the Autumn 2012 academic term for my College of Nursing begins prior to August 4, 2012, I understand that I will need to have approval from the Dean of my College of Nursing and the OSU Nurse Externship to have dual enrollment for the time period that I would be enrolled in both programs.

Nurse Extern Candidate Printed Name

Nurse Extern Candidate Signature

Date